

CITY COUNCIL MEETING AGENDA

June 7, 2021

7:30 pm

Zoom Details

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87977934012>

Or One tap mobile :

US: +13017158592

Or Telephone:

US: +1 301 715

Webinar ID: 879 7793 4012

1. **CALL TO ORDER**
2. **LATE FILE** ORDR 253_05_24_2021 Crosswalk High St
3. **PUBLIC COMMENT**
4. **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.

5. APPROVAL OF MINUTES

- May 24, 2021 City Council Meeting (both Public Sessions) (Approve)

6. COMMUNICATIONS

- APPL025_06_07_2021 Block Party Lafayette St. 8/7/2021 (PS)
- APPL026_06_07_2021 Lyons Road Race 8/3/2021 (PS)
- APPL027_06_07_2021 Chocolate Tour 10/2/2021 (PS)
- APPL028_06_07_2021 GNOCA 5K Walk/Run 9/26/2021 (PS)
- APPL029_06_07_2021 Nbpt Half Marathon 10/24/2021 (PS)
- APPL030_06_07_2021 50's Car Show 8/12/2021 (PS)

7. TRANSFERS

- TRAN099_06_07_2021 Lib Staff 8,519.00 to GEN Heat/Elec 8,500.00, HR 19.00 (B&F)
- TRAN100_06_07_2021 RRFA Wtrfrnt 16,580.22 to PKG Main 16,580.22 (B&F)
- TRAN101_06_07_2021 Wtr Ret Earnings 194,000 to Fund Bal 100,000, CIP Lease 94,000 (B&F)
- TRAN102_06_07_2021 Sew Ret Earnings 149,000 to Fund Bal 100,000, CIP Lease 49,000 (B&F)
- TRAN103_06_07_2021 Free Cash 24,000 to CIP Lease 24,000 (B&F)
- TRAN104_06_07_2021 Free Cash 110,000 to FF Sal 53K, FF OT 45K, Dispatch 12K (B&F)
- TRAN105_06_07_2021 Lib Staff 3,475.00 to Rental 525, Supplies 1,500, Fuel 1,450 (B&F)

8. APPOINTMENTS

- APPT250_06_07_2021 Theresa Rooney 7R Beacon St. COA 5/31/2026
- APPT251_06_07_2021 Aileen Graf 2 Liberty St. Fruit St Hist Comm. 6/20/2024
- APPT252_06_07_2021 Adam Armstrong 5 Buck St Harbor Comm 4/01/2024
- APPT253_06_07_2021 Ahmer Ibrahim 85 Prospect St HRC 6/30/2024

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

Neighborhoods & City Services

ORDR253_05_24_2021 Crosswalk High St

Public Safety

COMM282_01_27_2021 Ltr from Jim McCarthy re: Sign Proposal

END OF CONSENT AGENDA

REGULAR AGENDA

9. MAYOR'S UPDATE

10. COMMUNICATIONS

11. FIRST READING APPOINTMENTS

12. SECOND READING APPOINTMENTS

- APPT247_05_24_2021 Brian Brunault 83 Garden St. Cnstble for Civil Business 7/1/2024
- APPT249_05_24_2021 Joseph Haberland 22 Farrell St Sch. Cmte. Whittier Reg. 5/31/2024
Vo.Tech. HS

13. ORDERS

- ORDR254_06_07_2021 Increase to spending limit Electrical Insp.
- ORDR255_06_07_2021 FY 2022 Revolving Funds
- ORDR256_06_07_2021 Intent to Lease 50 Parker St
- ORDR257_06_07_2021 Water & Sewer Rates

14. ORDINANCES

- ODNC074_04_12_2021 2nd reading Council Salaries with Supporting Memo
- ODNC077_05_10_2021 Merrimac St. Parking Restrictions
(Continued from May 24, 2021)
- ODNC080_06_07_2021 Amended Union St Parking Restrictions
- ODNC081_06_07_2021 Amended Quorum Historic Comm

15. COMMITTEE ITEMS

Ad Hoc Committee on Economic Development

In Committee:

Ad Hoc Committee on Market Landing Park and COTW

In Committee:

- COMM261_08_31_2020 Proposed Timeline, Waterfront
- ORDR227_12_14_2020 Appropriate NRA funds for RFP award

Budget & Finance

In Committee:

- COMM311_03_08_2021 Cllr Tontar letter re: KP Law Legal Opinion on Council Salaries
- ORDR248_05_10_2021 Budget Order 2022 w/memo from the Mayor
- TRAN097_05_24_2021 Gen. Fund-Free Cash \$65,260.87 & HWY Streetlights \$50,000 to Snow & Ice Labor \$238.00 & Snow & Ice-Expenses \$115,498.87
- TRAN098_05_24_2021 Multiple Accounts Transfer Appropriation Request \$3,071,492.00 to Multiple FY2022 Capital & Reserves \$3,071,492.00 (COTW)
- ORDR252_05_24_2021 Phillips Drive Loan Order
- ODNC079_05_24_2021 Plumbing and Gas Fees Sec 5-111 & 5-112

Education

In Committee:

- COMM273_10_13_2020 Ltr of Non-Support from Mayor on Acts of 1987
- COMM329_05_24_2021 Statement of Interest, School Building Authority

General Government

In Committee:

- COMM325_05_10_2021 Ordinance Review Committee Report
- COMM330_05_24_2021 Late File Code of Ordinances Edited May 2021
- COMM331_05_24_2021 Late File Newburyport Fee Schedule

License & Permits

In Committee:

- ODNC047_01_27_2020 General Ordinance - Short Term Rental Units Rules
- COMM229_02_24_2020 Ltr re: Implementation of Short-Term Rental Ordinance

Neighborhoods & City Services

In Committee:

- COMM234_03_30_2020 Ltr from Newburyport Livable Streets March 11, 2020
- COMM285_01_27_2021 Memorandum from Councillor Christine Wallace
- COMM299_02_08_2021 Late File Phillips Dr. Neighborhood Committee Ltr
- COMM326_05_10_2021 Late File Hale Street bicycle/pedestrian improvements (CIP)
- **ORDR253 05 24 2021 Crosswalk High St**

Planning & Development

In Committee:

- COMM215_01_13_2020 Ltr re: Colby Farm Open Space Beautification
- ODNC046_01_27_2020 Zoning Amendment - Short Term Rental Units Definition
- COMM231_03_09_2020 Ltr re: Short-Term Rental Ordinance
- ORDR196_07_13_2020 Open Space and Recreation Plan 2020 (COTW)
- ODNC076_05_10_2021 Proposed Zoning Amendment Mini-Reform (COTW)
- APPT248_05_24_2021 Christopher J. Fay 20 Strong St. Historical Comm. 5/31/2024

Public Safety

In Committee:

- COMM216_01_13_2020 Ltr re: Ban the Use of Glyphosate
- APPT165_04_13_2020 Dr. Robin Blair 18 Market St. Board of Health 4/30/2023

- COMM243_05_11_2020 Ltr from Jane Rascal re: NMMCD
- ORDR200_07_30_2020 List of Crosswalks Amended
- **COMM282_01_27_2021 Ltr from Jim McCarthy re: Sign Proposal**
- COMM283_01_27_2021 Ltr from Jim McCarthy-speed limit
- APPL023_03_08_2021 Late File Event App The Moving Wall
- COMM328_05_10_2021 Late File Petition 25 mph Ferry & Laurel Rds.

Public Utilities

In Committee:

- COMM290_02_08_2021 Falmouth Broadband Feasibility Study (full text in Clerk's office)
- COMM295_02_08_2021 Best Best & Krieger Small Cells Order Annual Meeting
- COMM296_02_08_2021 Natoa FCC Small Wireless Facilities Rules Compliance Guide

Rules

In Committee:

- COMM220_01_27_2020 Proposed City Council Rule 9F
- ORDR170_02_24_2020 Amendment Council Rules 2020 (COTW)
- ORDR171_02_24_2020 Amendment to Rule 17B (COTW)
- ORDR239_02_8_2021 Council Rule 7 and 10B

16. GOOD OF THE ORDER

17. ADJOURNMENT

CONSENT AGENDA

CITY COUNCIL MEETING MINUTES

May 24, 2021

Joint City Council & Planning Board Meeting

7:00 PM

Zoom Details

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87977934012>

Or One tap mobile :

US: +13017158592

Or Dial:

US: +1 301 715 8592 Webinar ID: 879 7793 4012

1. CALL TO ORDER

The City Council President, Jared Eigerman called the Joint City Council & Planning Board Meeting to order at 7:00 pm and asked the City Clerk, Richard B. Jones to call the roll. The following Planning Board members answered present, Bonnie Sontag, Rick Taintor, Elisabeth DeLisle, Anne Gardner, MJ Verde, Alden Clark, 6 present, 2 absent (Leah McGovern, Don Walters), 1 resigned (Tania Hartford). The following City Councillors answered present Wallace, Zeid, Khan, McCauley, Connell, Shand, Tontar, Vogel, and Eigerman. 9 present, 2 absent (JD, BL). All were using Zoom as a platform.

- **City Council**
- **Planning Board**

Motion to begin Executive Session by Councillor Lane, seconded by Councillor Shand. Roll call vote.

2. **EXECUTIVE SESSION** To Discuss litigation involving 93 State Street, Newburyport and the Appeal of the Planning Board decision pending in Land Court.

Councillors Devlin and Lane present for this motion.

(Council) Motion to go into Executive Session for the purpose of discussing 93 State Street and the pending litigation in Land Court by Councillor Connell, seconded by Councillor Shand. Roll call vote. 11 yes. Motion passes.

(Planning Board) Motion to go into Executive Session for the purpose of discussing 93 State Street and the pending litigation in Land Court by Rick Tainter, seconded by Elisabeth DeLisle. Roll call vote. 6 yes, 2 absent (Leah McGovern, Don Walters). 1 resigned (Tania Hartford). Motion passes.

The City Clerk stated that the City Council will be back in session for the regular City Council Meeting at 8:00pm. The Planning Board will not be returning to a public meeting following the Executive Session.

REGULAR COUNCIL MEETING

8:00 PM

1. **CALL TO ORDER** The City Council President, Jared Eigerman called the meeting to order at 8:00 pm and asked the City Clerk, Richard B. Jones to call the roll. The following Councillors answered present, Zeid, Devlin, Khan, McCauley, Connell, Shand, Tontar, Vogel, and Eigerman. 9 present, 2 absent (CW, BL) using Zoom as a platform.

8:02 pm Councillor Lane present

2. **LATE FILE**

- COMM330_05_24_2021 Late File Code of Ordinances Edited May 2021
- COMM327_05_10_2021 Late File Hale Street fence/wall at Squires Glen
- COMM331_05_24_2021 Late File Newburyport Fee Schedule

Motion to waive the rules and accept the late file items by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

8:04 pm Councillor Wallace present

3. **PUBLIC COMMENT**

June Henderson, 452 Merrimac Street
Jane Snow, 9 Coffin Drive

4. **MAYOR'S COMMENT**

CONSENT AGENDA

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5. **APPROVAL OF MINUTES**

- May 10, 2021 (Approve)

6. **COMMUNICATIONS**

- COMM329_05_24_2021 Statement of Interest, School Building Authority (ED)

7. **TRANSFERS**

- TRAN097_05_24_2021 Gen. Fund-Free Cash \$65,260.87 & HWY Streetlights \$50,000 to Snow & Ice Labor \$238.00 & Snow & Ice-Expenses \$115,498.87 (B&F)
- TRAN098_05_24_2021 Multiple Accounts Transfer Appropriation Request \$3,071,492.00 to Multiple FY2022 Capital & Reserves \$3,071,492.00 (B&F)

Councillor Zeid requested adding COTW for referral.

8. **APPOINTMENTS**

- APPT247_05_24_2021 Brian Brunault 83 Garden St. Cnstble for Civil Business 7/1/2024
 - APPT248_05_24_2021 Christopher J. Fay 20 Strong St. Historical Comm. 5/31/2024
- Councillor Shand requested removing from Consent Agenda
- APPT249_05_24_2021 Joseph Haberland 22 Farrell St Sch. Cmte. Whittier Reg. 5/31/2024
Vo.Tech. HS

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

END OF CONSENT AGENDA

Ad Hoc Committee on Economic Development

- COMM262 08 31 2020 Gasbarro Ltr re: Awareness

Budget & Finance

- ODNC074 04 12 2021 Council Salaries with Supporting Memo

- TRAN096 05 10 2021 Gen. Budget Contingency \$17,815.35 to POL Sal Officers\$14,192, POL Officer OT \$2500, POL Accreditation Allowance \$707, POL Longevity \$416.35
- ORDR247 05 10 2021 Health Insurance Reserve Fund

Neighborhoods & City Services

- COMM327 05 10 2021 Late File Hale Street fence/wall at Squires Glen

Public Safety

- ORDR250 05 10 2021 Merrimac St signs, signals and striping
- ODNC077 05 10 2021 Merrimac St. Parking Restrictions

Motion to approve the Consent Agenda as amended by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passes.

REGULAR AGENDA

9. MAYOR'S UPDATE

Motion to receive and file by Councillor Vogel, seconded by Councillor Zeid. Roll call vote. 11 yes. Motion passes.

10. COMMUNICATIONS

- COMM330_05_24_2021 Late File Code of Ordinances Edited May 2021
- COMM331_05_24_2021 Late File Newburyport Fee Schedule

Motion to refer collectively to General Government by Councillor Khan, seconded by Councillor Connell. Roll call vote. 11 yes. Motion passes.

11. FIRST READING APPOINTMENTS

- APPT248_05_24_2021 Christopher J. Fay 20 Strong St. Historical Comm. 5/31/2024

Motion to refer to Planning & Development by Councillor Shand, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passes.

12. SECOND READING APPOINTMENTS

- APPT242_05_10_2021 Katie Nye 8 Russell Terr. Human Rights Comm. 5/31/2024
- APPT243_05_10_2021 Charles Carroll 25 Hill St. Council on Aging 5/31/2026
- APPT244_05_10_2021 Richard A. Eaton 4 Horton St. Council on Aging 5/31/2026
- APPT245_05_10_2021 Barry J. McBride 5 Pine St. Asst. Wiring Inspector 5/31/2022
Salisbury

Motion to approve on 2nd reading by Councillor Zeid, seconded by Councillor Shand. Roll call vote. 11 yes. Motion passes.

13. ORDERS

- Confirmatory_05_24_2021 ORDR246_05_10_2021 Updated City Council Meetings 2021

Motion to approve by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passes.

- ORDR249_05_10_2021 Congratulations Valedictorian Salutatorian
(Continued from 05/10/2021)

Motion to approve with all Councillors to add their signatures by Councillor Zeid, seconded by Councillor Devlin. Roll call vote. 11 yes. Motion passes.

- ORDR252_05_24_2021 Phillips Drive Loan Order

Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. Roll call vote. 11 yes. Motion passes.

- ORDR253_05_24_2021 Crosswalk High St

Motion to refer to Neighborhoods & City Services by Councillor McCauley, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passes.

14. ORDINANCES

- ODNC073_03_29_2021 2nd reading Zoning Amendment Storage Warehousing

Motion to approve on 2nd reading by Councillor Zeid, seconded by Councillor Shand. Roll call vote. 11 yes. Motion passes.

- ODNC075_04_26_2021 2nd reading Safety Zone Merrimac St Ordinance

Motion to approve on 2nd reading by Councillor McCauley, seconded by Councillor Tontar. Roll call vote. 11 yes. Motion passes.

- ODNC078_05_10_2021 2nd reading on Elec Agg (redraft of ORDR245_04_26_2021)

Motion to approve on 2nd reading by Councillor Tontar, seconded by Councillor Wallace. Roll call vote. 10 yes. 1 no (JM). Motion passes.

- ODNC079_05_24_2021 Plumbing and Gas Fees Sec 5-111 & 5-112

Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Vogel. Roll call vote. 11 yes. Motion passes.

15. COMMITTEE ITEMS

Ad Hoc Committee on Economic Development

In Committee:

- **COMM262 08 31 2020 Gasbarro Ltr re: Awareness**

Motion to receive and file by Councillor Eigerman, seconded by Councillor Tontar. Roll call vote. 11 yes. Motion passes.

Ad Hoc Committee on Market Landing Park and COTW

In Committee:

- COMM261_08_31_2020 Proposed Timeline, Waterfront
- ORDR227_12_14_2020 Appropriate NRA funds for RFP award

Budget & Finance

In Committee:

- COMM311_03_08_2021 Cllr Tontar letter re: KP Law Legal Opinion on Council Salaries
- **ODNC074 04 12 2021 Council Salaries with Supporting Memo**

Motion to approve on 1st reading by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 9 yes, 2 no (SZ, JD). Motion passes.

- **ORDR247 05 10 2021 Health Insurance Reserve Fund**

Motion to approve by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.

- ORDR248_05_10_2021 Budget Order 2022 w/memo from the Mayor
- **TRAN096 05 10 2021 Gen. Budget Contingency \$17,815.35 to POL Sal Officers\$14,192, (B&F) POL Officer OT \$2500, POL Accreditation Allowance \$707, POL Longevity \$416.35**

Motion to approve on 2nd reading by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.

Education

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- COMM273_10_13_2020 Ltr of Non-Support from Mayor on Acts of 1987

General Government

In Committee:

- COMM325_05_10_2021 Ordinance Review Committee Report

License & Permits

In Committee:

- ODNC047_01_27_2020 General Ordinance - Short Term Rental Units Rules
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- COMM326_05_10_2021 Late File Hale Street bicycle/pedestrian improvements (CIP)
- **COMM327_05_10_2021 Late File Hale Street fence/wall at Squires Glen**

Motion to approve by Councillor Connell, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.

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In Committee:

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- COMM282_01_27_2021 Ltr from Jim McCarthy re: Sign Proposal
- COMM283_01_27_2021 Ltr from Jim McCarthy-speed limit
- APPL023_03_08_2021 LATE FILE Event App The Moving Wall
- COMM328_05_10_2021 Late File Petition 25 mph Ferry & Laurel Rds.
- **ORDR250_05_10_2021 Merrimac St signs, signals and striping**

Motion to approve by Councillor McCauley, seconded by Councillor Tontar. Roll call vote. 11 yes. Motion passes.

- **ODNC077_05_10_2021 Merrimac St. Parking Restrictions**

Motion to approve by Councillor McCauley, seconded by Councillor Tontar. Motion to amend by adding “scheduled games or events” and referencing Sec. 11-5 Parks Commission permit and posted schedule by the Parks Department by Councillor Vogel, seconded by Councillor Khan. Motion to move to a date certain, June 7, 2021 by Councillor Devlin, seconded by Councillor Lane. Roll call vote. 11 yes. Motion passes.

Public Utilities

In Committee:

- COMM290_02_08_2021 Falmouth Broadband Feasibility Study (full text in Clerk's office)
- COMM295_02_08_2021 Best Best & Krieger Small Cells Order Annual Meeting
- COMM296_02_08_2021 Notoa FCC Small Wireless Facilities Rules Compliance Guide

Rules

In Committee:

- COMM220_01_27_2020 Proposed City Council Rule 9F
- ORDR170_02_24_2020 Amendment Council Rules 2020 (COTW)
- ORDR171_02_24_2020 Amendment to Rule 17B (COTW)
- ORDR239_02_8_2021 Council Rule 7 and 10B

16. GOOD OF THE ORDER

Councillor Zeid – Budget & Finance to hold Hybrid meeting Wednesday, May 26th at the Senior/Comm. Ctr.

Councillor Connell – All welcome Tuesday, May 25th to reinstall the BLM banner that was vandalized.

Councillor Tontar – Recognizes students Jackson Darling and Nicholas Forestall for their Tree Walk

Councillor Shand – DEI Alliance update, recognizes the NYS Big Wheel 500 Race

17. ADJOURNMENT

Motion to adjourn by Councillor Zeid, seconded by Councillor Khan at 10:22 pm. Roll call vote. 11 yes. Motion passes.

COMMUNICATIONS



RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2021 MAY 27 PM 12:56

CITY OF NEWBURYPORT
60 PLEASANT STREET
NEWBURYPORT, MA 01950

BLOCK PARTY APPLICATION

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

DATE OF REQUEST: 5/25/21

CONTACT INFORMATION

FIRST AND LAST NAMES: Patricia & Robert Hoffman

MAILING ADDRESS: 15 Lafayette St Newburyport, MA 01950

PHONE NUMBER: 617-596-3466

E-MAIL ADDRESS: hoffmanpatty@gmail.com

BLOCK PARTY INFORMATION

BLOCK PARTY DATE: 8/7/21

DESIRED STREET CLOSING LOCATION: Highland Ave + Lafayette St
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: Lafayette St

DESIRED STREET CLOSING TIME: 3⁰⁰ pm - 9⁰⁰ pm
 Block Parties should run no later than 10:00 p.m.

REGULATIONS

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

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

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

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

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

Applicant signature:  Date: 5/25/21

APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE

CITY MARSHALL

4 Green Street

FIRE CHIEF

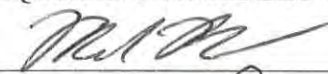
Greenleaf Street

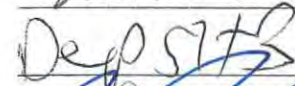
DEPUTY DIRECTOR

1 Perry Way

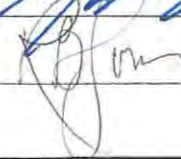
CITY CLERK

60 Pleasant Street









City use only:

Approved _____ Denied _____ Date _____

NEWBURYPORT SPECIAL EVENT APPLICATION

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

Tel: _____ Fax: _____

2021 MAY 28 AM 10:45

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

NAME OF EVENT: NEWBURYPORT LIONS Y.H.C. 5K ROAD RACE

Date: AUG 3, 2021 Time: from 8AM to 8PM

Rain Date: _____ Time: from _____ to _____

2. Location: NEWBURYPORT HIGH SCHOOL NBPT STREETS

3. Description of Property: High School Grounds Public _____ Private _____

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

Contact Person
Address: ROBERT S. COLOMYCKI Telephone: 978-462-7356
E-Mail: JOBOBYEAT@COMCAST.NET Cell Phone: 617-275-9217
Day of Event Contact & Phone: _____

5. Number of Attendees Expected: 1500 (FIFTEEN HUNDRED)

6. MA Tax Number: 47-353-2870

7. Is the Event Being Advertised? YES Where? LION'S WEBSITE Y.H.C. PUBLICITY

8. What Age Group is the Event Targeted to? ALL AGE GROUP'S

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

2/1

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

A. Vending: Food Beverages Alcohol NO Goods NO Total # of Vendors 0

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

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

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: NEWBURYPORT LION'S CLUB

2. Name, Address & Daytime Phone Number of Organizer: DONALD CAREY
LISA CIRCLE
MERRIMACK, MA 978-384-8535 - CELL 978-519-0547
NEWBURYPORT, MASS.

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

4. Date of Event: AUG 3, 2021 Expected Number of Participants: _____

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

6. Road Race, Parade or Walkathon Route: (List street names & attach map of route): SEE ATT 5K MAP

7. Locations of Water Stops (if any): SEE ATTACHED - 5 WATER ST. (ONLY 1)

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

9. Formation Location & Time for Participants: N.H.S. GROUNDS

10. Dismissal Location & Time for Participants: N.H.S. GROUNDS

11. Additional Parade Information:
- Number of Floats: NONE
 - Locations of Viewing Stations: SEE ROAD MAP ATTACHED
 - 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.

<i>Approval Required</i>	Date: _____	Signature _____
_____	1. Special Events: _____	_____
_____	2. Police: _____	_____
	Is Police Detail Required: _____	# of Details Assigned: _____
_____	3. Traffic, Parking & Transportation: _____	_____
_____	4. ISD/Health: _____	_____
_____	5. Recycling: _____	_____
_____	6. ISD/Building: _____	_____
_____	7. Electrical: _____	_____
_____	8. Fire: _____	_____
	Is Fire Detail Required: _____	# of Details Assigned: _____
_____	9. Public Works: <i>Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply</i>	
	<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:

Robert S. Colomycki

Date:

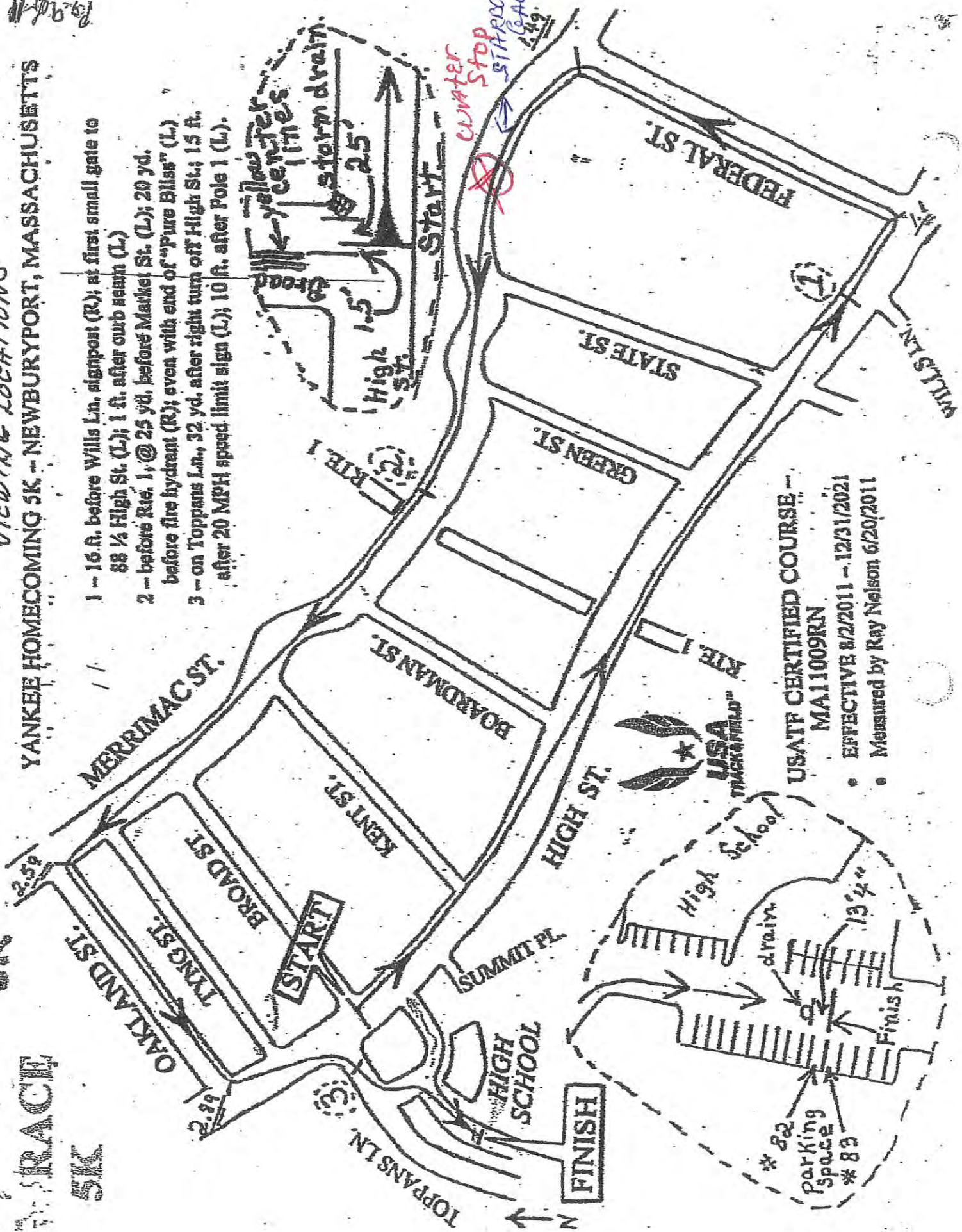
05/26/2021

5K
 TRACK
 5K

VIEWING LOCATIONS

YANKEE HOMECOMING 5K - NEWBURYPORT, MASSACHUSETTS

- 1 - 16 ft. before Wills Ln. signpost (R); at first small gate to 88 1/4 High St. (L); 1 ft. after curb return (L)
- 2 - before Red. 1, @ 25 yd. before Market St. (L); 20 yd. before fire hydrant (R); even with end of "Pure Bliss" (L)
- 3 - on Toppans Ln., 32 yd. after right turn off High St.; 15 ft. after 20 MPH speed limit sign (L); 10 ft. after Pole 1 (L).



USATF CERTIFIED COURSE -
 MA11009RN
 EFFECTIVE 8/2/2011 - 12/31/2021
 Measured by Ray Nelson 6/20/2011

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 978 729-2263

RECEIVED
CITY OF NEWBURYPORT
FAX: 978 462-5647

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

2021 MAY -7 AM 10:50

NAME OF EVENT: 18TH ANNUAL NEWBURYPORT CHOCOLATE TOUR

Date: OCT. 2, 2021 (SAT.) Time: from 12 P.M. to 4:00 P.M.

Rain Date: NONE Time: from _____ to _____

2. Location: START OF TOUR: FIRST RELIGIOUS SOCIETY CHURCH PLEASANT ST.

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

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

Contact Person: DIANE HAWKINS, CHARL Address: 14 TILCOMB ST. Telephone: _____

E-Mail: CHARKKJ@COMCAST.NET Cell Phone: 978 729-2263

Day of Event Contact & Phone: DIANE HAWKINS, CHARL 978 729-2263

5. Number of Attendees Expected: 100 VOLUNTEERS, 300+ TICKET HOLDERS

6. MA Tax Number: 222 520 650 EXP. 1/3/29 CENTRAL CHURCH

7. Is the Event Being Advertised? YES Where? SOCIAL MEDIA, NEWSPAPER, CHAMBER OF COMMERCE, FLIERS

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

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

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 _____ BALLOONS
MINIMAL TRASH

If yes:

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

If no:

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

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

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

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

NEWBURYPORT CHOCOLATE TOUR

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: CENTRAL CONGREGATIONAL CHURCH, NEWBURYPORT

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

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

4. Date of Event: OCT. 2, 2021 Expected Number of Participants: 300-400 THROUGHOUT DAY

5. Start Time: 12:00 P.M. Expected End Time: 4:00 P.M.

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

AS BEFORE, TICKET HOLDERS START ON PLEASANT ST (VISITING STORES) TRAVEL DOWN STATE ST. AND HEAD OVER TO THE TANNERY TO COMPLETE THE TOUR. HOPEFULLY 20 STORES WILL BE PARTICIPATING (34 IN PREVIOUS YEARS).

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

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

9. Formation Location & Time for Participants: 11:30 1ST SHIFT OF VOLUNTEERS
1:30 2ND SHIFT

10. Dismissal Location & Time for Participants: 2 4:00 P.M. PLEASANT ST. NEWBURYPORT

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 _____ 60 Pleasant St.

DEPARTMENT APPROVAL (for Committee Member use only):

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

Approval Required	Date: _____	Signature _____
_____	1. Special Events: _____	
_____	2. Police: _____	
	Is Police Detail Required: _____	# of Details Assigned: _____
_____	3. Traffic, Parking & Transportation: _____	
_____	4. ISD/Health: _____	
_____	5. Recycling: _____	
_____	6. ISD/Building: _____	
_____	7. Electrical: _____	
_____	8. Fire: _____	
	Is Fire Detail Required: _____	# of Details Assigned: _____
_____	9. Public Works: <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.
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- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers to notify residents ten (10) days in advance that neighborhood roads will be closed if no alternate route is available to those residents.
- (f) *"Insurance"* All events shall have an insurance policy or rider in effect for the event naming the "City of Newburyport" as an insured. The policy shall be no less than two million dollars (\$2,000,000.00).
- (g) *"Event termination"* If in the judgment of the City Marshal, Fire Chief or Department of Public Services (DPS) Director or designees thereof determine that an event is unsafe due to existing conditions, that event may be stopped, terminated or suspended. In the case of a multidiscipline event such as a triathlon, the Harbormaster or his/her designee may likewise stop, terminate or suspend the swimming portion for cause.
- (h) *"Event and traffic Security"* The City Marshal, Fire Chief, DPS Director or in the case of a triathlon, the Harbormaster can require special duty personnel to oversee the safety and security of the event. All special duty assignments will be paid by the event organizers.
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13-101 Enforcement

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- (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: Glenn H. Clark Date: 4/11/21



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/18/2021

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 Marsh & McLennan Agency LLC One South Jefferson Street Roanoke VA 24011	CONTACT NAME: PHONE (A/C, No, Ext): 800-283-1478 FAX (A/C, No):	
	E-MAIL ADDRESS:	
INSURED P025800 Central Congregational Church Po Box 372 Newburyport, MA 1950	INSURER(S) AFFORDING COVERAGE NAIC #	
	INSURER A: Lexington Insurance Company 19437	
	INSURER B: Lexington Insurance Company 19437	
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 15985890

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	011971558 048409888	1/1/2021 1/1/2021	1/1/2022 1/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMPI/OP AGG \$ 5,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> 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)

Please contact your Insurance Board Agent, Jim Stewart at 413-788-4531 for questions regarding your Certificate of Insurance. If you would like to speak to someone at the Insurance Board, please call 800-437-8830.

RE: 10/02/21 Newburyport Chocolate Tour 9 am to 5 pm

Certificate holder is named as Additional Insured.

CERTIFICATE HOLDER**CANCELLATION**

The City of Newburyport 60 Pleasant St 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 <i>H. Andrew Perry</i>

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NEWBURYPORT SPECIAL EVENT APPLICATION

RECEIVED
CLERK'S OFFICE
NEWBURYPORT, MA
2021 APR 21 11:12:11

Tel. _____ Fax. _____

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

NAME OF EVENT: 11th Annual GNOCA 5k Walk/Run in Honor of Paula Holm + Jackie Poor

Date: Sept. 26th 2021 Time: from 10am to 1pm

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

2. Location*: Michael's Harborside, 1 Tournament Wharf, Newburyport.
*Please Note: If the location is a public park or the rail trail, please also contact the Parks Department

3. Description of Property: Restaurant Public _____ Private _____

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

Contact Person Deb Green

Address: 1, Water Street NBPT Telephone: 978 225 6700

E-Mail: greetingsbydesignnewburyport@gmail.com Cell Phone: _____

Day of Event Contact & Phone: 978 225 6700

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

6. MA Tax Number: _____

7. Is the Event Being Advertised? yes Where? posters around town, social media

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

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

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

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

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

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

Name of Carnival Operator: _____

Address: _____

Telephone: _____

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

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

If yes:

- a) How many trash receptacles will you be providing? 4
- b) How many recycling receptacles will you be providing? 1
- c) Will you be contracting for disposal of : **Trash** Yes ___ No **Recycling** Yes ___ No
- i. If yes, size of dumpster(s): **Trash** _____ **Recycling** _____
- ii. Name of disposal company: **Trash** _____ **Recycling** _____
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes No ___
- iv. If no, where will the trash & recycling be disposed ? _____

If no:

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

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

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

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE _____

ROAD RACE

WALKATHON

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon:
Greater Newburyport Ovarian Cancer Awareness

2. Name, Address & Daytime Phone Number of Organizer: Deb Green
Greetings By Design
1 Water Street, rear
Newburyport 978 225 6700

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

4. Date of Event: Sept 26 2021 Expected Number of Participants: 100 +

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

6. Road Race, Parade or Walkathon Route: (List street names & **attach map of route**): _____
Merrimac, Jefferson, High, Kent, Washington, Rail Trail - see
attached map.
Walkers to follow different route downtown - map attached

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

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

9. Formation Location & Time for Participants: Michael's Harborside 10am

10. Dismissal Location & Time for Participants: Michael's Harborside 1 pm

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

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

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

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

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

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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

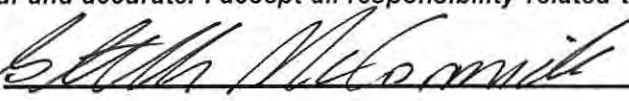
(2) *Warning.* In the circumstance that this section is violated, the enforcement may consist of a warning. Any warnings issued for violation(s) will be reported to the city clerk and city council and may be used as a factor in future application approvals and denials.

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

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

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

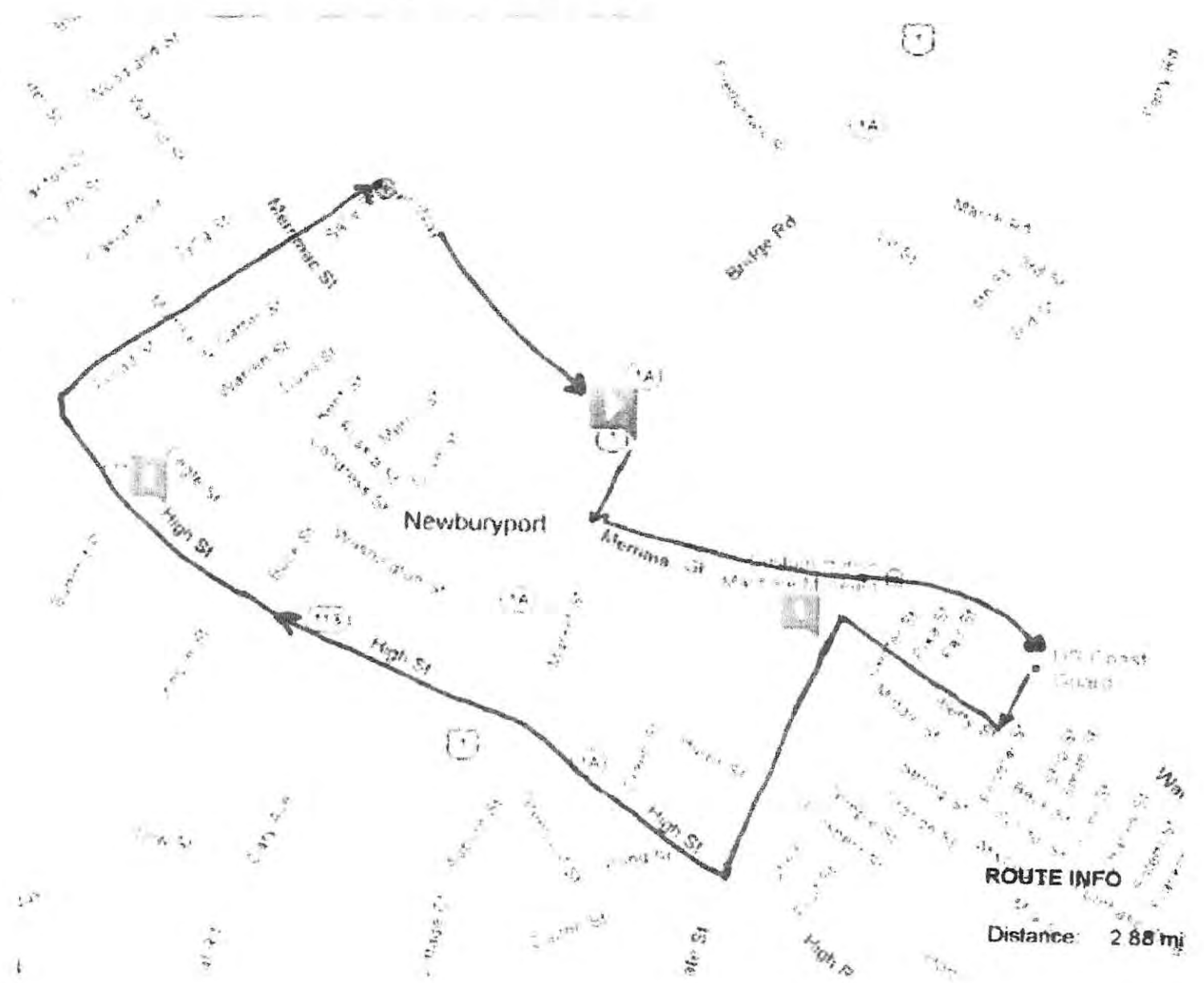
I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.

Signed:  Date: 4/15/21

5k Walk Route

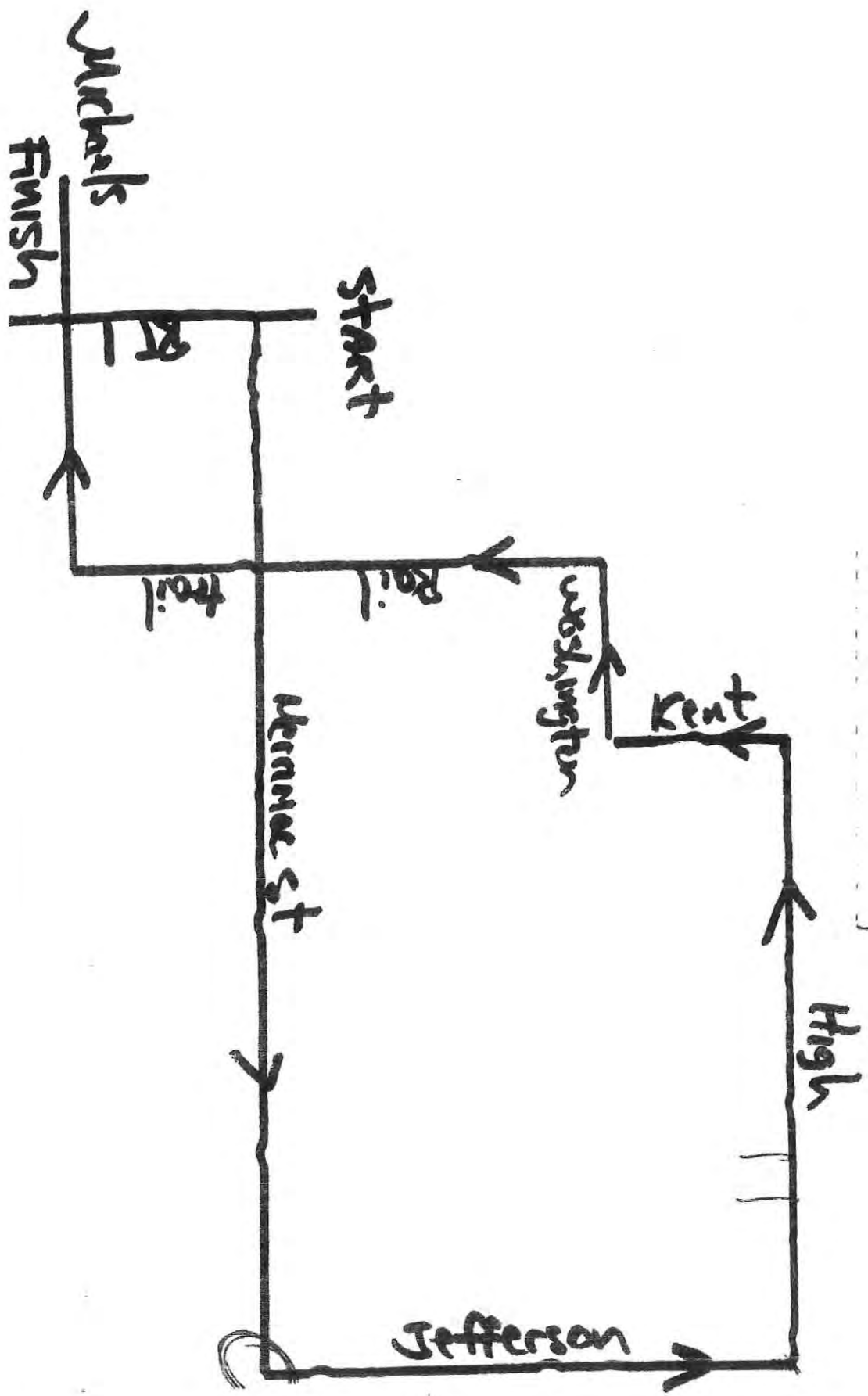
Directions for walk

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



ROUTE INFO
Distance: 2.88 mi

5K Run Route





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/18/2021

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 Marsh & McLennan Agency LLC One South Jefferson Street Roanoke VA 24011	CONTACT NAME: _____	
	PHONE (A/C, No, Ext): 800-283-1478	FAX (A/C, No): _____
E-MAIL ADDRESS: _____		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Lexington Insurance Company		19437
INSURER B : Lexington Insurance Company		19437
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED
 P025800 Central Congregational Church
 Po Box 372
 Newburyport, MA 1950

COVERAGES **CERTIFICATE NUMBER:** 15985890 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____	Y	011971558 048409888	1/1/2021 1/1/2021	1/1/2022 1/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Please contact your Insurance Board Agent, Jim Stewart at 413-788-4531 for questions regarding your Certificate of Insurance. If you would like to speak to someone at the Insurance Board, please call 800-437-8830.
 RE: 10/02/21 Newburyport Chocolate Tour 9 am to 5 pm
 Certificate holder is named as Additional Insured.

CERTIFICATE HOLDER The City of Newburyport 60 Pleasant St 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 <i>H. Curtis Perry</i>
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NEWBURYPORT SPECIAL EVENT APPLICATION

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

Tel.

Fax.

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

- NAME OF EVENT: Newburyport Half Marathon
- Date: 10/24/21 Time: from 6am to 1pm
 Rain Date: 10/31/21 Time: from 6am to 1pm
2. Location*: Cashman Boat Ramp/Parking area
 *Please Note: If the location is a public park or the rail trail, please also contact the Parks Department
3. Description of Property: _____ Public _____ Private _____
4. Name of Organizer: Eli Bailin City Sponsored Event: Yes _____ No
- Contact Person
 Address: 179 Merrimac St Rear ^{Newburyport} Telephone: 978 270 2026
 E-Mail: EliVBailin@gmail.com Cell Phone: _____
 Day of Event Contact & Phone: 978 270 2026
5. Number of Attendees Expected: 150 - 1,500
6. MA Tax Number: _____
7. Is the Event Being Advertised? yes Where? social media/email blasts
8. What Age Group is the Event Targeted to? 18+
9. Have You Notified Neighborhood Groups or Abutters? Yes No _____, Who? We notify all neighbors the week leading into the event.

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

- A. Vending: Food Beverages Alcohol Goods _____ Total # of Vendors 3-5
- 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 _____

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE _____ ROAD RACE WALKATHON _____

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

2. Name, Address & Daytime Phone Number of Organizer: Eli Bailin
179 Merrimac St Rear
Newburyport, MA 01913
978 270 2026

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up _____
Eli Bailin 978 270 2026

4. Date of Event: 10/24/21 Expected Number of Participants: 150-1,500

5. Start Time: 9am Expected End Time: 1pm

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

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: 9am

10. Dismissal Location & Time for Participants: 1pm

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 [Signature] 14 Green St. FIRE CHIEF [Signature] 0 Greenleaf St.
DEPUTY DIRECTOR [Signature] 16A Perry Way CITY CLERK _____ 60 Pleasant St.

DEPARTMENT APPROVAL (for Committee Member use only):

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

Approval Required	Date: _____	Signature _____
___	1. Special Events: _____	
___	2. Police: _____	
	Is Police Detail Required: _____	# of Details Assigned: _____
___	3. Traffic, Parking & Transportation: _____	
___	4. ISD/Health: _____	
___	5. Recycling: _____	
___	6. ISD/Building: _____	
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___	8. Fire: _____	
	Is Fire Detail Required: _____	# of Details Assigned: _____
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The departments listed above have their own application process.
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Sec. 13-97. - Road races, walkathons, bicycle and other multidisciplined events.

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

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

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

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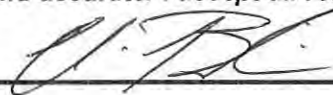
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I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.

Signed: _____



Date: _____

4/8/21

If yes:

- a) How many trash receptacles will you be providing? ~~15~~ 20 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** G Melo **Recycling** G Melo
- 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)

2 Standard # 40 ADA accessible

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

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	

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

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

Medical staff arrival: 9:30 AM

Start time: 10:00 AM

Orthopedic support

Staff arrival: 10:30 AM

Estimated end time: 2:00 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)
 - ¾ mile
 - ½ mile
 - ¼ 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

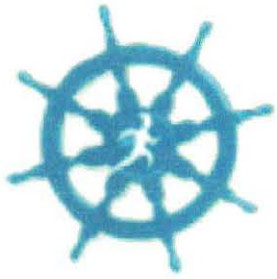
MEDICAL PROGRAM

- 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, 2021
 COURSE MAP

Prepared by:
DMSE
 DAVE MCGILLIVRAY SPORTS ENTERPRISES
SPORTS

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

v. [REDACTED]



- 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 2ND 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.

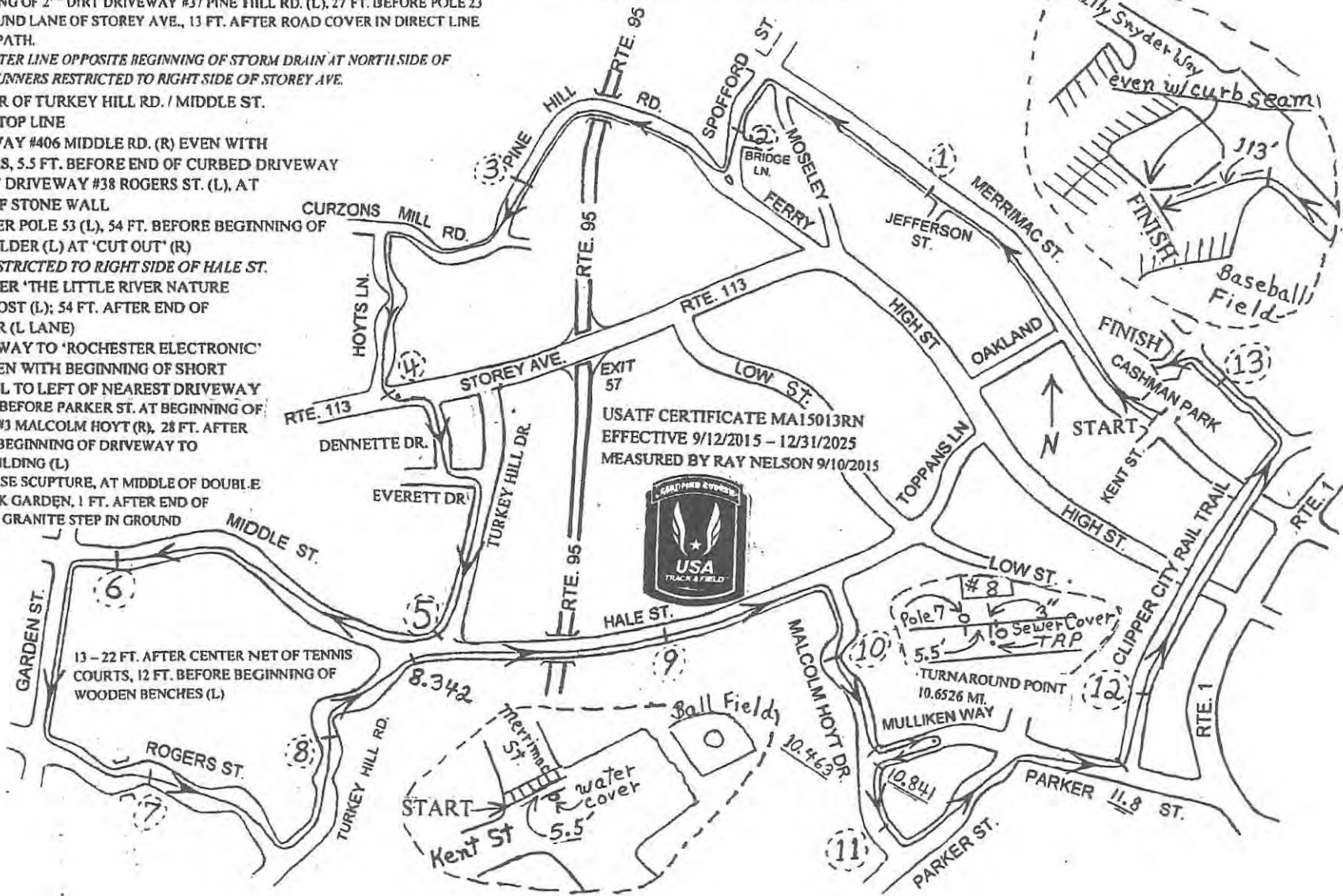
- 5 - AT CORNER OF TURKEY HILL RD. / MIDDLE ST.
- 6 FT. AFTER STOP LINE
- 6 - IN DRIVEWAY #406 MIDDLE RD. (R) EVEN WITH END OF DOORS, 5.5 FT. BEFORE END OF CURBED DRIVEWAY
- 7 - AT END OF DRIVEWAY #38 ROGERS ST. (L), AT BEGINNING OF STONE WALL
- 8 - 69 FT. AFTER POLE 53 (L), 54 FT. BEFORE BEGINNING OF 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 BLUE/GRAY BUILDING (L)
- 12 - AFTER HORSE SCULPTURE, AT MIDDLE OF DOUBLE CIRCULAR ROCK GARDEN, 1 FT. AFTER END OF RECTANGULAR GRANITE STEP IN GROUND

GREEN STRIDE NEWBURYPORT HALF MARATHON

NEWBURYPORT, MASSACHUSETTS



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

COVID - 19 Summary Plan for Newburyport Half Marathon

Please note: This is only an overview of the three possible scenarios we may encounter at the time of our event along with the direction we would plan to execute the event for each scenario. A more comprehensive plan will be written and proposed as we move closer to the event and have more knowledge of our restrictions at the time. For event application purposes, we have summarized our plan.

Scenario 1: All restrictions and limitations are lifted for the community and events.

We are hopeful that this will be the case by the end of October for our race. If so, we will conduct the event with a full start line of all participants and execute as we have in the past 10 years.

We understand that regardless of any safety precautions being lifted, there are still individuals who may be uncomfortable running in large groups. Therefore, we will still offer a virtual option for the Newburyport Half Marathon that allows participants to run either from home or along the Newburyport course on their own time while still being included within the overall event.

Scenario 2: Restrictions continue for COVID-19 and events must continue to adhere to limitations such as the current Phase 4 Step 1 with a maximum of 150 people per outdoor event.

Should we find ourselves in the same or similar position we are currently in where we have to limit our gatherings to a specific amount of people, we will do so as necessary.

First, we will have wave starts (staggered times) for the race and limit the amount of people at the start line at once. The total number of people at the start at one time may vary depending on the restrictions.

We will adhere to all social distance and safety guidelines to ensure a safe and comfortable environment to everyone involved.

Scenario 3: We have a reversal in phases and event permitting is unavailable or pulled.

Should we end up not being able to have any gatherings, our event will become fully virtual.

Every person who registers for our event will be aware that this is a possible scenario and signs a waiver understanding that this might happen. If this is the case, runners can then sign into our event and run from the comfort of their community OR along the Newburyport course at their own time. No gatherings will take place and their swag (tshirts, medals, etc) will be shipped to their home.

DESCRIPTION OF OPERATIONS SECTION CONTINUED

DATE
05/27/2021

CERTIFICATE HOLDER:

City of Newburyport
60 Pleasant Street
Newburyport MA 01950

INSURED:

SPay, Inc. dba Stack Sports; See Description
of Operations for additional dba's
5360 Legacy Drive, Suite 150
Plano TX 75024

DESCRIPTION OF OPERATIONS CONTINUED:

Additional insured status is granted under the General Liability policy to entities listed on
attached endorsement.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

City of Arlington, their officers, agents and employees
101 W. Abram St.
Arlington, TX 76010

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 978-462-6680 Fax.

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2021 JUN 3

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

NAME OF EVENT: Annual Cruisin' the 50's Car Show

Date: 8/12/2021 Time: from 5 PM to 8 PM

Rain Date: 8/19/2021 Time: from 5 PM to 8 PM

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

3. Description of Property: _____ Public Private _____

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

Contact Person

Address: 38R Merrimac Street Telephone: 9784626680

E-Mail: koconnorives@newburyportchamber.org Cell Phone: _____

Day of Event Contact & Phone: 9784620678

5. Number of Attendees Expected: 5000

6. MA Tax Number: 04-2384695

7. Is the Event Being Advertised? yes Where? social media, online, print

8. What Age Group is the Event Targeted to? Baby boomers, families w/ children

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

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

If no:

- a) # of trash container(s) to be provided by DPS 11 *(Tot lot: 1, Pleasant@inn: 1, state@Harris: 1, State@Charter: 1, Bullnose: 4, state@pleasant: 2,)*
- b) # of recycling container(s) to be provided by Recycling Office _____
- c) \$45.00/hr/DPS employee charge must be paid by the organizer to DPS in advance of the event (Fee for Special Events). The hours required for the event will be determined by DPS.

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

of Newburyport. E. Portable Toilets: (Each cluster of portable toilets must include at least

one ADA accessible toilet)

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE _____

ROAD RACE _____

WALKATHON _____

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

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.

Approval Required Date: _____ Signature _____

___ 1. Special Events: _____

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

___ 3. Traffic, Parking & Transportation: _____

___ 4. ISD/Health: _____

___ 5. Recycling: _____

___ 6. ISD/Building: _____

___ 7. Electrical: _____

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

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

___ 10. Parks Department: _____

___ 11. License Commission _____

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

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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

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

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

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

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

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

Signed: _____ **Date:** _____

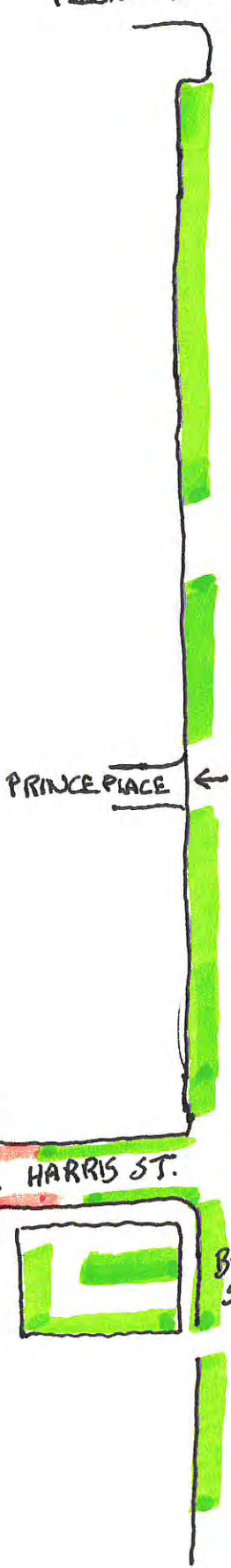
UPPER STATE ST. AND HARRIS

PLEASANT ST.

SAME PARKING AS PREVIOUS SHOWS
LESS RESTAURANT SPACES

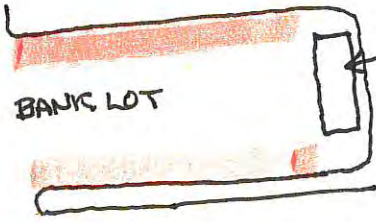


NEW PARKING AREAS



CHARTER

NWPT
SAVINGS
BANK



STAGE FOR
BAND

TEMPLE

PRINCE PLACE ←

PROSPECT

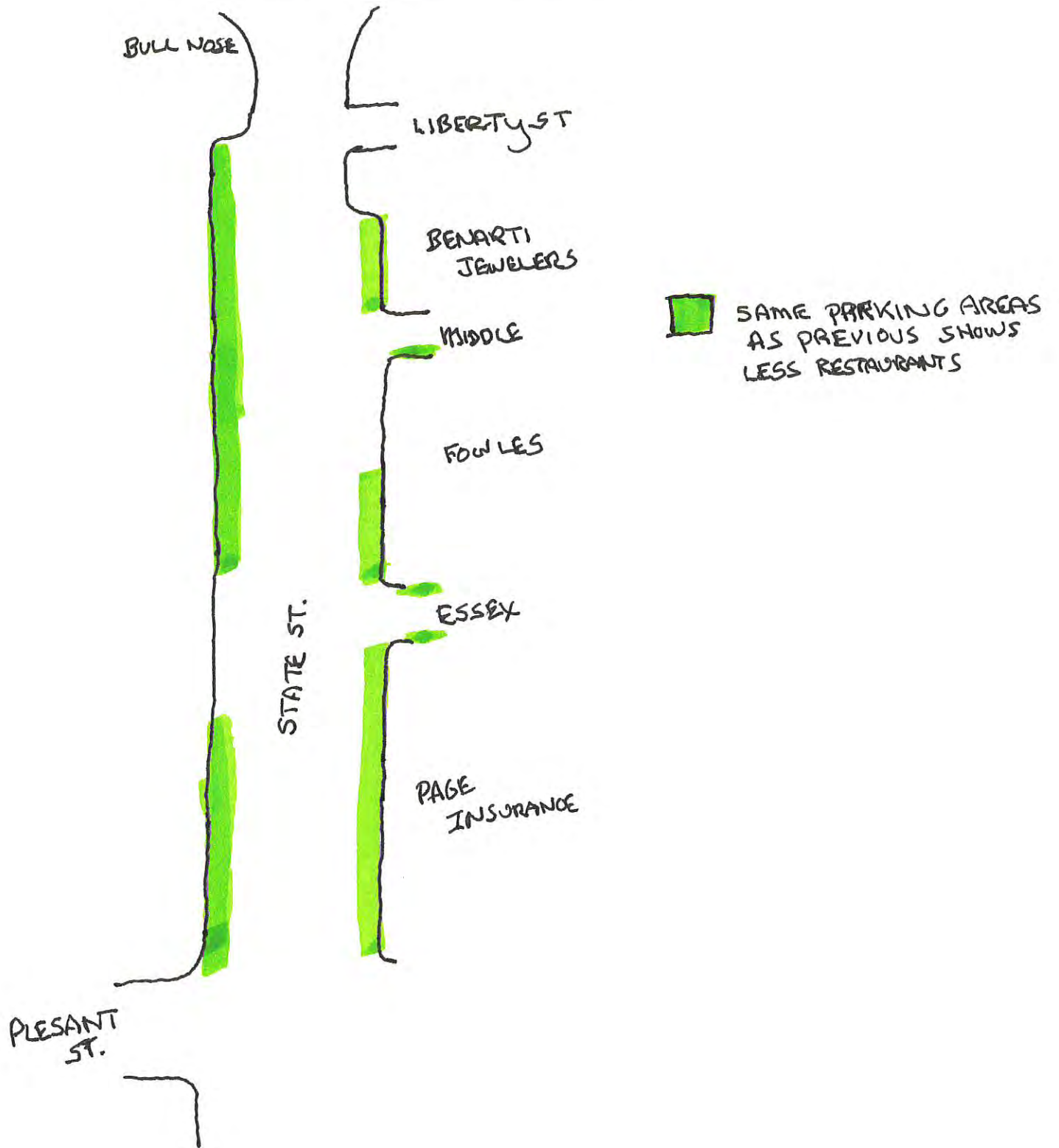
INST.
FOR SAVINGS

HARRIS ST.

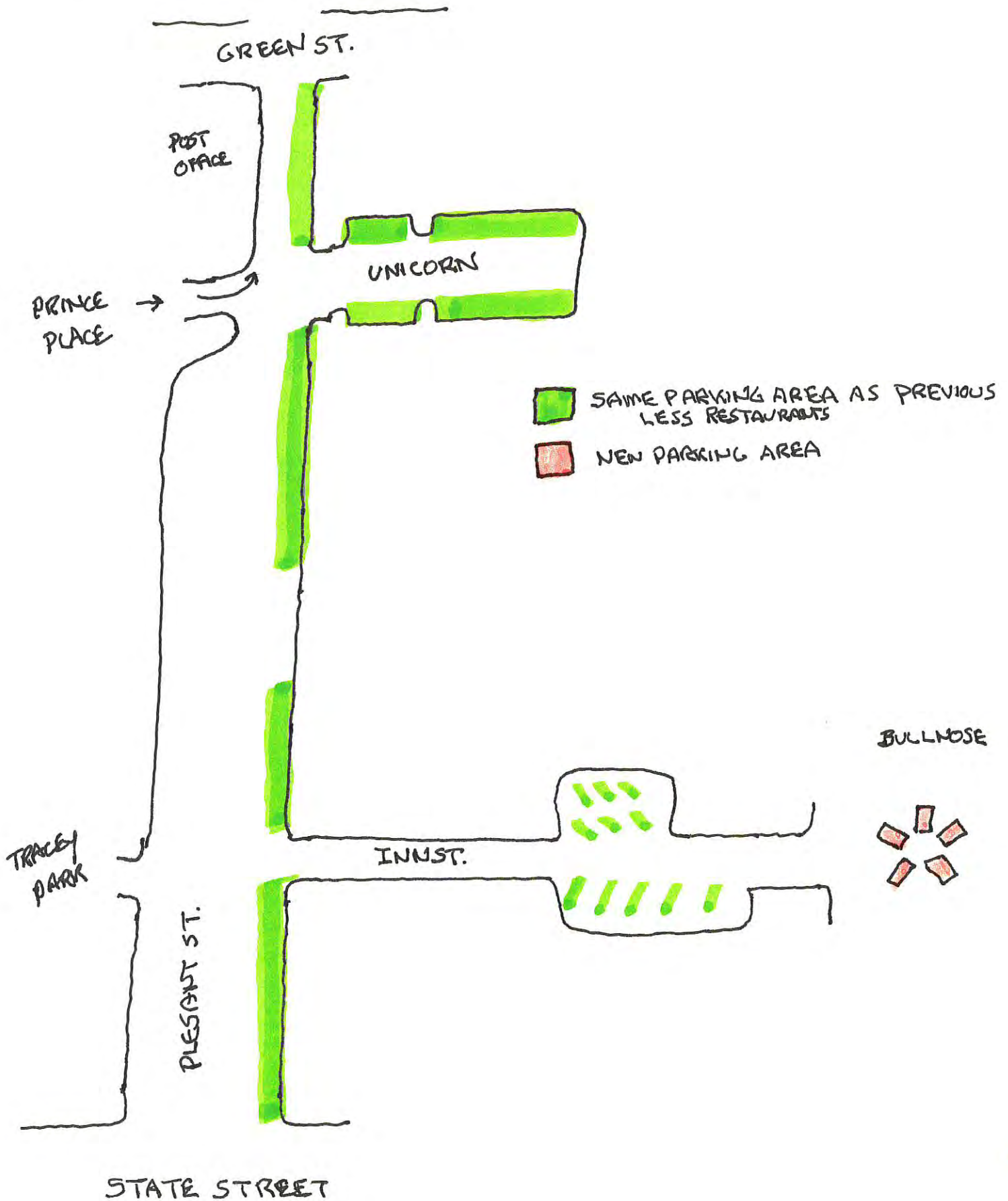
BUS
STOP

GARDEN ST

LOWER STATE ST.



PLESANT ST. INNST. AND UNICORN



TRANSFERS



CITY OF NEWBURYPORT FY 2021

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

TRANSFER/APPROPRIATION REQUEST

7:21 JUN -1 PM 1:55

Department: Mayor's Office
Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 6/7/2021

Transfer From:

Account Name:	<u>LIB Sal Staff</u>	Balance:	<u>\$ 143,340.02</u>
Account Number:	<u>01610001-51156</u>	Category:	<u>\$ 154,630.57</u>
Amount:	<u>\$8,519.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Available:

Due to positions that were temporarily held vacant this fiscal year due to COVID-19 restrictions.

Transfer To:

Account Name:	<u>GEN Heat/Electricity</u>	Balance:	<u>\$ (7,365.55)</u>
Account Number:	<u>01129002-52101</u>	Category:	<u>\$ 23,669.39</u>
Amount:	<u>\$8,500.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Line item was cut during the FY2021 budget approval. It is currently in a deficit due to the payment of gas and electricity bills throughout the year.

Transfer To:

Account Name:	<u>HR Dues & Memberships</u>	Balance:	<u>\$ (19.00)</u>
Account Number:	<u>01152007-57300</u>	Category:	<u>\$ -</u>
Amount:	<u>\$19.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

A deficit is anticipated at year-end.

Donna D. Holaday, Mayor:

Donna D. Holaday

Date:

6/11/21

Ethan R. Manning, Auditor:

Ethan R. Manning

Date:

6/11/21

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:



CITY OF NEWBURYPORT FY 2021

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

TRANSFER/APPROPRIATION REQUEST

2021 JUN -1 PM 1:55

Department: Mayor's Office

Submitted by: Donna D. Holaday, Mayor

Date Submitted: 6/7/2021

Transfer From:

Account Name:	<u>RRFA - Waterfront Parking Fund</u>	Balance:	<u>\$ 448,529.51</u>
Account Number:	<u>2738-59610</u>	Category:	<u>\$ -</u>
Amount:	<u>\$16,580.22</u>	Trans I/O:	<u>\$ (153,867.22)</u>

Why Funds Are Available:

Upon dissolution of the Newburyport Redevelopment Authority, a receipts reserved for appropriation fund was established to hold monies transferred to the City, as well as, ongoing parking meter revenue. In accordance with Chapter 96 of the Acts of 2020, funds are reserved for "design, construction, maintenance or operation of an extended waterfront park and related infrastructure."

Transfer To:

Account Name:	<u>PKG Maint-Waterfront Park</u>	Balance:	<u>\$ (12,580.22)</u>
Account Number:	<u>01293002-52406</u>	Category:	<u>\$ 103,594.81</u>
Amount:	<u>\$16,580.22</u>	Trans I/O:	<u>\$ 3,867.22</u>

Why Funds Are Needed:

To reimburse the Waterfront Trust for FY2021 costs incurred to maintain the park land formerly owned by the Newburyport Redevelopment Authority. Given the adjacency of the parcels, a shared maintenance agreement was in place between the Waterfront Trust and the Newburyport Redevelopment Authority. The Waterfront Trust has continued to maintain the park, while a new agreement is written. Invoices paid total \$12,580.22 plus \$4,000 estimated for May/June 2021.

Donna D. Holaday, Mayor:

Donna D. Holaday

Date:

6/11/21

Ethan R. Manning, Auditor:

Ethan R. Manning

Date:

6/11/21

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:



CITY OF NEWBURYPORT FY 2021 TRANSFER/APPROPRIATION REQUEST

Department: Department of Public Services

Submitted by: Anthony J. Furnari, Director

Date Submitted: 6/7/2021

Transfer From:

Account Name:	<u>Water Retained Earnings</u>	Balance:	<u>\$ 875,580.66</u>
Account Number:	<u>60-35920</u>	Category:	<u>\$ -</u>
Amount:	<u>\$194,000.00</u>	Trans I/O:	<u>\$ (522,547.34)</u>

Why Funds Are Available:

The Massachusetts Department of Revenue certified Retained Earnings for the Water Enterprise Fund for FY2021 at \$1,398,128. These funds are available for any legal expenditure with the approval of the Mayor and a majority vote of the City Council. Includes all transfer requests submitted to-date.

Transfer To:

Account Name:	<u>Water Fund Balance Reserve-FY22 Budget</u>	Balance:	<u>\$ -</u>
Account Number:	<u>60-32400</u>	Category:	<u>\$ -</u>
Amount:	<u>\$100,000.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

An appropriation of \$100,000 from Water Retained Earnings is recommended to defray water rate increases for FY2022.

Transfer To:

Account Name:	<u>CIP Water Equipment Lease</u>	Balance:	<u>\$ -</u>
Account Number:	<u>New</u>	Category:	<u>\$ -</u>
Amount:	<u>\$94,000.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

To fund the first payment on a three year lease-to-purchase for equipment identified in the FY22-26 CIP: 1) WA007 - Backhoe Purchase (\$45,000), 2) WA008 - Utility Body Truck Purchase (\$25,000) and 3) HW008 - Loader Purchase (\$24,000). The remaining lease payments will be incorporated into the FY23 and FY24 operating budgets.

Donna D. Holaday, Mayor:

Donna D. Holaday

Date:

6/1/21

Ethan R. Manning, Auditor:

Ethan R. Manning

Date:

6/1/21

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:



CITY OF NEWBURYPORT FY 2021 TRANSFER/APPROPRIATION REQUEST

Department: Department of Public Services

Submitted by: Anthony J. Furnari, Director

Date Submitted: 6/7/2021

Transfer From:

Account Name:	Sewer Retained Earnings	Balance:	\$ 719,049.33
Account Number:	61-35920	Category:	\$ -
Amount:	\$149,000.00	Trans I/O:	\$ (280,749.67)

Why Funds Are Available:

The Massachusetts Department of Revenue certified Retained Earnings for the Sewer Enterprise Fund for FY2021 at \$999,799. These funds are available for any legal expenditure with the approval of the Mayor and a majority vote of the City Council. Includes all transfer requests submitted to-date.

Transfer To:

Account Name:	Sewer Fund Balance Reserve-FY22 Budget	Balance:	\$ 978,049.33
Account Number:	61-32400	Category:	\$ -
Amount:	\$100,000.00	Trans I/O:	\$ (21,749.67)

Why Funds Are Needed:

An appropriation of \$100,000 from Sewer Retained Earnings is recommended to defray sewer rate increases for FY2022.

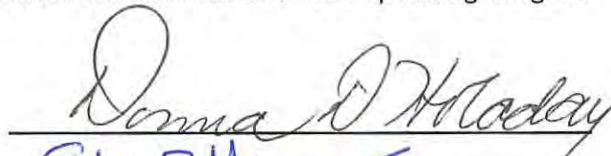
Transfer To:

Account Name:	CIP Sewer Equipment Lease	Balance:	\$ -
Account Number:	New	Category:	\$ -
Amount:	\$49,000.00	Trans I/O:	\$ -

Why Funds Are Needed:

To fund the first payment on a three year lease-to-purchase for equipment identified in the FY22-26 CIP: 1) WA008 - Utility Body Truck Purchase (\$25,000) and 2) HW008 - Loader Purchase (\$24,000). The remaining lease payments will be incorporated into the FY23 and FY24 operating budgets.

Donna D. Holaday, Mayor:



Date:

6/11/21

Ethan R. Manning, Auditor:



Date:

6/11/21

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:



CITY OF NEWBURYPORT FY 2021 TRANSFER/APPROPRIATION REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2021 JUN -1 PM 1:55

Department: Department of Public Services

Submitted by: Anthony J. Furnari, Director

Date Submitted: 6/7/2021

Transfer From:

Account Name:	<u>General Fund - Free Cash</u>	Balance:	<u>\$ 957,708.65</u>
Account Number:	<u>01-35910</u>	Category:	<u>\$ -</u>
Amount:	<u>\$24,000.00</u>	Trans I/O:	<u>\$ (2,231,166.35)</u>

Why Funds Are Available:

The Massachusetts Department of Revenue certified Free Cash for FY2021 at \$3,188,875. These funds are available for any legal expenditure with the approval of the Mayor and a vote of the City Council. Balance includes all transfer requests that have been submitted to-date.

Transfer To:

Account Name:	<u>CIP Highway Equipment Lease</u>	Balance:	<u>\$ -</u>
Account Number:	<u>New</u>	Category:	<u>\$ -</u>
Amount:	<u>\$24,000.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

To fund the first payment on a three year lease-to-purchase for equipment identified in the FY22-26 CIP: HW008 - Loader Purchase (\$24,000). This item appears in FY2023, however based on the current condition of the equipment, a sooner replacement is recommended as this is a critical piece of equipment for snow removal operations. The first lease payment is approximately \$72,000 to be split between the three DPS divisions. The remaining lease payments will be incorporated into the FY23 and FY24 operating budgets.


Donna D. Holaday, Mayor:



Date:

6/12/21

Ethan R. Manning, Auditor:



Date:

6/11/21

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:



CITY OF NEWBURYPORT FY 2021 TRANSFER/APPROPRIATION REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2021 JUN -1 PM 1:55

Department: Fire Department

Submitted by: Christopher LeClaire, Fire Chief

Date Submitted: 6/7/2021

Transfer From:

Account Name:	<u>General Fund - Free Cash</u>	Balance:	<u>\$ 957,708.65</u>
Account Number:	<u>01-35910</u>	Category:	<u>\$ -</u>
Amount:	<u>\$110,000.00</u>	Trans I/O:	<u>\$ (2,231,166.35)</u>

Why Funds Are Available:

The Massachusetts Department of Revenue certified Free Cash for FY2021 at \$3,188,875. These funds are available for any legal expenditure with the approval of the Mayor and a vote of the City Council. Balance includes all transfer requests that have been submitted to-date.

Transfer To:

Account Name:	<u>Fire Salary - Firefighters</u>	Balance:	<u>\$ 157,928.96</u>
Account Number:	<u>01220001-51142</u>	Category:	<u>\$ 280,168.47</u>
Amount:	<u>\$53,000.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Firefighter salaries and wages were higher than anticipated for FY2021 due to long-term illnesses, which required the use of a provisional firefighter throughout the year for shift coverage.

Transfer To:

Account Name:	<u>Fire Overtime</u>	Balance:	<u>\$ 51,423.36</u>
Account Number:	<u>01220001-51301</u>	Category:	<u>\$ 280,168.47</u>
Amount:	<u>\$45,000.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Fire overtime was higher than anticipated for FY2021 due to long-term illnesses and other circumstances, which required coverage to meet minimum staffing requirements.

Transfer To:

Account Name:	<u>Fire Dispatch Overtime</u>	Balance:	<u>\$ (9,647.62)</u>
Account Number:	<u>01220001-51302</u>	Category:	<u>\$ 280,168.47</u>
Amount:	<u>\$12,000.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Dispatch overtime was higher than anticipated for FY2021. Overtime is incurred to ensure 24/7 coverage of the dispatch office.

Donna D. Holaday, Mayor:

Donna D. Holaday

Date:

6/11/21

Ethan R. Manning, Auditor:

Ethan R. Manning

Date:

6/11/21

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:



**CITY OF NEWBURYPORT
FY 2021
TRANSFER/APPROPRIATION REQUEST**

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2021 JUN -1 PM 1:55

Department: Parks Department

Submitted by: Lisè Reid, Parks Director

Date Submitted: 6/7/2021

Transfer From:

Account Name:	<u>LIB Sal Staff</u>	Balance:	<u>\$ 143,340.02</u>
Account Number:	<u>01610001-51156</u>	Category:	<u>\$ 154,630.57</u>
Amount:	<u>\$3,475.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Available:

Due to positions that were temporarily held vacant this fiscal year due to COVID-19 restrictions.

Transfer To:

Account Name:	<u>PRK Restroom Rentals</u>	Balance:	<u>\$ (12.50)</u>
Account Number:	<u>01630002-52702</u>	Category:	<u>\$ 83.15</u>
Amount:	<u>\$525.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Cost of restrooms went up by \$25/unit for this fiscal year.

Transfer To:

Account Name:	<u>PRK Maint-Supplies</u>	Balance:	<u>\$ (52.78)</u>
Account Number:	<u>01630004-54200</u>	Category:	<u>\$ -</u>
Amount:	<u>\$1,500.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Greater than anticipated number tool replacements due to wear and tear.

Transfer To:

Account Name:	<u>PRK Fuel/Oil</u>	Balance:	<u>\$ (257.53)</u>
Account Number:	<u>01630004-54801</u>	Category:	<u>\$ -</u>
Amount:	<u>\$1,450.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

The increased cost of fuel combined with the need to maintain the dog waste bags on a more frequent basis has resulted in higher expense reimbursements for FY21 (as the employee uses his personal vehicle).

Donna D. Holaday, Mayor:

Donna D. Holaday

Date:

6/1/21

Ethan R. Manning, Auditor:

Ethan R. Manning

Date:

6/1/21

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:

**APPOINTMENTS
FIRST READING**



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

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

JUN 1 1:23

To: President and Members of the
City Council

From: Donna D. Holaday, Mayor

Date: June 1, 2021

Subject: Appointment

I hereby appoint, subject to your approval, the following
named individual as a member of the Council on Aging.
This term will expire on May 31, 2026.

Theresa Rooney
7R Beacon Avenue
Newburyport, MA 01950

Theresa Rooney
7R Beacon Avenue
Newburyport, Massachusetts
01950

1, April 2021

Mayor Donna Holaday
City Hall
60 Pleasant Street
Newburyport, Massachusetts
01950

Dear Mayor Holaday,

I read in the Daily News this morning about vacancies on several city panels. I am writing to express my interest in serving on Newburyport's Council on Aging. While prior to retirement, my primary professional experience was in the areas of health care policy and analysis, much of that work allowed me to develop a specialty in the issues of long-term care, aging and disability service needs.

During my tenure in leadership at Massachusetts's Executive Office of Elder Affairs, I was able to become familiar with the broad (if patchwork) array of services and supports available in the Commonwealth for seniors and citizens with disabilities.

My wife and I have lived in Newburyport for 18 years. In that time we have been involved with multiple non-profits including Ann Jacques, Among Friends and the NAA. Additionally, my direct engagements with local organizations as a Board member or volunteer have provided me with a working knowledge of supports available to seniors, those with disabilities, families and the poor.

The work of the COA may be unseen by many, but can make a critical difference to the quality of life that our city offers its older residents. I would be happy to offer my time and energies to this service and look forward to hearing from you.

Sincerely,

Terry Rooney

Theresa Rooney, MDiv, MPA
7R Beacon Avenue
Newburyport, Massachusetts, 01950
(508) 735-9561
roontm@gmail.com

EDUCATION

Master of Divinity Area of Special Competency: Pastoral Theology and Social Justice	May 2008	Episcopal Divinity School Cambridge, Massachusetts
Master of Public Administration Area of Special Competency: Health Care Policy ▪ Graduated Magna Cum Laude	June 1991	University of San Francisco San Francisco, California
Bachelor of Arts Major: Sociology/Social Work	May 1978	Georgian Court University Lakewood, New Jersey

PROFESSIONAL EXPERIENCE

April 2017- May 2020 Self Employed
Policy & Research Consultant

In depth consultation in the areas of policy development, research, service delivery assessment & data analysis for public service and non-profit sector agents, with a focus on health care, aging & disability populations. Projects recently completed for City of Newburyport included comprehensive feasibility study of a city owned ambulance service and evaluation of small business survey data regarding impacts of state issued shutdown due to COVID 19 including preparation of detailed info-graphic report.

June 2015- March 2017
CHART Grant Program Manager Anna Jaques Hospital
Newburyport, Massachusetts

- Oversaw all aspects of hospital's Phase 2 implementation of grant designed to reduce frequent utilization of ED & inpatient services awarded by state's Health Policy Commission (HPC) including:
 - Development of implementation plan & policies, job descriptions, community agency contracts, staff training, grant reporting & individualized patient care plan formats
 - Supervision of ED Case Managers and Pharmacist, and weekly case conference
 - Quarterly presentation to AJH CEO, medical staff, senior management & HPC
 - Completion of all data reports incorporating raw data validation, synthesis of ED and community partner outcomes data, de-identification of confidential medical records

May 2012- February 2015
Program Coordinator Jeanne Geiger Crisis Center
Newburyport, Massachusetts
National Training & Technical Assistance Program

- Led management of agency's federal Technical Assistance grants through the Department of Justice -Office of Violence Against Women for *Domestic Violence Homicide Prevention Demonstration Initiative*
 - Design of technical assistance & training materials, info-graphics, data analysis guidelines, & comprehensive briefing papers

- Conducting in-depth, customized community assessment with six national sites
- Preparation of federal grant reports, evaluation of Technical Assistance applications & budgets
- Construction of program evaluation component including data definitions, analytics & outcomes measurement to identify cases at highest risk of lethality

September 2011- 2012 Self Employed
Policy & Program Evaluation Consultant

In depth consultation in program design and evaluation, service delivery assessment & data analysis to small non-profits and schools.

February 2009-June 2011 Emmaus Inc.
Social Policy Research Analyst Haverhill, Massachusetts

- Responsible for design of internal data analysis & evaluation tools for continuum of homeless prevention & intervention services; annual reporting to state and federal funding sources and regulatory agencies
- Created an analyzable database for all emergency shelter, transitional & permanent housing programs to support new program design & grant writing activities; coordinated NECC Community Service Learning

May 2008-December 2008 The Chaplaincy Center/Rhode Island Hospital
CPE Chaplain Providence, Rhode Island

- Primary Chaplain for Children's Hospital covering oncology, ICU, Med/Surg & Behavioral Health units for patients ages 1-17, and two post surgical units (adult) in main hospital: patient visits, family meetings, coordination of spiritual care with medical personnel & outside clergy

August 2004- February 2005 Executive Office of Elder Affairs
 Deputy Assistant Secretary Boston, Massachusetts

- Responsible for design & direction of all long term care health policy related analysis for EOEA including Older Americans Act programs & MassHealth for all programs serving seniors & those with disabilities (\$2.4 billion budget), using multiple large claims & eligibility databases
- Design & construction of quality measurement initiative across EOEA service delivery systems integrated with community based provider performance & contract compliance and LTC applied research initiatives
- Supervision & performance review for ten direct report positions: Data Analysts & Research Associates
- Direction of all data analysis using Massachusetts' linked Medicaid & Medicare datasets

July 2001 – August 2004 Executive Office of Elder Affairs
 Senior Health Policy Analyst Office of Long Term Care-Policy and Program Development
 Boston, Massachusetts

- Directed health policy analysis for state programs serving seniors & those with disabilities
- Preparation of special reports to Governor, Secretariat, legislature & DMA/OLTC leadership including analysis of trends in long term care cost & service utilization
- Designed quantitative analytic activities supporting policy design & development of uniform standards for analytic use in EOHHS wide Data Warehouse

June 1999 – February 2001 University of Massachusetts Medical School
 Senior Project Manager Center for Health Policy Research – Medicaid/MassHealth
 Shrewsbury, Massachusetts

May 1994- December 1998 Senior Health Analyst	San Mateo County Health Department Office of the Director San Mateo, California
June 1989-April 1994 Director Women's Treatment Services	Santa Clara County Health Department Bureau of Alcohol and Drug Services San Jose, California
July 1987-May 1989 Program Coordinator	Dartmouth Medical School Department of Psychiatry Hanover, New Hampshire
September 1985- August 1986 Senior Counselor	Alice Peck Day Hospital/Substance Abuse Treatment Unit Lebanon, New Hampshire
June 1980- August 1985 Assistant Director	Wall Street Youth Center Wall Township, New Jersey
February 1978 – March 1980 Senior Counselor	Monmouth County Juvenile Shelter Allenwood, New Jersey

Relevant Academic Internships:

Boston Medical Center	Pastoral Care/Chaplain Intern – Surgical & Cardiac ICUs 10 Week, Full Time: Summers of 2006 and 2007
Boston College	Coordinator 26 week Ignatian Spirituality Retreat: 2002-2004

Board & Volunteer Activities:

First Parish Pantry – Newbury	Client outreach & administrative processing (April 2020-present)
Merrohawke Nature School	Finance Committee (2018- present)
Newburyport Art Association	Board of Directors (2014- 2020)
Esperanza Academy Lawrence, Mass	Board of Directors & Treasurer (2010-2014) Weekly Literacy Tutor
Newburyport Affordable Housing Corporation	Board of Directors (2009-2011)
St Paul's Episcopal Church	Vestry Member, cook for Among Friends (2007-2010)

Proficient in Microsoft Office: Word, Excel, Access, Power Point



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2021 JUN -1 PM 1:23

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: June 1, 2021

Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Fruit Street Local Historic District Study Committee. This term will expire on June 20, 2024.

Aileen Graf
2 Liberty Street
Newburyport, MA 01950

Donna Musumeci

From: Aileen Graf <aileen@grafarch.com>
Sent: Monday, April 26, 2021 9:30 AM
To: NBPT Mayor; Donna Musumeci
Cc: Bonnie Sontag; Maurice Southworth
Subject: [Ext]Fruit Street LHD
Attachments: Aileen Graf Resume.pdf

external e-mail use caution opening

Good Morning Donna and Donna,

I am writing to express my interest in a position with the Fruit Street Historic Commission. I have been practicing architecture on the North Shore for 25 years. I feel that my experience with working on historic structures in New England coupled with my architectural education could provide a perspective that could contribute to the board. I am a woman owned business, a Newburyport resident with 25 years of living in this community and I am committed to the built work in our community. I would love to be considered for the position.

As for availability, I could meet 1pm on either Monday, the 3rd or Tuesday, the 4th. Let me know if either may work.

Thank you for your consideration.

Kind Regards,

Aileen

Aileen C. Graf, AIA, LEED AP

G R A F A R C H I T E C T S

T 978.499.9442 F 978.499.4442
2 Liberty Street, Newburyport, MA 01950
grafarch.com

AILEEN C. GRAF

2 Liberty Street, Newburyport, MA 01950 978 499 8442 aileen@grafassociates.com

EDUCATION

- 1992-1995 University of Pennsylvania, Philadelphia, PA
Master of Architecture
- 1987-1991 University of Pennsylvania, Philadelphia, PA
Bachelor of Arts, Fine Arts

EXPERIENCE

- 2000-Present Graf Design Associates, Inc., Newburyport, MA
Partner in an architectural firm designing residential and commercial projects in MA, NH, ME, NJ, PA, CO and CA
- 1997-2000 Olson Lewis + Dioli Architects, Manchester-by-the-Sea, MA
Project Architect
- 1997 William Wilson Architects, Boston, MA
Intern Architect
- 1995-1996 Carney Architects, Jackson, WY
Intern Architect
- 1993 Susan Maxman Architects, Philadelphia, PA
Intern Architect

PUBLICATIONS

- July/Aug 2008 New England Home, "Summer Fling", Article on Maine Coast Cottage Renovation
- Jan/Feb 2008 New England Home, "A Modern Classic", Article on Beacon Hill Townhouse
- Nov/Dec 2006 New England Home, "Life Stories", Article on Back Bay Townhouse Renovation

AFFILIATIONS

- 2000-Present Member of American Institute of Architects
- 2000-Present Member of Boston Society of Architects

LICENSURE

Registered Architect in Massachusetts and New Hampshire



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR

DONNA D. HOLADAY, MAYOR

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CITY CLERK'S OFFICE
NEWBURYPORT, MA

2021 JUN -1 PM 1:28

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: June 1, 2021
Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as a Member of the Harbor Commission. This term will expire on April 1, 2024.

Adam Armstrong
5 Buck Street
Newburyport, MA 01950

ADAM P. ARMSTRONG, PMP

617.852.1864 ▪ 5 Buck Street ▪ Newburyport, MA 01950 ▪ aparmstrong@yahoo.com ▪ [LinkedIn](#)

PROFILE

- Financial services and information technology professional offering leadership, management, and vision.
- Experienced in corporate Agile implementation and transformation initiatives.
- Proven ability to communicate effectively with clients, team members, and management.
- Experienced manager working with demanding clients in large scale implementations.
- Proficient in visualizing organizational direction and process improvement.
- Skilled at supervising professional, technical, and support staff.

PROFESSIONAL EXPERIENCE

LIBERTY MUTUAL, Global Retail Markets

Boston, MA 2011 – present

Senior Product Owner – Financial Strategic Services

- Managed program implementation of a shared general ledger system working with business and IT partners in 15 country operations across Europe, Asia, and South America.
- Responsible for hiring, training, and coaching multi-located product owners, scrum masters, analysts and developers working in Agile Scrum and Kanban methodologies.
- Developed metrics to assess customer value and effectiveness of new product functionality.
- Developed multi-year road map and presented to Senior Management. Successful execution led to Liberty Mutual receiving multi-year “A” rating for Billing and Payments by Corporate Insight Market Research Company.
- Delivered the first corporate implementation of SMS text messaging capabilities for billing and payment notifications.
- Collaborate with business owners to meet corporate strategy goals and improve processes.
- Pursue industry trends to ensure competitive advantage and product innovation.
- Develop scope, funding requests, and resource plans for multi-year planning.

OLMSTEAD ASSOCIATES, INC

Boston, MA 2004 - 2011

Senior Project Manager, Executive Board Member

Client Assignments for this global securities industry consulting firm include:

Bank of New York Mellon - Fixed Income & Cash Management, Boston MA (2008 – 2011)

Project Manager for a vendor product search and multi-currency accounting systems implementation.

Fidelity Investments – Personal Wealth Investment Technology, Boston MA (2006 – 2008) Systems

Project Manager for an online personal rate of return solution.

Western Asset Management Company, Pasadena CA (2005 – 2006)

Project Lead for historical data conversion project from Citigroup Asset Management.

Atlantic Trust Private Wealth Management, Boston MA (2005 – 2005)

Lead Analyst for corporate consolidation project.

Wells Fargo Advisors – Client Strategy Group, Richmond, VA (2004 - 2005)

Team Lead for the implementation and testing of a daily performance measurement system.

STATE STREET CORPORATION

Boston, MA 1998 - 2004

Senior Project Analyst – Business Project Services

Managed project deliverables by developing strategy, resolving issues, and prioritizing actions.

- Uncovered vendor and infrastructure duplication representing \$8 million in savings.
- Created and implemented model for Data Management and Market Data Organizations.
- Oversaw on time hardware installation and connectivity of a large equity data provider.
- Designed Fair Value Pricing product offering for mutual fund pricing.
- Defined fixed income and equity data requirements for corporate security master project.

THOMSON REUTERS

Boston, MA 1995 - 1998

Implementation Consultant

- Coordinated installation and conversion of new clients, on-site trials, and pre-sale demonstrations.

Performance Analyst

- Provided monthly production of portfolio and composite performance results for clients.

EDUCATION and PROFESSIONAL DEVELOPMENT

- **Bentley University**, Waltham, MA. Master of Science in Computer Information Systems.
- **Loyola University Maryland**, Baltimore, MD. Bachelor of Business Administration, Finance.
- **Merrimack College**, North Andover, MA. Project Management Certificate.

CERTIFICATIONS AND PROFESSIONAL AFFILIATIONS

- IDEO CoLab Corporate Fellowship
- Certified Project Management Professional
- Member, Mass Bay Chapter – Project Management Institute
- City of Newburyport – Harbor Commission
- Member, National Eagle Scout Association



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

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NEWBURYPORT, MA

2021 JUN -1 PM 1:28

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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Subject: Re-Appointment
Date: June 1, 2021

I hereby re-appoint, subject to your confirmation, the following named individual as a member of the Human Rights Commission. This term will expire on June 30, 2024.

Ahmer Ibrahim
85 Prospect Street
Newburyport, MA 01950

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

**APPOINTMENTS
SECOND READING**

SECOND READING APPOINTMENTS

- APPT247_05_24_2021 Brian Brunault 83 Garden St. Cnstble for Civil Business 7/1/2024
- APPT249_05_24_2021 Joseph Haberland 22 Farrell St Sch. Cmte. Whittier Reg. 5/31/2024
Vo.Tech. HS

In City Council May 24, 2021:

Motion to approve the Consent Agenda as amended by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passes.

SECOND READING APPOINTMENTS

- APPT247_05_24_2021 Brian Brunault 83 Garden St. Cnstble for Civil Business 7/1/2024
- APPT249_05_24_2021 Joseph Haberland 22 Farrell St Sch. Cmte. Whittier Reg. 5/31/2024
Vo.Tech. HS

In City Council May 24, 2021:

Motion to approve the Consent Agenda as amended by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passes.

ORDERS

June 7, 2021

THAT, the City Council of the City of Newburyport authorizes an increase to the spending limit for the following fund(s) for fiscal year 2021 in accordance with MGL, Chapter 44 Section 53E1/2:

<u>Account Name</u>	<u>Original FY2021 Spending Limit</u>	<u>Revised FY2021 Spending Limit</u>
Electrical Inspector	\$90,000	\$105,000

Councillor Sharif I. Zeid

CITY OF NEWBURYPORT



 IN CITY COUNCIL

ORDERED:

June 7, 2021

THAT, the City of Newburyport fix the maximum amount that may be spent during fiscal year 2022 beginning on July 1, 2021 for the revolving funds established in city ordinances for certain departments, boards, committees, agencies or officers in accordance with Massachusetts General Laws Chapter 44, Section 53E½, as follows, with any changes from fiscal year 2021 ~~double-stricken~~ and double-underlined: Changes from FY2021 are

Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	FY2022 Spending Limit
Council on Aging	Director of Council on Aging	\$40,000
Recreational Services	Director of Youth Services	\$535,000
Historical Commission	Director of Planning & Development	\$2,500
Electrical Inspector	Building Commissioner	\$90,000 <u>\$105,000</u>
Plumbing Inspector	Building Commissioner	\$65,000
Gas Inspector	Building Commissioner	\$55,000
Disabilities Commission	ADA Coordinator	\$3,000
Emma Andrews Library	Director of Public Services	\$30,000
Transient Vendors	Director of Public Health	\$20,000
Planning & Zoning	Director of Planning & Development	\$70,000
Animal Control	Director of Public Health	\$6,000
Tree Commission	Newburyport Tree Warden	\$10,000
Medicare/Medicaid	Director of Public Health	\$25,000
Veterans Benefits	Director of Veteran's Services	\$2,000
City Hall Maintenance	Director of Public Services	\$5,000
Senior Community Center Maintenance	Director of Public Services	\$15,000
Parks Maintenance	Parks Director	\$15,000
Solid Waste	Recycling/Energy Manager	\$100,000
Assessor's Office	Assessor	\$2,000

 Councillor Sharif I. Zeid



COLDWELL /

NRT

40 KENOZA AVENUE
HAVERHILL, MA 01830

BUS. (978) 373-3897

FAX (978) 373-6803

WEBSITE www.coldwellbankercommercialnrt.com

May 18, 2021

230-232 E 49th St Assoc.
Mr. Gordon Hall
90 Munroe St.
Lynn, MA 01901City of Newburyport
Newburyport Parks Department
Ms. Lisë Reid
P.O. Box 550
60 Pleasant Street
Newburyport, MA 01950

RE: Intent to Lease – 50 Parker Street Unit 6, Newburyport, MA 01950

This Letter of Intent to Lease for 50 Parker Street, Newburyport, MA 01950 is to serve for consideration to come to an mutually agreed upon Lease between the tenant, Newburyport Parks Department, and the property owner, 230-232 E 49th St Assoc., based upon the following terms:

Lease Commencement:	July 1, 2021 (Or ASAP after this date)
Rent Commencement:	July 1, 2021 (Upon delivery)
Square Feet:	5,165 square feet more or less
Term:	5 Years
Lease Type:	NNN
Utilities:	Tenant responsibility.
Use:	Field office for Parks & Recreation Department and storage and maintenance for landscaping equipment and materials.
Deposits:	\$4,304.17 Security Deposit Total: \$8,285.52 payable upon Lease Commencement. (representing \$4,304.17 in security deposit and \$3,981.35 in 1st month rent payment)

Lease Rate: \$9.25/SF
Year 1: @ \$3,981.35/month = \$47,776.25/yr
Year 2: @ \$3,981.35/month = \$47,776.25/yr
Year 3: @ \$3,981.35/month = \$47,776.25/yr
*Year 4: @ \$4,196.56/month = \$50,358.72/yr *(@\$9.75/SF)
*Year 5: @ \$4,304.17/month = \$51,650.00/yr *(@\$10/SF)

Lease Total = \$245,337.47

NNN Fees: \$3/SF

Additional Terms: Subject to approval by necessary City of Newburyport
Departments.

Subject to mutually agreeable solution to kitchenette
buildout, with sink.

Subject to mutually agreeable solution for small
outdoor storage area for materials – to be specified
as exhibit in lease.

Option to Extend: 3 year option to renew at 3% per year increase,
with six month advance notice.

Brokerage: The Landlord shall pay Coldwell Banker Commercial a
fee based upon the agreed to schedule. All parties represent
and warrant that there is no additional other broker who
has dealt in connection with the lease of the Unit.

The Parties acknowledge that this proposal omits many terms, some of which are material and this Letter of Intent is intended to be an indication of interest and is not a binding agreement until a Lease is fully executed by both parties, neither Landlord nor Tenant shall have any obligations to each other whatsoever.

Accepted by Tenant: _____
Donna D. Holaday, Mayor, City of Newburyport

Accepted by Lessor: _____
Gordon Hall, 230-232 E 49th St Assoc.

Sponsor: Councillor Tontar



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 1, 2021
Subject: Parks Department Lease of 50 Parker Street

Included in your council packet for the June 7th City Council meeting is a request for the City Council to approve a five-year lease of 50 Parker Street to house the Parks Department Field Office. 50 Parker Street is a 5,100 SF space that could accommodate all the department's needs, including workspace and a breakroom, storage, and a loading dock. The space is also conveniently located near the Rail Trail. The first year of lease payments was included in the FY22 CIP Funding Request submitted to City Council at its May 24th meeting. Lease payments after year one would be included in the operating budget starting in FY2023.

We have been searching for a longer-term home for the Parks Department. As the Council will recall, the Administration had proposed purchasing a 2.17-acre parcel at 57 Low Street that included the approximately 5,000 square foot auxiliary building from the National Guard for \$220,000. The Parks Department had been utilizing a portion of the site and building and one scenario would have been fully fitting out the property for long term use by the Parks Department. Since the City Council voted not to approve this transaction earlier this year, we have been working on a plan to relocate staff and equipment out of 57 Low St. 50 Parker Street provides sufficient space for parks employees and parks equipment at a centralized location.

The lease agreement is being finalized with the landlord and we will be submitting it to the City Council shortly. For now, I have included a Letter of Intent from the landlord to lease 50 Parker Street. It outlines the terms of the agreement; a five-year lease at \$9.25 per square foot per year with a 3% increase in years 4 and 5. In addition, there is a Triple Net Lease fee of \$3 per SF per year. The goal is to begin leasing this property as soon as July 1st.

I ask that the City Council approve this lease that will provide adequate space for our Parks Department and I will have staff available to answer questions as you consider this request.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

June 7, 2021

THAT, the City of Newburyport establishes the following water and sewer rates effective July 1, 2021, with changes double-stricken and double-underlined:

Water Rate

	<u>Residential</u>	<u>Non-Residential</u>
<u>Consumption</u>		
First 3,000 cubic feet:	\$5.63 <u>\$5.94</u> per 100 cu. ft.	\$5.63 <u>\$5.94</u> per 100 cu. ft.
3,001 cubic feet and over:	\$6.38 <u>\$6.69</u> per 100 cu. ft.	\$6.38 <u>\$6.69</u> per 100 cu. ft.

Service Charge

Customers with meters 1 inch or smaller:	\$25.00 per quarter	\$30.00 per quarter
Customers with meters larger than 1 inch:	\$125.00 per quarter	\$125.00 per quarter

Sewer Rate

	<u>Newburyport/Plum Island</u>	<u>Newbury (Old Town)</u>
<u>Consumption</u>		
First 3,000 cubic feet:	\$9.55 <u>\$9.84</u> per 100 cu. ft.	\$9.55 <u>\$9.84</u> per 100 cu. ft.
3,001 cubic feet and over:	\$10.31 <u>\$10.59</u> per 100 cu. ft.	\$10.31 <u>\$10.59</u> per 100 cu. ft.

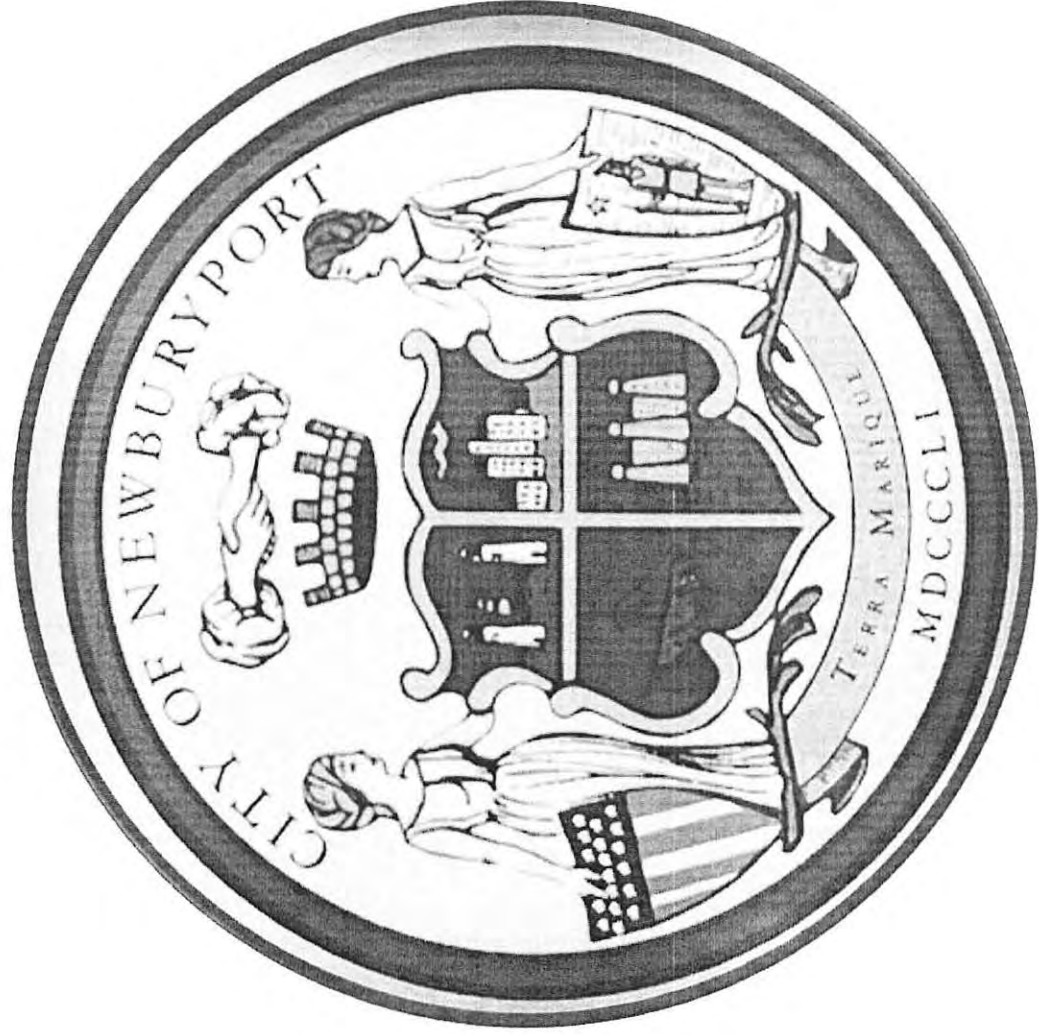
Service Charge

All customers:	\$25.00 per quarter	\$30.00 per quarter
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Councillor Charles F. Tontar

Newburyport Water and Sewer Rates

Fiscal 2022



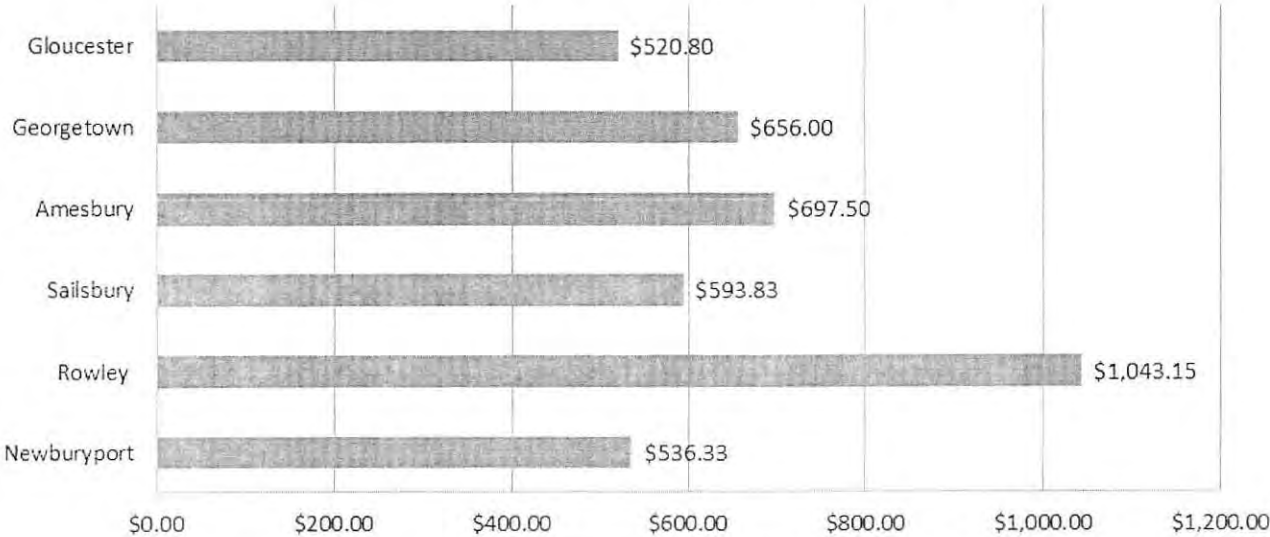
Annual Water Costs of Neighboring Communities

WATER RATES

Town/City	Bill Frequency	Unit of Measure	CS Per Bill	Annual CS Cost	Rate per 1000 gal	Cost per 100 cubic feet	Tier Two	Average Annual Cost
Newburyport	Quarterly	Cubic feet	\$25.00	\$100.00		\$5.63	\$6.38	\$536
Sailsbury	Monthly	Gallons	\$29.40	\$352.80	\$4.16	\$3.11		\$594
Rowley	Monthly	Gallons	\$0.00	\$0.00	\$18.00	\$13.46	\$16.46	\$1,043
Georgetown	Quarterly	Cubic Feet	\$40.00	\$160.00	\$8.56	\$6.40	\$7.50	\$656
Gloucester	Quarterly	Gallons	\$0.00	\$0.00	\$8.98	\$6.72		\$521
Amesbury	Quarterly	Cubic Feet	\$0.00	\$0.00		\$9.00		\$698

Sum of Average Annu...

Annual Water Bill in Comparison



Average Annual Bills based on 7750 cubic feet of use

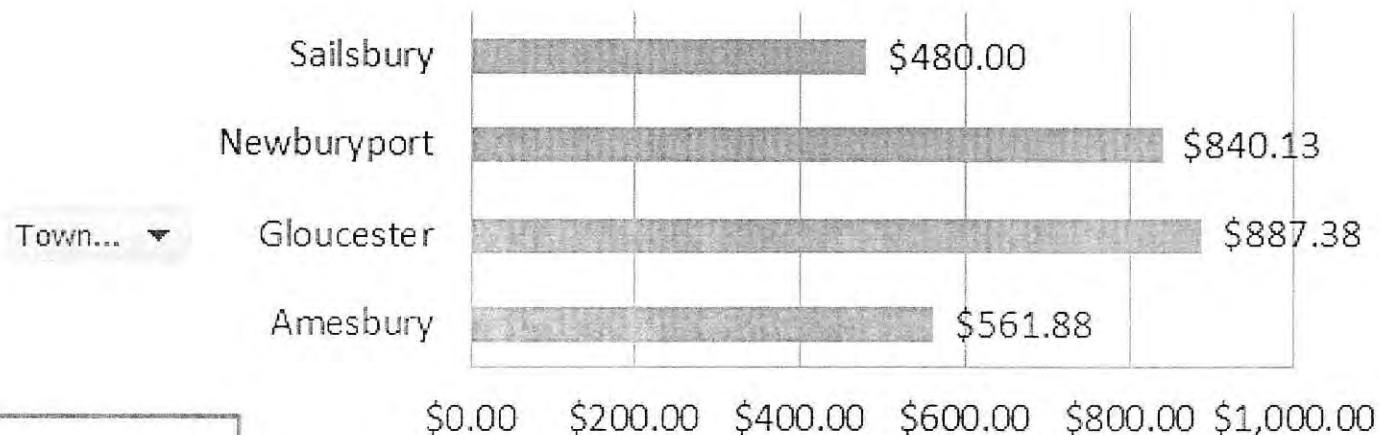
	Newburyport	Rowley	Sailsbury	Amesbury	Georgetown	Gloucester
Total	\$536.33	\$1,043.15	\$593.83	\$697.50	\$656.00	\$520.80

Sewer Rates of Neighboring Communities

Town/City	Bill Frequency	Unit of Measure	CS Per Bill	Annual CS Cost	Rate per 1000 gal	Cost per 100 cubic feet	Tier Two	Average Annual Cost
Newburyport	Quarterly	Cubic feet	\$25.00	\$100.00		\$9.55	\$10.31	\$840
Amesbury	Quarterly	Cubic feet	\$0.00	\$0.00		\$7.25		\$562
Sailsbury	Monthly	Gallons	\$40.00	\$480.00				\$480
Gloucester	Quarterly	Gallons	\$0.00	\$0.00	\$15.31	\$11.45		\$887

Sum of Average Annua...

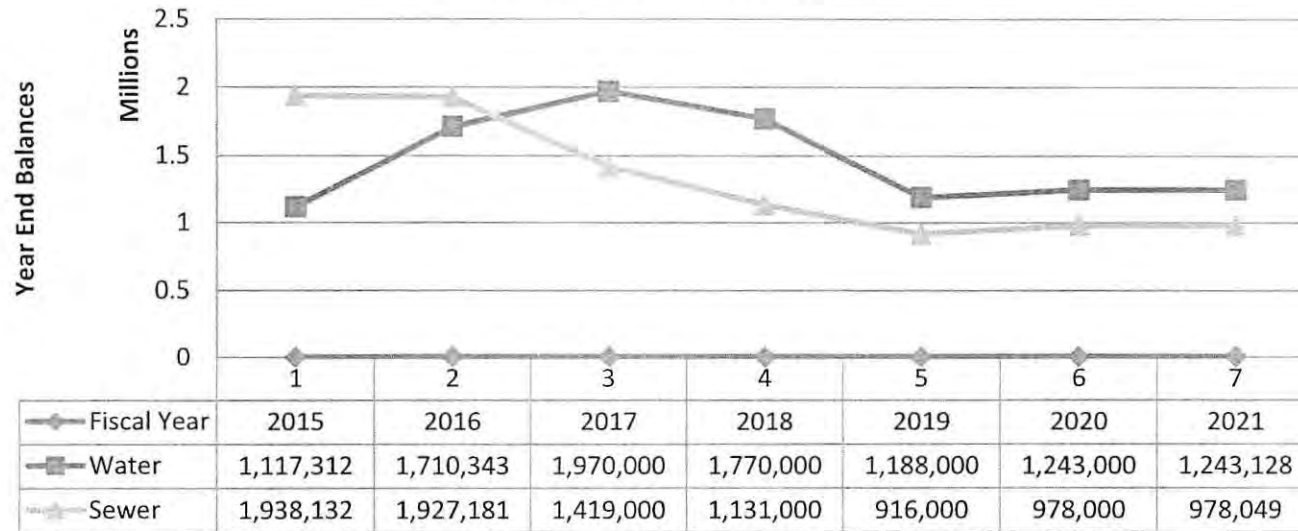
Annual Sewer Bills in Comparison



Average Annual Bills based on 7750 cubic feet of use

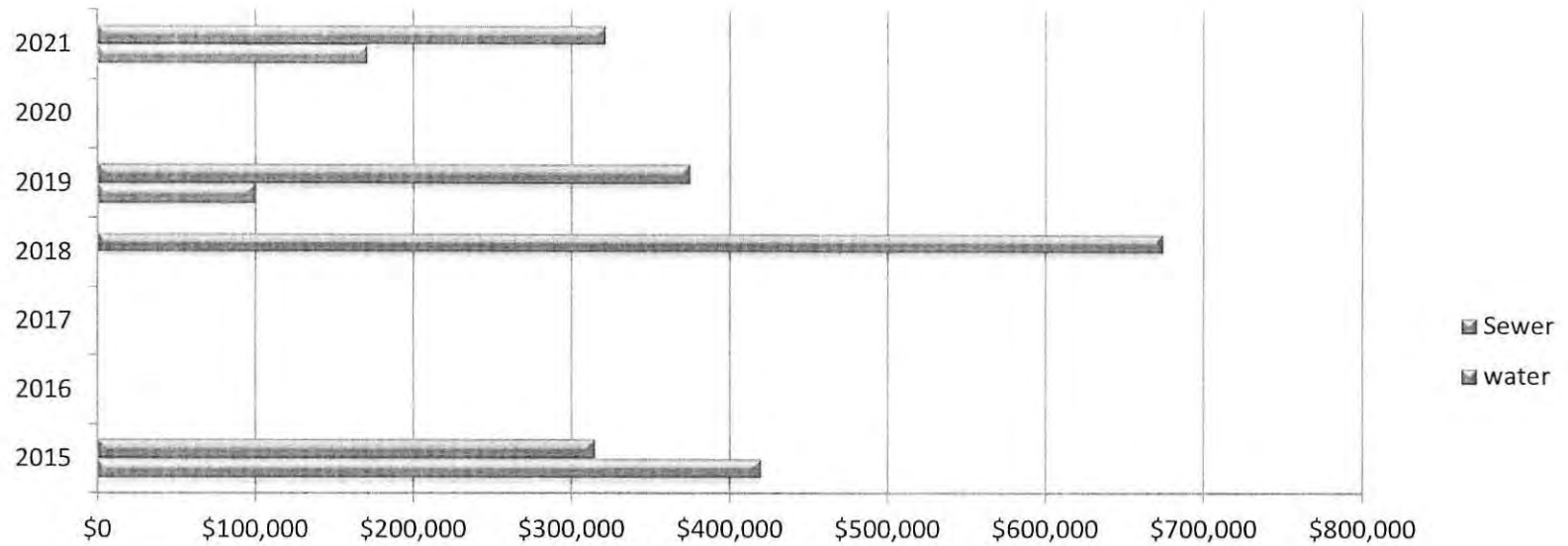
	Amesbury	Gloucester	Newburyport	Sailsbury
Total	\$561.88	\$887.38	\$840.13	\$480.00

Retained Earnings



Note: RY21 retained earnings balances do not include FY22 proposed transfers to CIP or rate subsidy.

Historic Rate Stabilization



	2015	2016	2017	2018	2019	2020	2021
Sewer	\$315,000			\$675,000	\$375,000	\$0	\$321,784
water	\$420,000	\$0	\$0	\$0	\$100,000	\$0	\$171,322

Total Use of Funds for Rate Stabilization Since 2015

Water \$691K

Sewer \$1.687M

WATER & SEWER RATE RECOMMENDATION
RATE INCREASE & SUBSIDIZED \$200,000 FROM RETAINED EARNINGS

	FY 2016	FY 2019	FY 2020	FY2022	Change
	Approved	Approved	Approved	Recommended	
Water Rate					
<u>Consumption per 100 cu. Ft.</u>					
First 3,000 cu ft.	\$5.57	\$5.54	\$5.63	\$5.94	\$0.31
3,001 cu ft. and over:	\$6.31	\$6.29	\$6.38	\$6.69	\$0.31
<u>Service Chare per Qtr. (Residential)</u>					
Customers with meters 1in. Or smaller	\$20	\$25	\$25	\$25	\$0
Customers with meters larger than 1 inch	\$101	\$125	\$125	\$125	\$0
<u>Service Charge per Qtr. (Non-Residential)</u>					
Customers with meters 1 in. or smaller	\$25	\$30	\$30	\$30	\$0
Customers with meters larger than 1in.	\$102	\$125	\$125	\$125	\$0
Sewer Rate					
<u>Consumption per 100 cu. Ft.</u>					
First 3,000 cubic Ft.	\$8.34	\$9.01	\$9.55	\$9.84	\$0.29
3,001 cu ft and over	\$9.09	\$9.76	\$10.31	\$10.59	\$0.28
<u>Service Charge per Qtr</u>					
Newburyport/Plum Is. Customers	\$18	\$25	\$25	\$25	\$0
Newbury(old Town)Customers	\$23	\$30	\$30	\$30	\$0
<u>Average Annual Water/Sewer Charge (based on 7,750 cu ft)</u>					
Annual Charge	\$1,230	\$1,328	\$1,376	\$1423	
Quarterly Charge	\$308	\$332	\$344	\$356	
Change from Prior Year (\$)	\$0	\$82	\$49	\$48	
Change from Prior Year (%)	0%	6.7%	3.7%	3.3%	

ORDINANCES

CITY OF NEWBURYPORT



 IN CITY COUNCIL

ORDERED:

April 6, 2021

AN ORDINANCE TO AMEND THE SALARY OF ELECTED OFFICIALS

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

THAT the Code of Ordinances, City of Newburyport, Massachusetts, is hereby amended by amending existing Section 2-126, of ARTICLE IV, - OFFICERS AND EMPLOYEES, to read as follows, with deletions ~~double-stricken and italicized~~, and additions double-underlined and italicized:

ARTICLE IV. – OFFICERS AND EMPLOYEES**Sec. 2-126. – Salary of elected officials.**

- (a) Commencing in January 2020, and continuing thereafter, the annual salary of the mayor shall be one hundred and two thousand, seven hundred and fifty dollars (\$102,750.00), plus three thousand dollars (\$3,000.00) annual expense allowance.
- (b) ~~The annual salary of each city councilor shall be five thousand dollars (\$5,000.00) and the salary of the president of the city council shall be six thousand dollars (\$6,000.00).~~

Commencing with the inauguration of the Council in January 2022, and continuing thereafter, the annual salary of each Councilor, except the President of the City Council, shall be nine thousand dollars (\$9,000.00). Commencing with the inauguration of the Council in January 2022, and continuing thereafter, the annual salary of the Council President shall be eleven thousand dollars (\$11,000.00).

- (c) Commencing on January 1, 2020, and continuing thereafter, the annual salary of each school committee member, except the mayor and the vice-chair, shall be three thousand dollars (\$3,000.00). Commencing on January 1, 2020 the annual salary of the vice-chair shall be three thousand, six hundred dollars (\$3,600.00).

Councillor Jared Eigerman

Councillor Charles Tontar

In City Council April 12, 2021:

Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Khan. Roll call vote. 9 yes, 1 no (SZ), 1 absent (JE). Motion passes.

In City Council May 24, 2021:

Motion to approve on 1st reading by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 9 yes, 2 no (SZ, JD). Motion passes.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

May 10, 2021

AN ORDINANCE TO LIMIT ON-STREET PARKING ON MERRIMAC STREET DURING GAME TIMES AT THE LOWER ATKINSON COMMON FIELDS

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

THAT Chapter 13 Article IV of the Code of Ordinances, City of Newburyport, Massachusetts, is hereby amended to read as follows, with ~~deletions double-stricken and in italicized~~, and additions double-underlined and italicized:

Sec. 13-174. - Parking limited—Generally.

No person shall park any vehicle on the following streets or portions of streets during the times indicated below:

<i>Street</i>	<i>Zones</i>
<u><i>Merrimac Street</i></u>	<u><i>Northerly side from Plummer Avenue to Moulton Street during game times at the Lower Atkinson Common Fields</i></u>
<u><i>Merrimac Street</i></u>	<u><i>Southerly side from Moulton Street for a distance of approximately 150 feet east during game times at the Lower Atkinson Common Fields</i></u>

Submitted,

Councillor Christine E. Wallace

In City Council May 10< 2021:

Motion to refer to Public Safety by Councillor Wallace, seconded by Councillor Tontar. Roll call vote. 11 yes. Motion passes.

In City Council May 24, 2021:

Motion to approve by Councillor McCauley, seconded by Councillor Tontar. Motion to amend by adding “scheduled games or events” and referencing Sec. 11-5 Parks Commission permit and posted schedule by the Parks Department by Councillor Vogel, seconded by Councillor Khan. Motion to move to a date certain, June 7, 2021 by Councillor Devlin, seconded by Councillor Lane. Roll call vote. 11 yes. Motion passes.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

June 7, 2021

AN ORDINANCE TO LIMIT ON-STREET PARKING ON UNION STREET

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

THAT Chapter 13 Article IV of the Code of Ordinances, City of Newburyport, Massachusetts, is hereby amended to read as follows, with ~~deletions double-stricken and in italicized~~, and additions double-underlined and italicized:

Sec. 13-168. - Parking limited—Generally.

No person shall park any vehicle on the following streets or portions of streets as indicated below:

Street	Zones
<u>Union Street</u>	<u>Both sides, beginning at the westerly bound of 18 Union Street and running easterly for a distance of 178 feet</u>

Submitted,

Councillor Sharif I. Zeid

Approve: _____
Donna D. Holaday, Mayor

Attest: _____
Richard B. Jones, City Clerk

Date: _____

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

June 7, 2021

AN ORDINANCE TO AMEND THE REQUIREMENT FOR A QUORUM ON THE HISTORICAL COMMISSION

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

THAT Chapter 2 Administration of the Code of Ordinances, City of Newburyport, Massachusetts, is hereby amended to read as follows, with ~~deletions double-stricken and in italicized~~, and additions double-underlined and italicized:

**Article III Boards, Committees, Commissions 3. Newburyport Historical Commission.
Division 3. Newburyport Historical Commission.
Sec. 2-102. Governance.**

(c) *Quorum*. Four (4) members of the commission, which is a simple majority of its members, shall constitute a quorum. Any approval, approval with provisos, disapproval, or disapproval with recommendations shall require an affirmative positive vote of a quorum of four members.

Submitted,

Councillor Heather Shand

COMMITTEE ITEMS

Committee Items- June 7, 2021

Neighborhood & City Services

ORDR253_05_24_2021 Crosswalk High St

WHEREAS a comprehensive list of approved crosswalks was adopted by Order of the City Council on November 15, 2015; and

WHEREAS High Street was repaved and the existing crosswalks were not reinstated; and

WHEREAS a crosswalk at High Street and Myrtle Ave is an approved crosswalk (at intersection 40) and was not replaced after the repaving.

NOW, THEREFORE, BE IT ORDAINED BY THE NEWBURYPORT CITY COUNCIL that the crosswalk at the intersection of High Street and Myrtle Avenue shall be reinstated under the following conditions:

1. Said crosswalk shall be located on High Street at approximately sixty (60) feet from Myrtle Avenue.
2. There shall be an ADA compliant curb cut and ramp at both ends of said crosswalk.
3. The crosswalk shall be repainted.

Councillor James J. McCauley

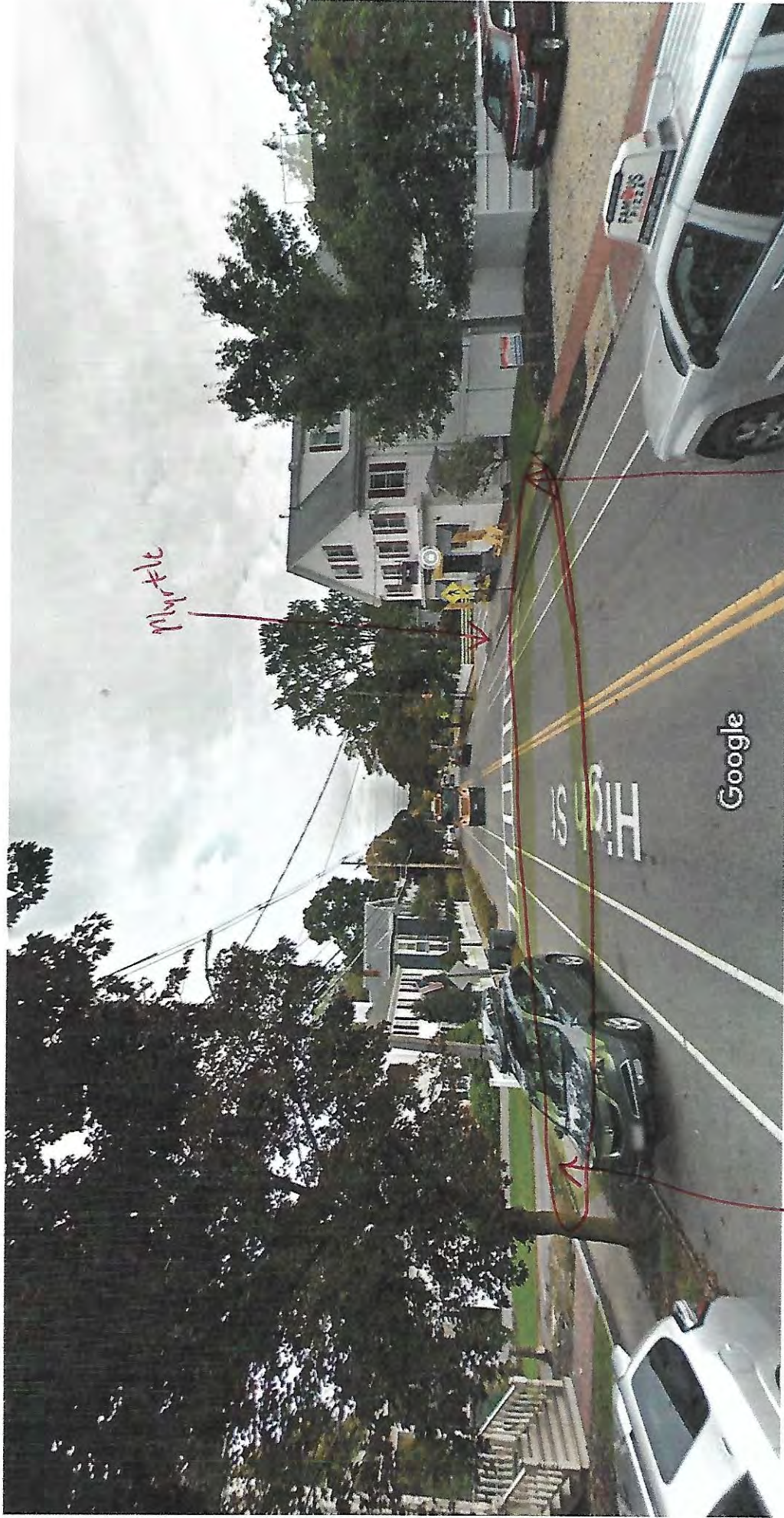


Image capture: Oct 2018 © 2021 Google

Looking East

New location

New location

Newburyport, Massachusetts



Street View



339 MA-113

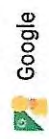
New location



New location

Image capture: Oct 2018 © 2021 Google

Newburyport, Massachusetts



Street View



Looking West

Committee Items-June 1, 2021

Public Safety

In Committee:

COMM282_01_27_2021

Ltr from Jim McCarthy

PS

COMM282_01_27_2021

Newburyport City Council
Jared Eigerman, President
60 Peasant St
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2021 JAN 11 AM 11:16

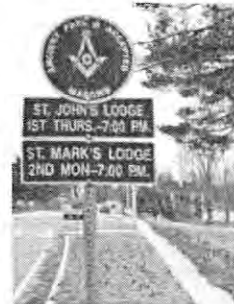
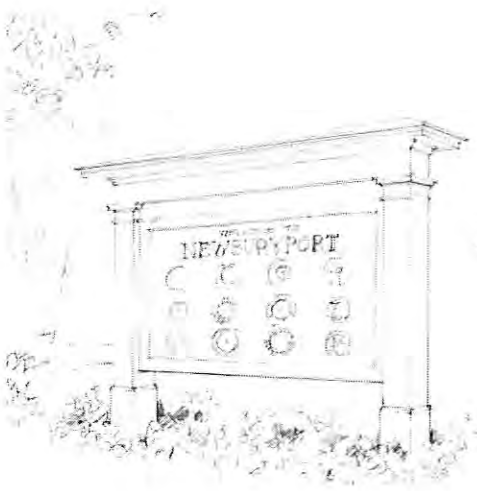
7 January 2021

Subject: Service Sign Display Upgrade

Dear Councilor Eigerman,

I would like to propose the following project to beautify the City; I would like to present our City's Service Organization signs in a more formal way by building a single display structure. I am offering to pay for the design, construction, and installation of the structure if we can get stakeholder agreement.

Please consider forwarding this request to the appropriate Committee for discussion among all interested parties.



Sincerely,

A handwritten signature in black ink, appearing to read 'Jim McCarthy'.

Jim McCarthy
17 Russia St
(978) 417-9373