

CITY COUNCIL MEETING AGENDA - VERSION 1

REMOTE

June 8, 2020

Link to join Webinar

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7:30 PM

Council Meeting

1. MOMENT OF SILENCE

2. CALL TO ORDER

3. LATE FILE ITEMS

- ORDR180_05_11_2020 Proposed Amendment of the Whole 06-04-2020

4. PUBLIC COMMENT

5. MAYOR'S COMMENT

CONSENT AGENDA

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

6. APPROVAL OF MINUTES

- May 26, 2020 (Approve)

7. COMMUNICATIONS

- APPL014_06_08_2020 Outdoor Seating application from Vera Ristorante LLC (L&P)
- APPL015_06_08_2020 Ltr with Layout from Ted Epstein re: Outdoor Seating (L&P)

8. TRANSFERS

- TRAN081_06_08_2020 Teamster Local 170 Multiple 46,189.46 to Multiple 46,189.46
- TRAN082_06_08_2020 Free Cash 12,800 to Fire Hose & Fittings 12,800

9. FIRST READING APPOINTMENTS

- APPT179_06_08_2020 Mia Yim 6 Woodman Way, Unit 202 Cultrual Commission 6/30/2023

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

Budget & Finance

- COMM244_05_11_2020 Continuing Appropriation Budget 3 months
- TRAN070_03_09_2020 Free Cash (Lib Sal rev. 5/18/20) \$25K to LIB Maint-Equipment \$25K

- TRAN079_05_26_2020 Rsv Appr-Legal Settlements \$26,500 to LGL City Solicitor \$26,500
- TRAN080_05_26_2020 Gen Fund-Free Cash \$81,796.57 to Snow & Ice-Labor \$331.09, Snow & Ice-Expenses \$81,465.48

Planning & Development

- APPT177_05_11_2020 Alden Clark 15 Lunt St Planning Board 6/1/2025
- ODNC048_02_10_2020 Newburyport Historical Commission

END OF CONSENT AGENDA REGULAR AGENDA

10. MAYOR'S UPDATE

11. SECOND READING APPOINTMENTS

- APPT178_05_26_2020 Ronald M. Thurlow 28A Hancock St Harbor Commission 6/1/2023

12. ORDERS

- ORDR182_06_08_2020 Revolving Fund Spending Limit Increase
- ORDR183_06_08_2020 Revolving Fund Order
- ORDR184_06_08_2020 Michael Mazzotta - licensed contractor
- ORDR185_06_08_2020 WCJ Services - licensed contractor
- ORDR186_06_08_2020 EKB Equipment, LLC - licensed contractor

13. ORDINANCES

- ODNC055_03_09_2020 Recycling and Yard Waste Disposal by City (**2nd Reading**)

14. COMMITTEE ITEMS

NOTE: UNDERLINED COMMITTEE ITEMS WILL BE CONSIDERED AT THIS MEETING

Ad Hoc Committee on Economic Revitalization & COTW

In Committee:

- ORDR180_05_11_2020 Emergency Order - Economic Revitalization

Budget & Finance

In Committee:

- ORDR132_07_15_19 CPC FY2020 Recommended Appropriations (COTW)
Project No. 9 held in committee.
- ORDR136_08_19_19 Fuller Track Phase II Loan Order
- COMM189_09_09_19 CPC Revised Recommendation for FY2020 Appropriations
- TRAN070_03_09_2020 Free Cash (Lib Sal rev. 5/18/20) \$25K to LIB Maint-Equipment \$25K
- COMM236_03_30_2020 DLS Bulletin 2020-01 Emergency Expenditures and Borrowing
- ORDR178_04_27_2020 Acts of 1987 (**w/ Education**)
- COMM244_05_11_2020 Continuing Appropriation Budget 3 months

- TRAN070 03 09 2020 Free Cash (Lib Sal rev. 5/18/20) \$25K to LIB Maint-Equipment \$25K
- TRAN079 05 26 2020 Rsv Appr-Legal Settlements \$26,500 to LGL City Solicitor \$26,500
- TRAN080 05 26 2020 Gen Fund-Free Cash \$81,796.57 to Snow & Ice-Labor \$331.09, Snow & Ice-Expenses \$81,465.48
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Education

In Committee:

- COMM235_03_30_2020 Ltr re: SC Apptmnt of Brett Murphy to Whittier Vo-Tech Cmte
- COMM240_04_27_2020 Memo re: SOI Submission Info
- ORDR178_04_27_2020 Acts of 1987 (w/ B&F)

General Government

In Committee:

- COMM241_05_11_2020 Charter Review Final Report
- COMM242_05_11_2020 Confirmatory Legal Opinion from KP Law re: Charter Changes

License & Permits

In Committee:

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

Neighborhoods & City Services

In Committee:

- COMM197_10_28_19 Ltr re: Phillips Drive Neighborhood Drainage (COTW)
- ODNC050_02_24_2020 Curb Cuts and Notice of Work Involving Sidewalks
- COMM233_03_09_2020 Ltr re: MVRTA State Street Bus Stop Shelter
- COMM234_03_30_2020 Ltr from Newburyport Livable Streets March 11, 2020
- ODNC058_05_26_2020 LATE FILE Parks Commission Fees
-

Planning & Development

In Committee:

- COMM214_01_13_2020 Ltr from Central Cong Church re: CPA Funding, Historic Pres
- COMM215_01_13_2020 Ltr re: Colby Farm Open Space Beautification
- ODNC046_1_27_20 Zoning Amendment - Short Term Rental Units Definition
- ODNC048 02 10 2020 Newburyport Historical Commission
- ODNC051_02_24_2020 Fences in Downtown Overlay District
- COMM231_03_09_2020 Ltr re: Short-Term Rental Ordinance
- ODNC054_03_09_2020 Enforcement of the State Building Code
- APPT177 05 11 2020 Alden Clark 15 Lunt St Planning Board 6/1/2025

Public Safety

In Committee:

- COMM216_01_13_2020 Ltr re: Ban the Use of Glyphosate
- COMM221_01_27_2020 Letter re: Sign at 43 Pine Hill Road
- COMM227_02_10_2020 Update and Request from Waste Stream Task Force
- APPL004_03_09_2020 Footsteps for Food - 4/14/2020
- APPL005_03_09_2020 Cultural Survival Bazaar - 7/18-19 2020

- APPL006_03_09_2020 Spring Invitation Night - 5/1/2020
- APPL007_03_09_2020 Newburyport Spring Festival - 5/24-25 2020
- APPL008_03_09_2020 Newburyport Car Show - 8/20/2020
- APPL009_03_09_2020 Newburyport Fall Harvest Festival - 10/11-12 2020
- APPL010_03_09_2020 Witches' Night Out - 10/23/2020
- APPL011_03_09_2020 Downtown Trick or Treat - 10/30/2020
- APPL012_03_09_2020 Invitation Nights - 12/4, 12/11, 12/18 2020
- COMM237_03_30_2020 21-23 Walnut St Public Safety Concern
- COMM246_05_26_2020 Ltr To City Council from A Calcagni re: ORDR180
- 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

Public Utilities

In Committee:

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

Rules

In Committee:

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

15. GOOD OF THE ORDER

16. ADJOURNMENT

ORDER ESTABLISHING PROCEDURE FOR BUSINESSES AND OTHER ORGANIZATIONS TO APPLY FOR LICENSES TO OCCUPY OUTDOOR CITY PROPERTY DURING THE COVID-19 PANDEMIC

WHEREAS on March 10, 2020, due to the worldwide COVID-19 virus pandemic and pursuant to the Chapter 639 of the Acts of 1950, as amended, and Section 2A of Chapter 17 of the Massachusetts General Laws, Governor Charles D. Baker issued a proclamation that there exists in the Commonwealth a state of emergency, which proclamation has been followed by orders, and related regulations and advisories, as so authorized (the “State COVID-19 Orders”); and

WHEREAS, consistent with the State COVID-19 Orders, the City Council finds that it serves the health, safety, and general welfare of the residents of Newburyport to create a streamlined procedure for businesses and other organizations to apply for licenses to occupy outdoor city property to place tables, chairs, and/or merchandise displays during the current public health emergency, to a grater extent than normally permitted under the Newburyport Code;

ORDERED:

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

1. Effective Period. This order shall remain in effect until the earlier of: (a) November 1, 2020, or (b) its repeal by an order of the City Council.
2. Conflicting Provisions Superseded. While this order is in effect, to the extent that its provisions conflict with the following two provisions of the Newburyport Code, this provisions of this order shall control:
 - a. Section 12-1(b) (Food service establishments on public rights-of-way); and
 - b. Section 12-1.5 (Signage, merchandising and beautification on public ways).
3. Applications to Occupy Outdoor Portions of City Property:
 - a. Any business or other organization may submit a written application to the City Clerk to obtain a license to place and maintain tables, chairs, and/or merchandising displays on property under the control of the City, including, without limitation, portions of public way or within a park or playground.
 - b. The City Clerk shall prepare and provide to applicants a form for such applications, and each applicants shall complete such form and submit it to the City Clerk together with:
 - i. Evidence of liability insurance with minimum coverage in the amount of one million dollars (\$1,000,00), naming the City of Newburyport as co-insured, and in force for the duration of the approved period of occupancy;

- ii. A 8½-inch x 11-inch sketch of the proposed area of occupancy, detailing
 - A. Perimeter of such area, with relevant linear dimensions;
 - B. Public, pedestrian path of travel no less than five feet in width;
 - C. Separation between customer seats at one table from customer seats at any other table of no less than six feet;
 - D. All relevant obstacles such as streetlights, signs, trees, etc.; and
 - E. Means to demarcate any areas proposed for the service of alcohol.
- c. Applications under this order shall be delivered to the Office of the City Clerk by hand, mail, or email (rjones@cityofnewburyoprt.com). The initial deadline for such applications shall be 12:00 pm on Thursday, June 11, 2020.
 - i. All applications received by such initial deadline shall be processed together, but applications received after such initial deadline shall be accepted and processed on a rolling basis, all pursuant to this order.
 - ii. Each application shall be reviewed by an *ad hoc* committee of the City Council, hereby expressly authorized to act on its behalf, which shall comprise the Council President, the Chair of its Committee on Public Safety, and the Chair of its Committee on Licenses and Permits.
 - A. No later than the public hearing scheduled by the Licensing Board on such application under this order, the City Clerk shall transmit to such board the recommendation of the *ad hoc* committee, which shall be to approve, to disapprove, or to approve with conditions.
 - B. The *ad hoc* committee shall exercise its reasonable discretion in making its recommendation, but shall, in all cases, consider the degree to which the application minimizes the area of City property to be occupied, and accommodates its shared use.
 - iii. The Licensing Board shall hold a public hearing regarding all applications under this order, and may consider multiple applications at one hearing. After such hearing, the board shall render its written decision regarding each such application, which shall be to approve, to disapprove, or to approve with conditions; provided, however, that the board shall have no authority to approve any application that has failed to receive a favorable recommendation from both the *ad hoc* committee and from the Mayor.
- d. There shall be no fee charged for applications under this order, nor shall any compensation be required for any occupancy approved under this order.
- e. No occupancy under this order may extend beyond the order's effective period.
- f. The City has no obligation whatsoever to approve any individual application, each of which shall be processed, reviewed, and a determination thereon made by the relevant City officers, boards, and commissions in their reasonable discretion.

CONSENT AGENDA

CITY COUNCIL MEETING MINUTES

REMOTE

MAY 26, 2020

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7:00 PM

CIP Hearing

Capital Improvement Plan

See the following Communication in Budget and Finance Committee Items:

COMM238_04_13_2020 FY2021-FY2025 Capital Improvement Program Submission

The City Council President Jared Eigerman called the meeting to order at 7:00 pm. President Eigerman then instructed the City Clerk to call the roll. The following Councillors answered present: McCauley, Shand, Tontar, Vogel, Wallace, Zeid, Khan, Eigerman. Councillors Lane and Devlin were present at 7:02pm. 10 present using Zoom as a platform, Councillor Connell was absent.

Public Comment: Jane Snow, 9 Coffin Street

Motion to Adjourn by Councillor Khan, seconded by Councillor Zeid. So voted. Meeting Adjourned 7:07pm.

7:30 PM

The City Council President, Jared Eigerman, called the meeting to order at 7:30pm. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Lane, McCauley, Shand, Tontar, Vogel, Wallace, Zeid, Devlin, Khan, Eigerman. Councillor Connell was present at 7:34pm. 11 present using Zoom as a platform.

(Sound Check)

MOMENT OF SILENCE

1. CALL TO ORDER

2. LATE FILE ITEMS-ODNC058_05_26_2020 LATE FILE, Parks Commission Fees;

APPL013_04_27_2020,Chocolate Tour Central Cong. Church 5/16/2020 (Revised 5/20/20)

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

3. PUBLIC COMMENT

1. Meghan Kinsey, 1 Griffin Court, ODNC058
2. Molly Ettenborough, Recycling Coordinator, ODNC055
3. Jeanette Isabella, 100 Water Street, TRAN078
4. Lise Reid, Parks Director, CIP PK005
5. Jean Carter, 129 Merrimac, ODNC058

4. MAYOR'S COMMENT

The Mayor gave a verbal update and stated she would email written update tomorrow, May 27th.

At the request of Councillor Zeid, President Eigerman moved ORDR181_05_11_2020, Resolution Recognizing NHS 2020 Graduates, on Agenda before Consent Agenda.

Motion to remove from table by Councillor Zeid, seconded by Councillor Khan. So voted. Motion passed.

At the request of President Eigerman, the City Clerk read the Resolution. Councillor Zeid spoke on the accomplishments of NHS Salutatorian Chloe Ann Langley, Councillor Devlin spoke on the accomplishments of NHS Valedictorian Lucille Grace Gagnon. Ms. Langley and Ms. Gagnon then addressed the Council at the invitation of Council President Eigerman. Motion to approve by Councillor Zeid, seconded by Councillor Devlin. So voted. Motion passed.

CONSENT AGENDA

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5. APPROVAL OF MINUTES

- May 11, 2020 (Approve)

6. COMMUNICATIONS

- COMM246_05_26_2020 Ltr To City Council from A Calcagni re: ORDR180 (PS)

7. TRANSFERS

- TRAN070_03_09_2020 Free Cash (Lib Sal rev. 5/18/20) \$25K to LIB Maint-Equipment \$25K (B&F)
- TRAN079_05_26_2020 Rsv Appr-Legal Settlements \$26,500 to LGL City Solicitor \$26,500 (B&F)
- TRAN080_05_26_2020 Gen Fund-Free Cash \$81,796.57 to Snow & Ice-Labor \$331.09, Snow & Ice-Expenses \$81,465.48 (B&F)

8. FIRST READING APPOINTMENTS

- APPT178_05_26_2020 Ronald M. Thurlow 28A Hancock St Harbor Commission 6/1/2023

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

Budget & Finance

- COMM238_04_13_2020 FY2021-FY2025 Capital Improvement Program Submission
- TRAN076_05_11_2020 Storm Water Test \$9,944.31, Storm Water Maint \$16,939.15, Streetlights Electricity \$14,576.54 to CIP Phillips Drive Drainage Improvement \$41,460
- TRAN077_05_11_2020 Free Cash \$125K to Fire OT \$110K, Fire Dispatch OT \$15K
- TRAN078_05_11_2020 Mult Accts \$\$42,928.37 to CIP Rail Trail Phase II \$42,928.37
- COMM245_05_11_2020 DLS Ltr MJHandy Deficit 150K

License & Permits

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

Planning & Development

Note: Councillor Shand removes APPT173_04_27_2020 Stephen G. DeLisle out of Consent Agenda

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

- APPT175_05_11_2020 Ronald DiCola 6 Shandel Dr Conservation Comm 6/1/2023
- APPT176_05_11_2020 Jane Sender 9 Dalton St, #3 Conservation Comm 6/1/2023

APPT173_04_27_2020, Stephen G. DeLisle removed from Consent Agenda and to remain in committee at the request of Council President Eigerman.

Public Safety

- ODNC055_03_09_2020 Recycling and Yard Waste Disposal by City
- APPL013_04_27_2020 Chocolate Tour Central Cong. Church 5/16/2020 (Revised 5/20/20)

END OF CONSENT AGENDA REGULAR AGENDA

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

9. MAYOR'S UPDATE

10. SECOND READING APPOINTMENTS

- APPT174_05_11_2020 Paul Swindlehurst 12 Spofford St Parks Commission 5/1/2025

Motion to approve Second Reading appointment by Councillor Zeid, seconded by Councillor Connell. Roll call vote, 11 yes. Motion passed.

11. ORDERS

- ORDR181_05_11_2020 Resolution Recognizing NHS 2020 Graduates (TABLED) (This Order was taken out of sequence at the beginning of the meeting.)

12. ORDINANCES

- ODNC053_03_09_2020 Establishment of Plum Island Beach Stabilization Fund (**2nd Reading**)
Motion to approve by Councillor Zeid, seconded by Councillor Khan. Roll call vote, 10 yes, 1 no (Connell). Motion passed.
- ODNC057_04_27_2020 Moratorium on Dog License Fines (**2nd Reading**)
Motion to approve by Councillor Zeid, seconded by Councillor Khan. Roll call vote, 11 yes, Motion passed.
- ODNC058_05_26_2020 LATE FILE Parks Commission Fees
Motion to refer to Neighborhood & City Services by Councillor Zeid, seconded by Councillor Devlin. So voted. Motion passed.

13. COMMITTEE ITEMS

NOTE: UNDERLINED COMMITTEE ITEMS WILL BE CONSIDERED AT THIS MEETING

Ad Hoc Committee on Economic Revitalization & COTW

In Committee:

- ORDR180_05_11_2020 Emergency Order - Economic Revitalization

Councillor Eigerman noted an ADHOC zoom meeting for May 27, 2020.

Budget & Finance

In Committee:

- ORDR132_07_15_19 CPC FY2020 Recommended Appropriations (COTW)
Project No. 9 held in committee.
- ORDR136_08_19_19 Fuller Track Phase II Loan Order
- COMM189_09_09_19 CPC Revised Recommendation for FY2020 Appropriations
- TRAN070_03_09_2020 Free Cash (Lib Sal rev. 5/18/20) \$25K to LIB Maint-Equipment \$25K
- COMM236_03_30_2020 DLS Bulletin 2020-01 Emergency Expenditures and Borrowing

Council President Eigerman stepped down and Councillor Shand acted as Pro Tempore.

- **COMM238 04 13 2020 FY2021-FY2025 Capital Improvement Program Submission**
Motion to amend IT001, \$25,500 FY2021, \$26K FY2022 by Councillor Eigerman, seconded by Councillor Devlin. Roll call vote. 11 yes, Motion passed amended.
Motion to amend FD003, \$450K FY2021, \$50K FY2022 by Councillor Tontar, seconded by Councillor Khan. Roll call vote. 9 yes, 2 no (BV,JD), Motion passed amended.
Motion to approve FD005 by Councillor Tontar, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passed.
Motion to approve PD009 by Councillor Tontar, seconded by Councillor Khan. Roll call vote. 10 yes, 1 no (Vogel). Motion passed.
Motion to amend PL001, \$50K FY2021, \$200K FY2022 by Councillor Tontar, seconded by Councillor Connell. Roll call vote. 10 yes, 1 no (Vogel) Motion passed amended.
Motion to amend PL006, \$0 FY2021, \$500K FY2022 by Councillor Tontar, seconded by Councillor Khan. Roll call vote. 9 yes, 2 no (McCauley, Devlin). Motion passed.
Motion to amend PL006 to \$500K FY2021 by Councillor Tontar, seconded by Councillor Khan Roll call vote. 6 no, 5 yes (Lane, McCauley, Zeid, Devlin, Eigerman). Motion fails.
Motion to Amend PL006 \$100K in FY21 and \$400K in FY22 by Councillor Eigerman, seconded by Councillor Khan. Roll call vote. 6 yes, 5 no (Connell, Tontar, Vogel, Zeid, Devlin). Motion passed.
Motion to approve PL006A by Councillor Zeid, seconded by Councillor Eigerman. Roll call vote. 8 yes, 2 no (Connell, Tontar), 1 absent (Vogel). Motion passed.
Motion to approve PK005 to FY2022 by Councillor Tontar, seconded by Councillor McCauley. Roll call vote. 6 yes, 4 no (Connell, Shand, Tontar, Khan), 1 absent (Vogel). Motion passed.
Motion to approve PK014 \$0 FY2021 to \$3560K FY2022 by Councillor Tontar, seconded by Councillor Eigerman. So voted. Motion passed.
Motion to approve HW006 \$300K to \$1M by Councillor Zeid, seconded by Councillor Devlin. Roll call vote. 8 yes, 2 no (Tontar, Eigerman), 1 absent (Vogel). Motion passed.
Motion to approve HW008 \$1M FY2021 by Councillor Lane, seconded by Councillor Zeid. Roll call vote. 7 yes, 3 no (Connell, Shand, Tontar), 1 absent (Vogel). Motion passed.
Motion to waive Rule 2B by Councillor Eigerman, seconded by Councillor Khan. So voted. Motion passed.
Motion to approve HW010 by Councillor Tontar, seconded by Councillor Khan. Roll call vote. 10 yes, 1 no (Vogel). Motion passed.
Motion to approve WA005 by Councillor Tontar, seconded by Councillor Khan. Roll call vote. 9 yes, 1 no (Tontar), 1 no (Vogel). Motion passed.
Motion to approve SC003 by Councillor Tontar, seconded by Councillor McCauley. Roll call vote. 10 yes, 1 no (Vogel). Motion passed.
- ORDR178_04_27_2020 Acts of 1987 (w/ Education)
- **TRAN076 05 11 2020 Storm Water Test \$9,944.31, Storm Water Maint \$16,939.15, Streetlights Electricity \$14,576.54 to CIP Phillips Drive Drainage Improvement \$41,460**
Motion to approve by Councillor Tontar, seconded by Councillor Khan. So voted.
- **TRAN077 05 11 2020 Free Cash \$125K to Fire OT \$110K, Fire Dispatch OT \$15K**

- Motion to approve by Councillor Tontar, seconded by Councillor Khan. So voted.
- **TRAN078 05 11 2020 Mult Accts \$\$42,928.37 to CIP Rail Trail Phase II \$42,928.37**
Motion to approve by Councillor Tontar, seconded by Councillor Khan. Motion to close debate by Councillor Khan, seconded by Councillor Vogel. Roll call vote, 9 yes, 2 no (Zeid, Devlin). Motion passed. Motion to approve amended by Councillor Tontar, seconded by Councillor Vogel. Roll call vote, 8 no, 3 yes (Connell, Tontar, Vogel) Motion fails. No recommendation coming out of committee.
- COMM244_05_11_2020 Continuing Appropriation Budget 3 months
- **COMM245 05 11 2020 DLS Ltr MJHandy Deficit 150K**
Motion to receive and file by Councillor Tontar, seconded by Councillor Zeid. So voted.

Education

In Committee:

- COMM235_03_30_2020 Ltr re: SC Apptmnt of Brett Murphy to Whittier Vo-Tech Cmte
- COMM240_04_27_2020 Memo re: SOI Submission Info
- ORDR178_04_27_2020 Acts of 1987 (w/ B&F)

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In Committee:

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License & Permits

In Committee:

- ODNC047_1_27_20 General Ordinance - Short Term Rental Units Rules
- COMM229_02_24_2020 Ltr re: Implementation of Short-Term Rental Ordinance
- COMM230_03_09_2020 Yearly Report, Section 16A of the Liquor Control Act
- **APPT172 04 27 2020 Craig G. Holt 33 Carter St. Licensing Board 6/1/2026**
Roll call vote. 10 yes, 1 absent (Vogel). Passes.

Neighborhoods & City Services

In Committee:

- COMM197_10_28_19 Ltr re: Phillips Drive Neighborhood Drainage (COTW)
- ODNC050_02_24_2020 Curb Cuts and Notice of Work Involving Sidewalks
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- COMM231_03_09_2020 Ltr re: Short-Term Rental Ordinance
- ODNC054_03_09_2020 Enforcement of the State Building Code

Councillor Devlin recused himself from the meeting.

- **APPT173 04 27 2020 Stephen G. DeLisle 195 High St. ZBA 5/31/2021**

Motion to approve by Councillor Shand, seconded by Councillor Connell. Roll call vote. 9 yes, 1 absent (Vogel), 1 recused (Devlin). Motion passes. Councillor Devlin returned to the meeting.

• **APPT175 05 11 2020 Ronald DiCola 6 Shandel Dr. Conservation Comm 6/1/2023**
Motion to approve by Councillor Shand, seconded by Councillor Lane. Roll call vote. 10 yes, 1 absent (Vogel), Motion passes.

• **APPT176 05 11 2020 Jane Sender 9 Dalton St, #3 Conservation Comm 6/1/2023**
Motion to approve by Councillor Shand, seconded by Councillor Tontar. Roll call vote. 10 yes, 1 absent (Vogel), Motion passes.

APPT177_05_11_2020 Alden Clark 15 Lunt St. Planning Board 6/1/2025

Public Safety

In Committee:

- COMM216_01_13_2020 Ltr re: Ban the Use of Glyphosate
- COMM221_01_27_2020 Letter re: Sign at 43 Pine Hill Road
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- APPL006_03_09_2020 Spring Invitation Night - 5/1/2020
- APPL007_03_09_2020 Newburyport Spring Festival - 5/24-25 2020
- APPL008_03_09_2020 Newburyport Car Show - 8/20/2020
- APPL009_03_09_2020 Newburyport Fall Harvest Festival - 10/11-12 2020
- APPL010_03_09_2020 Witches' Night Out - 10/23/2020
- APPL011_03_09_2020 Downtown Trick or Treat - 10/30/2020
- APPL012_03_09_2020 Invitation Nights - 12/4, 12/11, 12/18 2020
- **ODNC055 03 09 2020 Recycling and Yard Waste Disposal by City**

Motion to approve by Councillor McCauley, seconded by Councillor Khan. Motion to amend by Councillor Eigerman, seconded by Councillor Wallace. Motion to Approve amended by Councillor Eigerman, seconded by Councillor Wallace. Roll call vote. 10 yes, 1 Absent (Vogel). Motion passes amended.

- COMM237_03_30_2020 21-23 Walnut St Public Safety Concern
- APPT165_04_13_2020 Dr. Robin Blair 18 Market St Board of Health 4/30/2023
- **APPL013 04 27 2020 Chocolate Tour Central Cong. Church 5/16/2020 (Revised 5/20/20)**

Motion to approve by Councillor McCauley, seconded by Lane Roll call vote. 10 yes, 1 Absent (Vogel). Motion passes.

- COMM243_05_11_2020 Ltr from Jane Rascal re: NMMCD

Public Utilities

In Committee:

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

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)

14. GOOD OF THE ORDER

Councillor Tontar announced the Budget & Finance meeting scheduled for Thursday, June 4th, at 6:30pm. Councillor Wallace suggested holding meetings outside. Councillor Zeid requested response by email as to when Councillors may be ready to return to meeting in the Council Chambers for June, July or August.

15. ADJOURNMENT

Motion to adjourn by Councillor Lane, seconded by Councillor Khan. So voted. 11:41pm.

COMMUNICATIONS

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA2020 JUN 2 PM 2:42 NEW FILING _____
RENEW _____

City of Newburyport

Application

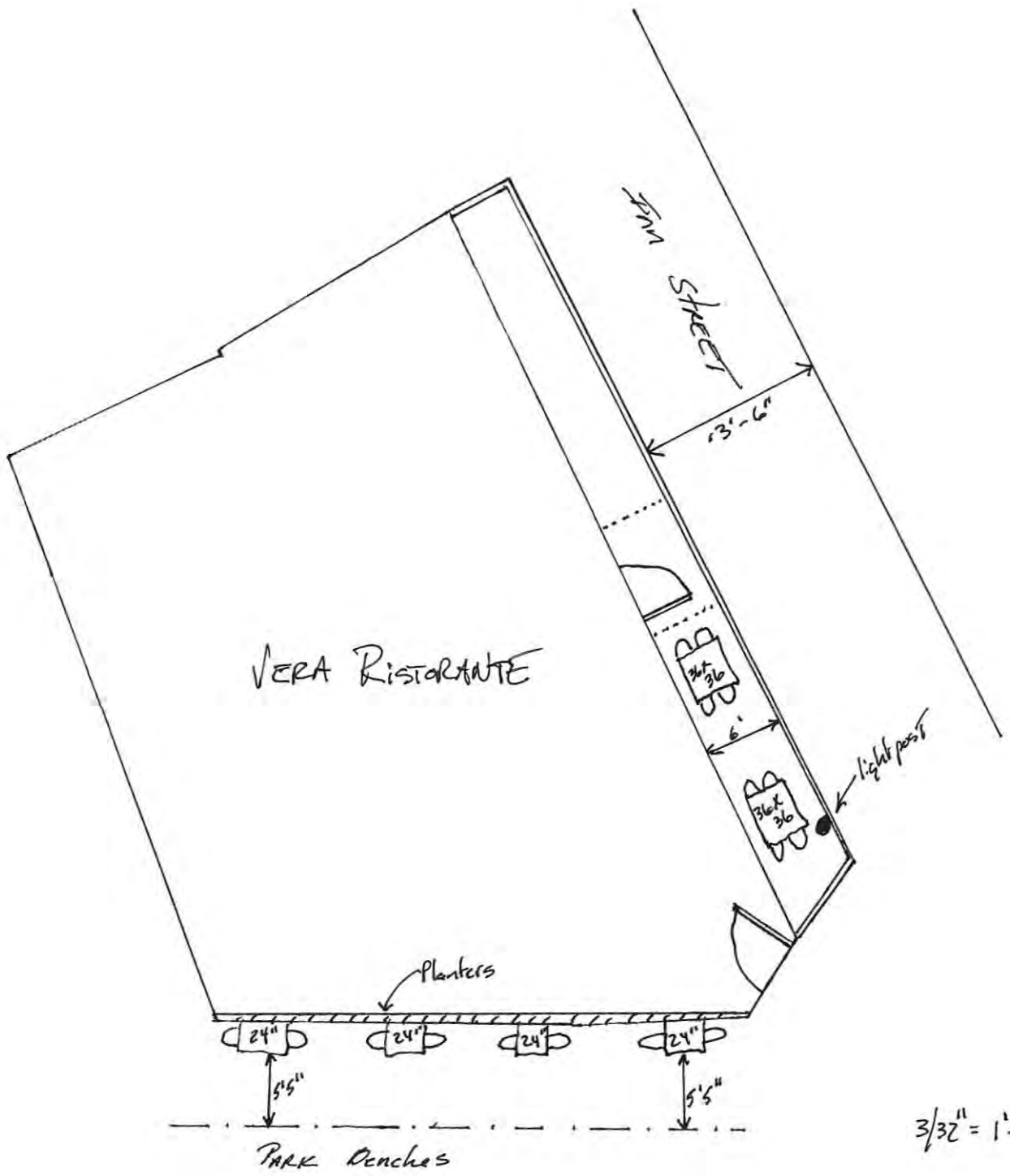
Food Establishment Outdoor Seating on Public Property

Date: 06/02/2020Name of Business Owner: JOHN A. SANTANIELLOName of Property Owner: TENCAPA LLCBusiness Name: VERA RISTORANTE LLCBusiness Address: 35 MARKET SQUARE Business Phone: (917) 733-9117Number of Tables Requested: 6 Dimensions: (2) 36" x 36"
(4) 24" x 24" Material: WROUGHT IRONNumber of Chairs Requested: 16 Dimensions: 18" x 18" Material: WROUGHT IRON Applicant requests approval of outdoor seating for the sole purpose of food consumption. Applicant requests approval of outdoor seating for food *and* alcohol consumption.***Please note propane is not allowed unless approved by the Fire Department***Application Requirements

Please submit the following documents with the completed application to:

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

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



$3/32'' = 1'-0''$

MARKET SQUARE

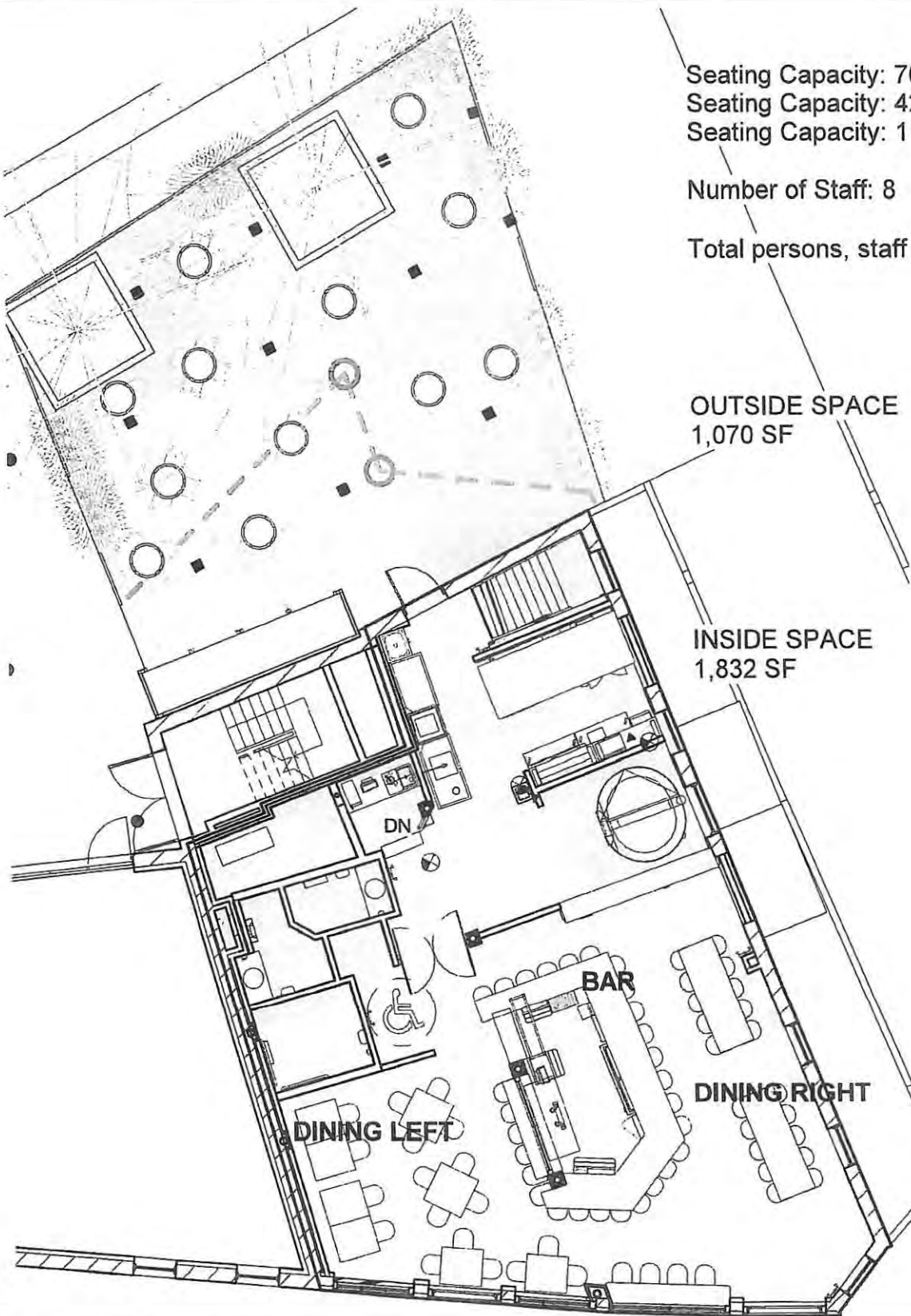
Seating Capacity: 70 INSIDE
 Seating Capacity: 42 OUTSIDE
 Seating Capacity: 112 TOTAL

Number of Staff: 8

Total persons, staff and public: 120

OUTSIDE SPACE
 1,070 SF

INSIDE SPACE
 1,832 SF



KWH design, inc.
 Keith Hinzman
 LEED AP BD+C
 PO BOX 51644
 Boston, MA 02205
 (617) 913-4714
 keith@kwhdesign.net
 www.KWHdesign.net

DAVE CALLAN
JOHN
SANTANIELLO

VERA PIZZA

LIQUOR BOARD PLAN

Project number	VNPR-A
Date	2019-08-19
Drawn by	Author
Checked by	Checker

SK114

Scale 3/32" = 1'-0"



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

Licensing Authority Certification

Municipality: Newburyport

ABCC Commission Decision

APPROVED

Ralph Sacramone
Executive Director

Date of Commission Decision: 10/07/2019

License Information:

Applicant Name/DBA:	Vera Ristorante, LLC / Vera Napoletana Ristorante Bar	License Number (if applicable):	<u>05233-RS-0796</u>
Premises Address:	31-35 Market Square Newburyport MA 01950	Record Number:	2019-000853-RT-APP
Manager Name:	<u>John A. Santaniello</u>		
Class:	Annual	Granted Under Special Legislation?	Yes <input type="radio"/> No <input checked="" type="radio"/>
Category:	All Alcoholic Beverages		
On / Off Premises:	On-Premises Consumption	Is there a pledge on this license?	Yes <input type="radio"/> No <input checked="" type="radio"/>
Type:	Restaurant	Is this license under a management agreement?	Yes <input type="radio"/> No <input checked="" type="radio"/>

Transaction Type:

New/Transfer License: Transfer If Transfer, License Number of License to be Transferred: 03196-RS-0796

Application Contact:

Name: John A. Santaniello Title: Phone: (917) 733-9117 Email: johnasantaniello@gmail.com

LICENSE
ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The.....CITY.....of.....NEWBURYPORT.....

MASSACHUSETTS

HEREBY GRANTS A

COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

All Kinds of Alcoholic Beverages

To Be Drunk On the Premises

To..... Vera Ristorante, LLC..... MANAGER: John A. Santaniello
..... Dba Vera Ristorante & Bar.....

..... 31-35 Market Square, Unit 1.....
on the following described premises

..... Approximately 2,680-sf on two floors (basement storage); brick building with a 500-sf outdoor
patio seating 42, with two entrances and four exits. Indoor seating of 70.....

..... This license is granted and accepted upon the express condition that the
licensee shall, in all respects, conform to all the provisions of the Liquor Control
Act, Chapter 138 of the General Laws, as amended, and any rules or regulations
made thereunder by the licensing authorities. This license expires December 31st,
2020., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their
official signatures this..... 20th..... day of..... February..... 20..... 20

The Hours during which Alcoholic
Beverages may be sold are

From.....

..... Monday - Sunday.....

..... 11:00am to 1:00am.....

Elizabeth Scholt
Betty Macquer
Tommy...
LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ



Businessowners Policy Declaration
Transaction: NEW BUSINESS

Named Insured and Address: Vera Ristorante LLC 35 Market Sq Unit 1 Newburyport, MA 01950-2567	Agent Name and Address MacDonald & Pangione Insurance Agency 104 Main St N Andover, MA 01845 (978) 688-6921 20-9125
---	---

Form of Business:	LLC
Business Description:	fine dining Italian restaurant w/ a wood burning pizza oven

Policy Number	Policy Type	Policy Period	Transaction Effective Date	Payment Plan
20033795	Businessowners	01/13/2020 to 01/13/2021	01/13/2020	1-Pay

In return for the payment of premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy. This premium may be subject to adjustment.

Liability Coverages	Limit of Insurance
Liability and Medical Expenses	\$1,000,000 Per Occurrence
Medical Expenses	\$5,000 Per Person
Damage To Premises Rented To You	\$50,000 Per Location
Aggregate Limits	
Other Than Products-Completed Operations	\$2,000,000 Per Policy Period
Products/Completed Operations	\$2,000,000 Per Policy Period

Each paid claim reduces the amount of insurance we provide during the applicable annual period. Please refer to Section II - Liability in the Businessowners Coverage Form and any attached endorsements

Location Information		
Location #	Address	Premium
1	35 Market Sq Unit 1, Newburyport, MA 01950-2567	\$5,138.00
Policy Level Additional Coverages and Endorsements		\$2,479.00
THIS IS NOT A BILL Your Bill Will Be Sent Separately		Total Premium \$7,617.00

Countersigned: Date _____

Authorized Representative _____

Additional Coverages and Coverage Extensions

Summary of the Additional Coverages and Coverage Extension included in the Businessowners Coverage Form, BP 00 03. Refer to the coverage form for specific policy coverage information

If you have purchased increased limits the limits and premiums will be displayed elsewhere in the declarations.

Additional Coverages**Coverage Information**

Debris Removal	\$25,000
Preservation of Property	While it is being moved or while temporarily stored at another location within 30 days of loss.
Fire Department Service Charge	\$2,500
Business Income And Extra Expense	Actual Loss Sustained - Not Exceeding 12 Consecutive Months
Extended Business Income	Time period 60 Days
Pollutant Clean-up And Removal	\$10,000
Civil Authority	Certain actions of a civil authority
Money Orders And "Counterfeit Money"	\$1,000
Forgery Or Alteration	\$2,500
Increased Cost of Construction	\$10,000
Business Income From Dependent Properties	\$5,000
Glass Expense	Reimbursement cost of temporary repairs
Fire Extinguisher Systems Recharge Expense	\$5,000
Electronic Data	\$10,000
Interruption Of Computer Operations	\$10,000
Limited Coverage for "Fungi", Wet Rot or Dry Rot	\$15,000

Coverage Extensions

Extensions apply to insured Buildings and Business Personal Property

Newly Acquired Or Constructed Property	\$250,000 at each building, \$100,000 Business Personal Property at each building Up to 30 days Period of Coverage
Personal Property Off-Premises	\$10,000
Outdoor Property	\$2,500 One Tree, Shrub or Plant -\$1,000
Personal Effects	\$2,500
Valuable Papers And Records	\$10,000 On Premise \$5,000 Off Premise
Accounts Receivable	\$10,000 On Premise \$5,000 Off Premise
Business Personal Property Temporarily In Portable Storage Units	\$10,000

Policy Level Additional Coverages and Endorsements

Coverage	Coverage Information	Premium
Endorsement #	Endorsement Title	
BP 04 12	Limitation of Coverage To Designated Premises Or Project Premises: Premises listed on the policy declarations Project or Operation: Operations directly related to covered premises	N/A
BP 04 89	Liquor Liability Coverage Aggregate Limit: \$1,000,000 Each Common Cause Limit: \$1,000,000	\$2,404.00
BP 90 06	Businessowners Bundle Endorsement Ordinance or Law \$25,000 Personal Property Off Premises \$20,000 Spoilage Coverage \$10,000 Accounts Receivable \$20,000 Utility Service, Direct \$10,000 Outdoor Signs \$20,000 Utility Service, Time Element \$10,000 Pollution Clean Up \$15,000 Water Back-Up and Sewer Overflow \$10,000 Employee Dishonesty \$10,000 Fine Arts \$10,000 Money and Securities \$10,000 On Premises Damage To Rented Premises \$250,000 \$5,000 Off Premises Identity Fraud Expense \$10,000 Valuable Papers and Records \$20,000	\$75.00
BP 90 08	Equipment Breakdown	Included
Total Policy Level Additional Coverage and Endorsement Premium		\$2,479.00

Location Coverages

Location #	1	Address	35 Market Sq Unit 1, Newburyport, MA 01950-2567	Property Deductible	\$2,500	Optional Coverage Deductible	\$500
Building #	1	Building Description	Building #1			Windstorm or Hail % Deductible	0%
			Class #	Valuation Basis	Limits of Insurance	Premium	
		Buildings Including Appurtenant Structures	09431	Replacement Cost	No Coverage	\$0.00	
		Business Personal Property	09431	Replacement Cost	\$750,000	\$2,191.00	
		Liability	09431		Limit - See Page 1	\$2,817.00	
		Business Income and Extra Expense	Actual Loss Sustained, Not Exceeding 12 Consecutive Months			Included	

Coverages and Endorsements Applicable Per Location

Endorsement #	Endorsement Title	Building #	Premium
BP 01 43	Massachusetts Changes - Lead Poisoning Endorsement	1	Included
BP 14 78	Exclusion of Loss Due to By-Products of Production or Processing Operations (Rental Properties) All Rented Units Within Building	All	N/A

Endorsement #	Endorsement Title	Building #	Premium
BP 07 78	Restaurants Reward Payment Brands and Labels Ordinance Or Law Equip Coverage Lock Replacement Spoilage Coverage Limit: \$10,000 Food Contamination Limit: \$10,000 Food Contamination Additional Advertising Expense Limit of Insurance: \$3,000	1	\$130.00

Total Location Premium	\$5,138.00
-------------------------------	------------

Loss Payee/Mortgagee Schedule			
Loss Payee/Mortgagee Name and Address	Interest	Location #	Building #

All Forms and Endorsements Applicable to Your Policy	
Endorsement #	Endorsement Title
BP 00 03 07 13	Businessowners Coverage Form
BP 01 08 03 11	Massachusetts Changes
BP 01 43 01 06	Massachusetts Changes - Lead Poisoning Endorsement
BP 06 98 07 13	Massachusetts - Fungi Wet Rot Or Dry Rot Excursion And Limitations
BP 04 12 04 17	Limitation Of Coverage To Designated Premises Or Project
BP 04 15 07 13	Spoilage Coverage
BP 04 17 01 10	Employment-Related Practices Exclusion
BP 04 46 07 13	Ordinance Or Law Coverage
BP 04 56 07 13	Utility Services - Direct Damage
BP 04 57 07 13	Utility Services - Time Element
BP 04 89 01 10	Liquor Liability Coverage
BP 05 15 01 15	Disclosure Pursuant To Terrorism Risk Insurance Act
BP 05 23 01 15	Cap On Losses From Certified Acts Of Terrorism
BP 05 77 01 06	Fungi Or Bacteria Exclusion (Liability)
BP 07 78 07 13	Restaurants
BP 14 78 07 13	Exclusion Of Loss Due To By-Products Of Production Or Processing Operations (Rental Properties)
BP 15 04 05 14	Exclusion-Access Or Disclosure Of Confidential Or Personal Information And Data-related Liability With Limited Bodily Injury Exception
BP 90 06 11 14	Businessowners Bundle Endorsement
BP 90 08 11 14	Equipment Breakdown Coverage
BP 90 10 11 14	Equipment Breakdown - Massachusetts Changes
CGIPRIV 04 07	Privacy Policy

Richard Jones

From: Ted Epstein <tepstein@aol.com>
Sent: Wednesday, June 03, 2020 10:53 PM
To: Richard Jones
Subject: [Ext]City Council Meeting
Attachments: Proposed Outdoor Seating for Loretta 2 (1).pdf

external e-mail use caution opening

Hello Richard,

Ted Epstein from Loretta here.

Sorry I'm a little later than I should have been.

By way of this letter, I am requesting to go before the City Council to ask permission to use space on Tracy Place for outdoor dining. I am on the agenda for approval with the Licensing Commission. This has been discussed with the ABCC, the Mayor and the President of the City Council. I understand that I also need to seek the approval at the Planning Board.

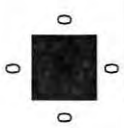
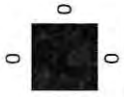
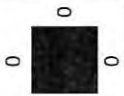
Even though I went through the process when I sought approval to have outdoor seating in the front of my restaurant, I am not exactly sure what I am supposed to do next. I have attached a layout. Although it is not to scale, it is a good indication of what the set up will be like. If it is of concern to the Council, the space will be attended to by two TIPS certified servers. We will be using the latest technology to serve our guests, including, but not limited to on-line order entry, remote and touchless payment and virtual menus (paper menus will also be available).

Please let me know what I need to do next.

Thank you,
Ted Epstein

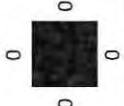
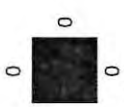
978-463-0000 Restaurant
508-380-1347 Cell

Loretta

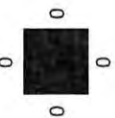
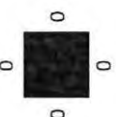
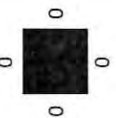
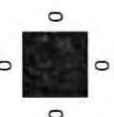
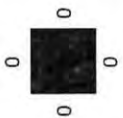


D R I V E W A Y

Formerly
Szechuan
Taste



Tracy
Square



Pleasant Street

TRANSFERS



CITY OF NEWBURYPORT FY 2020 TRANSFER/APPROPRIATION REQUEST

Department: Mayor's Office

Submitted by: Donna D. Holaday, Mayor

Date Submitted: 6/8/2020

RECEIVED
 CITY CLERK'S OFFICE
 NEWBURYPORT, MA
 2020 JUN 11 PM 1:28

Transfer From:

Account Name:	Multiple - See attached	Balance:	\$	-
Account Number:	Multiple - See attached	Category:	\$	-
Amount:	\$46,189.46	Trans I/O:	\$	-

Why Funds Are Available:

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

Transfer To:

Account Name:	Multiple - See attached	Balance:	\$	-
Account Number:	Multiple - See attached	Category:	\$	-
Amount:	\$46,189.46	Trans I/O:	\$	-

Why Funds Are Needed:

Funding for the newly settled collective bargaining agreement between the City of Newburyport and Teamster's Administrative/Professionals Local #170 retroactive to July 1, 2019. See attached tentative agreement.

Donna D. Holaday, Mayor:

Donna D. Holaday

Date:

6/2/2020

Ethan R. Manning, Auditor:

Ethan R. Manning

Date:

6/2/2020

Sponsor: Charles F. Tontar, Councillor At-Large

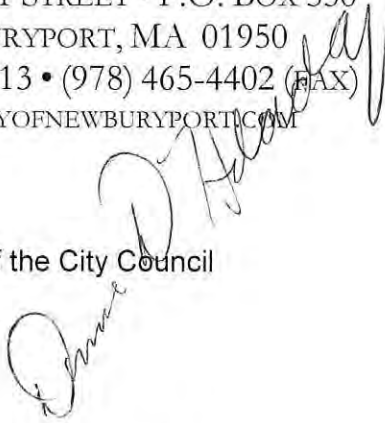
City Council Approval:



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
DONNA D. HOLADAY

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

To: President and Members of the City Council

From: Donna D. Holaday, Mayor 

Date: June 2, 2020

Subject: Teamsters Union Local 170 Professional/ Administrative/ Technical Tentative Agreement FY20 – FY22

The Administration has agreed to terms for a new, three-year collective bargaining agreement with the Teamster Union Local 170 Professional/ Administrative/ Technical Collective Bargaining Unit. The contract would go into effect retroactively from July 1, 2019 through June 30, 2020, subject to appropriation of funding for the first year of the contract by the City Council. The Local 170 voted to ratify the terms of this agreement on May 18, 2020.

Included with this memo is a transfer request that appropriates funding for the first year of the contract by the City Council. Also included with this memo is the tentative agreement that outlines the terms and changes in the new agreement. The Administration worked diligently and collaboratively with the Local 170 to agree to terms for a new contract.

My staff, including Chief of Staff Matt Coogan, Finance Director Ethan Manning, and Human Resource Director Lori Bunyan are available if you require any additional information regarding information on the appropriation request or terms of the new contract.

Thank you for your consideration.

Teamster's Admin/Prof Local #170 - FY2020 Funding
Transfer Submitted June 8, 2020

Transfer From:

Transfer To:

<u>Account Name</u>	<u>Account Number</u>	<u>Amount</u>	<u>Account Name</u>	<u>Account</u>	<u>Amount</u>
GEN BUDGET CONTINGENCY	01129007-57805	\$32,918.53	CCN SAL CLK COMMITTEE	01111001-51162	\$18.34
			AUD SAL ASST AUDITOR	01135001-51102	\$1,891.20
			AUD LONGEVITY	01135001-51401	\$107.91
			ASR SAL ASST ASSESSOR	01141001-51102	\$4,535.87
			ASR SAL ADMIN ASSISTANT	01141001-51103	\$1,510.44
			TRS SAL ASST TREASURER	01145001-51102	\$1,767.00
			CLK SAL ASSIST CLERK	01161001-51102	\$2,280.31
			CLK SAL OFFICE MGR	01161001-51103	\$1,621.33
			CLK SAL PT ADMIN ASST	01161001-51166	\$5,040.88
			CLK SAL ADMIN ASST/PASSPORT	01161001-51167	\$736.64
			OPD SAL PLANNER	01182001-51102	\$1,285.98
			OPD SAL PROJECT PLANNER	01182001-51103	\$2,555.22
			OPD PT CONSERVATION ADMIN	01182001-51105	\$1,274.11
			ANC SAL ANIMAL CONTROL OFFCR	01292001-51101	\$1,253.27
			HWY SAL FAC MAINT SUPERVISOR	01421001-51120	\$1,998.31
			HWY SAL GENERAL FOREMAN	01421001-51121	\$2,019.42
			HLH SAL OFFICE MANAGER	01510001-51103	\$1,470.30
			SUS SAL OFFICE MANAGER	01519001-51103	\$245.05
			COA SAL OFFICE MANAGER	01541001-51164	\$1,306.95
RRFA PAID PARKING FUND	2739-59610	\$6,838.89	PKG SAL CLERK/ADMIN	01293001-51100	\$516.19
			PKG SAL PARKING SUPERVISOR	01293001-51134	\$5,724.35
			PKG SAL ADMIN ASST/PARKING	01293001-51167	\$598.35
WAT SAL SUMMER EMPLOYEES	60450001-51190	\$3,216.02	WAT SAL ASST SUPT WATER	60450001-51120	\$2,431.25
			DPS SAL ADMIN OFFICE MGR	60450001-51132	\$784.77
SEW SAL SUMMER EMPLOYEES	61440001-51190	\$3,216.02	SEW SAL ASST CHIEF OPERATOR	61440001-51120	\$2,431.25
			DPS SAL ADMIN OFFICE MGR	61440001-51132	\$784.77
Total		\$46,189.46	Total		\$46,189.46

**CITY OF NEWBURYPORT ADMINS
TENTATIVE AGREEMENTS
May 1, 2020**

Article I: Recognition and the Bargaining Unit PG 3

Following positions shall be added to the bargaining unit.

Passport Agent/Administrative Assistant 1- City Clerk

Administrative Office Manager-City Clerk

Administrative Office manager for Transportation Coordinator, COA

Assistant Chief Operator of Wastewater

Assistant Superintendent Water

General Foreman Highway

Article III: Managements Rights PG 4

The Mayor shall provide an informal hearing to the employee prior to taking such action. The mayor has the right to include additional appropriate personnel to such hearing.

Article IV: Grievance and Arbitration Procedure PG 7

The Mayor shall review the matter in a timely manner and has the right to consult with personnel within the administration.

Article VII: Non-Reappointment and Discipline

Written warnings shall remain in an employee's file for Twelve (12) months except in situations where egregious behavior of the same nature continues then the Mayor will have the option to extend a written warning for an extended period of time mutually agreed to by the union and the city.

**CITY OF NEWBURYPORT ADMINS
TENTATIVE AGREEMENTS
May 1, 2020**

Article VIII: Compensation PG 12

All employees are required to participate in a mandatory paperless direct deposit program.

The administration in consultation with the union, would be able to hire a new employee into a Teamsters AA position at a salary higher than step 4. This option reduces the potential of losing a skilled candidate due to salary restrictions; the administration will utilize this option only in unique situations. Thereafter, the newly hired replacement shall receive the same negotiated across the board increases as other unit members of the bargaining unit based on qualifications and length of service.

Article IX: Hours of Work

The following positions hours need to be updated:

Administrative Assistant 11- City Clerk- 20 Hours

Conservation Agent - 25 Hours

Below is a complete list of all 40-hour positions within the Admin Group:

Project Manager, Planning

Facilities Maintenance Supervisor

General Construction Foreman

Assistant Superintendent, Water Treatment

Assistant Chief Operator, Wastewater

Delete and replace Section 3 with new language:

New section 3

Upon ratification of the contract, if the circumstance arise that any employee is required to report to work after normal working hours, these employees shall receive a minimum of 3 hours Overtime pay at one and a half (1.5) hourly rate for each instance they report.

Article XII: Leaves

D: Sick Leave

Sick leave is a benefit limited to absences caused by illness, injury, exposure to contagious disease, serious illness of a member of an employee's immediate family, or illness or disability arising out of or caused by pregnancy or childbirth.

**CITY OF NEWBURYPORT ADMINS
TENTATIVE AGREEMENTS
May 1, 2020**

All permanent full-time employees will accrue 1 sick day per month with a maximum accumulation of two hundred (200) days. Sick leave may be carried forward into a new fiscal year (beginning July 1).

Any existing employees who have earned sick time above the 200 days at ratification of this contract will keep their time. Once extra days above the 200 are used those members will then accrue at the 200-day Max.

Section 4:

Employees shall be entitled to sick leave without loss of pay if the employee has notified his/her supervisor, or designee, of the absence and cause thereof within one hour of the start of the workday, or as soon thereafter as practicable.

If an employee has been warned of sick leave abuse, the City, in its exclusive discretion, may require medical documentation from an employee's physician or a written certificate from a City selected physician establishing incapacity, illness, or injury as a condition of payment of sick leave benefits. The City shall initiate disciplinary action for employees engaged in sick leave abuse. If an employee uses sick leave for purposes other than legitimate illness or non-work incurred injury the employee may, at the City's discretion, be subject to discipline up to and including discharge.

The City may require an employee who seeks to return to work after an absence, whether paid or unpaid, of ten (10) consecutive workdays or more, to be examined by a City selected physician to determine the employee's fitness for work.

The City may require employees absent from work due to illness or injury for extended periods to provide medical documentation concerning the nature, severity, and duration of the illness or injury, and may require an employee to be examined by a City physician for such purpose. Three (3) consecutive working days of absence, or ten (10) working days of absence throughout the fiscal year, would constitute an extended period of absence. If the City requires a medical certificate from a City selected physician, the City will pay the cost of the physician's services in examining the employee.

Article XV: Professional Development

\$1,000.00 Associates

\$1,200.00 Bachelors

\$1,500.00 Masters

Jim Moore will receive correct stipend in Admins contract (\$1,000.00 Associates)

**CITY OF NEWBURYPORT ADMINS
TENTATIVE AGREEMENTS
May 1, 2020**

Article XVI: Wages

Increase wages by the following:

2020-3.0%

2021-2.5%

2022-2.5%

Wage Chart Modified

See attached sheets

Upgrades

David Glynn – Assistant Assessor upgrade to K-effective July 1, 2019

Maryjo Haley – Parking Enforcement upgrade to H-effective July 1, 2019

Kathleen Mahan – Administrative Assistant upgrade to Admin II, Grade D-4 effective July 1, 2020

Article XVII: Funding

1.Existing article:

2. Vehicle Stipend: The following positions shall receive a \$425.00 per month vehicle stipend. Facilities Maintenance Supervisor, Assistant Assessor.

3. Clothing Allowance: The following positions shall receive a clothing allowance each year of the contract. Facilities Maintenance Supervisor, General Construction Foreman, Assistant Superintendent (Water Treatment), Assistant Chief Operator (Wastewater), Animal Control, Parking Enforcement Officer, Water Distribution System manger.

FYI 20 \$675.00

FYI 21 \$700.00

FYI 22 \$725.00

4.Water Distribution System Manager shall continue to have use of a truck.

5.Water Distribution System Manager shall continue to be paid separately for snow removal.

Eliminate appendix F and incorporate in contract under funding above.

**CITY OF NEWBURYPORT ADMINS
TENTATIVE AGREEMENTS
May 1, 2020**

Article XXVI: Duration

3 Years

July 1, 2019 - June 30, 2022

Stipends:

Stipends will be kept separate and the city shall adjust grade to reflect what they are actually getting paid with wages and stipends.

Wage increases will be added to Stipends as well.


Side letter will be drawn up reflecting these changes for Katelyn Sullivan, Patricia Barker and Cassandra Green.

Cassandra Green – Administrative Office Manager- (Grade H)

Patricia E. Barker – Assistant. City Clerk- (Grade N)

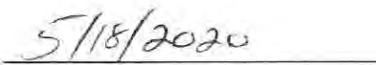
Katelyn Sullivan- Planner- (Grade N)

Updated Appendix C =See Attached



Business Agent, James D Marks

Mayor, Donna D. Holaday



Date:

Date:



CITY OF NEWBURYPORT FY 2020

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

TRANSFER/APPROPRIATION REQUEST

2020 JUN 10 AM 11:37

Department: Mayor's Office
Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 6/8/2020

Transfer From:

Account Name:	<u>General Fund - Free Cash</u>	Balance:	<u>\$ 1,447,291.40</u>
Account Number:	<u>01-35910</u>	Category:	<u>\$ -</u>
Amount:	<u>\$12,800.00</u>	Trans I/O:	<u>\$ (425,379.60)</u>

Why Funds Are Available:

The Massachusetts Department of Revenue certified Free Cash for FY2020 at \$1,872,671. These funds are available for any legal expenditure with the approval of the Mayor and a vote of the City Council. Balance includes pending transfer(s) in committee.

Transfer To:

Account Name:	<u>FIR New Hose & Fittings</u>	Balance:	<u>\$ 3,000.00</u>
Account Number:	<u>01220004-54316</u>	Category:	<u>\$ 1,513.58</u>
Amount:	<u>\$12,800.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Hose replacements appear in the Capital Improvement Program as project FD006. A replacement of hoses, nozzles and fittings were originally in the plan for FY2021 but were pushed out to FY2022 due to COVID-19. In discussions with Chief LeClaire, it is evident that some of the equipment cannot wait that long as recent fire events, including brush fires, have caused further damage to the hoses. This transfer will allow the department to replace 29 sections of 1.75" x 50' hose, 3 sections of 1.75" x 10' hose, 3 sections of 2.5" x 10' hose, 6 nozzles and 2 brackets.

Donna D. Holaday, Mayor:

Donna D. Holaday

Date:

6/2/2020

Ethan R. Manning, Auditor:

Ethan R. Manning

Date:

6/2/2020

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:

**APPOINTMENTS
FIRST READING**



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR

DONNA D. HOLADAY, MAYOR

60 PLEASANT STREET, P.O. Box 550

NEWBURYPORT, MA 01950

(978) 465-4413 (978) 465-4402 (FAX)

RECEIVED
THE MAYOR'S OFFICE
NEWBURYPORT, MA
2020 JUN 2 11 4:00

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: June 2, 2020
Re: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Cultural Commission. This term shall expire on June 30, 2023.

Mia Yim
6 Woodman Way, Unit 202
Newburyport, MA 01950

Resume Paragraph

My name is Mia Yim and I'm a 16 year old Sophomore and High Honors Student at Newburyport High School. I'm already involved in arts within the community through the Newburyport Chamber Music Festival where I have been the student intern for almost a year now. Additionally, I've been taking piano lessons with Penny Lazarus for 10 years and am a part of the National Art Honors Society at Newburyport High School.

Address: 6 Woodman Way Unit 202
Newburyport, MA 01950

Phone: 978-270-9325

Email: miayim@gmail.com

Letter of Interest

Dear Newburyport Cultural Council,

I have great interest in joining the board of the Newburyport Cultural Council. I have a great passion for the arts and would love to have another outlet to express this. The opportunity to do so through the NCC is one I would be very excited to pursue. However, I do think it is important for the council to balance arts, history, and science in order to truly enrich the community. I would love to bring my unique voice as a high school student to the board in an effort to diversify the perspective of the NCC. I believe that my contributions to the board could enhance the understanding of the community and the best ways to complement an already rich culture in Newburyport. Additionally, as the NCC looks forward to expanding its role in the community, I could offer my social media experience to facilitate an online media platform for the NCC to have a more widespread and direct dialogue with the community.

Finally, as a Sophomore in high school, I am planning on heading to college in two years after graduation. This would unfortunately mean that I may not be able to carry out the entirety of my three year term if the meetings do not fall during a Thanksgiving or holiday break. However, should I have to resign, I will make a point to find a qualified successor to take my place on the board when the time comes. I would like to thank you all for investing time and consideration especially in challenging times such as these.

Sincerely,

Mia Yim

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

**APPOINTMENTS
SECOND READING**

SECOND READING APPOINTMENTS

- APPT178_05_26_2020 Ronald M. Thurlow 28A Hancock St Harbor Commission 6/1/2023

In City Council May 26, 2020:

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

ORDERS

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

June 8, 2020

THAT, the City Council of the City of Newburyport authorizes an increase to the spending limit for the following fund(s) for fiscal year 2020 in accordance with MGL, Chapter 44 Section 53E1/2:

<u>Account Name</u>	<u>Original FY2020 Spending Limit</u>	<u>Revised FY2020 Spending Limit</u>
Recreational Services	\$495,000	\$535,000

Councillor Charles F. Tontar



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

DONNA D. HOLADAY
MAYOR

ETHAN R. MANNING
FINANCE DIRECTOR/CITY AUDITOR

To: President and Members of the Newburyport City Council

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

Date: June 8, 2020

Subject: FY2020 Recreational Services Revolving Fund

At the end of fiscal year 2019, the spending limit for the Recreational Services Revolving Fund was increased to \$525,000. That adjustment, however, was not made to the fiscal year 2020 revolving fund spending limit, which is still approved at the prior amount of \$495,000. Year-to-date expenditures total \$493,329 through May 31, 2020, leaving a remaining spending authorization of \$1,671.

Last year, June expenditures totaled \$65,872; however, lower expenses are anticipated for this June due to programming alterations in response to COVID-19. Based on projected spending of \$40,000, we request that the FY2020 spending limit be increased to \$535,000 to cover payroll, programming expenses and contractual services through the end of June. We will request that the same spending limit is authorized for FY2021.

Thank you for your consideration.

**CITY OF NEWBURYPORT
DEPARTMENTAL REVOLVING FUNDS**

FY2020 YEAR-TO-DATE ACTIVITY
(AS OF JUNE 1, 2020)

<u>Account Name</u>	<u>Fund Code</u>	<u>Beginning Balance</u>	<u>YTD Revenue</u>	<u>YTD Expended</u>	<u>Transfers Out</u>	<u>Current Balance</u>	<u>FY20 Spending Limit</u>	<u>FY21 Spending Limit</u>	<u>Difference</u>
Council on Aging	2802	\$18,969	\$25,099	(\$30,645)	\$0	\$13,423	\$40,000	\$40,000	\$0
Recreational Services	2803	\$284,340	\$422,563	(\$493,329)	\$0	\$213,574	\$495,000	\$535,000	\$40,000
Historical Commission	2804	\$8,322	\$2,625	(\$1,050)	\$0	\$9,897	\$2,500	\$2,500	\$0
Electrical Inspector	2806	\$58,946	\$94,986	(\$72,552)	\$0	\$81,380	\$90,000	\$90,000	\$0
Plumbing Inspector	2807	\$2,722	\$49,240	(\$50,973)	\$0	\$989	\$65,000	\$65,000	\$0
Gas Inspector	2808	\$3,026	\$26,063	(\$28,212)	\$0	\$877	\$55,000	\$55,000	\$0
Disabilities Commission	2809	\$22,907	\$6,084	\$0	\$0	\$28,991	\$3,000	\$3,000	\$0
Emma Andrews Library	2810	\$27,360	\$20,000	(\$13,255)	\$0	\$34,105	\$30,000	\$30,000	\$0
Transient Vendors	2812	\$18,979	\$7,700	(\$2,480)	\$0	\$24,199	\$20,000	\$20,000	\$0
Planning & Zoning	2813	\$33,611	\$50,472	(\$63,823)	\$0	\$20,260	\$70,000	\$70,000	\$0
Animal Control	2817	\$14,244	\$925	(\$2,936)	\$0	\$12,233	\$6,000	\$6,000	\$0
Tree Commission	2818	\$7,538	\$5,425	(\$7,186)	\$0	\$5,777	\$10,000	\$10,000	\$0
Medicare/Medicaid	2835	\$25,533	\$10,218	(\$14,787)	\$0	\$20,964	\$25,000	\$25,000	\$0
Veterans Services	2836	\$1,343	\$20	\$0	\$0	\$1,363	\$2,000	\$2,000	\$0
City Hall Maintenance	2840	\$3,566	\$3,565	(\$769)	\$0	\$6,362	\$5,000	\$5,000	\$0
Senior Comm. Ctr. Maint.	2841	\$45,307	\$25,398	(\$12,371)	\$0	\$58,333	\$15,000	\$15,000	\$0
Parks Maint.	2842	\$0	\$13,342	(\$4,423)	\$0	\$8,919	\$15,000	\$15,000	\$0
Solid Waste	2843	\$268,852	\$46,761	(\$77,137)	\$0	\$238,476	\$100,000	\$100,000	\$0
Assessor	2844	\$2,795	\$370	\$0	\$0	\$3,165	\$2,000	\$2,000	\$0
Total Revolving Funds		\$848,360	\$763,725	(\$798,793)	\$0	\$541,645	\$948,500	\$988,500	\$40,000

CITY OF NEWBURYPORT



 IN CITY COUNCIL

ORDERED:

June 8, 2020

THAT, the City of Newburyport fix the maximum amount that may be spent during fiscal year 2021 beginning on July 1, 2020 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:

Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	FY2021 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
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 Charles F. Tontar



CITY OF NEWBURYPORT
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2020 MAY 29 PM 1:03

DEPARTMENT
OF
PUBLIC SERVICES

MEMORANDUM

ANTHONY J. FURNARI
DIRECTOR

TO: Richard Jones, City Clerk
FROM: Anthony J. Furnari, DPS Director *af*
DATE: May 22, 2020
RE: License Contractor Application and recommendation for 2020 Season

JAMIE TUCCOLO
DEPUTY DIRECTOR /
DIRECTOR OF OPERATIONS

16A PERRY WAY
NEWBURYPORT, MA 01950

TEL: 978-465-4464

FAX: 978-465-1623

WWW.CITYOFNEWBURYPORT.COM

Enclosed is a copy of a new Licensed Contractor application with bond and references to be forwarded to the city council for approval for:

Michael Mazzotta
76 Homestead St.
Haverhill, MA 01830

For the following work:

- Water
- Sewer
- Drain Laying
- Roadway
- Sidewalk

Thank you for your attention to this matter.



ANTHONY J. FURNARI, DIRECTOR
JAMIE TUCCOLO, DEPUTY DIRECTOR

CITY OF NEWBURYPORT
DEPARTMENT OF PUBLIC SERVICES
16A PERRY WAY
NEWBURYPORT, MA 01950

PHONE: 978-465-4464
FAX: 978-465-1623

**Application to become a
Licensed Contractor**

Submit completed application to the above address

Today's Date: 03/02/20

Name of Company: M. L. Mazzotta

Name of Owner: Michael Mazzotta

Contact Person: Michael Mazzotta

Street Address: 76 Homestead Street City: Haverhill State: MA Zip Code: 01830

Phone #: 978-360-3406 Cell #: 978-360-3406 Fax #: _____

Insurance Certificate #: _____ Policy Expiration Date: 04/10/20

Name and Contact Information of Insurer: Foster Sullivan Insurance, Lisa Lariviere, (978) 686-2266 X301

Bond # S-892950 Bond Expiration Date: 03/02/2021

Type of Work Qualified for: (check all that apply)

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Water Service/Main | <input checked="" type="checkbox"/> Sewer Service/Main | <input checked="" type="checkbox"/> Drain Laying |
| <input checked="" type="checkbox"/> Roadway (incl. curb cuts) | <input checked="" type="checkbox"/> Sidewalk | |
| <input type="checkbox"/> Gas | <input type="checkbox"/> Electric | <input type="checkbox"/> Communications |

Submit the Following with this completed Application:

- **Certificate of Insurance incl. Worker's Compensation Insurance Affidavit** (per M.G.L. .c152)
- **\$5000 Bond ORIGINAL ONLY** (\$10,000 Bond for laying Wire or Conduit)
- **\$500 Check non-refundable payable to City of Newburyport** (not required for ROW Occupancy)
- **Minimum 3 Municipal References within the last 5 years** (Renewals do not require references)

LICENSE OR PERMIT BOND

BOND NO. S-892950

KNOW ALL MEN BY THESE PRESENTS THAT WE,
Michael Mazzotta DBA ML Mazzotta Construction

_____ of
76 Homestead St Haverhill MA 01830 as Principal, and
NGM Insurance Company, a Florida corporation with its principal
office at 4601 Touchton Rd East Ste 3400 Jacksonville, FL 32245-6000, as Surety,
are held and firmly bound unto
City of Newburyport

in the sum of Five Thousand and 00/100 Dollars

(\$ 5,000), for the payment of which sum, well and truly to be made, we bind ourselves, our
personal representatives, successors and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such, that whereas the Principal has obtained, or shall obtain, a license or permit from
the Obligee for Drainlayer

at Newburyport, MA for the term commencing on the 2nd day of
March, 2020 and ending on the 2nd day of March, 2021.

NOW, THEREFORE, if Principal shall faithfully observe and comply with all terms of the underlying license or permit, and
all Ordinances, Rules and Regulations, and any Amendments thereto, applicable to the obligation of this bond, then this
obligation shall become void and of no effect, otherwise to be and remain in full force and virtue.

The Surety may, if it shall so elect, cancel this bond by giving thirty (30) days written notice to the Obligee and the bond
shall be deemed canceled at the expiration of said period; the Surety remaining liable, however subject to all the terms,
conditions and provisions of this bond, for any act or acts covered which may have been committed by the Principal up to
the date of such cancellation.

PROVIDED, HOWEVER, that this bond may be continued from year to year by certificate executed by the Surety hereon.
Regardless of the number of years or terms this bond remains in effect, and regardless of the number and amount of
claims that may be made, the maximum aggregate liability of the Surety is limited to the penal sum of the bond.

SIGNED, SEALED AND DATED on this 2nd day of March, 2020.

Michael Mazzotta DBA ML Mazzotta Construction

By _____

NGM Insurance Company

By _____

Nancy Giordano-Ramos

Attorney-in-Fact





KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"SECTION 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

does hereby make, constitute and appoint Nancy Giordano-Ramos its true and lawful Attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed bond number S-892950 dated March 2, 2020, on behalf of **** Michael Mazzotta DBA ML Mazzotta Construction ****, in favor of City of Newburyport for Five Thousand and 00/100 Dollars (\$ 5,000) and to bind NGM Insurance Company thereby as fully and to the same extent as if such instrument was signed by the duly authorized officers of NGM Insurance Company; this act of said Attorney is hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such officer and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Vice President, General Counsel and Secretary and its corporate seal to be hereto affixed this 7th day of January, 2020.

NGM INSURANCE COMPANY By: *Kimberly K. Law*



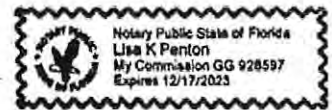
Kimberly K. Law
Vice President, General Counsel and Secretary

State of Florida,
County of Duval

On this 7th day of January, 2020, before the subscriber a Notary Public of State of Florida in and for the County of Duval duly commissioned and qualified, came Kimberly K. Law of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and she acknowledged the execution of same, and being by me fully sworn, deposed and said that she is an officer of said Company, aforesaid; that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and her signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal at Jacksonville, Florida this 7th day of January, 2020.

Lisa K. Penton



I, Nancy Giordano-Ramos, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Jacksonville, Florida this 2nd day of March, 2020.

Nancy Giordano-Ramos



WARNING: Any unauthorized reproduction or alteration of this document is prohibited.

TO CONFIRM VALIDITY of the attached bond please call 1-800-225-5646.

TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431 Attn: Bond Claims.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/02/2020

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

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

PRODUCER		CONTACT NAME: Lisa Lariviere	
FOSTER SULLIVAN INSURANCE GROUP		PHONE (A/C, No, Ext): (978) 686-2266	FAX (A/C, No):
163 MAIN STREET		E-MAIL ADDRESS: certificates@fostersullivanangroup.com	
NORTH ANDOVER MA 01845		INSURER(S) AFFORDING COVERAGE	
		INSURER A: LM INS CORP	NAIC # 33600
INSURED		INSURER B:	
MICHAEL K MAZZOTTA		INSURER C:	
DBA ML MAZZOTTA CONSTRUCTION		INSURER D:	
76 HOMESTEAD ST		INSURER E:	
HAVERHILL MA 01830		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 510750**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			N/A			EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			N/A			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 \$			N/A			EACH OCCURRENCE \$ AGGREGATE \$ \$
A	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	N/A	WC531S621076019	04/22/2019 04/22/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
				N/A			

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

Workers' Compensation benefits will be paid to Massachusetts employees only. Pursuant to Endorsement WC 20 03 06 B, no authorization is given to pay claims for benefits to employees in states other than Massachusetts if the insured hires, or has hired those employees outside of Massachusetts.

This certificate of insurance shows the policy in force on the date that this certificate was issued (unless the expiration date on the above policy precedes the issue date of this certificate of insurance). The status of this coverage can be monitored daily by accessing the Proof of Coverage - Coverage Verification Search tool at www.mass.gov/lwd/workers-compensation/investigations/.

Sole proprietor has not elected coverage.

CERTIFICATE HOLDER**CANCELLATION**

City of Newburyport Department of Public Services 16A Perry Way 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 Daniel M. Crowley, CPCU, Vice President - Residual Market - WCRIBMA

© 1988-2014 ACORD CORPORATION. All rights reserved.



MLMAZZO-01

LLARIVIERE

CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
3/2/2020

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 Foster Sullivan Insurance Group, LLC 163 Main Street North Andover, MA 01845	CONTACT NAME: Lisa Lariviere
	PHONE (A/C, No, Ext): (978) 686-2266 301 FAX (A/C, No): (978) 686-6410
	E-MAIL ADDRESS: certificates@fostersullivangroup.com
	INSURER(S) AFFORDING COVERAGE
INSURED Michael Mazzotta dba ML Mazzotta Construction 76 Homestead Street Haverhill, MA 01830	INSURER A : Ohio Security Insurance Company 24082
	INSURER B : Safety Indemnity Insurance Company 33618
	INSURER C : The Ohio Casualty Insurance Company 24074
	INSURER D :
	INSURER E :
	INSURER F :

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BKS55487889	4/10/2019	4/10/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			3949133	4/10/2019	4/10/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			USO55487889	4/10/2019	4/10/2020	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	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				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> 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)

CERTIFICATE HOLDER**CANCELLATION**

City of Newburyport
Department of Public Works
16A Perry Way
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

COMMONWEALTH OF MASSACHUSETTS



CITY OF HAVERHILL
DRAINLAYER LICENSE



2020

CITY OF HAVERHILL
CITY CLERK OFFICE
4 SUMMER STREET- ROOM 118
HAVERHILL, MA 01830

978-374-2312

Michael Mazzotta
76 Homestead Street

Permit No. DL-19-13

Fee: \$100

Issue Date: January 31, 2020

This is to certify that the Haverhill City Council has this day Licensed you as a Drainlayer for the year ending December 31, 2020.

The license may at any time be revoked for violation of the terms and conditions as prescribed by the City of Haverhill or any requirements of law relating thereto.

Michael Mazzotta

Whose business is: M.L. Mazzotta Building and Excavation
Type of business and any restrictions: DRAIN LAYER
To operate in: CITY OF HAVERHILL, MA

Permit Expires: December 31, 2020

In conformity with the laws of the Commonwealth of Massachusetts and the Ordinances of the City of Haverhill. By vote of the Haverhill City Council.

Linda Koutoulas, Haverhill City Clerk



**TOWN OF MERRIMAC
PUBLIC WORKS DEPARTMENT
2 School Street, Merrimac, MA 01860
978-346-0525**

APPLICATION FOR APPROVED DRAINLAYER

APPLICANT INFORMATION
(Please print)

Company Name: M.L. Mazzotta
 Company Address: 76 Homestead Street
 Telephone: 978-360-3406
 Contact Name/Position or Title: Michael Mazzotta/Owner
 Application Type: New Renewal (skip to APPLICANT SIGNATURE)

COMPANY INFORMATION

Provide names and addresses of all persons having a financial interest in this company. In the case of a corporation, provide names of all officers and directors. In the case of a partnership, provide names of all partners. Attach additional sheet if necessary.

Name	Address

LICENSES / CERTIFICATES

List current, valid approvals from other municipalities. If a master plumber, provide certificate/license number.

Municipality/District	State	Certificate/License Number

EXPERIENCES / REFERENCES

How many years have you or your company been in the business of underground utility installation: _____ years
 Provide references of three (3) underground utility installations completed with corresponding letters of reference from these three (3) agencies.

Contact Name	Municipality/District/Governing Agency	Phone Number

The APPLICANT hereby certifies to the accuracy of the information represented in this application. The undersigned hereby applies to become an approved drainlayer in the Town of Merrimac and agrees to conform to all lawful rules and regulations relative to the installation of utilities in the Town of Merrimac and to provide access for purposes of inspection by authorized agents of the Town. Signature of APPLICANT is required along with application fee. Checks shall be payable to *Town of Merrimac*.

Applicant Signature:  Date: 12/16/19
 Print name: Michael K. Mazzotta

**APPROVED BY THE PUBLIC WORKS DIRECTOR
ON BEHALF OF THE WATER AND SEWER DEPARTMENTS**

Date: _____

 Public Works Director



Town of Groveland Water & Sewer Department

183 Main Street
Groveland, MA 01834-1313
TEL. 978 372-4144 FAX 978 373-6147

12/27/19
(date)

Dear Sir or Madam:

Your Drain layers license is up for renewal. **The license for the year (2020)** is \$75.00

Please provide copies of the following:

1. \$25,000.00 drain layers bond or certified check for \$25,000.00 (Need Original)
2. One Million dollars in public liability insurance certificate showing date of expiration
3. One Million dollars in property damage insurance certificate.
4. Plus proof of insured vehicles.

For projects greater than \$25,000 a bond shall be in the amount of the estimated project costs.

Please note that all trench permits are now given by the Building Inspector – The Department will need a copy of proof of a trench permit before the start of any job.

Please note that by holding this drain layers/water main license you shall abide by all of the Town's and Water and Sewer Department's Regulations.

Thank you,
Patricia Rogers
Office Manager

PAID ✓ # 6765
12/28/19



ORDR185_06_08_2020

CITY OF NEWBURYPORT

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2020 MAY 29 PM 1:03

DEPARTMENT
OF
PUBLIC SERVICES

MEMORANDUM

ANTHONY J. FURNARI
DIRECTOR

TO: Richard Jones, City Clerk
FROM: Anthony J. Furnari, DPS Director *AF*
DATE: May 22, 2020
RE: License Contractor Application and recommendation for 2020 Season

JAMIE TUCCOLO
DEPUTY DIRECTOR /
DIRECTOR OF OPERATIONS

Enclosed is a copy of a new Licensed Contractor application with bond and references to be forwarded to the city council for approval for:

16A PERRY WAY

NEWBURYPORT, MA 01950

TEL: 978-465-4464

FAX: 978-465-1623

WCJ Services
PO Box 785
Rowley, MA 01969

WWW.CITYOFNEWBURYPORT.COM

For the following work:

Roadway
Sidewalk

Thank you for your attention to this matter.



CITY OF NEWBURYPORT
DEPARTMENT OF PUBLIC SERVICES
 16A PERRY WAY
 NEWBURYPORT, MA 01950

ANTHONY J. FURNARI, DIRECTOR
 JAMIE TUCCOLO, DEPUTY DIRECTOR

PHONE: 978-465-4464
 FAX: 978-465-1623

**Application to become a
 Licensed Contractor**

Submit completed application to the above address

Today's Date: 2/14/20

Name of Company: WJC Services LLC

Name of Owner: William J Cuddy Jr

Contact Person: Krista Cuddy

Street Address: RD. BOX 785 City: Randy State: MA Zip Code: 01961

Phone #: 978-~~626-1111~~ Cell #: 978-360-6673 Fax #: _____

804-0503

Insurance Certificate #: _____ Policy Expiration Date: _____

Name and Contact Information of Insurer: _____

Bond # _____ Bond Expiration Date: _____

*You should
 have copies
 already*

Type of Work Qualified for: (check all that apply)

- | | | |
|---|--|---|
| <input type="checkbox"/> Water Service/Main | <input type="checkbox"/> Sewer Service/Main | <input type="checkbox"/> Drain Laying |
| <input checked="" type="checkbox"/> Roadway (incl. curb cuts) | <input checked="" type="checkbox"/> Sidewalk | |
| <input type="checkbox"/> Gas | <input type="checkbox"/> Electric | <input type="checkbox"/> Communications |

Submit the Following with this completed Application:

- **Certificate of Insurance incl. Worker's Compensation Insurance Affidavit** (per M.G.L. .c152)
- **\$5000 Bond ORIGINAL ONLY** (\$10,000 Bond for laying Wire or Conduit)
- **\$500 Check non-refundable payable to City of Newburyport** (not required for ROW Occupancy)
- **Minimum 3 Municipal References within the last 5 years** (Renewals do not require references)

By signing this form, the applicant, owner, and excavator all acknowledge and certify that they are familiar with, or, before commencement of the work, will become familiar with, all laws and regulations applicable to work proposed, including OSHA regulations, G.L. C. 82a, 520 CMR 7.00 et seq., and any applicable municipal ordinances, by-laws and regulations and they covenant and agree that all work done under the permit issued for such work will comply therewith in all respects and with the conditions set forth below.

The undersigned owner authorizes the applicant to apply for the permit and the excavator to undertake such work on the property of the owner, and also, for the duration of construction, authorizes persons duly appointed by the municipality to enter upon the property to monitor and inspect the work for conformity with the conditions attached hereto and the laws and regulations governing such work.

The undersigned applicant, owner and excavator agree jointly and severally to reimburse the municipality for any and all costs and expenses incurred by the municipality in connection with this permit and the work conducted hereunder, including but not limited to enforcing the requirements of state law and conditions of this permit, inspections made to assure compliance therewith, and measures taken by the municipality to protect the public where the applicant owner or excavator has failed to comply therewith including police details and other remedial measures deemed necessary by the municipality.

The undersigned applicant, owner and excavator agree jointly and severally to defend, indemnify, and hold harmless the municipality and all of its agents and employees from any and all liability, causes or action, costs, and expenses resulting from or arising out of any injury, death, loss, or damage to any person or property during the work conducted under this permit. Conditions and Requirements Pursuant to G.L.C.82a and 520 CMR 7.00 Et Seq. (As Amended)

By signing the application, the applicant understands and agrees to comply with the following:

- i. No trench may be excavated unless the requirements of sections 40 through 40D of chapter 82, and any accompanying regulations, have been met and this permit is invalid unless and until said requirements have been complied with by the excavator applying for the permit including, but not limited to, the establishment of a valid excavation number with the underground plant damage prevention system as said system is defined in section 76D of chapter 164 (DIG SAFE);
- ii. Trenches may pose a significant health and safety hazard. Pursuant to Section 1 of Chapter 82 of the General Laws, an excavator shall not leave any open trench unattended without first making every reasonable effort to eliminate any recognized safety hazard that may exist as a result of leaving said open trench unattended. Excavators should consult regulations promulgated by the Department of Public Safety in order to familiarize themselves with the recognized safety hazards associated with excavations and open trenches and the procedures required or recommended by said department in order to make every reasonable effort to eliminate said safety hazards which may include covering, barricading or otherwise protecting open trenches from accidental entry.
- iii. Persons engaging in any in any trenching operation shall familiarize themselves with the federal safety standards promulgated by the Occupational Safety and Health Administration on excavations: 29 CFR 1926.650 et.seq., entitled Subpart P "Excavations".
- iv. Excavators engaging in any trenching operation who utilize hoisting or other mechanical equipment subject to chapter 146 shall only employ individuals licensed to operate said equipment by the Department of Public Safety pursuant to said chapter and this permit must be presented to said licensed operator before any excavation is commenced;
- v. By applying for, accepting and signing this permit, the applicant hereby attests to the following: (1) that they have read and understands the regulations promulgated by the Department of Public Safety with regard to construction related excavations and trench safety; (2) that he has read and understands the federal safety standards promulgated by the Occupational Safety and Health Administration on excavations: 29 CMR 1926.650 et.seq., entitled Subpart P "Excavations" as well as any other excavation requirements established by this municipality; and (3) that he is aware of and has, with regard to the proposed trench excavation on private property or proposed excavation of a city or town public way that forms the basis of the permit application, complied with the requirements of sections 40-40D of chapter 82A.
- vi. This permit shall be posted in plain view on the site of the trench.

For additional information please visit the Department of Public Safety's website at www.mass.gov/dps

Summary of Excavation and Trench Safety Regulation (520 CMR 14.00 et seq.)

This summary was prepared by the Massachusetts Department of Public Safety pursuant to G.L.c.82A and does not include all requirements of the 520 CMR 14.00. To view the full regulation and G.L.c.82A, go to www.mass.gov/dps. Pursuant to M.G.L. c. 82, § 1, the Department of Public Safety, jointly with the Division of Occupational Safety, drafted regulations relative to trench safety. The regulation is codified in section 14.00 of title 520 of the Code of Massachusetts Regulations. The regulation requires all excavators to obtain a permit prior to the excavation of a trench made for a construction-related purpose on public or private land or rights-of-way. All municipalities must establish a local permitting authority for the purpose of issuing permits for trenches within their municipality. Trenches on land owned or controlled by a public (state) agency requires a permit to be issued by that public agency unless otherwise designated.

In addition to the permitting requirements mandated by statute, the trench safety regulations require that all excavators, whether public or private, take specific precautions to protect the general public and prevent unauthorized access to unattended trenches. Accordingly, unattended trenches must be covered, barricaded or backfilled. Covers must be road plates at least ¾" thick or equivalent; barricades must be fences at least 6' high with no openings greater than 4" between vertical supports; backfilling must be sufficient to eliminate the trench. Alternatively, excavators may choose to attend trenches at all times, for instance by hiring a police detail, security guard or other attendant who will be present during times when the trench will be unattended by the excavator.

The regulations further provide that local permitting authorities, the Department of Public Safety, or the Division of Occupational Safety may order an immediate shutdown of a trench in the event of a death or serious injury; the failure to obtain a permit; or the failure to implement or effectively use adequate protections for the general public. The trench shall remain shutdown until re-inspected and authorized to re-open provided, however, that excavators shall have the right to appeal an immediate shutdown. Permitting authorities are further authorized to suspend or revoke a permit following a hearing. Excavators may also be subject to administrative fines issued by the Department of Public Safety for identified violations.

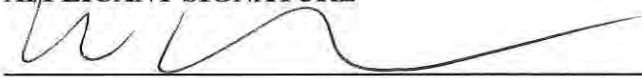
Summary of 1926 CFR Subpart P -OSHA Excavation Standard

This is a worker protection standard, and is designed to protect employees who are working inside a trench. This summary was prepared by the Massachusetts Division of Occupational Safety and not OSHA for informational purposes only and does not constitute an official interpretation by OSHA of their regulations, and may not include all aspects of the standard. For further information or a full copy of the standard go to www.osha.gov.

- **Trench Definition per the OSHA standard:**
 - An excavation made below the surface of the ground, narrow in relation to its length.
 - In general, the depth is greater than the width, but the width of the trench is not greater than fifteen feet.
- **Protective Systems** to prevent soil wall collapse are always required in trenches deeper than 5', and are also required in trenches less than 5' deep when the competent person determines that a hazard exists. Protection options include:
 - Shoring. Shoring must be used in accordance with the OSHA Excavation standard appendices, the equipment manufacturer's tabulated data, or designed by a registered professional engineer.
 - Shielding (Trench Boxes). Trench boxes must be used in accordance with the equipment manufacturer's tabulated data, or a registered professional engineer.
 - Sloping or Benching. In Type C soils (what is most typically encountered) the excavation must extend horizontally 1 ½ feet for every foot of trench depth on both sides, 1 foot for Type B soils, and ¾ foot for Type A soils.
 - A registered professional engineer must design protective systems for all excavations greater than 20' in depth.
- **Ladders** must be used in trenches deeper than 4'.
 - Ladders must be inside the trench with workers at all times, and located within 25' of unobstructed lateral travel for every worker in the trench.
 - Ladders must extend 3' above the top of the trench so workers can safely get onto and off of the ladder.
- **Inspections** of every trench worksite are required:
 - Prior to the start of each shift, and again when there is a change in conditions such as a rainstorm.
 - Inspections must be conducted by the competent person (see below).
- **Competent Person(s) is:**
 - Capable (i.e., trained and knowledgeable) in identifying existing and predictable hazards in the trench, and other working conditions which may pose a hazard to workers, and
 - Authorized by management to take necessary corrective action to eliminate the hazards. Employees must be removed from hazardous areas until the hazard has been corrected.

- **Underground Utilities** must be:
 - Identified prior to opening the excavation (e.g., contact Digsafe).
 - Located by safe and acceptable means while excavating.
 - Protected, supported, or removed once exposed.
- **Spoils** must be kept back a minimum of 2' from the edge of the trench.
- **Surface Encumbrances** creating a hazard must be removed or supported to safeguard employees. Keep heavy equipment and heavy material as far back from the edge of the trench as possible.
- **Stability of Adjacent Structures:**
 - Where the stability of adjacent structures is endangered by creation of the trench, they must be underpinned, braced, or otherwise supported.
 - Sidewalks, pavements, etc. shall not be undermined unless a support system or other method of protection is provided.
- **Protection from water accumulation hazards:**
 - It is not allowable for employees to work in trenches with accumulated water. If water control such as pumping is used to prevent water accumulation, this must be monitored by the competent person.
 - If the trench interrupts natural drainage of surface water, ditches, dikes or other means must be used to prevent this water from entering the excavation.
- **Additional Requirements:**
 - For mobile equipment operated near the edge of the trench, a warning system such as barricades or stop logs must be used.
 - Employees are not permitted to work underneath loads. Operators may not remain in vehicles being loaded unless vehicles are equipped with adequate protection as per 1926.601(b)(6).
 - Employees must wear high-visibility clothing in traffic work zones.
 - Air monitoring must be conducted in trenches deeper than 4' if the potential for a hazardous atmosphere exists. If a hazardous atmosphere is found to exist (e.g., O₂ <19.5% or >23.5%, 20% LEL, specific chemical hazard), adequate protections shall be taken such as ventilation of the space.
 - Walkways are required where employees must cross over the trench. Walkways with guardrails must be provided for crossing over trenches > 6' deep.
 - Employees must be protected from loose rock or soil through protections such as scaling or protective barricades.

APPLICANT SIGNATURE



DATE: 2/16/20

EXCAVATOR SIGNATURE (IF DIFFERENT)

DATE: _____

OWNER'S SIGNATURE (IF DIFFERENT)

DATE: _____

DATE: _____

DEPUTY DIRECTOR'S SIGNATURE



167 Main Street
P. O. Box 716
Rowley Massachusetts
USA

978.948.7717 Office

derosaenvironmental.com

February 27, 2020

BY ELECTRONIC MAIL

Mr. Anthony J. Furnari
City of Newburyport
Department of Public Services
City Hall
60 Pleasant Street
Newburyport MA 01950

RE: WJC Services | Rowley MA

Mr. Furnari:

Our firm has worked with Billy Cuddy and WJC Services for well over 10 years now and have been completely satisfied with their professionalism, attention to detail and dedication to the quality of work they provide. Their equipment operators are excellent and pay attention to safety and client relationships. We plan to continue to use WJC Services as part of our team and look forward to a long term relationship with them.

Respectfully submitted,

DeRosa Environmental Consulting, Inc.

by Michael J. DeRosa, Principal
Wetland Ecologist

A handwritten signature in black ink, appearing to read "Michael J. DeRosa", written in a cursive style.

michalderosa@gmail.com
MJD/mjd

Wetland Replication, Wildlife Habitat Assessment, Permit Preparation, and Ecological Services

*Town of Rowley
Highway Department
Massachusetts 01969*

*Rowley Highway Department
40 Independent Street P.O. Box 314
Rowley, MA. 01969
Phone (978) 948-2441
Fax (978) 948-6081
highway@townofrowley.org*

February 25, 2020

RE: Letter of Recommendation

To Whom It May Concern:

This letter serves as a reference for WJC Services LLC. WJC Services has been doing work for the Town of Rowley Highway Department since 2012.

WJC Services has plowed and performed snow removal duties for the Town of Rowley Highway Department for the since 2012 as well as mow and landscape a common located at the intersection of Bradford Street and Haverhill Street. They have always shown professionalism and proficient skills to complete any project.

If you need any further information please feel free to contact me.

Sincerely,



Patrick Snow Highway Surveyor



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/13/2020

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.

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PRODUCER Bernard M. Sullivan Insurance Agency 12 Market St. P.O. Box 568 Ipswich MA 01938		CONTACT NAME: Jeremiah Lewis PHONE (A/C, No, Ext): (978) 356-5511 E-MAIL ADDRESS: jtlewis@sullivaninsurance.com FAX (A/C, No): (978) 356-0214	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Travlers Cas & Surety of IL	NAIC # 19046
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2012705981 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			680-1B951261-19-42	12/12/2019	12/12/2020	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:							MED EXP (Any one person)	\$ 5,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,000	
	OTHER:						GENERAL AGGREGATE	\$ 2,000,000	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						PRODUCTS - COM/OP AGG	\$ 2,000,000	
	DED <input type="checkbox"/> RETENTION \$							\$	
	<input type="checkbox"/> AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident)	\$	
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
	<input type="checkbox"/> SCHEDULED AUTOS							\$	
	<input type="checkbox"/> NON-OWNED AUTOS ONLY							\$	
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						EACH OCCURRENCE	\$	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						AGGREGATE	\$	
	If yes, describe under DESCRIPTION OF OPERATIONS below							\$	
							PER STATUTE		
							OTHER		
							E.L. EACH ACCIDENT	\$	
							E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	

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

CERTIFICATE HOLDER		CANCELLATION	
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 	

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CITY OF NEWBURYPORT

ORDR186_06_08_2020

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2020 MAY 29 PM 1:03

DEPARTMENT
OF
PUBLIC SERVICES

MEMORANDUM

ANTHONY J. FURNARI
DIRECTOR

TO: Richard Jones, City Clerk
FROM: Anthony J. Furnari, DPS Director *ap*
DATE: May 22, 2020
RE: License Contractor Application and recommendation for 2020 Season

JAMIE TUCCOLO
DEPUTY DIRECTOR /
DIRECTOR OF OPERATIONS

Enclosed is a copy of a new Licensed Contractor application with bond and references to be forwarded to the city council for approval for:

16A PERRY WAY

NEWBURYPORT, MA 01950

TEL: 978-465-4464

FAX: 978-465-1623

EKB Equipment LLC
141 Pine St.
Danvers, MA 01923

W.CITYOFNEWBURYPORT.COM

For the following work:

Water Service
Sewer Service
Drain Laying
Roadway
Sidewalk

Thank you for your attention to this matter.



CITY OF NEWBURYPORT
DEPARTMENT OF PUBLIC SERVICES
 16A PERRY WAY
 NEWBURYPORT, MA 01950

ANTHONY J. FURNARI, DIRECTOR
 JAMIE TUCCOLO, DEPUTY DIRECTOR

PHONE: 978-465-4464
 FAX: 978-465-1623

**Application to become a
 Licensed Contractor**

Submit completed application to the above address

Today's Date: 5/20/2020

Name of Company: EKB Equipment LLC

Name of Owner: Matt Bergeron

Contact Person: Matt Bergeron Office: Sydney Bartlett

Street Address: 141 Pine Street City: Danvers State: MA Zip Code: 01923

Phone #: Office: 978-774-0749 Cell #: Matt: 978-360-4357 Fax #: N/A

Insurance Certificate #: _____ Policy Expiration Date: 3/30/2021

Name and Contact Information of Insurer: _____

Bond # 64729016 Bond Expiration Date: 7/22/2020

Type of Work Qualified for: (check all that apply)

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Water Service/Main | <input checked="" type="checkbox"/> Sewer Service/Main | <input checked="" type="checkbox"/> Drain Laying |
| <input checked="" type="checkbox"/> Roadway (incl. curb cuts) | <input checked="" type="checkbox"/> Sidewalk | |
| <input type="checkbox"/> Gas | <input type="checkbox"/> Electric | <input type="checkbox"/> Communications |

Submit the Following with this completed Application:

- **Certificate of Insurance incl. Worker's Compensation Insurance Affidavit** (per M.G.L. .c152)
- **\$5000 Bond ORIGINAL ONLY** (\$10,000 Bond for laying Wire or Conduit)
- **\$500 Check non-refundable payable to City of Newburyport** (not required for ROW Occupancy)
- **Minimum 3 Municipal References within the last 5 years** (Renewals do not require references)



Effective Date: July 22nd, 2019

Western Surety Company

LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 64729016

That we, Ekb Equipment, LLC

of Danvers, State of Massachusetts, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do surety business in the State of Massachusetts, as Surety, are held and firmly bound unto the

City of Newburyport, State of Massachusetts, as Obligee, in the penal

sum of Five Thousand and 00/100 DOLLARS (\$5,000.00), lawful money of the United States, to be paid to the Obligee, for which payment well and truly to be made, we bind ourselves and our legal representatives, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been licensed Street Opening by the Obligee.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply with the laws and ordinances, including all amendments thereto, pertaining to the license or permit applied for, then this obligation to be void, otherwise to remain in full force and effect until July 22nd, 2020, unless renewed by Continuation Certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing, by First Class U.S. Mail, to the Obligee and to the Principal at the address last known to the Surety, and at the expiration of thirty-five (35) days from the mailing of said notice, this bond shall ipso facto terminate and the Surety shall be relieved from any liability for any acts or omissions of the Principal subsequent to said date. of the number of years this bond shall continue in force, the number of claims made against and the number of premiums which shall be payable or paid, the Surety's total limit of liability cumulative from year to year or period to period, and in no event shall the Surety's total liability exceed the amount set forth above. Any revision of the bond amount shall not be cumulative.

Dated this 22nd day of July, 2019.

Ekb Equipment, LLC Principal

Principal

WESTERN SURETY COMPANY

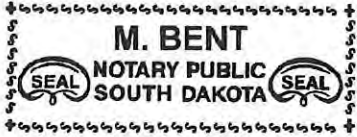
By Paul T. Bruffat
Paul T. Bruffat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

On this 22nd day of July, 2019, before me, the undersigned officer, personally appeared Paul T. Bruflat, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



M. Bent

Notary Public — South Dakota

My Commission Expires March 2, 2020

ACKNOWLEDGMENT OF PRINCIPAL
(Individual or Partners)

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____, known to me to be the individual _____ described in and who executed the foregoing instrument and acknowledged to me that _____ he _____ executed the same.

My commission expires _____, _____

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL
(Corporate Officer)

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____, who acknowledged himself/herself to be the _____ of _____, a corporation, and that he/she as such officer being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as such officer.

My commission expires _____, _____

Notary Public



License or Permit No. _____

LICENSE AND PERMIT
BOND
As

_____ of _____

State of _____

Name of Applicant _____

Address _____

Filed _____, _____

Approved this _____

day of _____, _____

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Street Opening City of Newburyport

bond with bond number 64729016

for Ekb Equipment, LLC

as Principal in the penalty amount not to exceed: \$ 5,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 22nd day of July, 2019.

ATTEST

L. Nelson

L. Nelson, Assistant Secretary

WESTERN SURETY COMPANY

By

Paul T. Bruflat

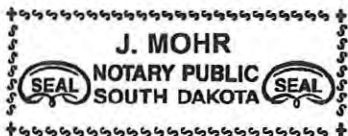
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss



On this 22nd day of July, 2019, before me, a Notary Public, personally appeared Paul T. Bruflat and L. Nelson

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



My Commission Expires June 23, 2021

J. Mohr

Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.





CITY of BEVERLY
DEPARTMENT of PUBLIC SERVICES
and ENGINEERING

191 Cabot Street
Beverly, Massachusetts 01915
Phone (978) 921-6000
Fax (978) 922-0285

Mayor

Michael P. Cahill

Commissioner

Michael P. Collins, P.E.

City Engineer

Eric Barber, P.E.

Assistant City Engineer

Sean Ciancarelli

April 13, 2020

Re: Letter of Reference — EKB Equipment LLC/Matt Bergeron

To Whom It May Concern:

This letter is being written in regards to the quality of work performed by EKB Equipment LLC, specifically Matt Bergeron, in the City of Beverly.

Matt Bergeron DBA EKB Equipment LLC has performed work in the City of Beverly for several years and has always met our standards and specifications while delivering quality work in a responsible manner. Work completed in the City has included new installation and repairs of utility lines, water services and mains (domestic and fire), and sewer lines. They have provided us with all the necessary documentation and paperwork in a timely fashion and in an organized manner.

If you have any questions please feel free to call me @ 978-921-6000.

Sincerely,

Sean Ciancarelli

Assistant City Engineer

sciancarelli@beverlyma.gov

(978) 605-2358



MANCHESTER-BY-THE-SEA

DEPARTMENT OF PUBLIC WORKS
TOWN HALL, 10 CENTRAL STREET
Manchester-by-the-Sea, Massachusetts 01944-1399
Telephone (978) 526-1242 FAX (978) 526-2007

May 1, 2020

Subject: Matt Bergeron - EKB Equipment LLC
Manchester by the Sea, Massachusetts
Letter of Recommendation

To whom it may concern:

Matt Bergeron of EKB Equipment LLC, doing business at 141 Pine Street, Danvers MA 01923 has been our point of contact and main operator for the Towns on-call contract. His work has always been completed safely, satisfactorily and expeditiously, in accordance with the Contract Documents and Town Standards. Various work items he has completed for the Town includes sewer and drain CCTV, vac-truck operator, clearing lines, digging and replacing utilities and all other work incidental to same. There are no claims or issues with the work completed to date and the Town looks forward to working with him on future projects.

Please contact me should you require any additional information

All the Best,

A handwritten signature in cursive script, appearing to read "Charles J. Dam".

Charles J. Dam P.E.
Director of Public Works

TOWN OF DANVERS

Department of Public Works



Water and Sewer Division
95 Hobart Street
Danvers, MA 01923

Tel. (978) 762-0231
Fax (978) 777-4007

April 13, 2020

To Whom It May Concern:

I'm writing in reference to EKB Equipment LLC, and owner Matt Bergeron. Over the course of ten years, I have had the opportunity to observe his numerous skills and abilities as a Drain Layer, building Retaining walls, repairing Sidewalk, and Snow Plowing in the Town of Danvers. Matt and his company have proved to be an honest, reliable, dependable and competent contractor.

EKB Equipment has done numerous tasks working for the Town of Danvers and Private Citizens, with all work being classified as "very satisfactory". It has been a real pleasure to inspect his work sites and his completed jobs. They have never had any negative feedback, nor have I had a cause to issue any warnings or changes due to substandard work.

I highly recommend EKB Equipment LLC; he is a true professional.

Any question, comments or concerns, I can be reached at Danvers Public Works 978-762-0231 or Cell 978-479-3680.

Sincerely,

Chuck Farrell
Street Supervisor, Town of Danvers

ORDINANCES

CITY OF NEWBURYPORT



 IN CITY COUNCIL

ORDERED:

March 9, 2020

AN ORDINANCE TO REQUIRE USE OF RECYCLED PAPER, RECYCLING, AND PROPER DISPOSAL OF YARD WASTE BY THE CITY

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

Amend existing Section 8-91 as follows, with additions double-underlined, and deletions ~~double-stricken out~~:

Sec. 8-91. - City to recycle and dispose properly of yard waste.

- (a) *Use of recycled paper products.* The City of Newburyport, including any and all departments, shall procure paper products such that no less than seventy-five percent (75%), calculated or by cost, of such paper products each fiscal year shall be labeled as "Recycled" by the Forest Stewardship Council (FSC), or its equivalent over the period of five (5) years from the date of adoption of this ordinance from which this article is derived ~~increase the use of recycled paper products to seventy five (75) percent. Such increase shall not be less than fifteen (15) percent in any given year within the five year period.~~ It shall be the responsibility of each department head to ensure the implementation of this section.
- (b) *Recycling of recyclable materials ~~paper products~~.* The City of Newburyport, including any and all departments, shall ~~over the period of five (5) years from the date of adoption of this ordinance from which this article is derived~~ develop and implement a recycling program for all recyclable materials ~~paper products~~ with the intent of recycling no less than seventy-five (75) percent of said recyclable materials ~~paper products~~. It shall be the responsibility of each department head to ensure the implementation of this section.
- (c) *Disposal of yard waste.* The City of Newburyport, including any and all departments, shall dispose of all yard waste it produces using the Colby Farm Lane Facility. It shall be the responsibility of each department head to ensure the implementation of this section.

Councillor Jared J. Eigerman

Councillor Christine E. Wallace

In City Council May 26, 2020:

Motion to approve by Councillor McCauley, seconded by Councillor Khan. Motion to amend by Councillor Eigerman, seconded by Councillor Wallace. Motion to Approve amended by Councillor Eigerman, seconded by Councillor Wallace. Roll call vote. 10 yes, 1 Absent (Vogel). Motion passes amended.

COMMITTEE ITEMS

Ad Hoc Committee on Economic Revitalization & COTW

June 8, 2020

In Committee:

- ORDR180_05_11_2020 Emergency Order - Economic Revitalization

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

AN EMERGENCY TEMPORARY ORDER DUE TO THE ECONOMIC CHALLENGES WITHIN THE CITY OF NEWBURYPORT AS A RESULT OF THE PANDEMIC OF 2020

EMERGENCY PREAMBLE:

WHEREAS on March 10, 2020, due to the worldwide COVID-19 virus pandemic and pursuant to the Chapter 639 of the Acts of 1950, as amended, and Section 2A of Chapter 17 of the Massachusetts General Laws, Governor Charles D. Baker issued a proclamation that there exists in the Commonwealth of Massachusetts a state of emergency, and followed by the Governor's order issued on March 23, 2020, extended on March 31, 2020, that, among other things, prohibits through May 18, 2020, gatherings of ten (10) or more people;

WHEREAS the City Council finds that these conditions create an economic emergency, specifically the immediate well-being to the retail and restaurant business conducted within the City of Newburyport;

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

WHEREAS Section 2-9(b) of the Newburyport Charter provides that an emergency measure shall be introduced in the form and manner prescribed for measures generally except that it shall be plainly designated as an emergency measure and shall contain statements after the enacting clause declaring that an emergency exists and describing its scope and nature in clear and specific terms;

ORDERED:

Be it ordained by the City Council of the City of Newburyport as follows for the period of July 1, 2020 through September 1, 2020:

- A. The following streets or portions thereof shall be closed to vehicular traffic:

Street	Extent
State	From the southeasterly intersection with Liberty Street to the southeasterly intersection with Pleasant Street.
Pleasant	From the intersection with State to the southwesterly intersection with Unicorn.

- B. The following are designated as two-way streets and vehicles traveling upon these streets or portion of the street shall move in two directions. ~~only in the direction indicated below:~~

Street	Extent
Liberty	Westerly from Center Street to State Street.
Middle	Easterly from State Street to Fair Street.
Essex	Westerly from Fair Street to State Street.
Charter	Easterly from State Street to Fair Street.

- C. The following shall apply to food service establishments on public rights-of-way pursuant to Code of Newburyport Section 12-1(b):

(1) Any such restaurant or food service establishment seeking to place tables and chairs and materials necessary to create a demarcated area on a public way, including without limitation sidewalks and streets, shall apply for a permit from the city council.

a. Initial permit. On a temporary basis said permit shall be issued from July 1 until Aug 31.

b. Any condition of approval and submitted plan shall be in force for the entire duration of any validly issued permit. Any such permit may be revoked at any time by a super majority vote of the city council.

(2) Said tables and chairs shall be solely for the exclusive use of customers of said restaurant or food service establishment.

(3) Said restaurant or food service establishment may place tables upon the public way including the sidewalk and the so-called street pursuant to an 8 ½ x 11" sketch detailing the measurement of the tables and chairs and the distance between proposed seating. Said sketch is to be approved by the City Council or its designee.

- D. To assist in said economic emergency and recovery, there shall be established an Ad Hoc Committee on Economic Development that is hereby authorized to issue any necessary rule and regulations to assist in the implementation of this order.

Councillor James J. McCauley

Councillor Byron J. Lane

Committee Items-June 8, 2020

Budget & Finance

Budget & Finance

In Committee:

- COMM244_05_11_2020 Continuing Appropriation Budget 3 months
- TRAN070_03_09_2020 Free Cash (Lib Sal rev. 5/18/20) \$25K to LIB Maint-Equipment \$25K
- TRAN079_05_26_2020 Rsv Appr-Legal Settlements \$26,500 to LGL City Solicitor \$26,500
- TRAN080_05_26_2020 Gen Fund-Free Cash \$81,796.57 to Snow & Ice-Labor \$331.09, Snow & Ice-Expenses \$81,465.48

Removal from Committee Form

Instructions: Remit to rjones@cityofnewburyport.com; pbarker@cityofnewburyport.com; cgreen@cityofnewburyport.com by Wednesday, 5 PM preceding Council meeting

Committee Name: Budget and Finance

Committee Chair: Tontar

	Measure Identifier	Measure Title	Amended in Committee? (if yes, attach final version)	Consent Agenda or Regular Agenda?
1.	TRAN070_03_09_2020	Free Cash (Lib Sal rev. 5/18/20) \$25K to LIB Maint- Equipment \$25K.	No	Consent
2.	TRAN079_05_26_2020	Rsv Appr-Legal Settlements \$26,500 to LGL City Solicitor \$26,500.	Yes	Consent
3.	TRAN080_05_26_2020	Gen Fund-Free Cash \$81,796.57 to Snow & Ice- Labor \$331.09, Snow & Ice- Expenses \$81,465.48.	No	Consent
4.	COMM244	Continuing Appropriation Request 5-11-2020.	Maybe	Regular
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				



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

May 11, 2020

Dear President Eigerman & Members of the City Council:

Due to the ongoing COVID-19 pandemic that has affected our community and resulting state of emergency, I hereby submit to you a Continuing Appropriation for the City of Newburyport in the amount of \$24,700,873. This proposal allows City operations to continue for the first three months of fiscal year 2021 and is comprised of \$20,037,220 in spending from the general fund and \$4,663,653 in spending from the enterprise funds. At this juncture, I cannot submit a complete budget for fiscal year 2021 because of the significant uncertainties of future revenues, including state aid and local receipts. This appropriation will allow all city departments to operate in the first three months of fiscal year 2021 on a basic delivery of essential services, while also funding all contractual obligations.

This fiscal year budget will be a vastly different budgeting process than we have ever before experienced. We have been informed the state budget will be delayed by months, and we rely on state aid to fund a significant portion of the City's operating budget. We wait for more information and clarity and expect significant cuts in state aid and decreases in local revenue. But we must go forward with operating the City in the next fiscal year and this three month appropriation request will allow the city to function as we receive more information and are able to assemble a complete budget for the remainder of fiscal year 2021.

Massachusetts General Law Chapter 44 Section 32 is the statute that enables the City of Newburyport to proceed into the next fiscal year on a continuing appropriation, specifically with the following excerpt:

Notwithstanding any provisions of this section to the contrary, the mayor may submit to the city council a continuing appropriation budget for said city on a month by month basis for a period not to exceed three months if said city has not approved an operating budget for the fiscal year because of circumstances beyond its control.

The COVID-19 global pandemic clearly qualifies as circumstances beyond the City's control. As of today, there have been 4.15 million confirmed positive cases and 284,000 deaths globally from COVID-19. Since early March the Commonwealth has been under a State of Emergency to

facilitate and expedite the use of Commonwealth resources and deployment of federal and interstate resources to protect persons from the impacts of the spread of COVID-19. Extraordinary measures have been taken by Governor Baker to minimize the spread of COVID-19, including closing all schools, closing the physical operations of all non-essential businesses, and ordering the public to wear masks or face coverings. There have been 77,793 positive cases in the state and 4,979 deaths and, while the Governor's actions have slowed the spread of COVID-19 and we anticipate the loosening of restrictions in the near future, the result of these actions has been devastating for the economy and has resulted in a loss of revenues by the state at an estimated \$750 million for this fiscal year and over \$3 billion for fiscal year 2021.

The State Legislature has also been taking action to accommodate municipalities trying to navigate through their budgeting process in these extraordinary times. Senate Bill S.2680, *An Act relative to municipal governance during the COVID-19 emergency*, is working its way through the legislature and will allow cities to extend the deadline for mayors to submit fiscal 2021 budgets to city councils to July 31, and allow the city to adopt up to 3, one-month budgets if the fiscal 2021 budget is not in place by June 30.

My plan is to submit a budget for the remainder of the fiscal year, in accordance with the timeline set forth in the legislation, that is more characteristic of budgets submitted to City Council in previous years. Typically, during a budgeting process, we rely on the Governor's budget proposal as guidance on anticipated state aid in building the annual operating budget. This includes Chapter 70 funding for education, Chapter 90 funding for road and sidewalk construction, and general state aid. State aid normally accounts for approximately 10 percent of revenues used to balance the City's budget. The COVID-19 pandemic has suspended the state budgeting process, and we no longer have guidance at the state level; a budget that reflects both the state's current financial situation and the more recent financial projections has yet to be produced. In the next few months we anticipate some clarity in terms of state aid and local receipts that will enable us to build a longer term budget.

For now, we are submitting an appropriation that funds basic City services and meets contractual obligations including, but not limited to, terms of labor contracts, service contracts, debt payments, and retirement funds.

Three Month Continuing Appropriation Goals

- No layoffs of employees in first quarter FY2021
- Meet payment deadlines for existing obligations, including the retirement system appropriation, health insurance, debt service, regional school assessments
- Honor contractual salary increases for employees
- Delay large expenditures whenever feasible
- Ensure strict management of all proposed expenditures
- Continue to maximize the pursuit of grant funding to support capital projects and

- programmatic improvements;
- All capital needs will be deferred with exception of required payments for leases or highest priority and safety issues
- All city spending is frozen requiring direct authorization for any item over \$500

Preliminary Budget and Revenue Estimates

As news of the global pandemic started to come out, leading up to a major disaster declaration in all 50 U.S. states for the first time in our country's history, we quickly realized that our FY2021 budget and revenue estimate was going to look very different from where we started. The question was, how different? To answer that question, we used all of the known information available to us. We started by looking at how past large-scale events impacted City revenue, such as the dot-com boom, 9/11 and the 2008 global financial crisis. We were further informed by presentations from state financial experts, economists and major rating agencies on their predictions regarding the financial impact of the COVID-19 pandemic on state and local governments. Based on this information, we came up with a range of estimates based on potential fluctuations in local revenue sources and state aid.

As a step towards developing a revised budget for FY2021, we used the average of our range of estimates, which included an 8.0% decrease in local receipts and a 12.0% decrease in state aid; locally, we anticipate the largest variations to occur in meals and rooms taxes, new growth, parking receipts and building permits. From there, we developed preliminary budget estimates making targeted reductions that we felt would be needed if the revenue impacts, as estimated, were to become reality. It is important to note that these budget estimates are "preliminary" because we simply do not know what the final revenue estimate is going to look like at this point, especially with a much-elongated budget process anticipated at the state level.

Rather than making drastic cuts early on that may or may not be necessary, my Administration strongly believes that the three-month continuing appropriation is the best approach to putting forward a thoughtful and realistic annual budget for FY2021 when more information is available to us. That said, we felt it was important to show these preliminary figures in the continuing appropriation request as a means of illustrating where the budget currently stands. It also helps to inform the City Council and the public about the process in developing the three-month continuing appropriation request, which was developed using the preliminary budget amounts, historical spending trends and known contractual obligations during the first three months of the fiscal year.

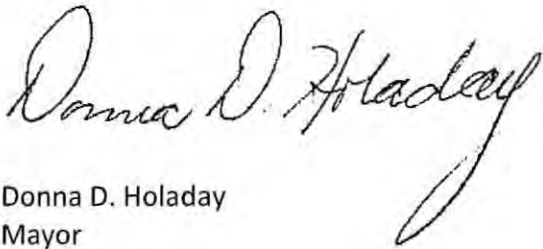
Conclusion

The development of this continuing appropriation has been a difficult process. I am very grateful to Ethan Manning, Finance Director/Auditor and Matthew Coogan, Chief of Staff, for their support during this process. We are so fortunate to have Mr. Manning as we prepare our FY2021 budget in such extraordinary times. I would also like to thank the School Committee for

approving a three month appropriation for the School Department, and for Superintendent Sean Gallagher and Nancy Lysik, Finance Manager for assembling the appropriation request. We face extremely challenging economic times ahead and anticipate decreasing local receipts, along with limited local aid. We will have to make difficult but deliberative choices to ensure that our City continues to provide services our community relies on while ensuring the City remains on solid financial ground.

Please consider this submission and I look forward to working together collaboratively on a FY2021 budget.

Respectfully Submitted,

A handwritten signature in black ink that reads "Donna D. Holaday". The signature is written in a cursive style with a large, sweeping flourish at the end.

Donna D. Holaday
Mayor

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
GENERAL FUND								
CITY SERVICES								
ANIMAL CONTROL	68,234	63,936	(4,298)	-6.3%	6,546	5,596	5,096	17,238
ASSESSOR	239,318	250,895	11,577	4.8%	28,824	18,161	23,081	70,066
AUDITOR	364,697	373,901	9,204	2.5%	34,779	34,324	34,324	103,428
BOARD OF REGISTRARS	49,333	51,883	2,550	5.2%	5,336	5,336	5,336	16,008
BUILDING	188,558	191,403	2,846	1.5%	15,848	14,448	14,448	44,743
CITY CLERK	277,680	292,509	14,829	5.3%	24,255	22,455	22,455	69,165
CITY COUNCIL	72,651	72,756	105	0.1%	5,944	5,944	5,944	17,833
COMMISSION ON DISABILITIES	2,640	2,693	53	2.0%	206	206	206	619
CONSERVATION COMMISSION	1,800	1,800	0	0.0%	150	150	150	450
COUNCIL ON AGING	308,742	309,155	413	0.1%	23,338	23,338	23,338	70,013
DEBT-EXCLUDED	3,165,464	3,171,545	6,081	0.2%	481,003	0	309,745	790,748
DEBT-ORDINARY	494,096	515,000	20,904	4.2%	0	0	265,588	265,588
DPS-HIGHWAY	3,348,035	2,955,597	(392,437)	-11.7%	273,337	231,037	226,037	730,411
DPS-SNOW & ICE	225,000	250,000	25,000	11.1%	0	3,500	17,000	20,500
EMERGENCY MGMT	29,100	19,000	(10,100)	-34.7%	3,667	1,167	1,167	6,000
FIRE	3,795,001	4,043,255	248,254	6.5%	431,194	289,451	294,916	1,015,562
GENERAL ADMINISTRATION	517,174	538,490	21,316	4.1%	207,957	19,967	19,967	247,890
HEALTH	254,154	255,238	1,085	0.4%	20,497	19,297	19,297	59,090
HEALTH INSURANCE	9,864,940	10,127,840	262,899	2.7%	838,237	838,237	888,237	2,564,710
HISTORICAL COMMISSION	1,800	1,800	0	0.0%	150	150	150	450
HUMAN RESOURCES	326,125	290,388	(35,736)	-11.0%	116,879	14,660	14,661	146,200
INFO TECHNOLOGY	321,096	334,356	13,261	4.1%	98,345	24,308	24,308	146,961
LEGAL	100,000	90,000	(10,000)	-10.0%	7,500	7,500	7,500	22,500
LIBRARY	1,416,032	1,419,416	3,384	0.2%	168,168	109,831	109,831	387,829
LICENSING COMMISSION	8,500	8,500	0	0.0%	708	708	708	2,125
MAYOR	316,377	319,668	3,292	1.0%	25,814	23,814	23,814	73,442
PARKING CLERK	1,054,039	1,018,950	(35,089)	-3.3%	85,436	67,826	50,236	203,499
PARKS	371,814	337,155	(34,659)	-9.3%	47,600	30,450	30,450	108,500
PLANNING & DEVELOPMENT	403,495	441,930	38,435	9.5%	64,214	31,434	31,434	127,082
PLANNING BOARD	1,800	1,800	0	0.0%	150	150	150	450
POLICE	4,230,657	4,180,891	(49,766)	-1.2%	441,635	302,380	426,375	1,170,391
RETIREMENT SYSTEM	4,340,558	4,563,509	222,951	5.1%	4,563,509	0	0	4,563,509

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	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
SUSTAINABILITY	1,644,824	1,721,577	76,753	4.7%	142,844	142,844	142,844	428,533
TREASURER/COLLECTOR	310,014	400,375	90,361	29.1%	36,180	30,330	28,530	95,041
VETERANS SERVICES	288,279	286,331	(1,948)	-0.7%	22,957	22,957	22,957	68,872
YOUTH SERVICES	304,850	323,505	18,655	6.1%	22,557	30,257	21,807	74,622
ZONING BOARD	1,800	1,800	0	0.0%	150	150	150	450
CITY SERVICES Total	38,708,675	39,228,849	520,174	1.3%	8,245,914	2,372,365	3,112,238	13,730,517
EDUCATION								
ESSEX TECH	92,500	92,500	0	0.0%	0	0	0	0
SCHOOLS	30,935,242	32,017,975	1,082,733	3.5%	2,183,125	1,154,075	2,804,248	6,141,448
WHITTIER TECH	697,312	661,018	(36,294)	-5.2%	165,255	0	0	165,255
EDUCATION Total	31,725,054	32,771,493	1,046,439	3.3%	2,348,380	1,154,075	2,804,248	6,306,703
GENERAL FUND Total	70,433,729	72,000,342	1,566,614	2.2%	10,594,294	3,526,440	5,916,486	20,037,220
ENTERPRISE FUNDS								
DPS-SEWER	7,596,606	7,519,397	(77,210)	-1.0%	1,453,013	471,040	443,390	2,367,442
DPS-WATER	5,381,089	5,414,451	33,362	0.6%	1,230,187	574,610	245,177	2,049,974
HARBORMASTER	514,868	459,563	(55,305)	-10.7%	92,338	51,913	101,987	246,237
ENTERPRISE FUNDS Total	13,492,563	13,393,410	(99,153)	-0.7%	2,775,537	1,097,563	790,553	4,663,653
Grand Total	83,926,292	85,393,752	1,467,461	1.7%	13,369,831	4,624,002	6,707,040	24,700,873
General Fund Revenue*		70,901,218	5/11/2020					
Transfer In-Paid Parking		1,033,950						
Total Revenue		71,935,168						
Total Expenditures		72,000,342						
Surplus/(Deficit)		(65,174)						

*Assumes full levy limit; local receipts - 8%; state aid -12%

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
001 - GENERAL FUND								
111 - CITY COUNCIL								
001 - PERSONNEL SERVICES								
51101 - CCN SAL COUNCIL	56,000	56,000	0	0.0%	4,667	4,667	4,667	14,000
51160 - CCN SAL CLK COUNCIL	4,539	4,612	73	1.6%	353	353	353	1,060
51162 - CCN SAL CLK COMMITTEE	612	644	32	5.2%	49	49	49	148
001 - PERSONNEL SERVICES Total	61,151	61,256	105	0.2%	5,069	5,069	5,069	15,208
002 - PURCHASE OF SERVICES								
53001 - CCN LEGAL ADS	1,500	1,500	0	0.0%	125	125	125	375
53002 - CCN ORDINANCE RECODIFICATION	5,000	5,000	0	0.0%	500	500	500	1,500
53020 - CCN LEGAL	5,000	5,000	0	0.0%	250	250	250	750
002 - PURCHASE OF SERVICES Total	11,500	11,500	0	0.0%	875	875	875	2,625
111 - CITY COUNCIL Total	72,651	72,756	105	0.1%	5,944	5,944	5,944	17,833
121 - MAYOR								
001 - PERSONNEL SERVICES								
51101 - MYR SAL MAYOR	102,743	102,743	0	0.0%	7,903	7,903	7,903	23,710
51120 - MYR SAL CHIEF OF STAFF	87,367	88,774	1,407	1.6%	6,803	6,803	6,803	20,408
51126 - MYR SAL EXECUTIVE ASSISTANT	62,167	62,275	108	0.2%	4,732	4,732	4,732	14,195
51501 - MYR TRAVEL ALLOWANCE	5,100	5,100	0	0.0%	425	425	425	1,275
51502 - MYR MAYOR'S EXPENSE	3,000	3,000	0	0.0%	250	250	250	750
001 - PERSONNEL SERVICES Total	260,377	261,892	1,516	0.6%	20,113	20,113	20,113	60,338
002 - PURCHASE OF SERVICES								
53006 - MYR GRANT WRITER	40,000	41,776	1,776	4.4%	3,201	3,201	3,201	9,604
002 - PURCHASE OF SERVICES Total	40,000	41,776	1,776	4.4%	3,201	3,201	3,201	9,604
007 - OTHER CHARGES & EXPENSES								
57801 - MYR MISC EXPENSE	16,000	16,000	0	0.0%	2,500	500	500	3,500
007 - OTHER CHARGES & EXPENSES Total	16,000	16,000	0	0.0%	2,500	500	500	3,500
121 - MAYOR Total	316,377	319,668	3,292	1.0%	25,814	23,814	23,814	73,442

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	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
129 - GENERAL ADMINISTRATION								
001 - PERSONNEL SERVICES								
51162 - GEN EVENTS COORDINATOR	7,500	7,500	0	0.0%	1,250	1,250	1,250	3,750
51167 - GEN TEMPORARY HELP CITY HALL	3,500	3,500	0	0.0%	292	292	292	875
51180 - GEN PROCUREMENT OFFICER		0	0	n/a	0	0	0	0
51330 - MYO MCPPPO STIPEND	2,250	1,500	(750)	-33.3%	1,500	0	0	1,500
001 - PERSONNEL SERVICES Total	13,250	12,500	(750)	-5.7%	3,042	1,542	1,542	6,125
002 - PURCHASE OF SERVICES								
52101 - GEN HEAT/ELECTRIC-CH	25,000	25,000	0	0.0%	2,083	2,083	2,083	6,250
52401 - GEN MAINT/REPAIR-BLD		0	0	n/a	0	0	0	0
52403 - GEN PUBLIC RESTROOMS		0	0	n/a	0	0	0	0
52701 - GEN LEASE POSTAGE MACHINE	3,000	3,000	0	0.0%	250	250	250	750
53004 - GEN TRAINING/TRAVEL	30,000	25,000	(5,000)	-16.7%	2,000	2,000	2,000	6,000
53400 - GEN MEETING RECORDINGS	15,500	15,500	0	0.0%	1,292	1,292	1,292	3,875
53401 - GEN POSTAGE	25,000	25,000	0	0.0%	2,083	2,083	2,083	6,250
53406 - GEN TELEPHONE SYSTEM	56,500	65,000	8,500	15.0%	5,417	5,417	5,417	16,250
002 - PURCHASE OF SERVICES Total	155,000	158,500	3,500	2.3%	13,125	13,125	13,125	39,375
004 - SUPPLIES								
54200 - GEN SUPPLIES-OFFICE	7,000	5,000	(2,000)	-28.6%	250	250	250	750
54301 - GEN SUPPLIES-CITY HALL	1,000	1,000	0	0.0%	50	50	50	150
004 - SUPPLIES Total	8,000	6,000	(2,000)	-25.0%	300	300	300	900
007 - OTHER CHARGES & EXPENSES								
57300 - GEN DUES & MEMBERSHIPS	3,900	4,300	400	10.3%	4,300	0	0	4,300
57301 - GEN MERR VALLEY PLANNING COMM	6,674	6,840	166	2.5%	6,840	0	0	6,840
57401 - GEN MUNICIPAL INSURANCE	175,350	175,350	0	0.0%	175,350	0	0	175,350
57805 - GEN BUDGET CONTINGENCY	155,000	175,000	20,000	12.9%	5,000	5,000	5,000	15,000
007 - OTHER CHARGES & EXPENSES Total	340,924	361,490	20,566	6.0%	191,490	5,000	5,000	201,490
129 - GENERAL ADMINISTRATION Total	517,174	538,490	21,316	4.1%	207,957	19,967	19,967	247,890

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
135 - AUDITOR								
001 - PERSONNEL SERVICES								
51101 - AUD SAL FINANCE DIR/AUDITOR	115,458	117,318	1,860	1.6%	8,990	8,990	8,990	26,970
51102 - AUD SAL ASST AUDITOR	71,448	74,022	2,574	3.6%	5,672	5,672	5,672	17,017
51103 - AUD SAL ADMIN ASSISTANT	63,040	66,300	3,260	5.2%	5,080	5,080	5,080	15,241
51104 - AUD SAL PURCHASING AGENT	62,699	63,708	1,010	1.6%	4,882	4,882	4,882	14,646
51401 - AUD LONGEVITY	3,597	3,597	0	0.0%	0	0	0	0
001 - PERSONNEL SERVICES Total	316,242	324,946	8,704	2.8%	24,624	24,624	24,624	73,873
002 - PURCHASE OF SERVICES								
53001 - AUD FINANCIAL AUDIT/VALUATION	46,500	46,500	0	0.0%	9,500	9,500	9,500	28,500
002 - PURCHASE OF SERVICES Total	46,500	46,500	0	0.0%	9,500	9,500	9,500	28,500
004 - SUPPLIES								
55800 - AUD MISC SUPPLIES	1,500	2,000	500	33.3%	200	200	200	600
004 - SUPPLIES Total	1,500	2,000	500	33.3%	200	200	200	600
007 - OTHER CHARGES & EXPENSES								
57300 - AUD DUES & MEMBERSHIPS	455	455	0	0.0%	455	0	0	455
007 - OTHER CHARGES & EXPENSES Total	455	455	0	0.0%	455	0	0	455
135 - AUDITOR Total	364,697	373,901	9,204	2.5%	34,779	34,324	34,324	103,428
141 - ASSESSOR								
001 - PERSONNEL SERVICES								
51101 - ASR SAL ASSESSOR	88,902	90,334	1,432	1.6%	6,922	6,922	6,922	20,767
51102 - ASR SAL ASST ASSESSOR	63,706	69,681	5,975	9.4%	5,340	5,340	5,340	16,019
51103 - ASR SAL ADMIN ASSISTANT	50,348	52,952	2,604	5.2%	4,058	4,058	4,058	12,173
51402 - ASR EDUCATION CREDIT		0	0	n/a	0	0	0	0
51403 - ASR TECHNOLOGY STIPEND	1,500	1,500	0	0.0%	125	125	125	375
51404 - ASR TRAVEL ALLOWANCE	5,100	5,100	0	0.0%	425	425	425	1,275
001 - PERSONNEL SERVICES Total	209,556	219,567	10,011	4.8%	16,869	16,869	16,869	50,608

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
002 - PURCHASE OF SERVICES								
53001 - ASR COMPUTER EXP	9,157	9,913	756	8.3%	9,913	0	0	9,913
53002 - ASR REVALUATION	4,000	4,800	800	20.0%	0	0	4,800	4,800
53003 - ASR VALUATION/PROCESSING	12,500	12,500	0	0.0%	1,042	1,042	1,042	3,125
53004 - ASR MAP/DEEDS/ATB	600	600	0	0.0%	600	0	0	600
002 - PURCHASE OF SERVICES Total	26,257	27,813	1,556	5.9%	11,555	1,042	5,842	18,438
004 - SUPPLIES								
55800 - ASR MISC SUPPLIES	3,000	3,000	0	0.0%	250	250	250	750
004 - SUPPLIES Total	3,000	3,000	0	0.0%	250	250	250	750
007 - OTHER CHARGES & EXPENSES								
57300 - ASR DUES & MEMBERSHIPS	505	515	10	2.0%	150	0	120	270
007 - OTHER CHARGES & EXPENSES Total	505	515	10	2.0%	150	0	120	270
141 - ASSESSOR Total	239,318	250,895	11,577	4.8%	28,824	18,161	23,081	70,066
145 - TREASURER/COLLECTOR								
001 - PERSONNEL SERVICES								
51101 - TRS SAL TREASURER	88,389	89,484	1,095	1.2%	6,857	6,857	6,857	20,571
51102 - TRS SAL ASST TREASURER	57,753	61,946	4,194	7.3%	4,747	4,747	4,747	14,241
51103 - TRS STAFF SALARIES	115,234	117,092	1,859	1.6%	8,973	8,973	8,973	26,918
51130 - TRS PAYROLL COORDINATOR	0	69,214	69,214	n/a	5,304	5,304	5,304	15,911
51165 - TRS TRUST FUND COMM ADMIN	600	600	0	0.0%	150	0	0	150
51401 - TRS LONGEVITY	3,438	3,438	0	0.0%	0	0	0	0
001 - PERSONNEL SERVICES Total	265,414	341,775	76,361	28.8%	26,030	25,880	25,880	77,791
002 - PURCHASE OF SERVICES								
52701 - TRS COPIER SUPPLIES	500	500	0	0.0%	100	100	100	300
53001 - TRS BANK CHARGES	5,000	5,000	0	0.0%	417	417	417	1,250
53004 - TRS TAX BILLS	23,000	23,000	0	0.0%	8,000	500	500	9,000
53005 - TRS TAX TITLE EXPENSE	10,500	10,500	0	0.0%	150	150	150	450
53003 - TRS PAYROLL	0	14,000	14,000	n/a	1,167	1,167	1,167	3,500
002 - PURCHASE OF SERVICES Total	39,000	53,000	14,000	35.9%	9,833	2,333	2,333	14,500

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
004 - SUPPLIES								
54200 - TRS OFFICE SUPPLIES	1,500	1,500	0	0.0%	125	125	125	375
55800 - TRS MISC SUPPLIES	1,500	1,500	0	0.0%	125	125	125	375
55801 - TRS COMPUTER EXP	800	800	0	0.0%	67	67	67	200
004 - SUPPLIES Total	3,800	3,800	0	0.0%	317	317	317	950
007 - OTHER CHARGES & EXPENSES								
57403 - TRS INSURANCE BONDS	1,800	1,800	0	0.0%	0	1,800	0	1,800
007 - OTHER CHARGES & EXPENSES Total	1,800	1,800	0	0.0%	0	1,800	0	1,800
145 - TREASURER/COLLECTOR Total	310,014	400,375	90,361	29.1%	36,180	30,330	28,530	95,041
151 - INFO TECHNOLOGY								
001 - PERSONNEL SERVICES								
51101 - IT SAL DIRECTOR	99,318	100,918	1,600	1.6%	7,733	7,733	7,733	23,200
51404 - IT TRAVEL ALLOWANCE	5,100	5,100	0	0.0%	425	425	425	1,275
001 - PERSONNEL SERVICES Total	104,418	106,018	1,600	1.5%	8,158	8,158	8,158	24,475
002 - PURCHASE OF SERVICES								
52402 - IT CITY WEB SITE	2,750	2,888	138	5.0%	241	241	241	722
52403 - IT COMPUTER FIREWALL	18,750	18,750	0	0.0%	2,000	2,000	2,000	6,000
52404 - IT HARDWARE MAINTENANCE	22,325	22,325	0	0.0%	1,860	1,860	1,860	5,581
52405 - IT TELECOMMUNICATIONS	7,250	12,000	4,750	65.5%	1,000	1,000	1,000	3,000
53001 - IT MUNIS LICENSE	53,446	56,036	2,590	4.8%	56,036	0	0	56,036
53002 - IT SOFTWARE UPDATE/LICENSING	31,545	31,801	256	0.8%	15,000	2,000	2,000	19,000
53003 - IT INTERNET-SERVICE	7,416	7,588	172	2.3%	632	632	632	1,897
53004 - IT PROFESSIONAL SERVICES	28,800	30,200	1,400	4.9%	10,000	5,000	5,000	20,000
53407 - IT OFF SITE SERVICES	42,394	44,750	2,356	5.6%	3,250	3,250	3,250	9,750
002 - PURCHASE OF SERVICES Total	214,677	226,339	11,661	5.4%	90,020	15,983	15,983	121,987
004 - SUPPLIES								
55800 - IT MISC SUPPLIES	2,000	2,000	0	0.0%	167	167	167	500
004 - SUPPLIES Total	2,000	2,000	0	0.0%	167	167	167	500

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	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
151 - INFO TECHNOLOGY Total	321,096	334,356	13,261	4.1%	98,345	24,308	24,308	146,961
<u>152 - HUMAN RESOURCES</u>								
001 - PERSONNEL SERVICES								
51101 - HR SAL DIRECTOR	92,506	93,996	1,490	1.6%	7,203	7,203	7,203	21,608
51102 - HR PAYROLL & BENEFITS COORD	64,339	0	(64,339)	-100.0%	0	0	0	0
51166 - HR HR SPECIALIST	20,310	58,223	37,913	186.7%	4,462	4,462	4,462	13,385
001 - PERSONNEL SERVICES Total	177,156	152,219	(24,936)	-14.1%	11,664	11,664	11,664	34,993
002 - PURCHASE OF SERVICES								
53003 - HR COBRA ADMIN	1,200	1,200	0	0.0%	100	100	100	300
53005 - HR HRA ADMINISTRATION	750	750	0	0.0%	63	63	63	188
53006 - HR FSA ADMINISTRATION	7,800	11,000	3,200	41.0%	917	917	917	2,750
53007 - HR UNEMPLOYMENT CLAIMS	20,000	20,000	0	0.0%	1,667	1,667	1,667	5,000
53008 - HR WORKER'S COMPENSATION	102,019	102,019	0	0.0%	102,019	0	0	102,019
53009 - HR ADVERTISING	1,500	1,500	0	0.0%	125	125	125	375
53010 - HR PAYROLL	14,000	0	(14,000)	-100.0%	0	0	0	0
002 - PURCHASE OF SERVICES Total	147,269	136,469	(10,800)	-7.3%	104,890	2,871	2,871	110,631
004 - SUPPLIES								
54200 - HR SUPPLIES	1,500	1,500	0	0.0%	125	125	125	375
004 - SUPPLIES Total	1,500	1,500	0	0.0%	125	125	125	375
007 - OTHER CHARGES & EXPENSES								
57300 - HR MEMBERSHIP DUES	200	200	0	0.0%	200	0	1	201
007 - OTHER CHARGES & EXPENSES Total	200	200	0	0.0%	200	0	1	201
152 - HUMAN RESOURCES Total	326,125	290,388	(35,736)	-11.0%	116,879	14,660	14,661	146,200

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
161 - CITY CLERK								
001 - PERSONNEL SERVICES								
51101 - CLK SAL CITY CLERK	83,393	85,388	1,995	2.4%	6,543	6,543	6,543	19,629
51102 - CLK SAL ASSIST CLERK	76,112	80,046	3,933	5.2%	6,134	6,134	6,134	18,401
51103 - CLK SAL OFFICE MGR	54,040	56,836	2,795	5.2%	4,355	4,355	4,355	13,066
51166 - CLK SAL PT ADMIN ASST	25,640	31,012	5,372	21.0%	2,376	2,376	2,376	7,129
51167 - CLK SAL ADMIN ASST/PASSPORT	24,995	25,728	733	2.9%	1,971	1,971	1,971	5,914
001 - PERSONNEL SERVICES Total	264,180	279,009	14,829	5.6%	21,380	21,380	21,380	64,140
002 - PURCHASE OF SERVICES								
52701 - CLK LEASE COPIER	3,000	3,000	0	0.0%	2,000	200	200	2,400
53002 - CLK VITAL RECORDS EXPENSE	1,500	1,500	0	0.0%	125	125	125	375
54200 - CLK ADMINISTRATION	9,000	9,000	0	0.0%	750	750	750	2,250
002 - PURCHASE OF SERVICES Total	13,500	13,500	0	0.0%	2,875	1,075	1,075	5,025
161 - CITY CLERK Total	277,680	292,509	14,829	5.3%	24,255	22,455	22,455	69,165
163 - BOARD OF REGISTRARS								
001 - PERSONNEL SERVICES								
51160 - BDR SAL CLERK REGISTRAR	2,270	2,306	37	1.6%	177	177	177	530
51162 - BDR SAL REGISTRARS	2,063	2,077	13	0.7%	159	159	159	477
001 - PERSONNEL SERVICES Total	4,333	4,383	50	1.2%	336	336	336	1,008
007 - OTHER CHARGES & EXPENSES								
57808 - BDR ELECTIONS & REGISTRATIONS	45,000	47,500	2,500	5.6%	5,000	5,000	5,000	15,000
007 - OTHER CHARGES & EXPENSES Total	45,000	47,500	2,500	5.6%	5,000	5,000	5,000	15,000
163 - BOARD OF REGISTRARS Total	49,333	51,883	2,550	5.2%	5,336	5,336	5,336	16,008
165 - LICENSING COMMISSION								
001 - PERSONNEL SERVICES								
51164 - LCM CLERICAL SERVICES	7,500	7,500	0	0.0%	625	625	625	1,875
001 - PERSONNEL SERVICES Total	7,500	7,500	0	0.0%	625	625	625	1,875

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	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
007 - OTHER CHARGES & EXPENSES								
57809 - LCM GENERAL EXPENSES	1,000	1,000	0	0.0%	83	83	83	250
007 - OTHER CHARGES & EXPENSES Total	1,000	1,000	0	0.0%	83	83	83	250
165 - LICENSING COMMISSION Total	8,500	8,500	0	0.0%	708	708	708	2,125
171 - CONSERVATION COMMISSION								
001 - PERSONNEL SERVICES								
51165 - CCM MINUTE TAKER	1,800	1,800	0	0.0%	150	150	150	450
001 - PERSONNEL SERVICES Total	1,800	1,800	0	0.0%	150	150	150	450
171 - CONSERVATION COMMISSION Total	1,800	1,800	0	0.0%	150	150	150	450
175 - PLANNING BOARD								
001 - PERSONNEL SERVICES								
51165 - PBD MINUTE TAKER	1,800	1,800	0	0.0%	150	150	150	450
001 - PERSONNEL SERVICES Total	1,800	1,800	0	0.0%	150	150	150	450
175 - PLANNING BOARD Total	1,800	1,800	0	0.0%	150	150	150	450
176 - ZONING BOARD								
001 - PERSONNEL SERVICES								
51165 - ZBD MINUTE TAKER	1,800	1,800	0	0.0%	150	150	150	450
001 - PERSONNEL SERVICES Total	1,800	1,800	0	0.0%	150	150	150	450
176 - ZONING BOARD Total	1,800	1,800	0	0.0%	150	150	150	450
182 - PLANNING & DEVELOPMENT								
001 - PERSONNEL SERVICES								
51101 - OPD SAL PLANNING DIRECTOR	92,829	94,324	1,495	1.6%	7,228	7,228	7,228	21,684
51102 - OPD SAL PLANNER	52,527	56,297	3,770	7.2%	4,314	4,314	4,314	12,942
51103 - OPD SAL PROJECT PLANNER	85,174	89,579	4,405	5.2%	6,864	6,864	6,864	20,593
51104 - OPD SAL ADMIN ASSISTANT	69,124	70,033	909	1.3%	5,367	5,367	5,367	16,100
51105 - OPD PT CONSERVATION ADMIN	42,470	46,167	3,697	8.7%	3,538	3,538	3,538	10,613

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
51106 - OPD SAL ZONING ADMIN	13,621	35,000	21,379	157.0%	2,682	2,682	2,682	8,046
51407 - OPD EDUCATION CREDITS	700	700	0	0.0%	0	0	0	0
001 - PERSONNEL SERVICES Total	356,445	392,100	35,655	10.0%	29,992	29,992	29,992	89,977
002 - PURCHASE OF SERVICES								
53002 - OPD PERMIT TRACKING SOFTWARE	30,000	32,780	2,780	9.3%	32,780	0	0	32,780
53003 - OPD GIS	12,000	12,000	0	0.0%	1,000	1,000	1,000	3,000
002 - PURCHASE OF SERVICES Total	42,000	44,780	2,780	6.6%	33,780	1,000	1,000	35,780
004 - SUPPLIES								
52701 - OPD OFFICE EQUIPMENT	2,000	2,000	0	0.0%	167	167	167	500
54200 - OPD OFFICE SUPPLIES	1,550	1,550	0	0.0%	150	150	150	450
55800 - OPD MISC SUPPLIES	1,500	1,500	0	0.0%	125	125	125	375
004 - SUPPLIES Total	5,050	5,050	0	0.0%	442	442	442	1,325
182 - PLANNING & DEVELOPMENT Total	403,495	441,930	38,435	9.5%	64,214	31,434	31,434	127,082
191 - LEGAL								
002 - PURCHASE OF SERVICES								
53020 - LGL CITY SOLICITOR	100,000	90,000	(10,000)	-10.0%	7,500	7,500	7,500	22,500
002 - PURCHASE OF SERVICES Total	100,000	90,000	(10,000)	-10.0%	7,500	7,500	7,500	22,500
191 - LEGAL Total	100,000	90,000	(10,000)	-10.0%	7,500	7,500	7,500	22,500
210 - POLICE								
001 - PERSONNEL SERVICES								
51110 - POL SAL MARSHAL	145,253	148,273	3,020	2.1%	11,362	11,362	11,362	34,086
51142 - POL SAL OFFICERS	2,631,113	2,541,913	(89,200)	-3.4%	194,783	194,783	194,783	584,348
51144 - POL SAL RESERVE OFFICERS	10,000	10,000	0	0.0%	833	833	833	2,500
51150 - POL SAL ADMIN ASSISTANT	65,420	66,474	1,054	1.6%	5,094	5,094	5,094	15,281
51152 - POL SAL CLERICAL	28,912	30,890	1,979	6.8%	2,367	2,367	2,367	7,101
51156 - POL SAL DISPATCH F/T	196,186	211,247	15,061	7.7%	16,188	16,188	16,188	48,563
51164 - POL SAL DISPATCH P/T	15,000	15,000	0	0.0%	1,250	1,250	1,250	3,750
51166 - POL SAL CUSTODIAL	31,674	32,172	497	1.6%	2,465	2,465	2,465	7,396

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51301 - POL OFF OVERTIME	260,000	270,000	10,000	3.8%	35,000	35,000	25,000	95,000
51302 - POL DIS OVERTIME	15,000	20,000	5,000	33.3%	1,667	1,667	1,667	5,000
51400 - POL AFSCME EDUCATION STIPEND	1,125	1,125	0	0.0%	0	0	0	0
51401 - POL LONGEVITY	42,960	44,592	1,631	3.8%	0	0	1	1
51402 - POL OFF PAID HOLIDAYS	80,000	80,000	0	0.0%	0	0	0	0
51403 - POL DIS PAID HOLIDAYS	6,366	6,901	535	8.4%	0	0	0	0
51404 - POL COURT TIME	40,000	40,000	0	0.0%	3,333	3,333	3,333	10,000
51405 - POL PR OFF CLOTHING ALLOW	51,200	52,700	1,500	2.9%	32,600	250	250	33,100
51409 - POL MARSHAL'S STIPEND	3,000	3,000	0	0.0%	3,000	0	0	3,000
51410 - POL OFF NIGHT DIFFERENTIAL	71,979	75,562	3,583	5.0%	6,297	6,297	6,297	18,890
51411 - POL DIS NIGHT DIFFERENTIAL	2,392	2,392	0	0.0%	199	199	199	598
51412 - POL DISP CLOTHING REIMB	2,600	2,600	0	0.0%	100	100	100	300
51413 - POL ACCREDITATION ALLOWANCE	132,312	133,994	1,682	1.3%	0	0	133,994	133,994
51509 - POL INJURED-ON-DUTY	49,000	51,000	2,000	4.1%	50,000	200	200	50,400
51513 - POL SAL INN ST INITIATIVE	0	0	0	n/a	0	0	0	0
51601 - POL FITNESS ALLOWANCE	4,500	4,500	0	0.0%	375	375	375	1,125
001 - PERSONNEL SERVICES Total	3,885,993	3,844,335	(41,658)	-1.1%	366,913	281,763	405,758	1,054,433
002 - PURCHASE OF SERVICES								
52101 - POL HEAT	10,000	10,000	0	0.0%	250	250	250	750
52102 - POL ELECTRICITY	43,000	43,000	0	0.0%	3,583	3,583	3,583	10,750
52401 - POL MAINT-BLDG	15,000	15,000	0	0.0%	5,000	1,250	1,250	7,500
52402 - POL MAINT-EQUIPMENT	15,000	15,000	0	0.0%	1,000	1,000	1,000	3,000
52403 - POL MAINT-VEHICLES	22,000	22,000	0	0.0%	4,500	1,500	1,500	7,500
53001 - POL E.A.P.	289	289	0	0.0%	24	24	24	72
53002 - POL MEDICAL EXPENSES	4,000	4,000	0	0.0%	150	150	150	450
53003 - POL LICENSING ,WARR & CONTRAC	63,320	65,887	2,567	4.1%	36,020	5,000	5,000	46,020
002 - PURCHASE OF SERVICES Total	172,609	175,176	2,567	1.5%	50,527	12,757	12,757	76,042
004 - SUPPLIES								
54200 - POL OFFICE SUPPLIES	10,000	10,000	0	0.0%	833	833	833	2,500
54310 - POL SUPPLIES-CRIME LAB	1,500	1,500	0	0.0%	125	125	125	375
54801 - POL FUEL/OIL VEHICLE(S)	45,000	40,000	(5,000)	-11.1%	3,333	3,333	3,333	10,000
54901 - POL PRISONER MEALS	100	100	0	0.0%	8	8	8	25

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55001 - POL MEDICAL SUPPLIES	2,000	2,000	0	0.0%	167	167	167	500
55800 - POL MISC SUPPLIES	7,500	7,500	0	0.0%	500	500	500	1,500
55801 - POL AMMUNITION/WEAPONS	14,000	14,000	0	0.0%	1,167	1,167	1,167	3,500
004 - SUPPLIES Total	80,100	75,100	(5,000)	-6.2%	6,133	6,133	6,133	18,400
007 - OTHER CHARGES & EXPENSES								
57300 - POL DUES & SUBSCRIPTIONS	20,955	21,555	600	2.9%	16,835	500	500	17,835
007 - OTHER CHARGES & EXPENSES Total	20,955	21,555	600	2.9%	16,835	500	500	17,835
008 - CAPITAL OUTLAY								
58501 - POL MIS/COMMUNICATIONS	6,000	14,725	8,725	145.4%	1,227	1,227	1,227	3,681
58502 - POL LEASE OF VEHICLES	65,000	50,000	(15,000)	-23.1%	0	0	0	0
008 - CAPITAL OUTLAY Total	71,000	64,725	(6,275)	-8.8%	1,227	1,227	1,227	3,681
210 - POLICE Total	4,230,657	4,180,891	(49,766)	-1.2%	441,635	302,380	426,375	1,170,391
220 - FIRE								
001 - PERSONNEL SERVICES								
51101 - FIR SAL FIRE CHIEF	136,179	138,372	2,193	1.6%	10,603	10,603	10,603	31,810
51102 - FIR SAL DEPUTY CHIEF	117,689	120,780	3,091	2.6%	9,255	9,255	9,255	27,766
51142 - FIR SAL FIRE FIGHTERS	2,256,423	2,343,577	87,154	3.9%	179,584	179,584	179,584	538,753
51144 - FIR SAL CALL-FIREFIGHTERS	21,000	21,000	0	0.0%	1,609	1,609	1,609	4,828
51150 - FIR ADMINISTRATIVE ASSISTANT	69,707	70,830	1,123	1.6%	5,428	5,428	5,428	16,283
51156 - FIR SAL DISPATCHERS	198,000	209,950	11,950	6.0%	16,088	16,088	16,088	48,264
51301 - FIR OVERTIME	300,000	400,000	100,000	33.3%	42,000	42,000	37,000	121,000
51302 - FIR DISP OVERTIME	20,000	20,000	0	0.0%	3,000	3,000	2,000	8,000
51401 - FIR LONGEVITY	120,000	123,600	3,600	3.0%	0	0	0	0
51402 - FIR PAID HOLIDAYS	141,000	137,117	(3,883)	-2.8%	12,465	0	12,465	24,930
51403 - FIR DISPATCH HOLIDAY	10,000	11,000	1,000	10.0%	1,000	0	1,000	2,000
51405 - FIR PR CLOTHING ALLOWANCE	38,500	51,000	12,500	32.5%	51,000	0	0	51,000
51408 - FIR SICK DAY USAGE INCENTIVE	2,500	2,500	0	0.0%	0	0	0	0
51412 - FIR CLOTHING REIMBURSEMENT	2,600	2,600	0	0.0%	217	217	217	650
51415 - FIR STIPEND TEAM A/B	8,700	8,700	0	0.0%	0	0	0	0
51416 - FIR HAZ/MAT STIPEND	49,950	51,300	1,350	2.7%	0	0	0	0

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51417 - FIR PROFESSIONAL DEVELOPMENT	4,000	4,000	0	0.0%	333	333	333	1,000
51509 - FIR INJURED-ON-DUTY	49,000	54,000	5,000	10.2%	52,000	500	500	53,000
51902 - FIR ACCREDITATION STIPEND	2,703	2,778	75	2.8%	2,778	0	0	2,778
51903 - FIR FITNESS ALLOWANCE	200	200	0	0.0%	0	0	0	0
51905 - FIR EDUCATION REIMBURSEMENT	7,400	7,400	0	0.0%	0	0	0	0
001 - PERSONNEL SERVICES Total	3,555,551	3,780,705	225,154	6.3%	387,361	268,618	276,083	932,062
002 - PURCHASE OF SERVICES								
52101 - FIR HEAT/ELECTRICITY	24,000	24,000	0	0.0%	2,000	2,000	2,000	6,000
52401 - FIR MAINT-BLDGS & GROUNDS	20,000	20,000	0	0.0%	1,667	1,667	1,667	5,000
52402 - FIR MAINT-EQUIPMENT	15,000	20,000	5,000	33.3%	1,667	1,667	1,667	5,000
52403 - FIR MAINT-VEHICLES	50,000	55,000	5,000	10.0%	4,583	4,583	4,583	13,750
52408 - FIR MAINT-FIRE ALARMS	25,000	25,000	0	0.0%	2,083	2,083	2,083	6,250
52409 - FIR MAINTENANCE CONTRACTS	2,500	3,500	1,000	40.0%	1,500	1,500	0	3,000
52411 - FIR COMPUTER SUPPLIES	7,500	7,500	0	0.0%	5,000	0	0	5,000
52412 - FIR RADIOS/PAGERS	5,000	5,000	0	0.0%	417	417	417	1,250
52750 - FIR LEASE OF VEHICLES	16,000	16,000	0	0.0%	16,000	0	0	16,000
53005 - FIR MEDICAL/PHYSICAL EXAMS	1,000	1,000	0	0.0%	83	83	83	250
53006 - FIR MEDICAL/DRUG TESTING	2,000	2,000	0	0.0%	167	167	167	500
53007 - FIR IN-SERVICE TRAINING	8,000	8,000	0	0.0%	500	500	500	1,500
002 - PURCHASE OF SERVICES Total	176,000	187,000	11,000	6.3%	35,667	14,667	13,167	63,500
004 - SUPPLIES								
54200 - FIR OFFICE SUPPLIES	3,000	3,000	0	0.0%	250	250	250	750
54316 - FIR NEW HOSE-FITTINGS	3,000	3,000	0	0.0%	250	250	250	750
54317 - FIR PROTECTIVE CLOTHING	20,000	30,000	10,000	50.0%	2,500	2,500	2,500	7,500
54318 - FIR PROTECTIVE EQUIPMENT	5,000	6,000	1,000	20.0%	500	500	500	1,500
54319 - FIR FOAM & EQUIPMENT	2,000	2,000	0	0.0%	167	167	167	500
54801 - FIR FUEL/OIL VEHICLE(S)	16,000	16,000	0	0.0%	1,333	1,333	1,333	4,000
55001 - FIR MEDICAL SUPPLIES	5,000	5,000	0	0.0%	417	417	417	1,250
55101 - FIR EDUCATIONAL MATERIAL	2,000	2,000	0	0.0%	0	0	0	0
55800 - FIR MISC SUPPLIES	2,000	3,000	1,000	50.0%	250	250	250	750
004 - SUPPLIES Total	58,000	70,000	12,000	20.7%	5,667	5,667	5,667	17,000

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007 - OTHER CHARGES & EXPENSES								
57300 - FIR DUES & MEMBERSHIPS	5,450	5,550	100	1.8%	2,500	500	0	3,000
007 - OTHER CHARGES & EXPENSES Total	5,450	5,550	100	1.8%	2,500	500	0	3,000
220 - FIRE Total	3,795,001	4,043,255	248,254	6.5%	431,194	289,451	294,916	1,015,562
241 - BUILDING								
001 - PERSONNEL SERVICES								
51101 - BLD SAL BLDG INSPECTOR	87,597	89,008	1,411	1.6%	6,821	6,821	6,821	20,462
51103 - BLD SAL ADMIN ASSISTANT	61,153	62,138	985	1.6%	4,762	4,762	4,762	14,285
51160 - BLD SAL ASST BLDG INSPECTOR	24,815	25,214	400	1.6%	1,932	1,932	1,932	5,796
51401 - BLD LONGEVITY	2,442	2,442	0	0.0%	0	0	0	0
51402 - BLD TRAVEL ALLOWANCE	10,200	10,200	0	0.0%	850	850	850	2,550
51412 - BLD CLOTHING ALLOWANCE	1,350	1,400	50	3.7%	1,400	0	0	1,400
001 - PERSONNEL SERVICES Total	187,558	190,403	2,846	1.5%	15,764	14,364	14,364	44,493
002 - PURCHASE OF SERVICES								
53401 - BLD PRINTING	500	500	0	0.0%	42	42	42	125
55800 - BLD MISC EXPENSE	500	500	0	0.0%	42	42	42	125
002 - PURCHASE OF SERVICES Total	1,000	1,000	0	0.0%	83	83	83	250
241 - BUILDING Total	188,558	191,403	2,846	1.5%	15,848	14,448	14,448	44,743
291 - EMERGENCY MGMT								
001 - PERSONNEL SERVICES								
51101 - EMR COORDINATOR	11,000	11,000	0	0.0%	917	917	917	2,750
51102 - EMR DEPUTY COORDINATOR	5,000	5,000	0	0.0%	2,500	0	0	2,500
001 - PERSONNEL SERVICES Total	16,000	16,000	0	0.0%	3,417	917	917	5,250
002 - PURCHASE OF SERVICES								
52100 - EMR UTILITIES	5,000	0	(5,000)	-100.0%	0	0	0	0
52401 - EMR MAINT BLD/GROUNDS	5,000	0	(5,000)	-100.0%	0	0	0	0
002 - PURCHASE OF SERVICES Total	10,000	0	(10,000)	-100.0%	0	0	0	0

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004 - SUPPLIES								
54200 - EMR MISC EXPENSE	1,000	1,000	0	0.0%	83	83	83	250
54801 - EMR FUEL/OIL VEHICLE	100	0	(100)	-100.0%	0	0	0	0
004 - SUPPLIES Total	1,100	1,000	(100)	-9.1%	83	83	83	250
007 - OTHER CHARGES & EXPENSES								
57409 - EMR EXPENSES	2,000	2,000	0	0.0%	167	167	167	500
007 - OTHER CHARGES & EXPENSES Total	2,000	2,000	0	0.0%	167	167	167	500
291 - EMERGENCY MGMT Total	29,100	19,000	(10,100)	-34.7%	3,667	1,167	1,167	6,000
292 - ANIMAL CONTROL								
001 - PERSONNEL SERVICES								
51101 - ANC SAL ANIMAL CONTROL OFFCR	45,219	43,936	(1,283)	-2.8%	3,367	3,367	3,367	10,100
51102 - ANC SAL ASSIST ACO	12,435	11,000	(1,435)	-11.5%	1,500	1,500	1,000	4,000
51301 - ANC OVERTIME	1,000	1,000	0	0.0%	100	100	100	300
51405 - ANC CLOTHING ALLOWANCE	600	600	0	0.0%	600	0	0	600
001 - PERSONNEL SERVICES Total	59,254	56,536	(2,718)	-4.6%	5,567	4,967	4,467	15,000
002 - PURCHASE OF SERVICES								
52401 - ANC BUILDING & GROUNDS	3,000	2,000	(1,000)	-33.3%	167	167	167	500
53009 - ANC CARE OF ANIMALS	3,000	2,750	(250)	-8.3%	250	250	250	750
53010 - ANC DEAD ANIMAL REMOVAL	340	200	(140)	-41.2%	38	38	38	113
002 - PURCHASE OF SERVICES Total	6,340	4,950	(1,390)	-21.9%	454	454	454	1,363
004 - SUPPLIES								
54801 - ANC FUEL/OIL VEHICLE(S)	2,290	2,100	(190)	-8.3%	175	175	175	525
004 - SUPPLIES Total	2,290	2,100	(190)	-8.3%	175	175	175	525
007 - OTHER CHARGES & EXPENSES								
57300 - ANC DUES/LIS/SUBSCRIP	350	350	0	0.0%	350	0	0	350
007 - OTHER CHARGES & EXPENSES Total	350	350	0	0.0%	350	0	0	350
292 - ANIMAL CONTROL Total	68,234	63,936	(4,298)	-6.3%	6,546	5,596	5,096	17,238

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293 - PARKING CLERK								
001 - PERSONNEL SERVICES								
51100 - PKG SAL CLERK/ADMIN	40,530	42,326	1,797	4.4%	3,243	3,243	3,243	9,730
51134 - PKG SAL PARKING SUPERVISOR	42,737	48,957	6,220	14.6%	3,751	3,751	3,751	11,254
51166 - PKG PART-TIME ENFORCEMENT OFF	137,000	143,000	6,000	4.4%	17,500	17,500	10,000	45,000
51167 - PKG SAL ADMIN ASST/PARKING	19,868	20,898	1,030	5.2%	1,601	1,601	1,601	4,804
51168 - PKG LOT GROUNDSKEEPING	5,700	0	(5,700)	-100.0%	0	0	0	0
51405 - PKG CLOTHING ALLOWANCE	1,600	1,600	0	0.0%	300	200	100	600
51901 - PKG CULTURAL DISTRIC EXPENSE	6,000	6,000	0	0.0%	500	500	500	1,500
001 - PERSONNEL SERVICES Total	253,435	262,781	9,346	3.7%	26,896	26,796	19,196	72,889
002 - PURCHASE OF SERVICES								
52101 - PKG HEAT/ELECTRICITY	12,500	12,500	0	0.0%	500	500	500	1,500
52401 - PKG LOT MAINTENANCE	4,000	2,000	(2,000)	-50.0%	150	150	150	450
52402 - PKG METER MAINTENANCE	25,000	10,000	(15,000)	-60.0%	800	800	800	2,400
52403 - PKG MAINT-VEHICLE	1,200	1,200	0	0.0%	100	100	100	300
52404 - PKG MAINT-BUILDING	15,000	15,000	0	0.0%	1,250	1,250	1,250	3,750
52405 - PKG MAINT-EQUIP	15,000	15,000	0	0.0%	1,250	1,250	1,250	3,750
52702 - PKG LOT LEASE PAYMENTS	8,000	8,000	0	0.0%	665	655	665	1,985
53000 - PKG BOOKKEEPING	13,500	16,000	2,500	18.5%	1,500	1,500	1,500	4,500
53002 - PKG WATERFRONT TRUST AGMT	70,000	70,000	0	0.0%	17,500	0	0	17,500
53003 - PKG METER SOFTWARE	7,200	16,500	9,300	129.2%	1,375	1,375	1,375	4,125
53004 - PKG LIC PLATE READING SYSTEM	60,000	42,000	(18,000)	-30.0%	3,500	3,500	3,500	10,500
53005 - PKG CONSULTING SERVICES	5,000	2,000	(3,000)	-60.0%	167	167	167	500
53401 - PKG COMMUNICATIONS	7,500	7,500	0	0.0%	625	625	625	1,875
53801 - PKG SIGNAGE	5,000	5,000	0	0.0%	417	417	417	1,250
53802 - PKG CREDIT CARD FEES	70,000	70,000	0	0.0%	15,000	15,000	10,000	40,000
002 - PURCHASE OF SERVICES Total	318,900	292,700	(26,200)	-8.2%	44,798	27,288	22,298	94,385
004 - SUPPLIES								
54200 - PKG OFFICE SUPPLIES	1,400	1,000	(400)	-28.6%	100	100	100	300
54301 - PKG MAINT-SUPPLIES	5,000	1,000	(4,000)	-80.0%	83	83	83	250
54801 - PKG FUEL/OIL	1,500	300	(1,200)	-80.0%	25	25	25	75

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55800 - PKG TICKET & PERMIT EXPENSE	77,000	60,000	(17,000)	-22.1%	12,500	12,500	7,500	32,500
55801 - PKG MISC SUPPLIES	5,000	6,500	1,500	30.0%	542	542	542	1,625
55802 - PKG METER SUPPLIES	5,900	5,900	0	0.0%	492	492	492	1,475
004 - SUPPLIES Total	95,800	74,700	(21,100)	-22.0%	13,742	13,742	8,742	36,225
009 - DEBT SERVICE								
59100 - PKG LT DEBT PRINCIPAL	154,500	165,000	10,500	6.8%	0	0	0	0
59150 - PKG LT DEBT INTEREST	231,404	223,769	(7,635)	-3.3%	0	0	0	0
009 - DEBT SERVICE Total	385,904	388,769	2,865	0.7%	0	0	0	0
293 - PARKING CLERK Total	1,054,039	1,018,950	(35,089)	-3.3%	85,436	67,826	50,236	203,499
300 - SCHOOLS								
002 - PURCHASE OF SERVICES								
53201 - SCH SCHOOL EXPENSES	30,935,242	32,017,975	1,082,733	3.5%	2,183,125	1,154,075	2,804,248	6,141,448
002 - PURCHASE OF SERVICES Total	30,935,242	32,017,975	1,082,733	3.5%	2,183,125	1,154,075	2,804,248	6,141,448
300 - SCHOOLS Total	30,935,242	32,017,975	1,082,733	3.5%	2,183,125	1,154,075	2,804,248	6,141,448
398 - ESSEX TECH								
002 - PURCHASE OF SERVICES								
53202 - ESSEX NORTH SHORE TECH SCHOOL	92,500	92,500	0	0.0%	0	0	0	0
002 - PURCHASE OF SERVICES Total	92,500	92,500	0	0.0%	0	0	0	0
398 - ESSEX TECH Total	92,500	92,500	0	0.0%	0	0	0	0
399 - WHITTIER TECH								
002 - PURCHASE OF SERVICES								
53202 - WHITTIER VO TECH SCHOOL	697,312	661,018	(36,294)	-5.2%	165,255	0	0	165,255
002 - PURCHASE OF SERVICES Total	697,312	661,018	(36,294)	-5.2%	165,255	0	0	165,255
399 - WHITTIER TECH Total	697,312	661,018	(36,294)	-5.2%	165,255	0	0	165,255

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	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
421 - DPS-HIGHWAY								
001 - PERSONNEL SERVICES								
51101 - DPS SAL DIRECTOR	44,228	44,940	712	1.6%	3,444	3,444	3,444	10,331
51102 - DPS SAL DEPUTY DIRECTOR	35,535	36,107	572	1.6%	2,767	2,767	2,767	8,300
51103 - DPS SAL BUSINESS MANAGER	24,924	25,325	401	1.6%	1,941	1,941	1,941	5,822
51107 - DPS SAL ELECTRICIAN	42,142	43,150	1,008	2.4%	3,307	3,307	3,307	9,920
51117 - DPS SAL ASST ENGINEER	22,723	23,089	366	1.6%	1,769	1,769	1,769	5,308
51118 - HWY STORM WATER ENGINEER	62,477	63,483	1,006	1.6%	4,865	4,865	4,865	14,594
51119 - DPS SAL CITY ENGINEER	32,171	32,689	518	1.6%	2,505	2,505	2,505	7,515
51120 - HWY SAL FAC MAINT SUPERVISOR	66,611	70,055	3,444	5.2%	5,368	5,368	5,368	16,105
51121 - HWY SAL GENERAL FOREMAN	68,518	70,796	2,277	3.3%	5,425	5,425	5,425	16,275
51131 - HWY SAL OFFICE MANAGER	68,340	63,483	(4,857)	-7.1%	4,865	4,865	4,865	14,594
51150 - HWY SAL FACILITIES MAINT	329,240	335,743	6,503	2.0%	25,727	25,727	25,727	77,182
51158 - HWY SAL LABOR	1,119,942	1,122,557	2,615	0.2%	86,020	86,020	86,020	258,059
51166 - HWY PART TIME EMPLOYEES	6,000	6,000	0	0.0%	500	500	500	1,500
51190 - HWY SAL SUMMER EMPLOYEES	18,500	0	(18,500)	-100.0%	0	0	0	0
51301 - HWY OVERTIME	130,425	133,033	2,608	2.0%	15,000	15,000	10,000	40,000
51401 - HWY LONGEVITY	7,102	7,102	0	0.0%	0	0	0	0
51402 - HWY LICENSE STIPENDS	13,300	13,300	0	0.0%	0	0	0	0
51405 - HWY CLOTHING REIMBURSEMENT	24,608	24,608	0	0.0%	2,051	2,051	2,051	6,152
51416 - HWY TOOL REIMBURSEMENT	4,900	4,900	0	0.0%	2,500	200	200	2,900
51420 - HWY EDUCATION CREDITS	1,125	1,125	0	0.0%	0	0	0	0
001 - PERSONNEL SERVICES Total	2,122,809	2,121,485	(1,323)	-0.1%	168,052	165,752	160,752	494,556
002 - PURCHASE OF SERVICES								
52101 - HWY HEAT	8,000	8,000	0	0.0%	50	50	50	150
52102 - HWY ELECTRICITY	57,000	57,000	0	0.0%	4,750	4,750	4,750	14,250
52103 - HWY STREET LIGHTS	125,000	125,000	0	0.0%	10,417	10,417	10,417	31,250
52401 - HWY MAINT-BUILDING	32,200	32,200	0	0.0%	2,683	2,683	2,683	8,050
52402 - HWY MAINT-CITY HALL	15,750	15,750	0	0.0%	1,313	1,313	1,313	3,938
52403 - HWY MAINT-VEHICLES	95,300	95,300	0	0.0%	7,942	7,942	7,942	23,825
52404 - HWY MAINT-TREE	94,250	94,250	0	0.0%	7,854	7,854	7,854	23,563
52405 - HWY MAINT-MANAGEMENT SYSTEM	7,667	7,667	0	0.0%	0	0	0	0
52406 - HWY STORM WATER MAINTENANCE	50,000	50,000	0	0.0%	10,000	10,000	10,000	30,000

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52410 - HWY MAINT-CITY-WIDE	19,000	19,000	0	0.0%	1,583	1,583	1,583	4,750
52413 - HWY LINE PAINTING	30,500	30,500	0	0.0%	2,542	2,542	2,542	7,625
52415 - HWY MAINT-SR COMM CENTER	10,000	10,000	0	0.0%	833	833	833	2,500
53002 - HWY MEDICAL/DRUG TESTING	4,820	4,820	0	0.0%	402	402	402	1,205
53030 - HWY STORM WATER CONSULTING	15,000	10,000	(5,000)	-33.3%	500	500	500	1,500
53032 - HWY STORM WATER TESTING	10,000	10,000	0	0.0%	500	500	500	1,500
53700 - HWY TRAIN/TRVL/CONFR	10,000	10,000	0	0.0%	500	500	500	1,500
002 - PURCHASE OF SERVICES Total	584,487	579,487	(5,000)	-0.9%	51,868	51,868	51,868	155,605
004 - SUPPLIES								
52411 - HWY ELECTRICAL SUPPLIES	25,000	20,000	(5,000)	-20.0%	1,667	1,667	1,667	5,000
54301 - HWY FACILITIES MAINT SUPPLIES	19,000	18,000	(1,000)	-5.3%	1,500	1,500	1,500	4,500
54311 - HWY PURCH ROAD MATERIAL	83,000	83,000	0	0.0%	6,917	6,917	6,917	20,750
54312 - HWY STREET SIGNS	20,000	20,000	0	0.0%	1,667	1,667	1,667	5,000
54313 - HWY SUPPLIES	18,600	16,000	(2,600)	-14.0%	1,333	1,333	1,333	4,000
54314 - HWY RADIOS 2-WAY (10)	4,000	4,000	0	0.0%	333	333	333	1,000
54801 - HWY PURCH FUEL/OIL	89,875	89,875	0	0.0%	40,000	0	0	40,000
004 - SUPPLIES Total	259,475	250,875	(8,600)	-3.3%	53,417	13,417	13,417	80,250
008 - CAPITAL OUTLAY								
58303 - HWY VEHICLE/EQUIPMENT	7,500	3,750	(3,750)	-50.0%	0	0	0	0
58901 - HWY SIDEWALKS	373,764	0	(373,764)	-100.0%	0	0	0	0
008 - CAPITAL OUTLAY Total	381,264	3,750	(377,514)	-99.0%	0	0	0	0
421 - DPS-HIGHWAY Total	3,348,035	2,955,597	(392,437)	-11.7%	273,337	231,037	226,037	730,411
423 - DPS-SNOW & ICE								
001 - PERSONNEL SERVICES								
51301 - SNW SNOW & ICE LABOR	105,000	105,000	0	0.0%	0	1,000	2,000	3,000
001 - PERSONNEL SERVICES Total	105,000	105,000	0	0.0%	0	1,000	2,000	3,000
002 - PURCHASE OF SERVICES								
52901 - SNW SNOW & ICE EXPENSE	120,000	145,000	25,000	20.8%	0	2,500	15,000	17,500
002 - PURCHASE OF SERVICES Total	120,000	145,000	25,000	20.8%	0	2,500	15,000	17,500

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423 - DPS-SNOW & ICE Total	225,000	250,000	25,000	11.1%	0	3,500	17,000	20,500
510 - HEALTH								
001 - PERSONNEL SERVICES								
51101 - HLH SAL HEALTH DIR	79,625	80,908	1,283	1.6%	6,200	6,200	6,200	18,600
51103 - HLH SAL OFFICE MANAGER	49,011	51,545	2,535	5.2%	3,950	3,950	3,950	11,850
51164 - HLH MINUTE TAKER	1,800	1,800	0	0.0%	150	150	150	450
51166 - HLH OFFICE ASSISTANT	17,103	17,379	275	1.6%	1,332	1,332	1,332	3,995
51404 - HLH TRAVEL ALLOWANCE	5,100	5,100	0	0.0%	425	425	425	1,275
51405 - HLH CLOTHING REIMBURSEMENT	675	700	25	3.7%	700	0	0	700
51711 - HLH SAL PUBLIC HEALTH NURSE	60,025	60,992	967	1.6%	4,674	4,674	4,674	14,021
001 - PERSONNEL SERVICES Total	213,340	218,424	5,085	2.4%	17,430	16,730	16,730	50,890
002 - PURCHASE OF SERVICES								
52904 - HLH ESSEX GREENHEAD	1,014	1,014	0	0.0%	0	0	0	0
53204 - HLH HEALTH CONSULTANT	1,000	1,000	0	0.0%	0	0	0	0
53205 - HLH PER DIEM INSPECTORS	24,000	20,000	(4,000)	-16.7%	2,000	2,000	2,000	6,000
53206 - HLH WEIGHTS & MEASURES INSP	7,000	7,000	0	0.0%	0	0	0	0
53700 - HLH TRAIN/TRVL/CONFR	2,300	2,300	0	0.0%	192	192	192	575
002 - PURCHASE OF SERVICES Total	35,314	31,314	(4,000)	-11.3%	2,192	2,192	2,192	6,575
004 - SUPPLIES								
54200 - HLH MISC EXPENSE	2,000	2,000	0	0.0%	167	167	167	500
55000 - HLH MEDICAL & SURGICAL SUPP	2,500	2,500	0	0.0%	208	208	208	625
004 - SUPPLIES Total	4,500	4,500	0	0.0%	375	375	375	1,125
007 - OTHER CHARGES & EXPENSES								
57300 - HLH DUES & MEMBERSHIPS	1,000	1,000	0	0.0%	500	0	0	500
007 - OTHER CHARGES & EXPENSES Total	1,000	1,000	0	0.0%	500	0	0	500
510 - HEALTH Total	254,154	255,238	1,085	0.4%	20,497	19,297	19,297	59,090

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519 - SUSTAINABILITY								
001 - PERSONNEL SERVICES								
51103 - SUS SAL OFFICE MANAGER	8,168	8,591	422	5.2%	658	658	658	1,975
51160 - SUS SAL RECYCLE/ENERGY MGR	72,985	74,160	1,176	1.6%	5,683	5,683	5,683	17,048
51166 - SUS RECYC PER DIEM INSPECTOR	2,300	2,300	0	0.0%	192	192	192	575
51167 - SUS OFFICE ASSISTANT	9,621	9,776	155	1.6%	749	749	749	2,247
51168 - SUS COMPOST ATTEND	25,000	25,000	0	0.0%	2,083	2,083	2,083	6,250
001 - PERSONNEL SERVICES Total	118,074	119,827	1,753	1.5%	9,365	9,365	9,365	28,095
002 - PURCHASE OF SERVICES								
52403 - SUS MAINT OF VEHICLE	500	500	0	0.0%	42	42	42	125
52813 - SUS CHIPPER SERVICE	0	0	0	n/a	0	0	0	0
52905 - SUS SOLID WASTE	1,525,000	1,600,000	75,000	4.9%	133,333	133,333	133,333	400,000
53424 - SUS HOUSE HAZARDOUS WASTE		0	0	n/a	0	0	0	0
002 - PURCHASE OF SERVICES Total	1,525,500	1,600,500	75,000	4.9%	133,375	133,375	133,375	400,125
004 - SUPPLIES								
54200 - SUS MISC EXPENSE	500	500	0	0.0%	42	42	42	125
54801 - SUS FUEL/OIL VEHICLE	750	750	0	0.0%	63	63	63	188
004 - SUPPLIES Total	1,250	1,250	0	0.0%	104	104	104	313
519 - SUSTAINABILITY Total	1,644,824	1,721,577	76,753	4.7%	142,844	142,844	142,844	428,533
541 - COUNCIL ON AGING								
001 - PERSONNEL SERVICES								
51101 - COA SAL COA DIRECTOR	69,709	70,832	1,123	1.6%	5,428	5,428	5,428	16,283
51102 - COA EVENTS PLANNER		0	0	n/a	0	0	0	0
51156 - COA SAL VAN DRIVERS	104,402	105,997	1,596	1.5%	8,122	8,122	8,122	24,367
51162 - COA SAL ACTIVITIES COORD	40,047	40,692	645	1.6%	3,118	3,118	3,118	9,354
51164 - COA SAL OFFICE MANAGER	43,565	45,818	2,253	5.2%	3,511	3,511	3,511	10,533
51401 - COA LONGEVITY	5,019	6,316	1,297	25.8%	0	0	0	0
51404 - COA TRAVEL ALLOWANCE	5,100	5,100	0	0.0%	425	425	425	1,275
51405 - COA CLOTHING REIMBURSEMENT	1,400	1,400	0	0.0%	100	100	100	300
001 - PERSONNEL SERVICES Total	269,242	276,155	6,913	2.6%	20,704	20,704	20,704	62,113

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002 - PURCHASE OF SERVICES								
52101 - COA UTILITIES	20,000	18,000	(2,000)	-10.0%	1,000	1,000	1,000	3,000
52403 - COA MAINT-VEHICLES	5,500	4,000	(1,500)	-27.3%	333	333	333	1,000
002 - PURCHASE OF SERVICES Total	25,500	22,000	(3,500)	-13.7%	1,333	1,333	1,333	4,000
004 - SUPPLIES								
54200 - COA SUPPLIES	6,000	6,000	0	0.0%	500	500	500	1,500
54801 - COA FUEL/OIL VEHICLE(S)	8,000	5,000	(3,000)	-37.5%	800	800	800	2,400
004 - SUPPLIES Total	14,000	11,000	(3,000)	-21.4%	1,300	1,300	1,300	3,900
541 - COUNCIL ON AGING Total	308,742	309,155	413	0.1%	23,338	23,338	23,338	70,013
542 - YOUTH SERVICES								
001 - PERSONNEL SERVICES								
51100 - YTH NLEC COORDINATOR	25,696	26,110	414	1.6%	2,001	2,001	2,001	6,002
51101 - YTH DIRECTOR	80,431	81,726	1,295	1.6%	6,263	6,263	6,263	18,788
51160 - YTH ASSOC DIRECTOR	63,988	65,019	1,031	1.6%	4,982	4,982	4,982	14,947
51163 - YTH PROJECT COORDINATOR	0	15,667	15,667	n/a	1,306	1,306	1,306	3,917
51166 - YTH BOOKKEEPER PT	5,000	5,000	0	0.0%	417	417	417	1,250
51167 - YTH YOUTH COORDINATOR	43,835	44,883	1,048	2.4%	3,439	3,439	3,439	10,318
51168 - YTH ADMIN COORDINATOR	0	0	0	n/a	0	0	0	0
51190 - YTH EMPLOYMENT	2,000	0	(2,000)	-100.0%	0	0	0	0
51404 - YTH TRAVEL ALLOWANCE	2,100	3,300	1,200	57.1%	275	275	275	825
001 - PERSONNEL SERVICES Total	223,050	241,705	18,655	8.4%	18,682	18,682	18,682	56,047
002 - PURCHASE OF SERVICES								
52701 - YTH RENT-LEARNING CTR	4,800	4,800	0	0.0%	0	1,200	0	1,200
53002 - YTH REGISTRATION SOFTWARE	5,500	6,500	1,000	18.2%	0	6,500	0	6,500
53003 - YTH ACCESSABILITY ACCOMODATNS	5,000	5,000	0	0.0%	1,000	1,000	250	2,250
53202 - YTH LEARNING ENRICH PROGRAM	10,000	10,000	0	0.0%	833	833	833	2,500
002 - PURCHASE OF SERVICES Total	25,300	26,300	1,000	4.0%	1,833	9,533	1,083	12,450

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007 - OTHER CHARGES & EXPENSES								
57300 - YTH DUES/LICENSES	500	500	0	0.0%	42	42	42	125
57840 - YTH SUMMER EXPENSES	1,000	0	(1,000)	-100.0%	0	0	0	0
57841 - YTH SUBSTANCE ABUSE GRANT	15,000	15,000	0	0.0%	1,250	1,250	1,250	3,750
57842 - YTH LEARNING ENRICHMENT CTR	0	0	0	n/a	0	0	0	0
57843 - YTH BROWN SCHOOL EXPENSES	40,000	40,000	0	0.0%	750	750	750	2,250
007 - OTHER CHARGES & EXPENSES Total	56,500	55,500	(1,000)	-1.8%	2,042	2,042	2,042	6,125
542 - YOUTH SERVICES Total	304,850	323,505	18,655	6.1%	22,557	30,257	21,807	74,622
543 - VETERANS SERVICES								
001 - PERSONNEL SERVICES								
51101 - VET SAL VETERAN DIRECTOR	73,430	74,613	1,183	1.6%	5,717	5,717	5,717	17,152
51102 - VET SAL ASST DIRECTOR	48,309	60,130	11,822	24.5%	4,608	4,608	4,608	13,823
51404 - VET TRAVEL ALLOWANCE	8,700	8,700	0	0.0%	725	725	725	2,175
51430 - VET GRAVES REGISTRATION OFCR	700	700	0	0.0%	58	58	58	175
001 - PERSONNEL SERVICES Total	131,139	144,143	13,004	9.9%	11,108	11,108	11,108	33,325
002 - PURCHASE OF SERVICES								
53070 - VET BURIAL	3,000	3,000	0	0.0%	250	250	250	750
53402 - VET CELLULAR PHONES	1,440	1,440	0	0.0%	120	120	120	360
54200 - VET OFFICE SUPPLIES	480	480	0	0.0%	40	40	40	120
55800 - VET MISC SUPPLIES	1,800	2,848	1,048	58.2%	237	237	237	712
002 - PURCHASE OF SERVICES Total	6,720	7,768	1,048	15.6%	647	647	647	1,942
007 - OTHER CHARGES & EXPENSES								
57100 - VET TRAINING	1,240	1,240	0	0.0%	103	103	103	310
57300 - VET DUES/SUBSCRIPTIONS	180	180	0	0.0%	15	15	15	45
57700 - VET VETERANS' BENEFITS	146,000	130,000	(16,000)	-11.0%	10,833	10,833	10,833	32,500
57701 - VET CARE OF SOLDIERS GRAVES	3,000	3,000	0	0.0%	250	250	250	750
007 - OTHER CHARGES & EXPENSES Total	150,420	134,420	(16,000)	-10.6%	11,202	11,202	11,202	33,605
543 - VETERANS SERVICES Total	288,279	286,331	(1,948)	-0.7%	22,957	22,957	22,957	68,872

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
610 - LIBRARY								
001 - PERSONNEL SERVICES								
51101 - LIB SAL LIBRARIAN	85,318	86,673	1,355	1.6%	6,642	6,642	6,642	19,925
51156 - LIB SAL STAFF	980,884	964,798	(16,086)	-1.6%	73,931	73,931	73,931	221,793
51401 - LIB LONGEVITY	3,848	3,848	0	0.0%	0	0	0	0
001 - PERSONNEL SERVICES Total	1,070,050	1,055,319	(14,731)	-1.4%	80,572	80,572	80,572	241,717
002 - PURCHASE OF SERVICES								
52101 - LIB HEAT/ELECTRICITY	79,000	75,000	(4,000)	-5.1%	6,250	6,250	6,250	18,750
52401 - LIB MAINT-BLDG	1,000	1,000	0	0.0%	83	83	83	250
52402 - LIB MAINT-EQUIPMENT	42,895	63,000	20,105	46.9%	5,250	5,250	5,250	15,750
52403 - LIB LICENSING & WARRANTY FEES		0	0	n/a	0	0	0	0
52901 - LIB AUTOMATED SVCS	58,337	58,337	0	0.0%	58,337	0	0	58,337
53001 - LIB TECHNOLOGY PURCHASES	12,000	12,000	0	0.0%	1,000	1,000	1,000	3,000
53015 - LIB MICROFILM	450	0	(450)	-100.0%	0	0	0	0
53020 - LIB PROGRAMS	6,000	4,000	(2,000)	-33.3%	333	333	333	1,000
55101 - LIB AUDIO-VISUAL MATERIAL	24,500	31,500	7,000	28.6%	2,625	2,625	2,625	7,875
55102 - LIB PURCHASE BOOKS	108,500	104,660	(3,840)	-3.5%	12,500	12,500	12,500	37,500
55800 - LIB ADMIN EXPENSE	3,300	4,600	1,300	39.4%	383	383	383	1,150
55801 - LIB SUPPLIES	10,000	10,000	0	0.0%	833	833	833	2,500
002 - PURCHASE OF SERVICES Total	345,982	364,097	18,115	5.2%	87,595	29,258	29,258	146,112
610 - LIBRARY Total	1,416,032	1,419,416	3,384	0.2%	168,168	109,831	109,831	387,829
630 - PARKS								
001 - PERSONNEL SERVICES								
51166 - PRK SAL PARKS DIRECTOR	71,205	72,352	1,147	1.6%	5,544	5,544	5,544	16,633
51167 - PRK SAL PARKS MGR/CARETAKER	69,201	70,315	1,115	1.6%	5,388	5,388	5,388	16,164
51168 - PRK SAL FT LABOR	86,208	47,538	(38,671)	-44.9%	3,643	3,643	3,643	10,928
51190 - PRK PT/SEASONAL LABOR	30,000	40,000	10,000	33.3%	7,000	7,000	7,000	21,000
51404 - PRK TRAVEL ALLOWANCE	7,800	7,800	0	0.0%	650	650	650	1,950
51405 - PRK CLOTHING STIPEND	250	900	650	260.0%	900	0	0	900
51901 - PRK DOWNTOWN-IMPROV LABOR	24,000	11,000	(13,000)	-54.2%	1,500	1,500	1,500	4,500
001 - PERSONNEL SERVICES Total	288,664	249,905	(38,759)	-13.4%	24,625	23,725	23,725	72,075

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
002 - PURCHASE OF SERVICES								
51162 - PRK BOOKKEEPER	0	6,100	6,100	n/a	508	508	508	1,525
52101 - PRK PARK UTILITIES	1,400	1,400	0	0.0%	117	117	117	350
52401 - PRK MAINT-EQUIP	5,000	5,000	0	0.0%	750	750	750	2,250
52404 - PRK MAINT-TREES	5,000	5,000	0	0.0%	417	417	417	1,250
52405 - PRK MAINT-INN ST FOUNTAIN		0	0	n/a	0	0	0	0
52420 - PRK MAINT-PARKS	0	0	0	n/a	0	0	0	0
52423 - PRK MOSELEY WOODS	1,000	1,000	0	0.0%	500	0	0	500
52702 - PRK RESTROOM RENTALS	2,000	2,000	0	0.0%	333	333	333	1,000
002 - PURCHASE OF SERVICES Total	14,400	20,500	6,100	42.4%	2,625	2,125	2,125	6,875
004 - SUPPLIES								
54200 - PRK TOOLS/SUPPLIES	6,300	6,300	0	0.0%	900	900	900	2,700
54201 - PRK DOWNTOWN-IMPROV SUPPLIES	6,000	4,000	(2,000)	-33.3%	1,200	1,200	1,200	3,600
54801 - PRK FUEL/OIL	2,500	2,500	0	0.0%	500	500	500	1,500
55800 - PRK LANDSCAPE MATERIALS	22,500	22,500	0	0.0%	2,000	2,000	2,000	6,000
55801 - PRK DOG WASTE BAGS	7,000	7,000	0	0.0%	1,750	0	0	1,750
004 - SUPPLIES Total	44,300	42,300	(2,000)	-4.5%	6,350	4,600	4,600	15,550
007 - OTHER CHARGES & EXPENSES								
57300 - PRK DUES & MEMBERSHIPS	450	450	0	0.0%	0	0	0	0
007 - OTHER CHARGES & EXPENSES Total	450	450	0	0.0%	0	0	0	0
008 - CAPITAL OUTLAY								
58401 - PRK EQUIPMENT	24,000	24,000	0	0.0%	14,000	0	0	14,000
008 - CAPITAL OUTLAY Total	24,000	24,000	0	0.0%	14,000	0	0	14,000
630 - PARKS Total	371,814	337,155	(34,659)	-9.3%	47,600	30,450	30,450	108,500

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
691 - HISTORICAL COMMISSION								
001 - PERSONNEL SERVICES								
51165 - HCM MINUTE TAKER	1,800	1,800	0	0.0%	150	150	150	450
001 - PERSONNEL SERVICES Total	1,800	1,800	0	0.0%	150	150	150	450
691 - HISTORICAL COMMISSION Total	1,800	1,800	0	0.0%	150	150	150	450
710 - DEBT-EXCLUDED								
009 - DEBT SERVICE								
59101 - LIBRARY PRINCIPAL	45,000	0	(45,000)	-100.0%	0	0	0	0
59102 - HIGH SCHOOL PRINCIPAL	416,100	411,500	(4,600)	-1.1%	0	0	0	0
59103 - BRESNAHAN SCHOOL PRINCIPAL	530,000	580,000	50,000	9.4%	0	0	85,000	85,000
59104 - NOCK-MOLIN SCHOOL PRINCIPAL	450,000	510,000	60,000	13.3%	0	0	60,000	60,000
59105 - SENIOR COMM CENTER PRINCIPAL	255,000	265,000	10,000	3.9%	0	0	0	0
59106 - NOCK-MOLIN FIELD PRINCIPAL	110,000	115,000	5,000	4.5%	0	0	115,000	115,000
59151 - LIBRARY INTEREST	1,350	0	(1,350)	-100.0%	0	0	0	0
59152 - HIGH SCHOOL INTEREST	98,524	81,880	(16,644)	-16.9%	40,940	0	0	40,940
59153 - BRESNAHAN SCHOOL INTEREST	616,369	596,469	(19,900)	-3.2%	253,415	0	21,335	274,750
59154 - NOCK-MOLIN SCHOOL INTEREST	446,725	429,275	(17,450)	-3.9%	186,648	0	14,328	200,975
59155 - SENIOR COMM CENTER INTEREST	167,131	155,406	(11,725)	-7.0%	0	0	0	0
59156 - NOCK-MOLIN FIELD INTEREST	29,265	27,015	(2,250)	-7.7%	0	0	14,083	14,083
009 - DEBT SERVICE Total	3,165,464	3,171,545	6,081	0.2%	481,003	0	309,745	790,748
710 - DEBT-EXCLUDED Total	3,165,464	3,171,545	6,081	0.2%	481,003	0	309,745	790,748
720 - DEBT-ORDINARY								
009 - DEBT SERVICE								
59100 - LONG TERM DEBT PRINCIPAL	330,500	275,000	(55,500)	-16.8%	0	0	240,000	240,000
59150 - LONG TERM DEBT INTEREST	138,596	210,000	71,404	51.5%	0	0	25,588	25,588
59250 - INTEREST ON TEMPORARY LOANS	25,000	30,000	5,000	20.0%	0	0	0	0
009 - DEBT SERVICE Total	494,096	515,000	20,904	4.2%	0	0	265,588	265,588
720 - DEBT-ORDINARY Total	494,096	515,000	20,904	4.2%	0	0	265,588	265,588

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	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
911 - RETIREMENT SYSTEM								
001 - PERSONNEL SERVICES								
51740 - RET APPROP CITY/SCHOOL	4,340,558	4,563,509	222,951	5.1%	4,563,509	0	0	4,563,509
001 - PERSONNEL SERVICES Total	4,340,558	4,563,509	222,951	5.1%	4,563,509	0	0	4,563,509
911 - RETIREMENT SYSTEM Total	4,340,558	4,563,509	222,951	5.1%	4,563,509	0	0	4,563,509
914 - HEALTH INSURANCE								
001 - PERSONNEL SERVICES								
51700 - INS HEALTH INSURANCE PREMIUMS	9,406,440	9,570,840	164,399	1.7%	797,570	797,570	797,570	2,392,710
51701 - INS DENTAL CONTRIBUTION	51,000	51,000	0	0.0%	4,250	4,250	4,250	12,750
51702 - INS HRA PROGRAM	35,000	50,000	15,000	42.9%	0	0	50,000	50,000
51703 - INS PEC RETIREE PAYMENTS	0	0	0	n/a	0	0	0	0
51704 - INS LIFE INSURANCE	60,000	68,000	8,000	13.3%	5,667	5,667	5,667	17,000
51705 - INS MEDICARE PENALTIES	83,500	153,000	69,500	83.2%	12,750	12,750	12,750	38,250
51706 - INS WELLNESS PROGRAM		0	0	n/a	0	0	0	0
51707 - INS FICA PAYROLL TAXES	229,000	235,000	6,000	2.6%	18,000	18,000	18,000	54,000
001 - PERSONNEL SERVICES Total	9,864,940	10,127,840	262,899	2.7%	838,237	838,237	888,237	2,564,710
914 - HEALTH INSURANCE Total	9,864,940	10,127,840	262,899	2.7%	838,237	838,237	888,237	2,564,710
921 - COMMISSION ON DISABILITIES								
001 - PERSONNEL SERVICES								
51161 - COD SAL ADA COORDINATOR	2,640	2,693	53	2.0%	206	206	206	619
001 - PERSONNEL SERVICES Total	2,640	2,693	53	2.0%	206	206	206	619
921 - COMMISSION ON DISABILITIES Total	2,640	2,693	53	2.0%	206	206	206	619
001 - GENERAL FUND Total	70,433,729	72,000,342	1,566,614	2.2%	10,594,294	3,526,440	5,916,486	20,037,220

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	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
060 - WATER ENTERPRISE FUND								
450 - DPS-WATER								
001 - PERSONNEL SERVICES								
51101 - DPS SAL DIRECTOR	44,228	44,940	712	1.6%	3,444	3,444	3,444	10,331
51102 - DPS SAL DEPUTY DIRECTOR	35,535	36,107	572	1.6%	2,767	2,767	2,767	8,300
51103 - DPS SAL BUSINESS MANAGER	24,924	25,325	401	1.6%	1,941	1,941	1,941	5,822
51117 - DPS SAL ASST ENGINEER	22,723	23,089	366	1.6%	1,769	1,769	1,769	5,308
51118 - WAT SAL TREATMENT OPS SUPT	96,243	103,016	6,772	7.0%	7,894	7,894	7,894	23,682
51119 - DPS SAL CITY ENGINEER	32,171	32,689	518	1.6%	2,505	2,505	2,505	7,515
51120 - WAT SAL ASST SUPT WATER	81,042	85,233	4,192	5.2%	6,531	6,531	6,531	19,594
51131 - DPS SAL ADMIN ASSISTANT	24,676	23,199	(1,477)	-6.0%	1,778	1,778	1,778	5,333
51132 - DPS SAL ADMIN OFFICE MGR	26,694	27,524	830	3.1%	2,109	2,109	2,109	6,327
51134 - WAT SAL DISTRIBUTION MNGR	78,704	85,000	6,296	8.0%	6,513	6,513	6,513	19,540
51158 - WAT SAL LABOR	787,985	790,224	2,239	0.3%	60,554	60,554	60,554	181,661
51190 - WAT SAL SUMMER EMPLOYEES	21,600	0	(21,600)	-100.0%	0	0	0	0
51301 - WAT OVERTIME	154,980	160,000	5,020	3.2%	13,333	13,333	13,333	40,000
51401 - WAT LONGEVITY	11,687	9,252	(2,435)	-20.8%	0	0	0	0
51402 - WAT LICENSE STIPENDS	11,100	11,100	0	0.0%	925	925	925	2,775
51403 - WAT HOLIDAY PAY	17,705	18,059	354	2.0%	1,642	0	1,642	3,284
51405 - WAT CLOTHING REIMBURSEMENT	11,823	12,233	410	3.5%	3,500	500	500	4,500
51411 - WAT NIGHT DIFFERENTIAL	4,392	4,480	88	2.0%	373	373	373	1,120
51420 - WAT EDUCATION CREDITS	425	425	0	0.0%	0	0	0	0
51710 - WAT RETIREMENTS/SICK LEAVE	0	30,047	30,047	n/a	16,507	0	0	16,507
51711 - WAT RETIREMENT SYSTEM	305,311	307,073	1,763	0.6%	307,073	0	0	307,073
51750 - WAT WORKERS COMP INS	52,024	52,024	0	0.0%	52,024	0	0	52,024
51760 - WAT HEALTH INSURANCE	362,828	372,515	9,688	2.7%	31,043	31,043	31,043	93,129
51770 - WAT FICA PAYROLL TAXES	19,526	20,945	1,420	7.3%	1,745	1,745	1,745	5,236
001 - PERSONNEL SERVICES Total	2,228,325	2,274,500	46,175	2.1%	525,970	145,724	147,366	819,061
002 - PURCHASE OF SERVICES								
52101 - WAT HEAT	15,000	15,000	0	0.0%	250	250	250	750
52102 - WAT ELECTRICITY	275,000	275,000	0	0.0%	22,917	22,917	22,917	68,750
52401 - WAT IT EXPENSE	97,987	75,000	(22,987)	-23.5%	6,250	6,250	6,250	18,750
52402 - WAT GEN CONSTRUCTION	100,000	100,000	0	0.0%	8,333	8,333	8,333	25,000

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	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
52403 - WAT MAINT-VEHICLES	30,000	30,000	0	0.0%	2,500	2,500	2,500	7,500
52404 - WAT DISTRIBUTN MAINT	72,660	72,660	0	0.0%	6,055	6,055	6,055	18,165
52405 - WAT TREATMENT MAINT	72,500	70,000	(2,500)	-3.4%	5,833	5,833	5,833	17,500
52406 - WAT MAINT-EQUIPMENT	14,000	7,500	(6,500)	-46.4%	625	625	625	1,875
52408 - WAT WATERSHED MAINT	0	15,000	15,000	n/a	1,250	1,250	1,250	3,750
53000 - WAT OFFICE IT SERVICES	0	21,933	21,933	n/a	1,828	1,828	1,828	5,483
53001 - WAT FINANCIAL AUDIT	7,883	7,883	0	0.0%	1,500	1,500	1,500	4,500
53020 - WAT LEGAL EXPENSES	10,000	10,000	0	0.0%	750	750	750	2,250
53024 - WAT BOND/NOTE EXP	24,386	24,386	0	0.0%	4,000	4,000	4,000	12,000
53025 - WAT ENGINEER RETAINER	75,000	50,000	(25,000)	-33.3%	2,500	2,500	2,500	7,500
53026 - WAT POLICE DETAILS	20,000	20,000	0	0.0%	1,667	1,667	1,667	5,000
53028 - WAT PRE-EMPLOYMENT PHYSICAL	1,500	1,500	0	0.0%	125	125	125	375
53029 - WAT CONTRACT-CROSS CONN TEST	19,000	19,000	0	0.0%	1,583	1,583	1,583	4,750
53030 - WAT SLUDGE REMOVAL/FILTER PLT	25,000	45,000	20,000	80.0%	3,750	3,750	3,750	11,250
53031 - WAT TEST-SURFACE WAT SAMPLING	7,500	7,500	0	0.0%	625	625	625	1,875
53032 - WAT WATER TEST	36,554	36,554	0	0.0%	3,046	3,046	3,046	9,139
53402 - WAT TELECOMMUNICATNS	10,620	10,620	0	0.0%	885	885	885	2,655
53780 - WAT PAYMT IN LIEU TAXES	8,500	8,500	0	0.0%	708	708	708	2,125
002 - PURCHASE OF SERVICES Total	923,090	923,036	(54)	0.0%	76,981	76,981	76,981	230,942
004 - SUPPLIES								
54201 - WAT GENERAL OFC EXP	20,125	10,000	(10,125)	-50.3%	833	833	833	2,500
54301 - WAT CONSERVATION	5,000	5,000	0	0.0%	417	417	417	1,250
54302 - WAT CHEMICALS	125,000	125,000	0	0.0%	10,417	10,417	10,417	31,250
54303 - WAT CONSUMER REPORT	8,000	8,000	0	0.0%	667	667	667	2,000
54304 - WAT TREATMENT MAINT EQUIP	0	7,500	7,500	n/a	625	625	625	1,875
54801 - WAT FUEL/OIL VEHICLE(S)	26,870	26,870	0	0.0%	2,239	2,239	2,239	6,718
55800 - WAT MISC SUPPLIES	2,225	2,225	0	0.0%	150	150	150	450
004 - SUPPLIES Total	187,220	184,595	(2,625)	-1.4%	15,348	15,348	15,348	46,043
007 - OTHER CHARGES & EXPENSES								
57100 - WAT TRAINING/TRAVEL	24,500	15,000	(9,500)	-38.8%	1,250	1,250	1,250	3,750
57301 - WAT SDWA	5,569	5,792	223	4.0%	483	483	483	1,448
57401 - WAT MUNICIPAL INSURANCE	79,275	79,275	0	0.0%	79,275	0	0	79,275

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
007 - OTHER CHARGES & EXPENSES Total	109,344	100,067	(9,277)	-8.5%	81,008	1,733	1,733	84,473
008 - CAPITAL OUTLAY								
58310 - WAT G.I.S.	10,000	10,000	0	0.0%	833	833	833	2,500
58513 - WAT WTR MAIN REPLAC PROGRAM	100,000	100,000	0	0.0%	2,500	2,500	2,500	7,500
58550 - WAT VEHICLE/EQUIP REPLACE	5,000	5,000	0	0.0%	417	417	417	1,250
008 - CAPITAL OUTLAY Total	115,000	115,000	0	0.0%	3,750	3,750	3,750	11,250
009 - DEBT SERVICE								
59100 - WAT DEBT PRINCIPAL	1,410,766	1,449,867	39,102	2.8%	405,589	289,023	0	694,612
59150 - WAT DEBT INTEREST	407,344	367,386	(39,958)	-9.8%	121,542	42,052	0	163,594
009 - DEBT SERVICE Total	1,818,110	1,817,253	(857)	0.0%	527,131	331,075	0	858,206
450 - DPS-WATER Total	5,381,089	5,414,451	33,362	0.6%	1,230,187	574,610	245,177	2,049,974
060 - WATER ENTERPRISE FUND Total	5,381,089	5,414,451	33,362	0.6%	1,230,187	574,610	245,177	2,049,974
061 - SEWER ENTERPRISE FUND								
440 - DPS-SEWER								
001 - PERSONNEL SERVICES								
51101 - DPS SAL DIRECTOR	44,228	44,940	712	1.6%	3,444	3,444	3,444	10,331
51102 - DPS SAL DEPUTY DIRECTOR	35,535	36,107	572	1.6%	2,767	2,767	2,767	8,300
51103 - DPS SAL BUSINESS MANAGER	24,924	25,325	401	1.6%	1,941	1,941	1,941	5,822
51116 - SEW SAL CHIEF OPERATOR	101,590	103,227	1,636	1.6%	7,910	7,910	7,910	23,730
51117 - DPS SAL ASST ENGINEER	22,723	23,089	366	1.6%	1,769	1,769	1,769	5,308
51119 - DPS SAL CITY ENGINEER	32,171	32,689	518	1.6%	2,505	2,505	2,505	7,515
51120 - SEW SAL ASST CHIEF OPERATOR	81,062	85,233	4,171	5.1%	6,531	6,531	6,531	19,594
51122 - SEW SAL SUPT OF COLLECTIONS	97,645	93,996	(3,649)	-3.7%	7,203	7,203	7,203	21,608
51131 - DPS SAL ADMIN ASSISTANT	24,676	23,199	(1,477)	-6.0%	1,778	1,778	1,778	5,333
51132 - DPS SAL ADMIN OFFICE MGR	26,694	27,524	830	3.1%	2,109	2,109	2,109	6,327
51158 - SEW SAL LABOR	844,575	866,728	22,153	2.6%	66,416	66,416	66,416	199,248
51190 - SEW SAL SUMMER EMPLOYEES	21,600	0	(21,600)	-100.0%	0	0	0	0
51301 - SEW OVERTIME	216,397	220,725	4,328	2.0%	18,394	18,394	18,394	55,181
51401 - SEW LONGEVITY	6,378	6,378	0	0.0%	0	0	0	0

FY2021 Continuing Appropriation

5/11/2020

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
51402 - SEW LICENSE STIPENDS	9,100	9,100	0	0.0%	758	758	758	2,275
51405 - SEW CLOTHING REIMBURSEMENT	12,143	13,843	1,700	14.0%	3,500	500	500	4,500
51420 - SEW EDUCATION CREDITS	850	850	0	0.0%	0	0	0	0
51710 - SEW RETIREMENTS/SICK LEAVE	14,326	4,513	(9,813)	-68.5%	0	0	0	0
51711 - SEW RETIREMENT SYSTEM	339,872	307,073	(32,799)	-9.7%	307,073	0	0	307,073
51750 - SEW WORKERS COMP INS	35,646	35,646	0	0.0%	35,646	0	0	35,646
51760 - SEW HEALTH INSURANCE	423,231	434,531	11,300	2.7%	36,211	36,211	36,211	108,633
51770 - SEW FICA PAYROLL TAXES	20,827	20,827	0	0.0%	1,736	1,736	1,736	5,207
001 - PERSONNEL SERVICES Total	2,436,193	2,415,544	(20,649)	-0.8%	507,690	161,971	161,971	831,631
002 - PURCHASE OF SERVICES								
52101 - SEW HEAT	37,000	37,000	0	0.0%	1,000	1,000	1,000	3,000
52102 - SEW ELECTRICITY	381,326	381,326	0	0.0%	31,777	31,777	31,777	95,331
52401 - SEW IT EXPENSE	50,292	44,000	(6,292)	-12.5%	3,667	3,667	3,667	11,000
52402 - SEW MAINT-GENERAL	36,350	36,500	150	0.4%	3,042	3,042	3,042	9,125
52403 - SEW MAINT-VEHICLES	27,000	27,000	0	0.0%	2,250	2,250	2,250	6,750
52405 - SEW MAINT-PLUM ISLAND	25,000	20,000	(5,000)	-20.0%	1,667	1,667	1,667	5,000
52406 - SEW MAINT-EQUIPMENT	125,704	95,657	(30,047)	-23.9%	3,000	3,000	3,000	9,000
52407 - SEW UNIFORM/SAFETY EQUIPMENT	15,136	15,675	539	3.6%	1,306	1,306	1,306	3,919
52408 - SEW MAINT-SEWER LINE	73,850	58,832	(15,018)	-20.3%	3,000	3,000	3,000	9,000
52409 - SEW MAINT-DRAINS	39,000	39,000	0	0.0%	3,250	3,250	3,250	9,750
53000 - SEW OFFICE IT SERVICES	0	18,750	18,750	n/a	1,563	1,563	1,563	4,688
53001 - SEW FINANCIAL AUDIT	7,883	7,883	0	0.0%	1,500	1,500	1,500	4,500
53020 - SEW LEGAL EXPENSES	10,000	10,000	0	0.0%	833	833	833	2,500
53024 - SEW BOND/NOTE EXP	37,650	37,650	0	0.0%	3,137	3,137	3,137	9,412
53026 - SEW POLICE DETAILS	10,000	10,000	0	0.0%	833	833	833	2,500
53028 - SEW MEDICAL/DRUG TESTING	4,500	4,500	0	0.0%	375	375	375	1,125
53030 - SEW CONSULTANT FEES	75,000	50,000	(25,000)	-33.3%	4,167	4,167	4,167	12,500
53035 - SEW INDUSTRIAL PRETREATMENT	14,550	15,500	950	6.5%	1,292	1,292	1,292	3,875
53040 - SEW BIOSOLIDS DISPOSAL	268,972	268,972	0	0.0%	18,000	18,000	18,000	54,000
53050 - SEW VENDOR LAB TESTING	24,695	21,131	(3,564)	-14.4%	1,761	1,761	1,761	5,283
53402 - SEW TELECOMMUNICATNS	26,740	24,000	(2,740)	-10.2%	2,000	2,000	2,000	6,000
002 - PURCHASE OF SERVICES Total	1,290,648	1,223,376	(67,272)	-5.2%	89,419	89,419	89,419	268,258

FY2021 Continuing Appropriation

5/11/2020

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
004 - SUPPLIES								
54201 - SEW GENERAL OFC EXP	18,570	5,250	(13,320)	-71.7%	438	438	438	1,313
54302 - SEW PLANT CHEMICALS	404,060	404,060	0	0.0%	33,672	33,672	33,672	101,015
54303 - SEW LAB CHEM/EQUIP/SUPPLIES	13,750	13,750	0	0.0%	1,146	1,146	1,146	3,437
54801 - SEW FUEL/OIL VEHICLE(S)	30,018	20,000	(10,018)	-33.4%	1,667	1,667	1,667	5,000
54802 - SEW LUBRICANTS	5,000	5,000	0	0.0%	417	417	417	1,250
55800 - SEW MISC SUPPLIES	1,800	1,800	0	0.0%	25	25	25	75
004 - SUPPLIES Total	473,198	449,860	(23,338)	-4.9%	37,363	37,363	37,363	112,090
007 - OTHER CHARGES & EXPENSES								
57100 - SEW TRAINING/TRAVEL	17,800	9,000	(8,800)	-49.4%	500	500	500	1,500
57300 - SEW DUES/LIC/SUBSCRIPTIONS	1,350	800	(550)	-40.7%	800	0	0	800
57401 - SEW MUNICIPAL INSURANCE	75,779	75,779	0	0.0%	75,779	0	0	75,779
007 - OTHER CHARGES & EXPENSES Total	94,929	85,579	(9,350)	-9.8%	77,079	500	500	78,079
008 - CAPITAL OUTLAY								
58310 - SEW G.I.S.	10,000	10,000	0	0.0%	833	833	833	2,500
58330 - SEW I/I REHABILITATION	100,000	25,000	(75,000)	-75.0%	1,000	1,000	1,000	3,000
58361 - SEW REPAIR LIFT STATIONS	150,000	150,000	0	0.0%	5,000	5,000	5,000	15,000
58362 - SEW EFFLUENT SAMPLER	6,000	6,000	0	0.0%	500	500	500	1,500
58550 - SEW VEHICLE/EQUIP REPLACE	5,000	5,000	0	0.0%	417	417	417	1,250
008 - CAPITAL OUTLAY Total	271,000	196,000	(75,000)	-27.7%	7,750	7,750	7,750	23,250
009 - DEBT SERVICE								
59100 - SEW DEBT PRINCIPAL	2,077,432	2,211,285	133,853	6.4%	559,071	62,628	120,000	741,699
59150 - SEW DEBT INTEREST	933,206	917,753	(15,454)	-1.7%	174,640	111,408	26,386	312,435
59250 - SEW INT TEMP LOAN	20,000	20,000	0	0.0%	0	0	0	0
009 - DEBT SERVICE Total	3,030,638	3,149,038	118,399	3.9%	733,711	174,036	146,386	1,054,134
440 - DPS-SEWER Total	7,596,606	7,519,397	(77,210)	-1.0%	1,453,013	471,040	443,390	2,367,442
061 - SEWER ENTERPRISE FUND Total	7,596,606	7,519,397	(77,210)	-1.0%	1,453,013	471,040	443,390	2,367,442

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
6520 - HARBORMASTER ENTERPRISE FUND								
295 - HARBORMASTER								
001 - PERSONNEL SERVICES								
51101 - HBR SAL HARBORMASTER	79,327	81,225	1,898	2.4%	6,224	6,224	6,224	18,672
51102 - HBR ASST HARBORMASTERS	30,000	31,875	1,875	6.3%	6,750	6,750	3,000	16,500
51181 - HBR SUPERVISORS	34,000	25,000	(9,000)	-26.5%	5,250	5,250	5,250	15,750
51183 - HBR LIFEGUARDS	48,000	20,000	(28,000)	-58.3%	5,000	5,000	2,500	12,500
51184 - HBR ADMINISTRATIVE ASST	0	0	0	n/a	0	0	0	0
51185 - HBR CASHMAN PK ATTEND	18,000	19,125	1,125	6.3%	5,000	5,000	2,500	12,500
51186 - HBR DOCKMASTER	10,000	10,625	625	6.3%	3,250	3,250	3,250	9,750
51187 - HBR PI PARKING LOT ATTEND	12,000	12,500	500	4.2%	3,500	3,500	1,500	8,500
51188 - HBR SHELLFISH CONSTABLE	2,500	2,500	0	0.0%	208	208	208	625
51740 - HBR RETIREMENT SYSTEM	22,454	21,675	(779)	-3.5%	21,675	0	0	21,675
51750 - HBR WORKERS COMP INS	8,000	8,000	0	0.0%	8,000	0	0	8,000
51760 - HBR HEALTH INSURANCE	31,564	31,565	1	0.0%	2,630	2,630	2,630	7,891
51770 - HBR FICA PAYROLL TAXES	8,000	8,000	0	0.0%	1,000	1,000	750	2,750
001 - PERSONNEL SERVICES Total	303,845	272,090	(31,755)	-10.5%	68,488	38,813	27,813	135,114
002 - PURCHASE OF SERVICES								
52103 - HBR HEAT/ELECTRICITY	10,000	9,500	(500)	-5.0%	900	900	600	2,400
52401 - HBR CASHMAN PARK	2,500	2,500	0	0.0%	800	800	500	2,100
52405 - HBR IT EXPENSE	4,500	3,000	(1,500)	-33.3%	100	100	100	300
52410 - HBR FISH PIER	500	500	0	0.0%	150	150	75	375
52420 - HBR MAINT/EQUIP BOAT	5,000	5,000	0	0.0%	900	900	900	2,700
52430 - HBR INSTALL/REPAIR FLTS, DK	7,500	9,000	1,500	20.0%	1,000	1,000	1,000	3,000
52435 - HBR FACILITIES MAINT	2,000	2,000	0	0.0%	250	250	250	750
52445 - HBR PLUM ISLAND EXP	4,500	4,500	0	0.0%	500	500	500	1,500
52721 - HBR PUMPOUT MAINT	3,000	4,750	1,750	58.3%	500	500	500	1,500
53001 - HBR FINANCIAL AUDIT	2,750	2,750	0	0.0%	650	650	650	1,950
53030 - HBR PRINTING & SIGNS	2,000	2,500	500	25.0%	300	300	300	900
53402 - HBR TELECOMMUNICATIONS	3,000	3,000	0	0.0%	250	250	250	750
53406 - HBR POSTAGE MAILINGS	3,000	3,000	0	0.0%	250	250	250	750
002 - PURCHASE OF SERVICES Total	50,250	52,000	1,750	3.5%	6,550	6,550	5,875	18,975

FY2021 Continuing Appropriation

5/11/2020

	Preliminary Budget Estimates				Month-to-Month Budget			FY2021-Q1 Proposed
	FY2020 Revised	FY2021 Prelim.	Change \$	Change %	July 2020	August 2020	September 2020	
004 - SUPPLIES								
54200 - HBR OFFICE SUPPLIES	500	1,000	500	100.0%	250	250	250	750
54250 - HBR HARBOR COMMISSION EXP	2,200	2,200	0	0.0%	150	150	150	450
54305 - HBR UNIFORM/SAFETY EQUIP	2,500	2,500	0	0.0%	300	300	300	900
54801 - HBR FUEL/OIL BOATS	12,000	12,000	0	0.0%	3,000	3,000	3,000	9,000
55800 - HBR MISC SUPPLIES	1,500	1,500	0	0.0%	100	100	100	300
004 - SUPPLIES Total	18,700	19,200	500	2.7%	3,800	3,800	3,800	11,400
007 - OTHER CHARGES & EXPENSES								
57100 - HBR TRAINING/TRAVEL	1,000	500	(500)	-50.0%	0	250	250	500
57300 - HBR DUES/MEMBERSHIPS	500	500	0	0.0%	0	0	250	250
57430 - HBR INSURANCE	10,000	11,000	1,000	10.0%	11,000	0	0	11,000
007 - OTHER CHARGES & EXPENSES Total	11,500	12,000	500	4.3%	11,000	250	500	11,750
008 - CAPITAL OUTLAY								
58500 - HBR ADDITIONAL EQUIPMENT	50,000	25,000	(25,000)	-50.0%	2,500	2,500	2,500	7,500
008 - CAPITAL OUTLAY Total	50,000	25,000	(25,000)	-50.0%	2,500	2,500	2,500	7,500
009 - DEBT SERVICE								
59100 - HBR DEBT SERVICE	80,573	79,273	(1,300)	-1.6%	0	0	61,499	61,499
009 - DEBT SERVICE Total	80,573	79,273	(1,300)	-1.6%	0	0	61,499	61,499
295 - HARBORMASTER Total	514,868	459,563	(55,305)	-10.7%	92,338	51,913	101,987	246,237
6520 - HARBORMASTER ENTERPRISE FUND Total	514,868	459,563	(55,305)	-10.7%	92,338	51,913	101,987	246,237
Grand Total	83,926,292	85,393,752	1,467,461	1.7%	13,369,831	4,624,002	6,707,040	24,700,873

NPS Quarterly Budget Preparation

1/12th Budget Overview

Attached please find the quarterly budget proposal for July, August, and September 2020. At the request of the Mayor, and consistent with the guidance the City has received from the State, we will be preparing 1/12 budgets for July, August, and September. Hopefully, the fiscal picture will be clear enough by the second quarter to budget for the remainder of the fiscal year.

Although each month reflects 1/12 of our annual budget, please note that the first quarter of the budget presents more fluctuation in spending than we will see in the rest of our annual budget. There are a number of expenses in August and September (related to the opening of school) that do not impact the budget in July.

Per the School Committee meeting of April 28, the budget is based on an increase of 3.5% over last year. Given the current circumstances, and the fiscal uncertainty, we understand that every effort will be made to hold to, and increase that amount.

Building the quarterly budget with an increase of 3.5% allows us to accomplish a number of our short and long term goals. We are also currently preparing a prioritized list of additional expenses we will include should additional funds be made available.

This budget allows the district to accomplish more than just "level services"

- Meets all contractual obligations incurred by the district for the fiscal year.
- Allows the district to move forward without unanticipated reductions in force.
- Addresses the unanticipated special education costs incurred by the district without additional extraordinary support from the city.
- Provides for contracts (and updates) for existing and supplemental software to enhance on-line learning.
- Supports implementing the Later Start initiative at the High School and Middle School in September: Shifts NHS start time by 45 minutes; moves Nock (later) and Molin (earlier) by 15 minutes.
 - *Aligns start/end times at the Nock and Molin schools*
 - *Funds additional NHS needs for implementation including: one additional cafeteria worker; expenses to reconfigure the lunch room for two lunches instead of three; stipends for expanding flex classes; and one full time equivalent teacher (expected to be split between therapeutic math teacher and computer science teacher)*
 - *Funds additional staff at the Nock and Molin to accommodate the alignment of the schedules including: a .5 assistant principal increase at the Molin (note that the alignment of the schedule means that there will be 900 students occupying the Nock/Molin building); one FTE physical education teacher to allow Nock/Molin PE schedules to align an accommodate increase class size.*

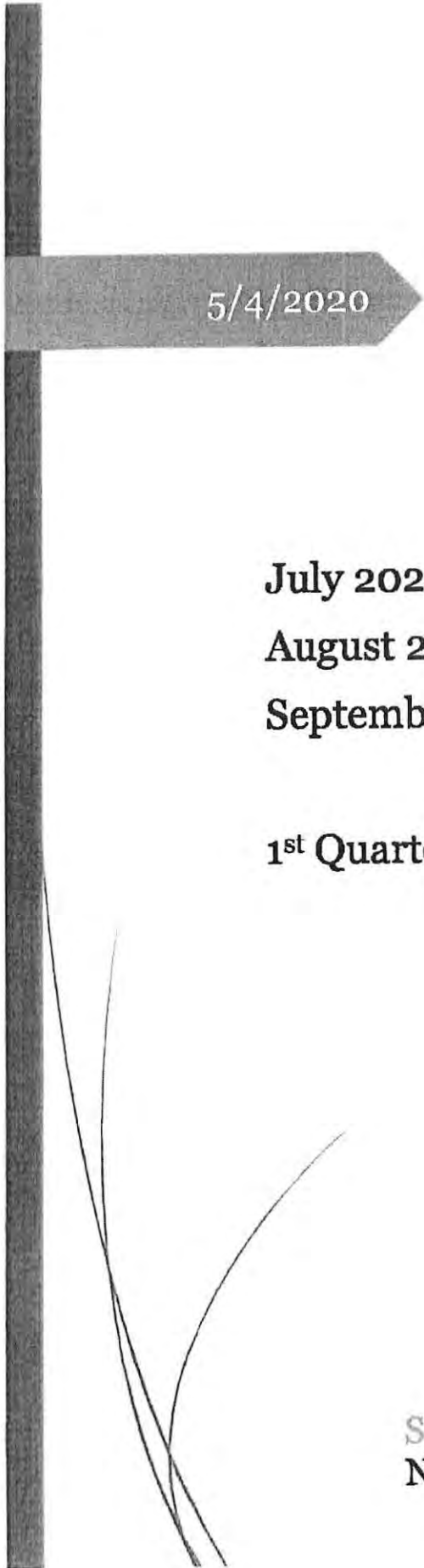
- Implements a therapeutic special education program at NHS. This will expand opportunities to bring out of district placement students back to the district. In addition, the program could serve as a placement resource for other districts in the near future and, thereby, a revenue generator for the district.
- Possible expansion of the NHS Dual Enrollment program
- Implements a significant change in the NHS schedule such as:
 - *Accommodates later start.*
 - *Eliminates non-directed study halls, which do not count as time on learning, and creates directed learning support opportunities for students. For example:*
 - *Offers a regularly scheduled advisory block.*
 - *Provides a placeholder in the schedule to support the future development of a senior internship program.*
 - *Recaptures the time on learning that is lost by unsupervised study halls by providing a block where all teachers are available for student support during the school day.*

These are all significant changes that move Newburyport closer to the innovative vision outlined in the 5-Year Strategic Plan.

Should additional funds become available after July 1, the District will be prepared to add staff where possible, and support other initiatives in world languages, technology and technical support, STEM, and literacy.

Mr. Sean Gallagher
NPS Superintendent

Ms. Nancy Lysik
NPS Human Resource & Finance Manager



5/4/2020

FY21 1st Quarter Proposed Budget

July 2020	\$2,183,125
August 2020	\$1,154,075
September 2020	<u>\$2,804,248</u>
1 st Quarter Total	\$6,141,448

Sean Gallagher and Nancy Lysik
NEWBURYPORT PUBLIC SCHOOLS

Monthly Budget

Date: July 2020

<i>Salaries:</i>	\$571,900
<i>Utilities:</i>	\$40,750
<i>Insurance:</i>	\$400,900
<i>Technology:</i>	\$15,000
<i>Supplies:</i>	\$93,886
<i>Special Education:</i>	\$585,825
<i>Memberships:</i>	\$32,145
<i>Curriculum:</i>	\$44,400
<i>Software:</i>	\$129,555
<i>Equipment & Maintenance:</i>	\$188,654
<i>Athletics:</i>	\$19,000
<i>Non-Salary/Admin</i>	\$34,110
<i>Textbooks:</i>	\$27,000

**Newburyport Public Schools 1/12th Budget
July 2020**

Budget Total: \$2,183,125

July 2020 Proposed Budget (FY21)

<u>System-Wide & Salaries</u>		
<u>Salaries</u>		
Administration	\$	195,349
Technology	\$	21,026
Clerical	\$	67,000
Custodial	\$	65,000
Maintenance	\$	19,500
School Committee	\$	2,583
Sick Leave Buyback	\$	201,442
		\$ 571,900
<u>Special Educations</u>		
Sped Tuition	\$	324,193
Sped Transportation	\$	41,500
Sped Contract Services	\$	62,132
Sped Supplies	\$	5,000
Sped Summer Program	\$	153,000
		\$ 585,825
<u>Technology</u>		
Contracted Services	\$	15,000
		\$ 15,000
<u>Maintenance / Custodial</u>		
District	\$	18,500
High School	\$	40,097
Middle/Molin	\$	32,045
Bresnahan School	\$	23,362
Contracted Services	\$	1,300
		\$ 115,304
<u>Software</u>		
Blackboard Connect	\$	6,038
Dude (Maintenance)	\$	4,751
Dude Solutions	\$	3,843
Frontline	\$	16,501
Tyler Technology	\$	25,000
Serverin	\$	4,632
Follette	\$	29,698
Trebron Company	\$	2,783
In-Service Tuition	\$	5,000
		\$ 98,246
<u>Non-Salary/SC/Admin</u>		
Educatus	\$	2,500
MIIA Insurance	\$	400,000
Admin Disability	\$	900
TSA Match Program	\$	8,000
Omni Group	\$	110
SC Memberships	\$	6,000
Conferences & Wksps	\$	4,500
Memberships	\$	7,900
Konica Maintenance	\$	17,000
FICA	\$	13,500
Supplies	\$	10,000
		\$ 470,410
<u>Curriculum</u>		
<u>Expenses</u>		
Membership	\$	3,000

Curriculum Software	\$	16,000	
Summer Program	\$	15,400	
Tuition Reimbursement	\$	10,000	
			\$ 44,400
<u>F.T. Bresnahan School</u>			
<u>Expenses</u>			
Supplies	\$	3,028	
Software	\$	10,579	
Equipment	\$	15,000	
Memberships	\$	1,565	
			\$ 30,172
<u>E.G. Molin School</u>			
<u>Expenses</u>			
Subscriptions	\$	2,188	
Supplies Grade 4	\$	490	
Supplies Grade 5	\$	874	
Special Education Supplies	\$	100	
Equipment	\$	6,000	
Instructional Materials	\$	1,771	
Technology	\$	3,992	
			\$ 15,416
<u>R.A.N. Middle School</u>			
<u>Expenses</u>			
Supplies Grade 6	\$	2,000	
Supplies Grade 7	\$	2,000	
Supplies Grade 8	\$	2,000	
Supplies WL	\$	400	
Tech Software	\$	6,688	
Instr Materials Supplies	\$	5,334	
Equipment - Konica	\$	28,700	
Admin Supplies	\$	400	
Memberships	\$	1,880	
Printing	\$	500	
Postage	\$	1,500	
			\$ 51,402
<u>Newburyport High School</u>			
<u>Expenses</u>			
Textbooks	\$	27,000	
Publications	\$	3,400	
Supplies	\$	67,900	
Software	\$	10,050	
Memberships	\$	10,300	
Equip Maint	\$	47,400	
Athletics	\$	19,000	
			\$ 185,050
Total Budget for July 2020			\$ 2,183,125

Monthly Budget

Date: August 2020

<i>Salaries:</i>	\$369,225
<i>Utilities:</i>	\$40,700
<i>Insurance:</i>	\$0
<i>Technology:</i>	\$15,000
<i>Supplies:</i>	\$67,202
<i>Special Education:</i>	\$429,825
<i>Memberships:</i>	\$2,750
<i>Curriculum:</i>	\$13,500
<i>Software:</i>	\$5,805
<i>Equipment & Maintenance:</i>	\$165,658
<i>Athletics:</i>	\$14,600
<i>Non-Salary/Admin</i>	\$25,710
<i>Textbooks:</i>	\$4,100

Newburyport Public Schools 1/12th Budget
August 2020

Budget Total: \$1,154,075

August 2020 Proposed Budget (FY21)

System-Wide & Salaries

Salaries

Administration	\$	195,349	
Technology	\$	21,026	
Clerical	\$	67,000	
Custodial	\$	65,000	
Maintenance	\$	19,500	
Teachers	\$	-	
Instructional Assistants	\$	-	
School Committee	\$	1,350	
Sick Leave Buyback	\$	-	
			\$ 369,225

Special Educations

Sped Tuition	\$	324,193	
Sped Transportation	\$	41,500	
Sped Contract Services	\$	62,132	
Sped Supplies	\$	2,000	
Sped Summer Program	\$	-	
			\$ 429,825

Maintenance / Custodial

District	\$	16,100	
Utilities	\$	40,700	
High School	\$	38,372	
Middle/Molin	\$	28,661	
Bresnahan School	\$	19,825	
			\$ 143,658

Software

Blackboard Connect	\$	-	
Dude (Maintenance)	\$	-	
Dude Solutions	\$	-	
Frontline	\$	-	
Tyler Technology	\$	-	
Serverin	\$	-	
Follette	\$	-	
Trebron Company	\$	-	
In-Service Tuition	\$	-	
			\$ -

Non-Salary/SC/Admin

Educatus	\$	-	
MIA Insurance	\$	-	
Admin Disability	\$	900	
TSA Match Program	\$	-	
Omni Group	\$	110	
Contracted Services	\$	1,200	
Conferences & Wksp	\$	5,500	
Memberships	\$	750	
Konica Maintenance	\$	17,000	
FICA	\$	13,500	
Supplies	\$	4,500	
			\$ 43,460

Curriculum

Expenses

Supplies	\$	5,000	
Curriculum Software	\$	-	

	Summer Program	\$	-		
	Tuition Reimbursement	\$	8,500	\$	13,500
	<u>Technology</u>				
<u>Expenses</u>	Contracted Services	\$	15,000		
	Equipment			\$	15,000
	<u>F.T. Bresnahan School</u>				
<u>Expenses</u>	Supplies PreK-K	\$	5,588		
	Supplies Grade 1 -3	\$	9,096		
	Instructional Materials	\$	2,205		
	Equipment	\$	15,000		
	Subscription	\$	2,160		
				\$	34,049
	<u>E.G. Molin School</u>				
<u>Expenses</u>	School Administration	\$	1,944		
	Supplies	\$	6,362		
	Equipment	\$	6,000		
	Instructional Materials	\$	4,597		
	Software	\$	1,555		
				\$	20,458
	<u>R.A.N. Middle School</u>				
<u>Expenses</u>	Supplies	\$	11,800		
	Textbooks	\$	4,100		
	Tech Software	\$	-		
	Instr Materials Supplies	\$	-		
	Equipment	\$	6,700		
	Admin Supplies	\$	-		
	Memberships	\$	450		
	Printing	\$	-		
	Software	\$	3,250		
				\$	26,300
	<u>Newburyport High School</u>				
<u>Expenses</u>	Textbooks	\$	-		
	Publications	\$	1,000		
	Supplies	\$	20,000		
	Software	\$	1,000		
	Memberships	\$	2,000		
	Equip Maint	\$	20,000		
	Athletics	\$	14,600		
				\$	58,600
	Total Budget for August			\$	1,154,075

Monthly Budget

Date: September

<i>Salaries:</i>	<i>\$2,025,117</i>
<i>Utilities:</i>	<i>\$22,812</i>
<i>Insurance:</i>	<i>\$0</i>
<i>Technology:</i>	<i>\$15,000</i>
<i>Supplies:</i>	<i>\$48,685</i>
<i>Special Education:</i>	<i>\$467,825</i>
<i>Memberships:</i>	<i>\$4,270</i>
<i>Curriculum:</i>	<i>\$18,000</i>
<i>Software:</i>	<i>\$12,207</i>
<i>Equipment & Maintenance:</i>	<i>\$115,522</i>
<i>Athletics:</i>	<i>\$45,000</i>
<i>Non-Salary/Admin</i>	<i>\$22,960</i>
<i>Textbooks:</i>	<i>\$6,850</i>

**Newburyport Public Schools 1/12th Budget
September 2020**

Budget Total: \$2,804,248

September 2020 Proposed Budget (FY21)

<u>System-Wide & Salaries</u>		
<u>Salaries</u>		
Administration	\$	195,349
Technology	\$	21,026
Clerical	\$	67,000
Custodial	\$	72,500
Maintenance	\$	19,500
Teachers	\$	1,510,735
Instructional Assistants	\$	137,657
School Committee	\$	1,350
Sick Leave Buyback	\$	-
		\$ 2,025,117
<u>Special Educations</u>		
Sped Tuition	\$	354,193
Sped Transportation	\$	41,500
Sped Contract Services	\$	62,132
Sped Supplies	\$	10,000
Sped Summer Program	\$	-
		\$ 467,825
<u>Maintenance / Custodial</u>		
District	\$	15,500
Utilities	\$	22,812
High School	\$	15,412
Middle/Molin	\$	23,112
Bresnahan School		
		\$ 76,836
<u>Software</u>		
Blackboard Connect	\$	-
Dude (Maintenance)	\$	-
Dude Solutions	\$	-
Frontline	\$	-
Tyler Technology	\$	-
Serverin	\$	-
Follette	\$	-
Trebron Company	\$	-
In-Service Tuition	\$	-
		\$ -
<u>Non-Salary/SC/Admin</u>		
Educatus	\$	-
MIA Insurance	\$	-
Admin Disability	\$	900
TSA Match Program	\$	2,000
Omni Group	\$	110
Contracted Services	\$	1,200
Conferences & Wksp	\$	-
Memberships	\$	750
Konica Maintenance	\$	17,000
FICA	\$	13,500
Supplies	\$	4,500
		\$ 39,960
<u>Curriculum</u>		
<u>Expenses</u>		
Supplies	\$	5,000
Curriculum Software	\$	10,000

Summer Program	\$	-	
Tuition Reimbursement	\$	3,000	\$ 18,000
<u>Technology</u>			
<u>Expenses</u>			
Contracted Services	\$	15,000	
Equipment			\$ 15,000
<u>F.T. Bresnahan School</u>			
<u>Expenses</u>			
Supplies	\$	5,250	
Conference	\$	250	
Equipment	\$	15,333	
Memberships/Renewals	\$	3,070	
			\$ 23,903
<u>E.G. Molin School</u>			
<u>Expenses</u>			
Textbooks	\$	350	
Supplies Grade 4	\$	1,462	
Supplies Grade 5	\$	990	
Special Education Supplies	\$	520	
Equipment	\$	465	
Instructional Materials	\$	9,163	
Technology	\$	1,957	
			\$ 14,907
<u>R.A.N. Middle School</u>			
<u>Expenses</u>			
Supplies	\$	11,800	
Textbooks	\$	4,100	
Tech Software	\$	2,000	
Instr Materials Supplies	\$	17,500	
Equipment	\$	6,700	
Admin Supplies	\$	1,000	
Memberships	\$	450	
Printing	\$	-	
Software	\$	3,250	
			\$ 46,800
<u>Newburyport High School</u>			
<u>Expenses</u>			
Textbooks	\$	2,400	
Tests	\$	1,000	
Supplies	\$	17,500	
Software	\$	5,000	
Memberships	\$	500	
Equip Maint	\$	4,500	
Athletics	\$	45,000	
			\$ 75,900
Total Budget for August			\$ 2,804,248



CITY OF NEWBURYPORT FY 2020

TRAN070_03_09_2020
CITY CLERK'S OFFICE
NEWBURYPORT, MA

TRANSFER/APPROPRIATION REQUEST

2020 MAY 19 PM 3: 59

Revised 5/18/2020

Department: Library
Submitted by: Mayor Holaday, Giselle Stevens **Date Submitted:** 3/9/2020

Transfer From:

Account Name:	<u>General Fund - Free Cash LIB Staff Salaries</u>	Balance:	\$ 169,920.52
Account Number:	<u>01-35910 01610001-51156</u>	Category:	\$ 183,557.60
Amount:	<u>\$25,000.00</u>	Trans I/O:	\$ -

Why Funds Are Available:

There will be a surplus in this account due to the elimination of pages, on-call substitutes and the Sunday pay differentials during the closure of municipal buildings to the public.

Transfer To:

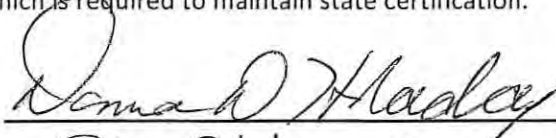

Account Name:	<u>LIB Maint-Equipment</u>	Balance:	\$ (12,578.98)
Account Number:	<u>01610002-52401</u>	Category:	\$ 37,668.11
Amount:	<u>\$25,000.00</u>	Trans I/O:	\$ -

Why Funds Are Needed:

Over the past 8 months of FY20, the Library has spent \$50,137 on building/equipment repairs. The majority of the repairs were for the ADA automatic front door (\$2,693), the elevator (\$5,350), the HVAC system (\$29,628) and HVAC controls (\$6,925).

The Door and elevator repairs were not anticipated. Much of the HVAC repair was also not anticipated; though the repairs have addressed long-standing issues and completed many of the recommendations identified by the FY19 Library HVAC assessment.

This account is now depleted by (\$7,242) and we are anticipating an additional \$18,000 in planned expenses. Therefore, we are requesting an appropriation of \$25,000 to cover expenses through year-end. While there is still a healthy balance in the overall budget category, most of that is for spending on print and AV materials and subscriptions, which is required to maintain state certification.

Donna D. Holaday, Mayor:  Date: 5/18/20
 Ethan R. Manning, Auditor:  Date: 5/18/2020

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:

BT

TRAN080_05_26_2020



CITY OF NEWBURYPORT FY 2020

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

TRANSFER/APPROPRIATION REQUEST

2020 MAY 19 PM 3:59

Department: Mayor's Office

Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 5/26/2020

Transfer From:

Account Name:	<u>General Fund - Free Cash</u>	Balance:	<u>\$ 1,528,756.88</u>
Account Number:	<u>01-35910</u>	Category:	<u>\$ -</u>
Amount:	<u>\$81,796.57</u>	Trans I/O:	<u>\$ (343,914.12)</u>

Why Funds Are Available:

The Massachusetts Department of Revenue certified Free Cash for FY2020 at \$1,872,671. These funds are available for any legal expenditure with the approval of the Mayor and a vote of the City Council. Balance includes pending transfer(s) in committee.

Transfer To:

Account Name:	<u>Snow & Ice - Labor</u>	Balance:	<u>\$ (331.09)</u>
Account Number:	<u>01423001-51301</u>	Category:	<u>\$ (331.09)</u>
Amount:	<u>\$331.09</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Snow and ice expenses are variable depending on winter weather conditions. This account is used to pay the overtime for City employees during snow and ice events. State law allows communities to deficit spend in this category, however the deficit must be removed by fiscal year-end with available funds, or raise in FY2021.

Transfer To:

Account Name:	<u>Snow & Ice - Expenses</u>	Balance:	<u>\$ (81,465.48)</u>
Account Number:	<u>01423002-52901</u>	Category:	<u>\$ (81,465.48)</u>
Amount:	<u>\$81,465.48</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Snow and ice expenses are variable depending on winter weather conditions. This account is used to pay the cost of contractors hired to clear snow, equipment maintenance, as well as, materials such as salt and sand. State law allows communities to deficit spend in this category, however the deficit must be removed by fiscal year-end with available funds, or raise in FY2021.

Donna D. Holaday, Mayor:

Date:

5/18/20

Ethan R. Manning, Auditor:

Date:

5/18/2020

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:

**Committee Items-
Planning & Development
June 8, 2020**

APPT177_05_11_2020 Alden Clark, Planning Board

ODNC048_02_10_2020 Newburyport Historic Commission

ORDERED:

February 10, 2020

**AN ORDINANCE CLARIFYING MEMBERSHIP, POWERS AND DUTIES OF THE
NEWBURYPORT HISTORICAL COMMISSION**

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

Amend existing Division 3 of Article II of Chapter 2 of the Newburyport Code, as follows, with additions double-underlined and italicized, and deletions ~~stricken through~~:

Sec. 2-100. – Powers and Duties.

The city shall have a commission known as the Newburyport Historical Commission, which shall have all the powers and duties of (i) an historical commission as provided in Section 8D of Chapter 40 of the Massachusetts General Laws, as amended, as well as of (ii) a local historic district commission pursuant to Section 4 of Chapter 40C of the Massachusetts General Laws, as amended, to the extent provided in this Code. The NHC may advertise, prepare, print and distribute books, maps, charts and pamphlets which it deems necessary for its work. The NHC may enter into contracts with individuals for services furthering the objectives of the commission's program. The NHC is empowered to act as a central advisory agency on all matters affecting historic preservation, this includes holding preservation restrictions.

Sec. 2-101. – Membership.

The commission shall consist of seven (7) members and two (2) alternate members, all appointed by the mayor and subject to confirmation by the city council. All members and alternate members shall serve without compensation. The mayor shall appoint all members and alternate members of the commission to serve a term of three (3) years each. Each member and alternate member shall continue in office after the expiration date of his or her term until a successor is duly appointed by the mayor and also confirmed by the city council. A vacancy occurring other than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment.

Sec. 2-102. – Governance.

A. **Election of Officers:** At its first meeting each calendar year, the commission shall nominate and elect a chair and a vice chair, from its own membership, to serve as officers of the commission. After such public hearing, the commission shall forthwith file notice of the names of the elected officers with the office of the city clerk.

B. **Meeting Schedule:** *Meetings of the commission shall be held monthly at the call of the chair, or in such other manner as the commission shall determine in its procedural rules.*

C. **Quorum:** *Four 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 a positive vote of a quorum.*

D. **Alternate Members:** *Both alternate members may attend all public meetings of the commission, and may participate in its deliberations. However, unless an alternate member is deemed to be a member of the commission pursuant to this subsection, an alternate member may not make motions or vote regarding any application before the commission. In the case of the absence, inability to act or unwillingness to act because of self-interest on the part of a member of the commission, his or her place shall be taken by an alternate member designated by the chair, in which case such alternate member shall be deemed to be a member of the commission for purposes of that application, including, without limitation, to establish a quorum and for all commission procedures and votes. In the event of a continued hearing on a particular application, the alternate member who was designated as a member previously for such application shall be permitted to continue to be deemed a member regarding such application until its final disposition.*

Sec. 2-103. – Demolition Delay.

Pursuant to Article X of Chapter 5, the commission is empowered and mandated to advise the building commissioner with respect to the issuance of permits for demolition.

Sec. 2-104. – Historical Reports to Planning Board and Zoning Board of Appeal.

Pursuant to the Newburyport Zoning Ordinance, the commission shall prepare and submit historical reports to the planning board and the zoning board of appeal with respect to the Downtown Overlay District and the Demolition Control Overlay District.

Sec. 2-105. – Annual Report.

The commission shall encourage the submission of written comments by applicants regarding this chapter, including any procedural rules and guidelines adopted by the commission, as well as the processing and disposition of applications by the commission or its designees. Prior to April 1 of each year, the Director of Planning and Development, or his or her designee, shall prepare and issue a report that provides a summary of written comments by applicants as well as a summary of all applications submitted to, deemed approved, approved, approved with provisos, disapproved, disapproved with recommendations, or otherwise processed by the commission or its designees during the previous calendar year. The Office of Planning and Development shall issue and distribute a copy of such report to the mayor, the president of the city council, the chair of the commission, and the office of the city clerk.

Sec. 2-106. – Management of Custom House.

The Newburyport Historical Commission is hereby authorized and empowered to any such extent as it may already be authorized and empowered by its enabling statute to acquire in the name of the city, and to manage, control, repair, restore, rehabilitate maintain and operate for public purposes the building situated on Water Street known as the Custom House; and, in its discretion to delegate, by lease to any nonprofit group or organization, upon such terms and conditions as it sees fit for any term of years, the management and control of the building and the appurtenant land.

Sec. 2-107. -- Funding generally.

In order to acquire, manage, control, repair, restore, rehabilitate, maintain, or operate the Custom House, the historical commission may accept funds from any source, and may apply for and accept grants from the state or federal governments or any agency thereof, or from any private person, firm or foundation.

Sec. 2-108. - Lease for management, operation.

Upon acquisition of the Custom House, the historical commission shall undertake to enter into a lease with any group or organization for such management, control and operation. The commission shall retain as lessor by the written instrument such powers as may be necessary to ensure that if the building is not being properly maintained, or is being used for purposes other than those for which the historical commission may acquire property, it may resume the exercise of dominion over the property to such extent as may be necessary to bring it into conformity with such purposes.

Sec. 2-409 ~~106~~. - Use of city seal; indebtedness.

The use of the city seal is authorized as may be necessary to effectuate the intent of this division. The historical commission shall neither incur nor purport to incur indebtedness on the city's behalf.

Councillor Jared J. Eigerman

Councillor Heather L. Shand

AD

APPT177_05_11_2020



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

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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 MAY -4 AM 10:35

Donna D. Holaday

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: May 5, 2020
Re: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Planning Board. This term will expire on June 1, 2025.

Alden Clark
15 Lunt Street
Newburyport, MA 01950

Donna Musumeci

From: Alden Clark <aldenclarkboston@yahoo.com>
Sent: Monday, April 13, 2020 11:14 AM
To: Donna Musumeci
Subject: [Ext]Newburyport Planning Board position
Attachments: AWC bio.doc

external e-mail use caution opening

Hi Donna,

I understand from talking with Bonnie Sontag that there is an open position on the Newburyport Planning Board, and after speaking with her she said that I should send this letter of interest to you for you to coordinate with the mayor.

I moved to Newburyport from Boston in the spring of 2017 and reside in the South End on Lunt Street.

I have participated with the Newburyport Livable Streets group since 2018 and Rick Taintor had told me about the open position and thought I might be interested.

I have been interested in Urban planning and design since my college days and I may have tried to get into that field, but took another path in school and went to Law School. I did not practice law, but was employed in my second interest of computer programming. So I do not have any formal planning background or employment. My interest in planning and local transit lead me to have discussion with some of the Boston City employees, and MBTA historians. I frequently walk around the streets in Newburyport with my dog, and am very interested in the projects and development occurring in the city and how they fit in with the character of the city.

I was employed at New England Life which later merged with MetLife in Boston, in various position from Programmer, Lead programmer, Project Manager to Manager of Computer Systems. I retired from there and have since moved to Newburyport.

While living in Boston, I participated briefly on an MDC committee focusing on Metropolitan Park usage, as I was an officer in a local running group that had regular use of the parks.

With the Newburyport Livable Streets group I participated with some others in the group on bike rack planning, snow removal tracking and recommendations, Hale Street Improvements, and I helped coordinate the Open Streets event that was held in the South End in June of 2019. Along with them I have attended some of the TSAC and City Council meetings.

I do not have a current resume, but I have attached here a brief biography. Please let me know if there is more information that would would like or require.

Thank you,

Alden Clark

Alden Clark Biography

Alden Clark
15 Lunt St
Newburyport, MA 01950

Education:

1969-1973 BA, Mathematics and History Lake Forest College

1973 – 1976 JD, New England School of Law

Employment:

1979 – 2007 – Computer programmer, Project Manager, Computer Systems Manager
New England Life / MetLife Insurance Company

2008 on – Retired