



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

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To: President and Members of the
City Council

From: Sean R. Reardon, Mayor

Date: July 10, 2023

Subject: Re-Appointment

I hereby re-appoint, subject to your approval the following named individual as a member of the Historical Commission. This term will expire on August 1, 2026.

Glenn P. Richards
6 Kent Street
Newburyport, MA 01950

Objective

Volunteer Member of the Newburyport Historical Commission

General

Strong analytical and problem solving skills.
Able to communicate effectively with both "technical" types and "creative" types and 'translate' between the two.
Exceptional written communication skills, including extensive newsletter production and editing.
Outstanding ability to build, repair and maintain positive customer relationships
Can work effectively independently and as a member of a team.
Highly creative and imaginative.

Management & Project Management

Currently serve as Chairperson of the Newburyport Historical Commission
As Business Analyst, translated business requirements into technical specifications for web-based applications.
Managed an extensive intranet site, coordinating product taxonomy and content to support new product launches.
Led a Field Communications team to develop and deliver advanced communications to support field sales.
Developed and produced interactive multimedia training programs, audio programs
Created content for and edited newsletters, both paper-based and web-based
Developed and delivered classroom and multimedia based training programs for Lotus field sales and support.
As Manager of Video Operations, was responsible for production staff and facilities with a \$2 million budget.

Creative

Designed and executed custom Federal-period woodwork for ca. 1786 home.
Designed the format for internal newsletters which became a company standard.
Designed & created graphic art and computer graphic images to communicate abstract or technical subject matter.
Developed and produced content for audio-based education and informational series.
Scriptwriter/Producer/Director/Editor for corporate videotape & broadcast production.
Created original MIDI-based electronic music composition for public performance.

Technical & Engineering

Extensive background in analog, digital and computer electronics and telecommunications, including both hardware and software diagnostics and correction.
Participated in the design and execution of web applications.
Designed, engineered, installed and maintained a corporate video facility.
Author of five technical training manuals and several technical training workbooks.

Work History

- 2016-** Retired. Studied Federal period design using source materials such as *The American Builder's Companion* (1787, Asher Benjamin); works by Wendell Garrett, John Mead Howells, etc.
Collaborated with restoration mason Richard Irons to rebuild a 18th century fireplace and "beehive" oven.
Collaborated with builder John Jednak to restore original period fenestration to circa 1786 home, including custom moulding design, fabrication and installation.
Studied Newburyport history with Currier's history, Newburyport Public Library Archival Center, etc.
Studied "Preservation Briefs" from the U.S. National Park Service, especially re.historic mortars and plasters, repair and preservation of windows, and improvement of energy efficiency of antique properties.
Conducted historical research at the Essex Registry of Deeds to trace a home's 'genealogy.'
Attended workshops and lectures on maintenance of historic property, cooking with fireplaces and brick ovens, etc.
- 1996-2015 IBM Corp.** Communications Team Lead; Intranet Managing Editor; Information Architect.
- 1989-1995 Lotus Development Corp.** Sales Education Project Manager; Solution Selling trainer/coach; Instructional Media Designer and producer.
- 1979-1989 Wang Laboratories, Inc.;** Customer Engineer; Video Producer; Video Production Manager; Computer-Based Training Developer.
- 1974-1979 IBM Corp., New York City;** Field Customer Engineer; received "IBM Means Service" award; assigned to train and evaluate new hires.

Education

MS Media Management program; Fitchburg State College.
Instructional Media Design Certificate program participant; Worcester State College
BA Music with Honors (Electronic Music/Composition), Brooklyn College (CUNY), 1978.
Training and/or certifications in Solution Selling, Graphic Design, Instructional Media Design.