

CITY COUNCIL MEETING AGENDA - VERSION 1
REMOTE

August 31, 2020

Link to join Webinar

<https://us02web.zoom.us/j/83952312802>

Or iPhone one-tap :

US: +19292056099,,83952312802# or +13017158592,,83952312802#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1
346 248 7799

Webinar ID: 839 5231 2802

International numbers available: <https://us02web.zoom.us/j/83952312802>

7:30 PM

Council Meeting

1. **MOMENT OF SILENCE**
2. **CALL TO ORDER**
3. **LATE FILE ITEMS - COMM261_08_31_2020 Proposed Timeline, Waterfront**
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**

- August 10, 2020 (Approve)
- August 20, 2020 (Approve)

7. **COMMUNICATIONS**

- COMM259_08_31_2020 Whittier Tech Annual Operational Report (R&F)
- COMM260_08_31_2020 FY2020 Year-End Financial Report (B&F)

8. **TRANSFERS**

- TRAN084_08_31_2020 Plum Is Utility Trust Fund \$50K to Res. Terr.Shoreline Protection \$50K (B&F)

9. **APPOINTMENTS**

First Reading

- APPT185_08_31_2020 Brendan Banovic 1 Walnut St. ZBA 8/31/2021 (P&D)
- APPT186_08_31_2020 Rosemary Decie 8 Fenders Ave. Council on Aging 5/31/2025

- APPT187_08_31_2020 Robert Armstrong 25 Louise Ave. Bldg Commissioner 1/1/2023
- APPT189_08_31_2020 Karen Sakaniwa 71 Middle St. Comm. on Disabilities 9/30/20

Re-Appointments

- APPT188_08_31_2020 Rachel D. Webb 19 Chapel St ZBA 10/1/2025 (P&D)

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

Budget & Finance

- ORDR198_07_13_2020 Intermunicipal K w/ West Newbury for Shared ACO
- ORDR202_08_10_2020 Pioneer League Gift
- ORDR207_08_20_2020 Parker/State St Crossing

Neighborhood & City Service

- ODNC050_02_24_2020 Curb Cuts and Notice of Work Involving Sidewalks

Ad Hoc Committee on Remote Participation and COTW

- ORDR205_08_10_2020 Hybrid/In Person Remote Participation Policy

Planning & Development

Public Safety

**END OF CONSENT AGENDA
REGULAR AGENDA**

10. MAYOR’S UPDATE

11. SECOND READING APPOINTMENTS

- APPT184_08_10_2020 Richard J. O'Brien 41 Olive St. Trust Fund Comm, 8/15/2023

12. COMMUNICATIONS –

13. ORDERS

- ORDR202_08_10_2020 Pioneer League Gift
- ORDR204_08_10_2020 Yankee Homecoming Appreciation Resolution
 - POSTPONED TO AUGUST 31, 2020 ON MOTION BY COUNCILLOR KHAN SECONDED BY COUNCILLOR MCCAULEY.
- ORDR208_08_31_2020 Pioneer League Gift

14. ORDINANCES

15. COMMITTEE ITEMS

NOTE: UNDERLINED COMMITTEE ITEMS WILL BE CONSIDERED AT THIS MEETING

Ad Hoc Committee on Economic Development

In Committee:

Ad Hoc Committee on Remote Participation and COTW

In Committee:

- **ORDR205 08 10 2020 Hybrid/In Person Remote Participation Policy**

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
- ORDR178_04_27_2020 Acts of 1987 (w/ Education)
- **ORDR198 07 13 2020 Intermunicipal K w/ West Newbury for Shared ACO**
- **ORDR202 08 10 2020 Pioneer League Gift**
- ORDR203_08_10_2020 FY21 Three Month Appropriation Budget I
- **ORDR207 08 20 2020 Parker/State St Crossing**

Education

In Committee:

- COMM235_03_30_2020 Ltr re: SC Appt. 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
- APPL014_06_08_2020 Outdoor Seating application from Vera Ristorante LLC
- APPL015_06_08_2020 Ltr with Layout from Ted Epstein re: Outdoor Seating

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

- COMM252_07_30_2020 Ltr re: Face Masks in public
- ODNC061_07_30_2020 Amendment to Ch. 11 Parks and Recreation for Covid-19

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
- 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
- ORDR196_07_13_2020 Open Space and Recreation Plan 2020 (COTW)
- COMM257_08_20_2020 Ltr re: Harrison Street, J Tymon

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
- 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
- COMM243_05_11_2020 Ltr from Jane Rascal re: NMMCD
- ODNC059_06_29_2020 Truck Routes
- APPT165_04_13_2020 Dr. Robin Blair 18 Market St Board of Health 4/30/2023
- COMM254_08_10_2020 Moseley Ave Ltr with

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)

16. GOOD OF THE ORDER

17. ADJOURNMENT



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

MEMORANDUM

TO: **Ad Hoc Committee on Central Waterfront**

FROM: **Andrew R. Port, Director of Planning & Development**

CC: **Donna D. Holaday, Mayor**

RE: **Proposed Timeline for Central Waterfront (post NRA)**

DATE: **August 25th, 2020**

As you know, the former Newburyport Redevelopment Authority (NRA) has been dissolved by the state legislature. All land and assets of the NRA have been transferred to the City of Newburyport. The City must now proceed with implementation of central waterfront park expansion and related obligations. One of the first steps that must be taken in the coming months is selection of a qualified design firm to provide landscape architecture and engineering services as the basis for construction plans. Pursuant to Council Order 197 approved on August 10, 2020, the Ad Hoc Committee on Central Waterfront was established to:

“oversee a request for proposals [for design services] ... to be issued by the Office of Planning and Development, to review responses to the RFP, and to recommend a preferred bidder to the City Council and the Mayor for their approval no later than December 31, 2020 ...”

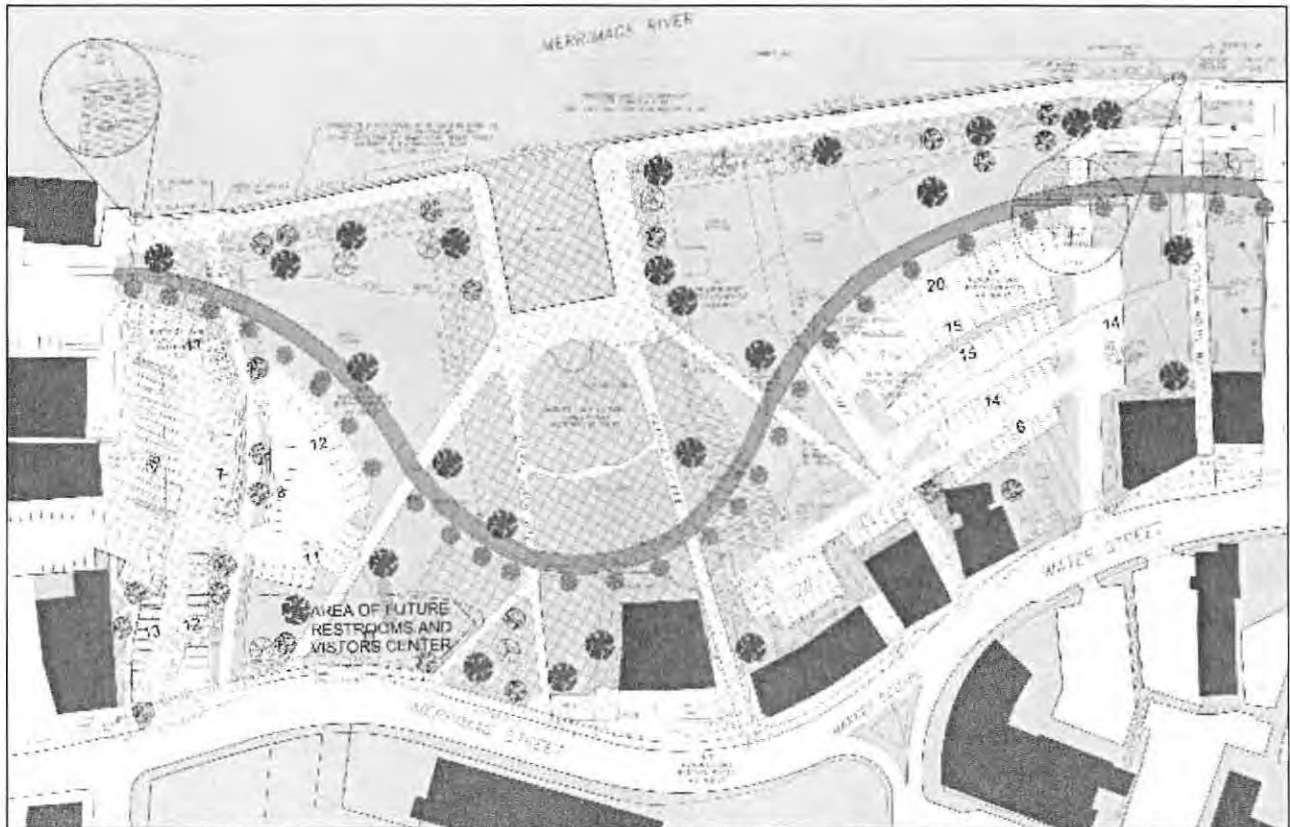
Council Order 197 also requires as follows:

“No later than August 31, 2020, said ad hoc committee shall, in consultation with the Mayor and the Director of Planning, develop and present to the City Council a proposed, tentative schedule for the design, construction, and transfer of the completed park to the Waterfront Trust contingent upon its reorganization, consistent with the terms of the May 2017 Resolution.”

Accordingly, the purpose of this memorandum is to provide the Ad Hoc Committee on Central Waterfront with a proposed timeline for implementation of post-dissolution actions for the central waterfront, including but not limited to the following key project phases and milestones:

1. **Selecting and hiring a design firm** to provide plans for park expansion, parking lot reconfiguration and integration of both areas with the existing improvements on abutting land, consistent with the Council’s “May 2017 Resolution” and the Sidford-Uhlig “framework plan.”

[Note: The “framework plan” depicted below for your convenience, includes the Clipper City Rail Trail as a pass through “loop” or spine between: (a) the new wings of park expansion flanking Market Landing Park as it exists today; and (b) smaller reconfigured parking areas retained closer to Market Square.]



Schematic Central Waterfront “Framework Plan” depicting proposed park expansion, bike path spine and parking lot reconfiguration.

2. **Review and refinement of proposed plans for park expansion** and related improvements.
3. **Estimating the cost of proposed improvements** for budgetary purposes.

[Note: While the primary purpose of proposed improvements is to expand the central waterfront park itself, in order to accomplish this successfully, substantial reconfiguration and upgrades may be required for the abutting parking areas remaining on “NRA East” and “NRA West” lots.]

4. **Securing funds for construction of the proposed improvements.**

[Note: At this time I anticipate use of NRA funds transferred to the City, CPA funds (including potential bonding), state Parkland Acquisitions and Renovations for Communities (PARC) grant funding, downtown parking revenues, among other potential sources.]

5. **Develop final design and engineering package for bid and construction of improvements.**
6. **Public bidding to select a qualified contractor to implement the improvements.**

7. Construction of park expansion and related improvements.

8. Transfer of the completed new park areas to the Newburyport Waterfront Trust (WFT) “contingent upon its reorganization, consistent with the terms of the May 2017 resolution.”

[Note: Consistent with the Council’s “May 2017 Resolution,” additional land and park space on Newburyport’s central waterfront should not be conveyed or otherwise transferred to the WFT until its proper reorganization, consistent with the terms of said Resolution.]

The following table outlines a timeline for this project that I believe is feasible and realistic, taking into account numerous factors that project managers must consider, including but not limited to procurement and bidding requirements, complexity of design work required, review and integration of relevant plans and engineering reports, review and revision to schematic park plans before final design, required permitting, funding, construction, reorganization of the Waterfront Trust, and conveyance of new park areas. The numbered steps in this table correspond to the key milestones summarized above.

Task	Project Phase/Milestone	Anticipated Timeline
1A	Draft Request for Proposals (RFP)	September 1, 2020 → September 30, 2020
1B	Committee Review & Finalization of RFP	October 1, 2020 → October 31, 2020
1C	Issue/Advertise RFP to Design Firms	November 1, 2020 → November 30, 2020
1D	Receive/Review Proposals & Select Design Firm	December 1, 2020 → December 31, 2020
1E	Establish Design Contract with Selected Firm	January 1, 2021 → January 31, 2021
2	Schematic Design with Selected Firm	February 1, 2021 → May 31, 2021
3	Obtain Cost Estimates for Construction	June 1, 2021 → July 31, 2021
4	Secure Project Funding	Ongoing, with peak beginning August, 2021
5	Final Design & Engineering Package for Bid	August, 2021 → December 31, 2021
6	Public Bidding for Construction	January 1, 2022 → February 28, 2022
7	Construction Contract & Site Work	March 1, 2022 → September 30, 2022
8A	Reorganization of Waterfront Trust	Ongoing, prior to transfer of new park areas
8B	Transfer of Lands to WFT	After park construction and WFT reorganization

As with any public project there are numerous factors that could impact the scheduled outlined here. However, I recommend that we proceed with the goal of adhering to this schedule in the coming months making periodic adjustments as needed, and as circumstances dictate. There are also subordinate or related tasks noted in the May 2017 Resolution, or otherwise required for successful completion of this project, which I have not listed here. The focus of the above schedule is key project phases and milestones, with related tasks to be completed in parallel.

I look forward to discussing this project timeline, the nature of central waterfront improvements encompassed by this project, and related details with the Ad Hoc Committee at our meeting Thursday night. I also look forward to our collaborative work towards permanent waterfront park expansion in the coming months.

CONSENT AGENDA

CITY COUNCIL MEETING AGENDA - VERSION 1

**REMOTE
MINUTES**

August 10, 2020

Link to join Webinar

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81791809254>

Or iPhone one-tap :

US: +13017158592,,81791809254# or +13126266799,,81791809254#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900
6833

Webinar ID: 817 9180 9254

7:30 PM

Council Meeting

1. MOMENT OF SILENCE

Remembering Pete Kelly

2. CALL TO ORDER

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: Zeid, Khan, Lane, McCauley, Connell, Shand, Tontar, Vogel, Wallace, and Eigerman. 10 present, 1 absent (Devlin) using Zoom as a platform.

3. LATE FILE ITEMS

4. PUBLIC COMMENT

1. Lynn Schow, 75 High St.
2. Colin Sarff, 23 Charter St.
3. Matthew Kane 63 Curzon Mill Rd.
4. Rick Doucette, 69 Marlboro St.
5. Bill Harris, 56 Lime st.
6. Megan Kinsey, 1 Griffin Ct.
7. Hayley Knutson, 7 Columbus Ave.
8. Katie Accardi, 41A Merrimac St.
9. Brendan Cooper, 5 William Hall Dr.

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

- July 13, 2020

(Approve)

- July 30, 2020

(Approve)

7. COMMUNICATIONS

- COMM254_08_10_2020 Moseley Ave Ltr with Map (PS)
- COMM255_08_10_2020 World Disorders of the Corpus Callosum Day (R&F)

8. TRANSFERS - None

9. FIRST READING APPOINTMENTS - None

- APPT184_08_10_2020 Richard J. O'Brien 41 Olive St. Trust Fund Comm, 8/15/2023

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

**Budget & Finance
General Government**

- ORDR197_07_13_2020 Implementing Ch. 96 of the Acts of 2020 re: NRA

Planning & Development

- ORDR201_07_30_2020 Intermunicipal Agreement; Amesbury and Newburyport CDBG

Public Safety

- 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
- COMM237_03_30_2020 21-23 Walnut St Public Safety Concern
- COMM246_05_26_2020 Ltr To City Council from A Calcagni re: ORDR180
- COMM250_06_29-2020 Letter Elizabeth Goullaud
- ORDR190EP_06_29_2020 Emergency Preamble for Resolution Racial Justice COTW

END OF CONSENT AGENDA

Motion to approve the Consent Agenda as Amended by Councillor Zeid, seconded by Councillor McCauley. So voted.

REGULAR AGENDA

10. MAYOR'S UPDATE

Motion to receive & file by Councillor Zeid, seconded by Councillor Khan. So voted.

11. SECOND READING APPOINTMENTS

12. COMMUNICATIONS

- COMM253_07_30_2020 Charter Sec 2-7 Notice re: NYS TABLED
Motion to take off the table by Councillor Zeid, seconded by Councillor Khan. So voted.
Motion to receive & file by Councillor Zeid, seconded by Councillor Khan. So voted.

13. ORDERS

- ORDR202_08_10_2020 Pioneer League Gift
Motion to refer to B&F by Councillor Tontar, seconded by Councillor Khan. So voted.
- ORDR203_08_10_2020 FY21 Budget Order
Motion to refer to B&F by Councillor Tontar, seconded by Councillor Khan.
Motion to continue the motion to refer to the August 17th meeting by Councillor Tontar, seconded by Councillor Khan. Roll call vote. 6 yes, 4 no, 1 absent (Devlin). Motion passed.
- ORDR204_08_10_2020 Yankee Homecoming Appreciation Resolution
Motion to postpone until August 31st meeting by Councillor Khan, seconded by Councillor McCauley. So voted.
- ORDR205_08_10_2020 Hybrid/In Person Remote Participation Policy
Councillor Tontar commented it would be his suggestion that the Board of Health should review this policy.
Motion to refer to ADHOC Remote Participation and COTW by Councillor Zeid, seconded by Councillor Khan. So voted.

14. ORDINANCES

15. COMMITTEE ITEMS

NOTE: UNDERLINED COMMITTEE ITEMS WILL BE CONSIDERED AT THIS MEETING

Ad Hoc Committee on Economic Development

In Committee:

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
- ORDR178_04_27_2020 Acts of 1987 (w/ **Education**)
- ORDR198_07_13_2020 Intermunicipal K w/ West Newbury for Shared ACO

Education

In Committee:

- COMM235_03_30_2020 Ltr re: SC Appt. 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
- **ORDR197_07_13_2020 Implementing Ch. 96 of the Acts of 2020 re: NRA**
Motion to approve by Councillor Eigerman, seconded by Councillor McCauley. So voted.

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
- APPL014_06_08_2020 Outdoor Seating application from Vera Ristorante LLC
- APPL015_06_08_2020 Ltr with Layout from Ted Epstein re: Outdoor Seating

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
- COMM252_07_30_2020 Ltr re: Face Masks in public
- ODNC061_07_30_2020 Amendment to Ch. 11 Parks and Recreation for Covid-19

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
- 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
- ORDR196_07_13_2020 Open Space and Recreation Plan 2020 (COTW)
- **ORDR201_07_30_2020 Intermunicipal Agreement; Amesbury and Newburyport CDBG**
Motion to approve by Councillor Shand, seconded by Councillor Khan. Roll call vote. 10 yes, 1 absent (Devlin). Motion passed.

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**

Motion to receive & file collectively by Councillor McCauley, seconded by Councillor Wallace. So voted.

- 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
- COMM243_05_11_2020 Ltr from Jane Rascal re: NMMCD
- **COMM237_03_30_2020 21-23 Walnut St Public Safety Concern**
- **COMM246_05_26_2020 Ltr To City Council from A Calcagni re: ORDR180**
- **COMM250_06_29-2020 Letter Elizabeth Goullaud**
- **ORDR190EP_06_29_2020 Emergency Preamble for Resolution Racial Justice COTW**

Motion to receive & file collectively by Councillor McCauley, seconded by Councillor Wallace. So voted.

- ODNC059_06_29_2020 Truck Routes
- APPT165_04_13_2020 Dr. Robin Blair 18 Market St Board of Health 4/30/2023

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)

16. GOOD OF THE ORDER Councillor Eigerman spoke briefly on the Council Rules and fairness.

17. ADJOURNMENT

Motion to Adjourn at 9:13 pm by Councillor Tontar, seconded by Councillor Zeid. So voted.

CITY COUNCIL MEETING AGENDA - VERSION 2

REMOTE

MINUTES

AUGUST 20, 2020

7:30PM

1. Call to Order

2. 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: Zeid, Khan, McCauley, Connell, Shand, Tontar, Wallace, and Eigerman. 8 present, 3 absent (Devlin, Lane, Vogel) using Zoom as a platform.

3.

- Late Files

COMM258_08_20_2020 FY21 Budget Workshops with City Council

ORDR207_08_20_2020 CPC - Parker/State Street Crossing (Clipper City Rail Trail Phase III)

Motion to allow late files made by Councillor Zeid, seconded by Councillor Tontar. So voted.

2. Communications

- COMM257_08_20_2020 Ltr re: Harrison Street, J Tymon
Motion to P&D made by Councillor Shand, seconded by Councillor Khan. So voted.
- COMM258_08_20_2020 FY21 Budget Workshops with City Council
Motion to R&F made by Councillor Zeid, seconded by Councillor Tontar. So voted.

3. Orders

- ORDR206_08_20_2020 FY21 Budget Order Motion to Refer to B&F and COTW by Councillor Tontar, seconded by Councillor Khan; Motion to Amend to Refer without the School Cmte Budget by Councillor McCauley, seconded by Councillor Zeid, Roll call vote 3 Yes (JM, CW, SZ), 5 No, 3 Absent, Motion fails; Vote on the Motion to Refer by Roll Call, 6 Y, 2 N (JM, SZ), 3 Absent. Motion Passes.
- ORDR207_08_20_2020 CPC - Parker/State Street Crossing (Clipper City Rail Trail Phase III)
Motion to Refer to B&F by Councillor Tontar, seconded by Councillor Khan, so voted.

4. Good of the Order

5. Adjournment Motion to Adj at 8:14 pm by Councillor Khan, seconded by Councillor Tontar.

Zoom Details:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84164039618>

Or iPhone one-tap :

US: +13126266799,,84164039618# or +19292056099,,84164039618#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 841 6403 9618

International numbers available: <https://us02web.zoom.us/j/84164039618>

COMMUNICATIONS



Brett Murphy
Chairperson
School Committee

Maureen Lynch
Superintendent

RECEIVED:
CITY CLERK'S OFFICE
NEWBURYPORT, MA

Whittier Regional Vocational Technical High School

2020 AUG 19 PM 12: 15

115 Amesbury Line Road
Haverhill, MA 01830-1898
978-373-4101
Fax: 978-521-0260
www.whittiertech.org

July 27, 2020

ANNUAL OPERATIONAL REPORT

TO: The Honorable City Council Members

FROM: Brett Murphy, Whittier Representative
Ben Fichera, Whittier Representative
Maureen Lynch, Superintendent

Whittier offers 23 vocational technical career areas designed to provide the necessary training and skills for further education or work force success.

Whittier's academic program is designed to offer students the fundamental skills through its core curriculum in English, Math, Science and Technology, Social Studies, World Languages, Physical Education/Health, and Elective subjects. Courses are aligned with the Massachusetts Curriculum Frameworks in order to achieve success on the MCAS.

Courses are offered in a sequential format and are integrated with the vocational-technical areas, wherever practicable and mutually beneficial. All academic courses offer advanced sections for students who desire to further their education. We offer honors courses in English, science, and math to lead toward advanced placement courses. Moreover, a Tech Prep program is offered to eleventh and twelfth grade students which parallels the College Prep program and provides students with the opportunity to earn college credit and/or advanced college placement.

Since all programs are open to both females and males, we encourage our students to explore and to specialize in non-stereotyped, non-traditional vocational-technical areas and to strive for the maximum realization of their goals and potential.

Whittier Regional Vocational Technical High School is entering its forty seventh year. To date we have graduated 12,198 students from the day school.

The enrollment for the Evening School from Newburyport: 22

Whittier Tech: *Working on your future*

Honorable City Council Members
July 27, 2020
Page 2

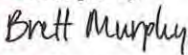
The October 1, 2019 Day School Enrollment:

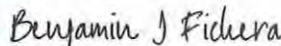
	Boys	Girls
Grade 9	3	5
Grade 10	7	3
Grade 11	5	1
Grade 12	3	6
Total –	33	

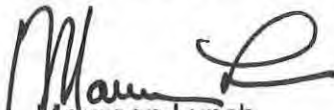
2020 Graduates – 9

The cost to Newburyport for the school year 2019-2020 was \$697,312.00.

Respectfully yours,

DocuSigned by:

E194C00061F6472...
Brett Murphy
Newburyport Representative

DocuSigned by:

D5191F053A0B4FA...
Ben Fichera
Newburyport Representative


Maureen Lynch
Superintendent

ML/lr



CITY OF NEWBURYPORT
FINANCE DEPARTMENT

60 PLEASANT STREET
NEWBURYPORT, MA 01950
PHONE: 978-465-4404

WWW.CITYOFNEWBURYPORT.COM/FINANCE

DONNA D. HOLADAY
MAYOR

ETHAN R. MANNING
FINANCE DIRECTOR/CITY AUDITOR

To: Mayor Donna D. Holaday
President and Members of the Newburyport City Council

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

Date: August 25, 2020

Subject: FY2020 Year-End Financial Report

The fiscal year 2020 year-end financial report is presented to the Mayor and City Council as a preliminary look at the City of Newburyport's financial performance over the past year prior to the release of the audited financial statements. This report compares original and revised appropriations/estimates to actual expenditures and collections for the General Fund, as well as, Water, Sewer and Harbormaster Enterprise Funds for the year-ending June 30, 2020.

FY2020 Expenditures

Expenditures within the General Fund and Enterprise Funds were made within the budgetary appropriations approved by the City Council. Remaining and unrestricted appropriations from fiscal year 2020, totaling \$2,248,111, will be a positive factor in the Free Cash and Retained Earnings calculations as of July 1, 2020. Below is a summary of the year-end expenditures by fund, which is broken out in greater detail in the reports that follow:

	REVISED BUDGET	FY2020 EXPENDED	FY2020 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND Total	\$70,798,204	\$67,633,951	\$2,043,930	\$1,120,323	98.4%
060 WATER ENTERPRISE FUND Total	\$5,381,089	\$4,857,579	\$52,368	\$471,142	91.2%
061 SEWER ENTERPRISE FUND Total	\$7,596,606	\$6,915,994	\$34,214	\$646,398	91.5%
6520 HARBORMASTER ENTERPRISE FUND Total	\$514,868	\$462,399	\$42,220	\$10,249	98.0%
TOTAL BUDGETARY FUNDS	\$84,290,767	\$79,869,923	\$2,172,733	\$2,248,111	97.3%

FY2020 Revenue

Total revenue for the budgetary funds exceeded estimates for FY2020 with collections at 100.3% of estimated revenue. The General Fund and Harbormaster Enterprise Funds exceeded their estimates, while the Water and Sewer Enterprise Funds fell short. Below is a summary of the year-end revenue by fund, which is broken out in greater detail in the reports that follow:

	FY2020 ESTIMATE	FY2020 ACTUAL	OVER/ (BELOW)	% OF ESTIMATE
001 GENERAL FUND Total	\$70,129,549	\$70,838,184	\$708,635	101.0%
060 WATER ENTERPRISE FUND Total	\$5,381,089	\$5,249,764	(\$131,325)	97.6%
061 SEWER ENTERPRISE FUND Total	\$7,596,606	\$7,215,261	(\$381,346)	95.0%
6520 HARBORMASTER ENTERPRISE FUND Total	\$514,868	\$545,374	\$30,506	105.9%
TOTAL BUDGETARY FUNDS	\$83,622,112	\$83,848,582	\$226,471	100.3%

The revenue for the Water and Sewer Enterprise Funds continues to be impacted by declining water consumption due to higher efficiency appliances, changes in customer behavior and fewer high-usage manufacturers. As such, rates and/or fees will likely need to be adjusted in the future to fund the current level of operations. There was no change made to rates for July 1, 2020; therefore a portion of retained earnings must be used to fund the annual budgets for both Water and Sewer. Despite missing the FY2020 revenue estimates, however, the Administration did implement a freeze on non-essential spending during FY2020, which allowed both the Water and Sewer Enterprise Funds to generate an excess of revenue over expenditures of \$339,817 and \$265,052 respectively.

Once the Massachusetts Department of Revenue verifies and certifies the City's year-end financial results later this fall, funds will be available for any legal expenditure at the recommendation of the Mayor and approval of a majority vote of the City Council. All financial information contained in this report is presented on an unaudited basis and, as such, is subject to further adjustment until finalized. The audited financial statements will be filed with the City Clerk no later than March 1, 2021 in accordance with the City Charter.

Please feel free to contact me if you have any questions.

Attachments:

- Year-End Financial Overview (page 1)
- Expenditure Summary (page 2)
- Expenditures by Budget Category (page 3)
- Revenue Summary (page 8)
- Revenue by Category (page 9)



City of Newburyport
FY2020 Year-End Financial Overview

Expenditures

	FY2018		FY2019		FY2020	
	Remaining Budget	% Used	Remaining Budget	% Used	Remaining Budget	% Used
001 GENERAL FUND	\$495,167	99.2%	\$665,602	99.0%	\$1,120,323	98.4%
060 WATER ENTERPRISE FUND	\$239,665	95.3%	\$443,615	91.9%	\$471,142	91.2%
061 SEWER ENTERPRISE FUND	\$344,177	95.1%	\$408,198	94.5%	\$646,398	91.5%
6520 HARBORMASTER ENTERPRISE FUND	\$18,996	96.0%	\$27,569	94.3%	\$10,249	98.0%
TOTAL BUDGETARY FUNDS	\$1,098,004	98.6%	\$1,544,984	98.1%	\$2,248,111	97.3%

Remaining Budget

(Top Ten Drivers: General Fund)

Remaining Budget	Driver
421 PUBLIC SERVICES DEPARTMENT	\$268,985 Vacancies/overtime/electrical costs
210 POLICE DEPARTMENT	\$171,667 Staff vacancies
914 INSURANCE GROUP	\$146,176 Variability of enrollment
720 ORDINARY DEBT SERVICE	\$140,717 Lower than projected debt service
293 PARKING CLERK DEPARTMENT	\$137,916 Remaining funds from multiple accounts
543 VETERANS' DEPARTMENT	\$39,871 Fewer veterans qualifying for benefits
610 LIBRARY DEPARTMENT	\$32,732 Staff vacancies
510 HEALTH DEPARTMENT	\$32,143 Fewer per diem inspections/staff vacancy
630 PARKS COMMISSION	\$27,347 Staff vacancy
220 FIRE DEPARTMENT	\$24,139 Remaining funds from multiple accounts
Total	\$1,021,693

Revenue

	FY2018 Actual	FY2019 Actual	FY2020 Estimate	FY2020 Actual	\$ Over Estimate	% Of Estimate	% Over Prior Year
001 GENERAL FUND							
412 REAL ESTATE TAX REVENUE	\$53,946,873	\$55,573,460	\$58,434,222	\$58,164,035	-\$270,187	99.5%	4.7%
411 PER PROP TAX REVENUE	\$664,093	\$644,277	\$685,065	\$680,427	-\$4,637	99.3%	5.6%
401 MOTOR VEHICLE EXCISE	\$2,710,467	\$2,747,357	\$2,625,000	\$2,963,027	\$338,027	112.9%	7.9% (1)
402 OTHER EXCISE	\$963,447	\$1,000,525	\$950,000	\$997,635	\$47,635	105.0%	-0.3%
403 PENALTIES/INTEREST	\$370,159	\$343,545	\$315,000	\$310,825	-\$4,175	98.7%	-9.5% (2)
404 PAYMENT IN LIEU TAXES	\$62,612	\$82,083	\$60,000	\$37,089	-\$22,911	61.8%	-54.8% (3)
410 FEES	\$402,086	\$345,552	\$320,000	\$294,754	-\$25,246	92.1%	-14.7% (4)
416 OTHER DEPARTMENT REVENUE	\$61,392	\$66,879	\$60,000	\$56,416	-\$3,584	94.0%	-15.6% (5)
417 LICENSES/PERMITS	\$964,669	\$1,190,151	\$900,000	\$1,055,073	\$155,073	117.2%	-11.3% (6)
419 FINES & FORFEITS	\$13,856	\$12,292	\$12,000	\$7,347	-\$4,653	61.2%	-40.2% (7)
420 INVESTMENT INCOME	\$131,781	\$271,752	\$100,000	\$238,029	\$138,029	238.0%	-12.4% (8)
421 MISCELLANEOUS RECURRING	\$292,500	\$318,040	\$289,500	\$206,812	-\$82,688	71.4%	-35.0% (9)
422 MISCELLANEOUS NON-RECURRING	\$58,343	\$78,116	\$0	\$269,784	\$269,784		245.4% (10)
460 STATE AID	\$4,362,522	\$4,398,935	\$4,583,403	\$4,761,571	\$178,168	103.9%	8.2%
497 INTERFUND TRANSFERS IN	\$0	\$0	\$795,360	\$795,360	\$0	100.0%	
TOTAL GENERAL FUND	\$65,004,800	\$67,072,964	\$70,129,549	\$70,838,184	\$708,635	101.0%	5.6%
WATER ENTERPRISE FUND	\$5,253,640	\$5,405,840	\$5,381,089	\$5,249,764	-\$131,325	97.6%	-2.9%
SEWER ENTERPRISE FUND	\$6,537,286	\$7,110,682	\$7,596,606	\$7,215,261	-\$381,346	95.0%	1.5%
HARBORMASTER ENTERPRISE FUND	\$491,483	\$428,347	\$514,868	\$545,374	\$30,506	105.9%	27.3%
TOTAL BUDGETARY FUNDS	\$77,287,208	\$80,017,835	\$83,622,112	\$83,848,582	\$226,471	100.3%	4.8%

- (1) Increase in vehicle purchases and values.
- (2) Fewer penalties/interest on tax titles.
- (3) MGL 121A:6A agreement for Heritage House expired in FY2019, bringing them onto regular tax collections.
- (4) Fewer tax title collections and off duty (police detail) receipts.
- (5) Decrease in copies, recordings and certificates.
- (6) Decrease in building permits, health permits, passports, and licenses.
- (7) Decrease in court fines.
- (8) Lower returns from reduced cash balances, resulting from close out capital projects.
- (9) Due to delay in filing for Medicaid reimbursement by school district.
- (10) Greater one-time receipts.



**City of Newburyport
FY2020 Year-End Expenditure Summary**

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	FY2020 EXPENDED	FY2020 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND							
111 CITY COUNCIL	\$72,651	\$18	\$72,670	\$70,047	\$0	\$2,623	96.4%
121 MAYOR'S DEPARTMENT	\$316,377	\$0	\$316,377	\$305,824	\$0	\$10,553	96.7%
129 GENERAL ADMINISTRATION	\$491,674	(\$112,197)	\$379,477	\$370,679	\$2,100	\$6,698	98.2%
135 AUDITOR'S DEPARTMENT	\$364,697	\$1,999	\$366,696	\$355,046	\$9,362	\$2,288	99.4%
141 ASSESSORS DEPARTMENT	\$239,318	\$6,046	\$245,365	\$240,101	\$2,770	\$2,494	99.0%
145 TREASURER'S DEPARTMENT	\$310,014	\$1,767	\$311,781	\$308,646	\$1,695	\$1,441	99.5%
151 INFO TECHNOLOGY DEPT	\$321,096	\$0	\$321,096	\$320,688	\$0	\$408	99.9%
152 HUMAN RESOURCES	\$326,125	\$0	\$326,125	\$315,016	\$11,000	\$108	100.0%
161 CITY CLERK'S DEPARTMENT	\$277,680	\$9,679	\$287,359	\$280,835	\$500	\$6,024	97.9%
163 BOARD OF REGISTRARS	\$49,333	\$10,000	\$59,333	\$59,239	\$0	\$94	99.8%
165 LICENSE COMMISSION	\$8,500	\$0	\$8,500	\$8,363	\$0	\$137	98.4%
171 CONSERVATION COMMISSION	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
175 PLANNING BOARD	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
176 ZONING BOARD	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
182 PLANNING & DEVELOPMENT	\$389,874	\$18,736	\$408,610	\$376,527	\$30,000	\$2,083	99.5%
191 LEGAL DEPARTMENT	\$100,000	\$26,500	\$126,500	\$108,854	\$16,000	\$1,646	98.7%
210 POLICE DEPARTMENT	\$4,230,657	\$0	\$4,230,657	\$4,058,990	\$0	\$171,667	95.9%
220 FIRE DEPARTMENT	\$3,795,001	\$282,578	\$4,077,579	\$4,042,922	\$10,518	\$24,139	99.4%
241 BUILDING DEPARTMENT	\$188,558	\$0	\$188,558	\$165,390	\$0	\$23,168	87.7%
291 EMERGENCY MANAGEMENT	\$29,100	\$13,000	\$42,100	\$37,379	\$0	\$4,721	88.8%
292 ANIMAL CONTROL	\$67,234	\$2,253	\$69,488	\$63,516	\$0	\$5,972	91.4%
293 PARKING CLERK DEPARTMENT	\$668,135	\$6,839	\$674,974	\$537,058	\$0	\$137,916	79.6%
300 SCHOOL DEPARTMENT	\$30,875,762	\$59,480	\$30,935,242	\$29,444,419	\$1,490,823	\$0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL	\$92,500	(\$4,772)	\$87,728	\$87,728	\$0	\$0	100.0%
399 WHITTIER VO TECH SCHOOL	\$697,312	\$0	\$697,312	\$697,312	\$0	\$0	100.0%
421 PUBLIC SERVICES DEPARTMENT	\$3,273,035	\$112,330	\$3,385,364	\$2,652,094	\$464,285	\$268,985	92.1%
423 SNOW & ICE	\$225,000	\$81,797	\$306,797	\$306,796	\$0	\$0	100.0%
510 HEALTH DEPARTMENT	\$254,154	\$1,470	\$255,624	\$223,443	\$38	\$32,143	87.4%
519 SUSTAINABILITY	\$1,644,824	\$20,245	\$1,665,069	\$1,660,985	\$0	\$4,084	99.8%
541 COUNCIL ON AGING	\$308,742	\$1,307	\$310,049	\$301,379	\$954	\$7,716	97.5%
542 YOUTH SERVICES	\$304,850	\$0	\$304,850	\$284,854	\$3,625	\$16,372	94.6%
543 VETERANS' DEPARTMENT	\$288,279	\$0	\$288,279	\$248,408	\$0	\$39,871	86.2%
610 LIBRARY DEPARTMENT	\$1,416,032	\$0	\$1,416,032	\$1,383,040	\$260	\$32,732	97.7%
630 PARKS COMMISSION	\$371,814	\$0	\$371,814	\$344,467	\$0	\$27,347	92.6%
691 HISTORICAL COMMISSION	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
710 DEBT EXCLUSION	\$3,165,464	\$0	\$3,165,464	\$3,165,464	\$0	\$0	100.0%
720 ORDINARY DEBT SERVICE	\$880,000	\$0	\$880,000	\$739,283	\$0	\$140,717	84.0%
911 RETIREMENT BOARD	\$4,340,558	\$0	\$4,340,558	\$4,340,558	\$0	\$0	100.0%
914 INSURANCE GROUP	\$9,864,940	\$0	\$9,864,940	\$9,718,764	\$0	\$146,176	98.5%
921 COMMISSION ON DISABILITY	\$2,640	\$0	\$2,640	\$2,640	\$0	\$0	100.0%
001 GENERAL FUND Total	\$70,259,128	\$539,076	\$70,798,204	\$67,633,951	\$2,043,930	\$1,120,323	98.4%
060 WATER ENTERPRISE FUND Total	\$5,371,089	\$10,000	\$5,381,089	\$4,857,579	\$52,368	\$471,142	91.2%
061 SEWER ENTERPRISE FUND Total	\$7,586,606	\$10,000	\$7,596,606	\$6,915,994	\$34,214	\$646,398	91.5%
6520 HARBORMASTER ENTERPRISE FUND Total	\$514,868	\$0	\$514,868	\$462,399	\$42,220	\$10,249	98.0%
TOTAL BUDGETARY FUNDS	\$83,731,691	\$559,076	\$84,290,767	\$79,869,923	\$2,172,733	\$2,248,111	97.3%



City of Newburyport
FY2020 Year-End Expenditures by Budget Category

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	FY2020 EXPENDED	FY2020 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND							
111 CITY COUNCIL							
001 PERSONNEL SERVICES	\$61,151	\$18	\$61,170	\$61,119	\$0	\$51	99.9%
002 PURCHASE OF SERVICES	\$11,500	\$0	\$11,500	\$8,928	\$0	\$2,572	77.6%
111 CITY COUNCIL Total	\$72,651	\$18	\$72,670	\$70,047	\$0	\$2,623	96.4%
121 MAYOR'S DEPARTMENT							
001 PERSONNEL SERVICES	\$260,377	\$0	\$260,377	\$253,156	\$0	\$7,221	97.2%
002 PURCHASE OF SERVICES	\$40,000	\$0	\$40,000	\$40,000	\$0	\$0	100.0%
007 OTHER CHARGES & EXPENSES	\$16,000	\$0	\$16,000	\$12,668	\$0	\$3,332	79.2%
121 MAYOR'S DEPARTMENT Total	\$316,377	\$0	\$316,377	\$305,824	\$0	\$10,553	96.7%
129 GENERAL ADMINISTRATION							
001 PERSONNEL SERVICES	\$13,250	\$0	\$13,250	\$9,845	\$0	\$3,405	74.3%
002 PURCHASE OF SERVICES	\$129,500	\$25,500	\$155,000	\$152,900	\$2,100	(\$0)	100.0%
004 SUPPLIES	\$8,000	\$0	\$8,000	\$4,706	\$0	\$3,294	58.8%
007 OTHER CHARGES & EXPENSES	\$340,924	(\$137,697)	\$203,227	\$203,227	\$0	(\$0)	100.0%
129 GENERAL ADMINISTRATION Total	\$491,674	(\$112,197)	\$379,477	\$370,679	\$2,100	\$6,698	98.2%
135 AUDITOR'S DEPARTMENT							
001 PERSONNEL SERVICES	\$316,242	\$1,999	\$318,241	\$316,164	\$0	\$2,077	99.3%
002 PURCHASE OF SERVICES	\$46,500	\$0	\$46,500	\$37,136	\$9,362	\$2	100.0%
004 SUPPLIES	\$1,500	\$0	\$1,500	\$1,291	\$0	\$209	86.1%
007 OTHER CHARGES & EXPENSES	\$455	\$0	\$455	\$455	\$0	\$0	100.0%
135 AUDITOR'S DEPARTMENT Total	\$364,697	\$1,999	\$366,696	\$355,046	\$9,362	\$2,288	99.4%
141 ASSESSORS DEPARTMENT							
001 PERSONNEL SERVICES	\$209,556	\$6,046	\$215,603	\$214,714	\$0	\$889	99.6%
002 PURCHASE OF SERVICES	\$26,257	\$0	\$26,257	\$22,886	\$2,770	\$601	97.7%
004 SUPPLIES	\$3,000	\$0	\$3,000	\$1,996	\$0	\$1,004	66.5%
007 OTHER CHARGES & EXPENSES	\$505	\$0	\$505	\$505	\$0	\$0	100.0%
141 ASSESSORS DEPARTMENT Total	\$239,318	\$6,046	\$245,365	\$240,101	\$2,770	\$2,494	99.0%
145 TREASURER'S DEPARTMENT							
001 PERSONNEL SERVICES	\$265,414	\$1,767	\$267,181	\$267,181	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$39,000	\$0	\$39,000	\$37,817	\$0	\$1,183	97.0%
004 SUPPLIES	\$3,800	\$0	\$3,800	\$2,047	\$1,695	\$58	98.5%
007 OTHER CHARGES & EXPENSES	\$1,800	\$0	\$1,800	\$1,600	\$0	\$200	88.9%
145 TREASURER'S DEPARTMENT Total	\$310,014	\$1,767	\$311,781	\$308,646	\$1,695	\$1,441	99.5%
151 INFO TECHNOLOGY DEPT							
001 PERSONNEL SERVICES	\$104,418	\$0	\$104,418	\$104,418	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$214,677	\$0	\$214,677	\$214,274	\$0	\$403	99.8%
004 SUPPLIES	\$2,000	\$0	\$2,000	\$1,995	\$0	\$5	99.8%
151 INFO TECHNOLOGY DEPT Total	\$321,096	\$0	\$321,096	\$320,688	\$0	\$408	99.9%
152 HUMAN RESOURCES							
001 PERSONNEL SERVICES	\$177,156	\$0	\$177,156	\$177,156	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$147,269	\$0	\$147,269	\$136,223	\$11,000	\$46	100.0%
004 SUPPLIES	\$1,500	\$0	\$1,500	\$1,438	\$0	\$62	95.9%
007 OTHER CHARGES & EXPENSES	\$200	\$0	\$200	\$200	\$0	\$0	100.0%
152 HUMAN RESOURCES Total	\$326,125	\$0	\$326,125	\$315,016	\$11,000	\$108	100.0%

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	FY2020 EXPENDED	FY2020 ENCUMB.	REMAINING BUDGET	% USED
161 CITY CLERK'S DEPARTMENT							
001 PERSONNEL SERVICES	\$264,180	\$9,679	\$273,859	\$268,145	\$0	\$5,714	97.9%
002 PURCHASE OF SERVICES	\$13,500	\$0	\$13,500	\$12,690	\$500	\$310	97.7%
161 CITY CLERK'S DEPARTMENT Total	\$277,680	\$9,679	\$287,359	\$280,835	\$500	\$6,024	97.9%
163 BOARD OF REGISTRARS							
001 PERSONNEL SERVICES	\$4,333	\$0	\$4,333	\$4,307	\$0	\$25	99.4%
007 OTHER CHARGES & EXPENSES	\$45,000	\$10,000	\$55,000	\$54,931	\$0	\$69	99.9%
163 BOARD OF REGISTRARS Total	\$49,333	\$10,000	\$59,333	\$59,239	\$0	\$94	99.8%
165 LICENSE COMMISSION							
001 PERSONNEL SERVICES	\$7,500	\$0	\$7,500	\$7,500	\$0	\$0	100.0%
007 OTHER CHARGES & EXPENSES	\$1,000	\$0	\$1,000	\$863	\$0	\$137	86.3%
165 LICENSE COMMISSION Total	\$8,500	\$0	\$8,500	\$8,363	\$0	\$137	98.4%
171 CONSERVATION COMMISSION							
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
171 CONSERVATION COMMISSION Total	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
175 PLANNING BOARD							
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
175 PLANNING BOARD Total	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
176 ZONING BOARD							
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
176 ZONING BOARD Total	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
182 PLANNING & DEVELOPMENT							
001 PERSONNEL SERVICES	\$342,824	\$18,736	\$361,560	\$361,560	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$42,000	\$0	\$42,000	\$9,939	\$30,000	\$2,061	95.1%
004 SUPPLIES	\$5,050	\$0	\$5,050	\$5,028	\$0	\$22	99.6%
182 PLANNING & DEVELOPMENT Total	\$389,874	\$18,736	\$408,610	\$376,527	\$30,000	\$2,083	99.5%
191 LEGAL DEPARTMENT							
002 PURCHASE OF SERVICES	\$100,000	\$26,500	\$126,500	\$108,854	\$16,000	\$1,646	98.7%
191 LEGAL DEPARTMENT Total	\$100,000	\$26,500	\$126,500	\$108,854	\$16,000	\$1,646	98.7%
210 POLICE DEPARTMENT							
001 PERSONNEL SERVICES	\$3,885,993	\$0	\$3,885,993	\$3,773,552	\$0	\$112,441	97.1%
002 PURCHASE OF SERVICES	\$172,609	\$0	\$172,609	\$145,380	\$0	\$27,229	84.2%
004 SUPPLIES	\$80,100	\$0	\$80,100	\$62,897	\$0	\$17,203	78.5%
007 OTHER CHARGES & EXPENSES	\$20,955	\$0	\$20,955	\$20,552	\$0	\$403	98.1%
008 CAPITAL OUTLAY	\$71,000	\$0	\$71,000	\$56,609	\$0	\$14,391	79.7%
210 POLICE DEPARTMENT Total	\$4,230,657	\$0	\$4,230,657	\$4,058,990	\$0	\$171,667	95.9%
220 FIRE DEPARTMENT							
001 PERSONNEL SERVICES	\$3,555,551	\$269,778	\$3,825,329	\$3,817,318	\$0	\$8,011	99.8%
002 PURCHASE OF SERVICES	\$176,000	\$0	\$176,000	\$158,777	\$1,500	\$15,723	91.1%
004 SUPPLIES	\$58,000	\$12,800	\$70,800	\$61,782	\$9,018	\$0	100.0%
007 OTHER CHARGES & EXPENSES	\$5,450	\$0	\$5,450	\$5,045	\$0	\$405	92.6%
220 FIRE DEPARTMENT Total	\$3,795,001	\$282,578	\$4,077,579	\$4,042,922	\$10,518	\$24,139	99.4%
241 BUILDING DEPARTMENT							
001 PERSONNEL SERVICES	\$187,558	\$0	\$187,558	\$164,401	\$0	\$23,157	87.7%

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	FY2020 EXPENDED	FY2020 ENCUMB.	REMAINING BUDGET	% USED
002 PURCHASE OF SERVICES	\$1,000	\$0	\$1,000	\$989	\$0	\$11	98.9%
241 BUILDING DEPARTMENT Total	\$188,558	\$0	\$188,558	\$165,390	\$0	\$23,168	87.7%
291 EMERGENCY MANAGEMENT							
001 PERSONNEL SERVICES	\$16,000	\$0	\$16,000	\$13,500	\$0	\$2,500	84.4%
002 PURCHASE OF SERVICES	\$10,000	\$13,000	\$23,000	\$22,693	\$0	\$307	98.7%
004 SUPPLIES	\$1,100	\$0	\$1,100	\$1,101	\$0	(\$1)	100.1%
007 OTHER CHARGES & EXPENSES	\$2,000	\$0	\$2,000	\$85	\$0	\$1,915	4.3%
291 EMERGENCY MANAGEMENT Total	\$29,100	\$13,000	\$42,100	\$37,379	\$0	\$4,721	88.8%
292 ANIMAL CONTROL							
001 PERSONNEL SERVICES	\$58,254	\$2,253	\$60,508	\$55,973	\$0	\$4,535	92.5%
002 PURCHASE OF SERVICES	\$6,340	\$0	\$6,340	\$5,384	\$0	\$956	84.9%
004 SUPPLIES	\$2,290	\$0	\$2,290	\$1,809	\$0	\$481	79.0%
007 OTHER CHARGES & EXPENSES	\$350	\$0	\$350	\$350	\$0	\$0	100.0%
292 ANIMAL CONTROL Total	\$67,234	\$2,253	\$69,488	\$63,516	\$0	\$5,972	91.4%
293 PARKING CLERK DEPARTMENT							
001 PERSONNEL SERVICES	\$253,435	\$6,839	\$260,274	\$244,818	\$0	\$15,456	94.1%
002 PURCHASE OF SERVICES	\$318,900	\$0	\$318,900	\$207,339	\$0	\$111,561	65.0%
004 SUPPLIES	\$95,800	\$0	\$95,800	\$84,902	\$0	\$10,898	88.6%
293 PARKING CLERK DEPARTMENT Total	\$668,135	\$6,839	\$674,974	\$537,058	\$0	\$137,916	79.6%
300 SCHOOL DEPARTMENT							
002 PURCHASE OF SERVICES	\$30,875,762	\$59,480	\$30,935,242	\$29,444,419	\$1,490,823	\$0	100.0%
300 SCHOOL DEPARTMENT Total	\$30,875,762	\$59,480	\$30,935,242	\$29,444,419	\$1,490,823	\$0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL							
002 PURCHASE OF SERVICES	\$92,500	(\$4,772)	\$87,728	\$87,728	\$0	\$0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL Tot:	\$92,500	(\$4,772)	\$87,728	\$87,728	\$0	\$0	100.0%
399 WHITTIER VO TECH SCHOOL							
002 PURCHASE OF SERVICES	\$697,312	\$0	\$697,312	\$697,312	\$0	\$0	100.0%
399 WHITTIER VO TECH SCHOOL Total	\$697,312	\$0	\$697,312	\$697,312	\$0	\$0	100.0%
421 PUBLIC SERVICES DEPARTMENT							
001 PERSONNEL SERVICES	\$2,112,809	\$14,018	\$2,126,826	\$1,935,554	\$0	\$191,273	91.0%
002 PURCHASE OF SERVICES	\$584,487	(\$46,688)	\$537,799	\$401,932	\$77,359	\$58,509	89.1%
004 SUPPLIES	\$254,475	\$85,000	\$339,475	\$300,013	\$20,248	\$19,214	94.3%
008 CAPITAL OUTLAY	\$321,264	\$60,000	\$381,264	\$14,596	\$366,678	(\$10)	100.0%
421 PUBLIC SERVICES DEPARTMENT Total	\$3,273,035	\$112,330	\$3,385,364	\$2,652,094	\$464,285	\$268,985	92.1%
423 SNOW & ICE							
001 PERSONNEL SERVICES	\$105,000	\$331	\$105,331	\$105,331	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$120,000	\$81,465	\$201,465	\$201,465	\$0	\$0	100.0%
423 SNOW & ICE Total	\$225,000	\$81,797	\$306,797	\$306,796	\$0	\$0	100.0%
510 HEALTH DEPARTMENT							
001 PERSONNEL SERVICES	\$213,340	\$1,470	\$214,810	\$200,195	\$0	\$14,615	93.2%
002 PURCHASE OF SERVICES	\$35,314	\$0	\$35,314	\$18,496	\$0	\$16,818	52.4%
004 SUPPLIES	\$4,500	\$0	\$4,500	\$4,201	\$38	\$261	94.2%
007 OTHER CHARGES & EXPENSES	\$1,000	\$0	\$1,000	\$551	\$0	\$449	55.1%
510 HEALTH DEPARTMENT Total	\$254,154	\$1,470	\$255,624	\$223,443	\$38	\$32,143	87.4%
519 SUSTAINABILITY							

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	FY2020 EXPENDED	FY2020 ENCUMB.	REMAINING BUDGET	% USED
001 PERSONNEL SERVICES	\$118,074	\$245	\$118,319	\$114,187	\$0	\$4,132	96.5%
002 PURCHASE OF SERVICES	\$1,525,500	\$20,000	\$1,545,500	\$1,545,500	\$0	(\$0)	100.0%
004 SUPPLIES	\$1,250	\$0	\$1,250	\$1,298	\$0	(\$48)	103.8%
519 SUSTAINABILITY Total	\$1,644,824	\$20,245	\$1,665,069	\$1,660,985	\$0	\$4,084	99.8%
541 COUNCIL ON AGING							
001 PERSONNEL SERVICES	\$269,242	\$1,307	\$270,549	\$270,516	\$0	\$32	100.0%
002 PURCHASE OF SERVICES	\$25,500	\$0	\$25,500	\$20,432	\$954	\$4,114	83.9%
004 SUPPLIES	\$14,000	\$0	\$14,000	\$10,431	\$0	\$3,569	74.5%
541 COUNCIL ON AGING Total	\$308,742	\$1,307	\$310,049	\$301,379	\$954	\$7,716	97.5%
542 YOUTH SERVICES							
001 PERSONNEL SERVICES	\$223,050	\$0	\$223,050	\$219,270	\$260	\$3,521	98.4%
002 PURCHASE OF SERVICES	\$25,300	\$0	\$25,300	\$12,398	\$2,633	\$10,270	59.4%
007 OTHER CHARGES & EXPENSES	\$56,500	\$0	\$56,500	\$53,186	\$732	\$2,581	95.4%
542 YOUTH SERVICES Total	\$304,850	\$0	\$304,850	\$284,854	\$3,625	\$16,372	94.6%
543 VETERANS' DEPARTMENT							
001 PERSONNEL SERVICES	\$131,139	\$0	\$131,139	\$131,139	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$6,720	\$0	\$6,720	\$2,920	\$0	\$3,800	43.4%
007 OTHER CHARGES & EXPENSES	\$150,420	\$0	\$150,420	\$114,350	\$0	\$36,071	76.0%
543 VETERANS' DEPARTMENT Total	\$288,279	\$0	\$288,279	\$248,408	\$0	\$39,871	86.2%
610 LIBRARY DEPARTMENT							
001 PERSONNEL SERVICES	\$1,070,050	(\$12,000)	\$1,058,050	\$1,048,731	\$0	\$9,319	99.1%
002 PURCHASE OF SERVICES	\$345,982	\$12,000	\$357,982	\$334,310	\$260	\$23,412	93.5%
610 LIBRARY DEPARTMENT Total	\$1,416,032	\$0	\$1,416,032	\$1,383,040	\$260	\$32,732	97.7%
630 PARKS COMMISSION							
001 PERSONNEL SERVICES	\$288,664	\$0	\$288,664	\$262,323	\$0	\$26,341	90.9%
002 PURCHASE OF SERVICES	\$14,400	\$0	\$14,400	\$13,780	\$0	\$620	95.7%
004 SUPPLIES	\$44,300	\$0	\$44,300	\$43,961	\$0	\$339	99.2%
007 OTHER CHARGES & EXPENSES	\$450	\$0	\$450	\$403	\$0	\$47	89.6%
008 CAPITAL OUTLAY	\$24,000	\$0	\$24,000	\$24,000	\$0	\$0	100.0%
630 PARKS COMMISSION Total	\$371,814	\$0	\$371,814	\$344,467	\$0	\$27,347	92.6%
691 HISTORICAL COMMISSION							
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
691 HISTORICAL COMMISSION Total	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
710 DEBT EXCLUSION							
009 DEBT SERVICE	\$3,165,464	\$0	\$3,165,464	\$3,165,464	\$0	\$0	100.0%
710 DEBT EXCLUSION Total	\$3,165,464	\$0	\$3,165,464	\$3,165,464	\$0	\$0	100.0%
720 ORDINARY DEBT SERVICE							
009 DEBT SERVICE	\$880,000	\$0	\$880,000	\$739,283	\$0	\$140,717	84.0%
720 ORDINARY DEBT SERVICE Total	\$880,000	\$0	\$880,000	\$739,283	\$0	\$140,717	84.0%
911 RETIREMENT BOARD							
001 PERSONNEL SERVICES	\$4,340,558	\$0	\$4,340,558	\$4,340,558	\$0	\$0	100.0%
911 RETIREMENT BOARD Total	\$4,340,558	\$0	\$4,340,558	\$4,340,558	\$0	\$0	100.0%
914 INSURANCE GROUP							
001 PERSONNEL SERVICES	\$9,864,940	\$0	\$9,864,940	\$9,718,764	\$0	\$146,176	98.5%
914 INSURANCE GROUP Total	\$9,864,940	\$0	\$9,864,940	\$9,718,764	\$0	\$146,176	98.5%

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	FY2020 EXPENDED	FY2020 ENCUMB.	REMAINING BUDGET	% USED
921 COMMISSION ON DISABILITY							
001 PERSONNEL SERVICES	\$2,640	\$0	\$2,640	\$2,640	\$0	\$0	100.0%
921 COMMISSION ON DISABILITY Total	\$2,640	\$0	\$2,640	\$2,640	\$0	\$0	100.0%
001 GENERAL FUND Total	\$70,259,128	\$539,076	\$70,798,204	\$67,633,951	\$2,043,930	\$1,120,323	98.4%
<u>060 WATER ENTERPRISE FUND</u>							
450 WATER DEPARTMENT							
001 PERSONNEL SERVICES	\$2,228,325	\$0	\$2,228,325	\$1,990,168	\$100	\$238,057	89.3%
002 PURCHASE OF SERVICES	\$913,090	\$10,000	\$923,090	\$780,261	\$50,975	\$91,853	90.0%
004 SUPPLIES	\$187,220	\$0	\$187,220	\$158,570	\$990	\$27,660	85.2%
007 OTHER CHARGES & EXPENSES	\$109,344	\$0	\$109,344	\$95,977	\$303	\$13,065	88.1%
008 CAPITAL OUTLAY	\$115,000	\$0	\$115,000	\$14,494	\$0	\$100,506	12.6%
009 DEBT SERVICE	\$1,818,110	\$0	\$1,818,110	\$1,818,110	\$0	\$0	100.0%
450 WATER DEPARTMENT Total	\$5,371,089	\$10,000	\$5,381,089	\$4,857,579	\$52,368	\$471,142	91.2%
060 WATER ENTERPRISE FUND Total	\$5,371,089	\$10,000	\$5,381,089	\$4,857,579	\$52,368	\$471,142	91.2%
<u>061 SEWER ENTERPRISE FUND</u>							
440 SEWER DEPARTMENT							
001 PERSONNEL SERVICES	\$2,436,193	\$0	\$2,436,193	\$2,237,471	\$0	\$198,722	91.8%
002 PURCHASE OF SERVICES	\$1,280,648	\$10,000	\$1,290,648	\$984,721	\$33,316	\$272,610	78.9%
004 SUPPLIES	\$473,198	\$0	\$473,198	\$471,152	\$828	\$1,218	99.7%
007 OTHER CHARGES & EXPENSES	\$94,929	\$0	\$94,929	\$80,245	\$70	\$14,615	84.6%
008 CAPITAL OUTLAY	\$271,000	\$0	\$271,000	\$111,767	\$0	\$159,233	41.2%
009 DEBT SERVICE	\$3,030,638	\$0	\$3,030,638	\$3,030,638	\$0	(\$0)	100.0%
440 SEWER DEPARTMENT Total	\$7,586,606	\$10,000	\$7,596,606	\$6,915,994	\$34,214	\$646,398	91.5%
061 SEWER ENTERPRISE FUND Total	\$7,586,606	\$10,000	\$7,596,606	\$6,915,994	\$34,214	\$646,398	91.5%
<u>6520 HARBORMASTER ENTERPRISE FUND</u>							
295 HARBORMASTER DEPARTMENT							
001 PERSONNEL SERVICES	\$303,845	\$0	\$303,845	\$303,845	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$50,250	\$0	\$50,250	\$44,795	\$220	\$5,235	89.6%
004 SUPPLIES	\$18,700	\$0	\$18,700	\$16,405	\$0	\$2,295	87.7%
007 OTHER CHARGES & EXPENSES	\$11,500	\$0	\$11,500	\$9,264	\$0	\$2,236	80.6%
008 CAPITAL OUTLAY	\$50,000	\$0	\$50,000	\$7,517	\$42,000	\$483	99.0%
009 DEBT SERVICE	\$80,573	\$0	\$80,573	\$80,573	\$0	\$0	100.0%
295 HARBORMASTER DEPARTMENT Total	\$514,868	\$0	\$514,868	\$462,399	\$42,220	\$10,249	98.0%
6520 HARBORMASTER ENTERPRISE FUND Tot:	\$514,868	\$0	\$514,868	\$462,399	\$42,220	\$10,249	98.0%
TOTAL BUDGETARY FUNDS	\$83,731,691	\$559,076	\$84,290,767	\$79,869,923	\$2,172,733	\$2,248,111	97.3%



City of Newburyport
FY2020 Year-End Revenue Summary

	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ESTIMATE	FY2020 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
001 GENERAL FUND							
412 REAL ESTATE TAX REVENUE	\$53,946,873	\$55,573,460	\$58,434,222	\$58,164,035	(\$270,187)	99.5%	4.7%
411 PER PROP TAX REVENUE	\$664,093	\$644,277	\$685,065	\$680,427	(\$4,637)	99.3%	5.6%
401 MOTOR VEHICLE EXCISE	\$2,710,467	\$2,747,357	\$2,625,000	\$2,963,027	\$338,027	112.9%	7.9%
402 OTHER EXCISE	\$963,447	\$1,000,525	\$950,000	\$997,635	\$47,635	105.0%	-0.3%
403 PENALTIES/INTEREST	\$370,159	\$343,545	\$315,000	\$310,825	(\$4,175)	98.7%	-9.5%
404 PAYMENT IN LIEU TAXES	\$62,612	\$82,083	\$60,000	\$37,089	(\$22,911)	61.8%	-54.8%
410 FEES	\$402,086	\$345,552	\$320,000	\$294,754	(\$25,246)	92.1%	-14.7%
416 OTHER DEPARTMENT REVENUE	\$61,392	\$66,879	\$60,000	\$56,416	(\$3,584)	94.0%	-15.6%
417 LICENSES/PERMITS	\$964,669	\$1,190,151	\$900,000	\$1,055,073	\$155,073	117.2%	-11.3%
419 FINES & FORFEITS	\$13,856	\$12,292	\$12,000	\$7,347	(\$4,653)	61.2%	-40.2%
420 INVESTMENT INCOME	\$131,781	\$271,752	\$100,000	\$238,029	\$138,029	238.0%	-12.4%
421 MISCELLANEOUS RECURRING	\$292,500	\$318,040	\$289,500	\$206,812	(\$82,688)	71.4%	-35.0%
422 MISCELLANEOUS NON-RECURRING	\$58,343	\$78,116	\$0	\$269,784	\$269,784		245.4%
460 STATE AID	\$4,362,522	\$4,398,935	\$4,583,403	\$4,761,571	\$178,168	103.9%	8.2%
497 INTERFUND TRANSFERS IN	\$0	\$0	\$795,360	\$795,360	\$0	100.0%	
001 GENERAL FUND Total	\$65,004,800	\$67,072,964	\$70,129,549	\$70,838,184	\$708,635	101.0%	5.6%
060 WATER ENTERPRISE FUND Total	\$5,253,640	\$5,405,840	\$5,381,089	\$5,249,764	(\$131,325)	97.6%	-2.9%
061 SEWER ENTERPRISE FUND Total	\$6,537,286	\$7,110,682	\$7,596,606	\$7,215,261	(\$381,346)	95.0%	1.5%
6520 HARBORMASTER ENTERPRISE FUND Tot:	\$491,483	\$428,347	\$514,768	\$545,374	\$30,606	105.9%	27.3%
TOTAL BUDGETARY FUNDS	\$77,287,208	\$80,017,835	\$83,622,012	\$83,848,582	\$226,571	100.3%	4.8%



City of Newburyport
FY2020 Year-End Revenue by Category

	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ESTIMATE	FY2020 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
001 GENERAL FUND							
412 REAL ESTATE TAX REVENUE	\$53,946,873	\$55,573,460	\$58,434,222	\$58,164,035	(\$270,187)	99.5%	4.7%
411 PER PROP TAX REVENUE	\$664,093	\$644,277	\$685,065	\$680,427	(\$4,637)	99.3%	5.6%
401 MOTOR VEHICLE EXCISE	\$2,710,467	\$2,747,357	\$2,625,000	\$2,963,027	\$338,027	112.9%	7.9%
402 OTHER EXCISE							
MEALS EXCISE	\$627,528	\$657,825	\$620,000	\$600,503	(\$19,497)	96.9%	-8.7%
CO MA ROOM OCCUPANCY	\$223,725	\$226,301	\$220,000	\$272,723	\$52,723	124.0%	20.5%
CO MA URBAN REDEVELOPMENT	\$112,141	\$116,346	\$110,000	\$124,410	\$14,410	113.1%	6.9%
402 OTHER EXCISE Total	\$963,447	\$1,000,525	\$950,000	\$997,635	\$47,635	105.0%	-0.3%
403 PENALTIES/INTEREST							
INT/PEN PP/RE TAX REV	\$155,454	\$166,681	\$165,000	\$164,306	(\$694)	99.6%	-1.4%
INT/PEN MV/BT EXCISE	\$65,909	\$80,010	\$70,000	\$78,853	\$8,853	112.6%	-1.4%
CO MA REG MOTOR VEHICLES	\$64,856	\$51,955	\$50,000	\$47,801	(\$2,199)	95.6%	-8.0%
INT ON TAX TITLES	\$82,435	\$42,599	\$30,000	\$18,440	(\$11,560)	61.5%	-56.7%
INT/PEN SA PI - SWR	\$783	\$1,186	\$0	\$715	\$715		-39.7%
INT/PEN SA PI - WTR	\$624	\$953	\$0	\$583	\$583		-38.8%
INT/PEN SA LOW ST	\$98	\$161	\$0	\$128	\$128		-20.7%
403 PENALTIES/INTEREST Total	\$370,159	\$343,545	\$315,000	\$310,825	(\$4,175)	98.7%	-9.5%
404 PAYMENT IN LIEU TAXES	\$62,612	\$82,083	\$60,000	\$37,089	(\$22,911)	61.8%	-54.8%
410 FEES							
TAX TITLE REVENUE	\$250,357	\$171,997	\$150,000	\$137,188	(\$12,812)	91.5%	-20.2%
FIRE MASTER BOX CONNECTION FEE	\$85,527	\$82,200	\$80,000	\$82,550	\$2,550	103.2%	0.4%
OFF DUTY FEES	\$38,793	\$63,395	\$63,000	\$42,899	(\$20,101)	68.1%	-32.3%
MUNICIPAL LIENS	\$20,450	\$21,475	\$21,000	\$29,400	\$8,400	140.0%	36.9%
REGISTRY FEES	\$6,960	\$6,700	\$6,000	\$2,700	(\$3,300)	45.0%	-59.7%
OTHER FEES	\$0	\$0	\$0	\$17	\$17		
PUBLIC RECORD REQUESTS FEES	\$0	(\$215)	\$0	\$0	\$0		-100.0%
410 FEES Total	\$402,086	\$345,552	\$320,000	\$294,754	(\$25,246)	92.1%	-14.7%
416 OTHER DEPARTMENT REVENUE							
COPIES/RECORDINGS	\$49,522	\$56,234	\$49,000	\$49,426	\$426	100.9%	-12.1%
BUSINESS CERTIFICATES	\$8,885	\$8,135	\$8,000	\$6,045	(\$1,955)	75.6%	-25.7%
ZONING/ORDINANCES	\$2,985	\$1,810	\$3,000	\$955	(\$2,045)	31.8%	-47.2%
POLICE DEPT RECEIPTS	\$0	\$700	\$0	\$0	\$0		-100.0%
VITAL STATISTICS	\$0	\$0	\$0	(\$10)	(\$10)		
416 OTHER DEPARTMENT REVENUE Total	\$61,392	\$66,879	\$60,000	\$56,416	(\$3,584)	94.0%	-15.6%
417 LICENSES/PERMITS							
BLDG DEPT ALTERATION PERMITS	\$293,935	\$567,657	\$316,000	\$426,687	\$110,687	135.0%	-24.8%
BUILDING PERMITS	\$164,110	\$130,477	\$125,000	\$221,658	\$96,658	177.3%	69.9%
LICENSE FEES	\$227,200	\$219,738	\$220,000	\$194,920	(\$25,080)	88.6%	-11.3%
OTHER PERMITS	\$116,443	\$79,280	\$70,000	\$40,497	(\$29,503)	57.9%	-48.9%
CLK PASSPORT	\$52,893	\$62,237	\$60,000	\$39,160	(\$20,840)	65.3%	-37.1%
BLDG DEPT OTHER PERMITS	\$26,672	\$35,205	\$25,500	\$35,725	\$10,225	140.1%	1.5%
FIRE PERMITS	\$17,134	\$26,037	\$30,000	\$32,583	\$2,583	108.6%	25.1%

	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ESTIMATE	FY2020 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
ROAD OPENING PERMIT DPW	\$25,812	\$35,342	\$25,000	\$30,220	\$5,220	120.9%	-14.5%
LICENSES/PERMITS DPW	\$3,078	\$3,500	\$2,000	\$12,652	\$10,652	632.6%	261.5%
DOG LICENSES	\$12,525	\$12,935	\$11,500	\$10,900	(\$600)	94.8%	-15.7%
UTILITY CONTRACTORS LIC DPW	\$12,776	\$9,500	\$7,500	\$5,092	(\$2,408)	67.9%	-46.4%
MARRIAGE LICENSES	\$4,910	\$4,410	\$4,000	\$2,388	(\$1,612)	59.7%	-45.9%
UTILITY PERMITS	\$4,175	\$2,100	\$2,000	\$1,550	(\$450)	77.5%	-26.2%
RAFFLE PERMITS	\$0	\$650	\$400	\$625	\$225	156.3%	-3.8%
STORM WATER PERMIT FEES	\$2,857	\$1,107	\$1,000	\$317	(\$683)	31.7%	-71.3%
OTHER LICENSES	\$0	(\$24)	\$50	\$99	\$49	198.0%	-512.5%
AUCTION LIC/PERMITS	\$150	\$0	\$50	\$0	(\$50)	0.0%	
417 LICENSES/PERMITS Total	\$964,669	\$1,190,151	\$900,000	\$1,055,073	\$155,073	117.2%	-11.3%
419 FINES & FORFEITS							
COURT FINES	\$12,911	\$11,612	\$11,500	\$7,327	(\$4,173)	63.7%	-36.9%
PARKING FINES	\$895	\$680	\$500	\$20	(\$480)	4.0%	-97.1%
419 FINES & FORFEITS Total	\$13,856	\$12,292	\$12,000	\$7,347	(\$4,653)	61.2%	-40.2%
420 INVESTMENT INCOME							
INT ON INVESTMENTS	\$131,781	\$271,752	\$100,000	\$238,029	\$138,029	238.0%	-12.4%
420 INVESTMENT INCOME Total	\$131,781	\$271,752	\$100,000	\$238,029	\$138,029	238.0%	-12.4%
421 MISCELLANEOUS RECURRING							
MISC RECURRING	\$178,431	\$186,930	\$179,500	\$162,622	(\$16,878)	90.6%	-13.0%
CO MA DIV MEDICAL ASSISTANCE	\$107,460	\$94,345	\$110,000	\$33,985	(\$76,015)	30.9%	-64.0%
CO MA EMERGENCY MANAGEMENT	\$0	\$17,170	\$0	\$8,975	\$8,975		-47.7%
POL INCIDENT/ACCIDENTS	\$2,128	\$1,595	\$0	\$1,070	\$1,070		-32.9%
MISC REVENUE	\$3,631	\$0	\$0	\$160	\$160		
SALE OF MUNICIPAL PROPERTY	\$851	\$18,000	\$0	\$0	\$0		-100.0%
421 MISCELLANEOUS RECURRING Total	\$292,500	\$318,040	\$289,500	\$206,812	(\$82,688)	71.4%	-35.0%*
422 MISCELLANEOUS NON-RECURRING	\$58,343	\$78,116	\$0	\$269,784	\$269,784		245.4%**
460 STATE AID	\$4,362,522	\$4,398,935	\$4,583,403	\$4,761,571	\$178,168	103.9%	8.2%
497 INTERFUND TRANSFERS IN	\$0	\$0	\$795,360	\$795,360	\$0	100.0%	
001 GENERAL FUND Total	\$65,004,800	\$67,072,964	\$70,129,549	\$70,838,184	\$708,635	101.0%	5.6%
060 WATER ENTERPRISE FUND							
UTILITY BILLING/METERS	\$4,665,206	\$4,829,654	\$4,956,089	\$4,809,726	(\$146,363)	97.0%	-0.4%
MISC FEES	\$281,989	\$232,450	\$185,000	\$185,433	\$433	100.2%	-20.2%
REVENUE SPEC ASSES PI	\$175,691	\$195,486	\$150,000	\$156,846	\$6,846	104.6%	-19.8%
WATER LIENS	\$86,489	\$84,213	\$60,000	\$68,371	\$8,371	114.0%	-18.8%
PENALTIES/INTEREST	\$29,349	\$44,835	\$30,000	\$29,350	(\$650)	97.8%	-34.5%
MISC NON-RECURRING	\$14,916	\$19,203	\$0	\$38	\$38		-99.8%
060 WATER ENTERPRISE FUND Total	\$5,253,640	\$5,405,840	\$5,381,089	\$5,249,764	(\$131,325)	97.6%	-2.9%
061 SEWER ENTERPRISE FUND							
UTILITY BILLING/METERS	\$5,835,310	\$6,380,565	\$7,051,606	\$6,655,115	(\$396,491)	94.4%	4.3%
REVENUE SPEC ASSES PI	\$232,344	\$275,430	\$190,000	\$194,523	\$4,523	102.4%	-29.4%
MISC FEES	\$241,925	\$262,413	\$230,000	\$174,829	(\$55,171)	76.0%	-33.4%
SEWER LIENS	\$119,138	\$114,795	\$80,000	\$99,721	\$19,721	124.7%	-13.1%
PENALTIES/INTEREST	\$79,036	\$53,724	\$35,000	\$41,913	\$6,913	119.8%	-22.0%
MISC NON-RECURRING	\$12,938	\$8,698	\$0	\$35,127	\$35,127		303.9%

	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ESTIMATE	FY2020 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
INDUSTRIAL PRETREATMNT	\$15,180	\$14,100	\$10,000	\$14,033	\$4,033	140.3%	-0.5%
TAX TITLE REVENUE	\$1,414	\$0	\$0	\$0	\$0		
061 SEWER ENTERPRISE FUND Total	\$6,537,286	\$7,110,682	\$7,596,606	\$7,215,261	(\$381,346)	95.0%	1.5%
6520 HARBORMASTER ENTERPRISE FUND							
HBR MOORING & SLIP	\$166,582	\$144,544	\$170,000	\$176,213	\$6,213	103.7%	21.9%
HBR PLUM ISLAND PRK	\$95,747	\$91,150	\$140,000	\$144,732	\$4,732	103.4%	58.8%
HBR WATERFRONT DOCKS	\$81,140	\$71,571	\$80,000	\$88,868	\$8,868	111.1%	24.2%
HBR BOAT EXCISE	\$69,156	\$73,698	\$71,268	\$66,675	(\$4,592)	93.6%	-9.5%
HBR CASHMAN PARK	\$42,144	\$31,562	\$40,000	\$58,514	\$18,514	146.3%	85.4%
HBR VIOLATIONS	\$350	\$5,175	\$5,000	\$3,687	(\$1,313)	73.7%	-28.8%
HBR PENALTIES/INTEREST	\$3,019	\$4,429	\$2,000	\$2,570	\$570	128.5%	-42.0%
HBR FISH PIER	\$5,800	\$6,050	\$5,000	\$2,500	(\$2,500)	50.0%	-58.7%
HBR SHELLFISH PERMITS	\$345	\$300	\$1,500	\$1,543	\$43	102.9%	414.3%
OTHER FINANCING SOURCES	\$0	(\$131)	\$0	\$72	\$72		-154.8%
HBR VESSEL CHARGES	\$27,199	\$0	\$0	\$0	\$0		
6520 HARBORMASTER ENTERPRISE FUND Tot:	\$491,483	\$428,347	\$514,768	\$545,374	\$30,606	105.9%	27.3%
TOTAL BUDGETARY FUNDS	\$77,287,208	\$80,017,835	\$83,622,012	\$83,848,582	\$226,571	100.3%	4.8%

* 421 Miscellaneous Recurring Revenue: Veterans Services (\$98,746), Medicaid Reimbursements (\$33,985), Cell tower lease payments (\$27,600), Animal Control (\$24,050), Emergency Management Funds (\$8,975), FWS Refuge Revenue Sharing (\$4,962), Property Lease (\$4,286), Police Incident/Accident (\$1,070) and Other Small Recurring Receipts (\$3,138).

** 422 Miscellaneous Non-Recurring Revenue: Prior Year FEMA Reimbursements (\$161,920), Prior Year Reimbursable Grants (\$57,577), FSA Forfeitures (\$24,976), E-Rate Reimbursement (\$19,228), Other Small One-Time Receipts (\$6,083).

TRANSFERS



CITY OF NEWBURYPORT FY 2021 TRANSFER/APPROPRIATION REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 AUG 25 PM 2:45

Department: Mayor's Office
Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 8/31/2020

Transfer From:

Account Name:	<u>Plum Island Utility Trust Fund</u>	Balance:	<u>\$ 1,809,915.04</u>
Account Number:	<u>8287-59600</u>	Category:	<u>\$ -</u>
Amount:	<u>\$50,000.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Available:

Proceeds from CDM Smith Inc. Settlement Agreement. Must be approved by a two-thirds vote of the City Council in accordance with M.G.L. c. 40, sec. 5B.

Transfer To:

Account Name:	<u>Reservation Ter. Shoreline Protection</u>	Balance:	<u>\$ -</u>
Account Number:	<u>New Account</u>	Category:	<u>\$ -</u>
Amount:	<u>\$50,000.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

To provide shoreline protection along Reservation Terrace on Plum Island. Estimated project cost is \$50,000. See attached explanatory memo and report from GZA GeoEnvironmental.

Donna D. Holaday, Mayor: *Donna D. Holaday*

Date: _____

Ethan R. Manning, Auditor: *Ethan R. Manning*

Date: 8/25/2020

Sponsors: Charles F. Tontar, Councillor At-Large; Sharif I. Zeid, Ward 1 Councillor

City Council Approval:

Plum Island Utility Trust Fund
Transaction History as of 8/25/2020

Date	Amount	Description
09/20/2016	\$4,550,000	Settlement Pmt 1 of 2
10/13/2016	\$14	Interest Posted
01/17/2017	\$1,590	Interest Posted
04/26/2017	\$12,112	Interest Posted
06/30/2017	(\$130,765)	Insurance Claims Paid
06/30/2017	\$2,388	Interest Posted
07/31/2017	(\$3,377,460)	CIP Hydrant Replacements (Remaining Balance: \$492,003)
10/18/2017	\$634	Interest Posted
10/27/2017	\$8,075	Interest Posted
01/16/2018	\$8,676	Interest Posted
04/12/2018	\$9,862	Interest Posted
06/30/2018	\$750,000	Settlement Pmt 2 of 2
06/30/2018	\$8,796	Interest Posted
10/23/2018	\$8,179	Interest Posted
11/28/2018	(\$99,197)	CIP Olga Way Pump Replacements (Project Complete)
01/11/2019	\$6,319	Interest Posted
04/25/2019	\$9,245	Interest Posted
06/30/2019	\$11,711	Interest Posted
10/17/2019	\$9,706	Interest Posted
01/28/2020	\$5,896	Interest Posted
05/06/2020	\$8,727	Interest Posted
06/30/2020	\$5,407	Interest Posted
Current Balance	\$1,809,915	



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 AUG 25 PM 2:45

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

Dear Councilors:

I have been working diligently for the past four years with the state and our legislators on the critical situation on Reservation Terrace not only to protect homes but our water and sewer infrastructure. This began four years ago in the dead of winter with DCR and our legislators on site to observe first-hand the erosion of the primary dune. We have followed every path and jumped through every hoop requested and followed through on two dune nourishments on state property at great cost and time to the city. We have seen these efforts wash away as sacrificial sand. Consequently I reached out to the Lt. Gov Polito in the fall requesting we declare a state of emergency here, instead she requested I speak with Samantha Phillips, the new Director of MEMA. MEMA staff, including Director Phillips attended several meetings with our legislators and appeared to understand the seriousness of the situation and agreed to work with us on securing more sand. Unfortunately, that did not occur and as in the past, I have no faith in this approach. However, MEMA may still be able to help with sand.

Then we worked with DPS on trying to add another layer of cement blocks, worked out the placement, costs and forwarded to Secretary Theoharides. The plan was rejected as non-permittable (once again). Through further conversations with Sec. Theoharides, we discussed flood gates that could be permitted as temporary structures. We have found the 'muscle wall' and sent info back to Sec. Theoharides and were told we need coastal engineering. I reached out to GZA as we have built a good relationship and Anders Bjarngard and respect this group's deep knowledge of the area. GZA evaluated several options including the muscle wall, concrete blocks and oversized sand bags- super sacks. Super sacks are the most feasible solution and their use was unanimously approved by the Conservation Commission last week.

Our legislative team has been briefed on this preferred option and is sending a letter of support to Gov. Baker, Lt. Gov. Polito, Sec. Theoharides and DCR Commissioner. I was with Sec. Theoharides a few weeks ago on PI and she understands the critical status we now face. We are out of options and must have something in place before hurricane season. The Secretary also mentioned that there may be some DCR projects that did not go forward due to pandemic and there may be some cost share. Our legislators are also requesting a cost share. We are estimating the cost to purchase and deploy these super sacks at \$50,000. The goal is to move quickly in September to protect this area as a temporary measure until the Merrimac River is dredged and materials placed on Reservation Ter.

Outside of the above effort, I traveled to DC to Army Corps HQ with PI Foundation members and our some of legislators to push for the Merrimack River dredge and placement of sand on Reservation Ter. Several Army Corps studies have been progressing to determine the beneficial use of sand. We also have met in Concord with ACOE on several occasions and with Sen. Markey.

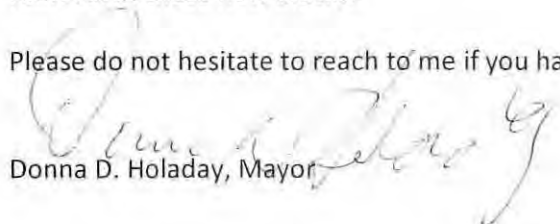
The Water/Sewer settlement fund was established to address this system; there is a direct nexus to the protection of this system. We are in a serious time crunch and should the State come through with

funding, we would replenish this settlement fund. Neighbors also working on another contribution between \$5,000 - \$10,000 (contributed about \$40,000 to past dune nourishments)

Attached is the GZA report with a change (separate doc) from using some cement blocks that were recently placed in self-help by a resident to compiling with Con Com approval for super sacks with removal of these new blocks.

Please do not hesitate to reach to me if you have questions.

Donna D. Holaday, Mayor

A handwritten signature in cursive script, appearing to read "Donna D. Holaday", is written over the printed name.

**APPOINTMENTS
FIRST READING**



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

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

To: President and Members
of the City Council

From: Donna D. Holaday, Mayor

Date: August 25, 2020

Subject: Appointment

A circular stamp containing a handwritten signature, likely of Donna D. Holaday, in dark ink.

I hereby appoint, subject to your confirmation, the following named individual as an alternate member of the Zoning Board of Appeals. This term will expire on August 31, 2021.

Brendan Banovic
1 Walnut Street
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 AUG 24 PM 2:07

Brendan Banovic

1 Walnut Street
Newburyport, MA 01950
Banovic@hotmail.com

July 20th 2020

The Honorable Donna D. Holaday (Mayor)
City of Newburyport
<https://newburyportmayor.org/>
60 Pleasant Street
P.O. Box 550
Newburyport, MA 01950

RE: Zoning Board of Appeals Vacancy

Dear Mayor Holaday,

I'm writing you to express my interest in applying for the Newburyport Zoning Board of Appeals vacancy I recently saw in the Newburyport Daily News.

Currently, I am employed at New Balance Athletic Shoe as their Advanced Analytics Senior manager. I manage a small team of highly talented specialists conducting important analytics across New Balance's business engine. I also have an Engineering Degree from Rensselaer Polytechnic Institute coupled with a problem-solving mindset which I think would be an asset to the Zoning Board of Appeals

I have lived in Newburyport for the past 7 years and prior to that I have lived across the globe (Japan, China, Oregon). Having lived so many places, I have developed a true appreciation of the qualities which make our town so great. When I was flown in to interview and later when I was given a house hunting trip, I stayed at the Essex Street Inn which provided me the opportunity to see Newburyport up close and personal. It is my desire to be part of the collective team to help shape Newburyport's future.

I would be happy to discuss my application further if there is interest.

Sincerely,



Brendan Banovic
617-817-3519

Brendan Banovic

1 Walnut Street
Newburyport, MA 01950
Banovic@hotmail.com

Education:

B.S. Chemical Engineering, May 1997
Minor: Philosophy
Rensselaer Polytechnic Institute (RPI), Troy, New York
GPA: 3.6 graduated cum laude



Professional Experience:

New Balance Athletic Shoe

April 2016 – Present

Advanced Analytics Senior Manager


Lawrence, MA USA 

Responsible for New Balance's R&D analytics and data management. Accountable for delivering actionable R&D insights to improve and streamline the product creation process, quality, performance, environmental impacts, materials usage, costing, finance, merchandise, and system monitoring. Also responsible for maintaining a robust and flexible data environment while continuously evaluating and improving data sources, structures, and tools. Along with performing the analytics, must also develop and implement a long term roadmap in conjunction with executive leadership to generate data driven decisions, dashboards, & KPIs for business optimization.

New Balance Athletic Shoe

April 2013 – April 2016

Advanced Analytics Senior Manager, Head of Product Sustainability


Lawrence, MA USA 

Responsible for New Balance's R&D analytics and data management for the Footwear Product organization along with the Product Sustainability department. Accountable for delivering actionable R&D insights to improve and streamline the product creation process, quality, performance, environmental impacts, and system monitoring. Also responsible for maintaining a robust and flexible data environment while continuously evaluating and improving data sources, structures, and tools.

Nike Inc.

July 2010 – October 2012

Senior Index, Analytics, and Innovation Manager


Beaverton, OR USA 

Responsible for the development of Nike's second generation footwear sustainability Index. Developed new metrics, provided statistical analysis, and project management for creation of the new Footwear Sustainability Index. Also responsible for reporting and monitoring of Nike's first generation Index to the footwear business and key leadership stakeholders. This also includes using SQL queries to tie different data sets together to better understand how sustainability is being integrated into key business practices. Accountable for providing sustainability consulting to other functions within Nike including product creation, Innovation/Kitchen team, and engineering. Assisted the Strategic planning team with business case justification of sustainability and index creation.

Nike Inc.

February 2006 – July 2010

Lead Tooling Engineer, Product Manager Basketball and Innovator


Guangzhou, China 

Responsible for the global implementation of tooling related initiatives within the Guangzhou (GZ) factory base. Assisted or led the following initiatives in the GZ NLO: Digital Product Creation, Road to Beijing, Mold Lifecycle, Adobe Acrobat Professional/3D, and FLIRTI (Tooling transfer protocol). Led several projects targeted on cost reduction, lead time minimization, and improved mold capabilities & tolerances. Also responsible for the successful commercialization of key innovation platforms from a tooling perspective. Accountable for tooling and software training within the NLO.

Nike Inc.

November 2004 - February 2006

Quality Assurance Engineer

Beaverton, OR USA 

Responsible for the quality of the Max360/Max180 running air bags. Primary responsibilities included the establishment and maintenance of quality systems at IHM, the development of Max360/Max180 specifications, and the data analysis for sample orders/trials/production data. Conducted several extensive growth/shipping trials for the Max360/Max180 air bags. Traveled to China and Korea to assist with the commercialization of the Max360/Max180 shoe. Responsible for communication with running category, Asia factory, IHM production, and techlab to troubleshoot any potential air bag issues.

Brendan Banovic

Banovic@hotmail.com

Siltronic Corporation 
Process Engineer & Assistant Manager
Portland, OR USA 


2000 – November 2004

Assistant manager for the Chemical Wafering team. Responsible for several essential end of the line processes including particle measurement, OCR verification, recipe management, and visual inspection criteria. Needed to work with approximately 30 operators regarding any process or hardware changes. Since operators did not report directly to me, I needed to build and develop strong relationships. Also led projects correlating customer specifications to various measurement gauges and equipment. Directed and assisted in purchasing and implementing new OCR technology into Wacker Siltronic. Also responsible for the documentation, tracking, SPC, monitoring, and development of the above processes. Assistant manager duties included leading meetings, reports, and any other essential responsibilities that my supervisor needed completed.



Mitsubishi Silicon America 
Quality Assurance Engineer
Salem, OR USA 

1999 - 2000

Responsible for external quality issues for entire customer base. Directed process engineers through investigations and reporting for customer complaints and quality issues using the 8D Process. Assisted Field Engineering and customer contacts in gaining visibility for permanent corrective action implementation throughout the company. Also developed and expanded Quality systems, policies and procedures within Mitsubishi Silicon America. Responsible for the effectiveness and legitimacy of the CofC system and its current updates and revisions.

Fuji Silysia Chemical 
Technical Sales Representative

1997 - 1999

Nagoya, Japan & Portland, OR USA  

Completed rigorous 7 month training in Nagoya, Japan focusing on language skills, Japanese sales and marketing techniques, technical training, and fundamental research and development. Gained valuable insight in international business and production schemes. Also improved and expanded interpersonal and cross-cultural skills. Responsible for technical support, sales, and marketing for entire west coast.

Technical Skill Set:

Computer Skills:

SQL, R, Python, Tableau, Spotfire, Visual Studio, ArcGIS, Adobe Acrobat 3D/Professional, Adobe PhotoShop, 3D CAD, SSMS, (ProEngineer/Solidview/Rhino), Infinity SPC, Oracle, SAP, C, OS9, UNIX, Microsoft-Excel / Word / Access / Powerpoint / Sharepoint / Visio, Matlab, Statgraphics, Minitab, SCIO (FMEA)

Quality & Problem Solving:

Six Sigma black belt

Athletics:

Avid Hiker, Mtn biker, Swimmer, and lover of the Outdoors:

- 3rd Place in Tour of Sanya China December 2009
- 107th overall 2008 TransAlp Mountain Bike Race (Germany, Austria, Switzerland, and Italy)
- 2nd in 2006 Great Wall Marathon, Huangyaguan, China
- Ranked 11th in nation for Duathlon in 25-29 division 2002
- 15th/42 in 25-29 age division of the 2002 Duathlon World Championships
- 2001, 2002, 2003, 2004, and 2005 Oregon Road Runner Club 25-29 Age Group Champion
- 227th/1545 in 1999 Ironman Florida triathlon
- Appointed to the RPI athletics board (1 of 4 athletes in entire school)
- RPI Cycling Team 1995-1997
- RPI Tennis Most Valuable Player (MVP), 1994-1995 season
- RPI Varsity Men's Tennis, 1993 - 1997 (Captain, 1995 – 1997)


References: References are provided upon request.



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

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

To: President and Members of the
City Counsel

From: Donna D. Holaday, Mayor 

Date: August 25, 2020

Subject: Appointment

I hereby appoint, subject to your approval the following named individual as a member of the Council on Aging. This term will expire on May 31, 2025.

Rosemary Decie
8 Fenders Avenue
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2020 AUG 24 PM 2:07

July 18, 2020

Donna Musumeci
Mayor's Office
60 Pleasant St.
Newburyport, MA 01950

Re: Council on Aging Board volunteer

Dear Donna Musumeci;

My resume is attached, to apply for the volunteer position on the Board of the Council on Aging.

Currently, I am semi retired from work as Health Agent in various Cities and Towns along the North Shore. I am self employed and work as a consultant to Cities to help them with inspections. When I lived in Salisbury, I had been involved with the Council on Aging in Salisbury and helped with Meals on Wheels as well as was a substitute van driver. I have lived in Newburyport for 18 years.

If there is any other information that you would require, please let me know. Thank you for your consideration.

Yours truly;



Rosemary Decie
8 Fenders Ave.
Newburyport, MA 01950
radecie@verizon.net

ROSEMARY A. DECIE

**8 Fenders Ave.
Newburyport, MA 01950
978-465-1337
508-423-6530 (cell)
radecie@verizon.net**

EXPERIENCE

Present position; Consultant, Yellow Dog Environmental Consulting, Inc.
Responsibilities include; providing consultation to municipalities with regard to food establishment inspections, the review of plans and applications with regard to septic systems, inspection of septic system installation, site evaluation, inspection of rental housing, and enforcement of regulations with regard to MA Environmental and Sanitary Codes. In addition, provide training as requested, for municipalities and others on the implementation of the following state regulations, Environmental Code, Standards for Human Sanitation, and Standards for Food Establishments. Inspections of food establishments in New England for Underwriters Lab/Everclean to ensure food establishments are in compliance with the Food Code and individual chain specifications.

Previous employment

Certification and Training Coordinator, NEIWPC, Lowell, MA

Responsibilities included: develop, administer, and teach training courses for state certification of Title 5 System Inspectors and Soil Evaluators, updated all manuals and guidance documents for training courses, authored the Title 5 System Inspector guidance document, provided training courses to Boards of Health through environmental conferences and seminars, coordinated and processed renewal notices for Mass. Wastewater operators, Title 5 System Inspectors and Soil Evaluators, coordinated with Mass DEP on emergency wastewater applications, reciprocity and change of status for wastewater operators, oversaw and administered the wastewater and Title 5 certification exams, and handled inquiries from clients with regard to renewals and training contact hours as well as providing technical assistance.

Health Agent, Town of Topsfield

Responsibilities included; review of plans and applications with regard to septic systems, inspection of septic system installation and food establishments (including temporary food vendors for Topsfield Fair), enforcement of regulations, site evaluation, review of current town regulations and compiling new regulations, (including authoring manure and floor drain regulations), regulatory research, administering installers exam, permitting of pumpers, installers, massage therapists, food establishments, budget submittal and meeting with town officials and residents.

Environmental Analyst, MA Department of Environmental Protection

Responsibilities included; develop, and teach training courses and administer exams for Title 5 System Inspectors and Soil Evaluators certification, input data and keep information current on System Inspectors and Soil Evaluators, develop and administer seminars relevant to Boards of Health, develop technical training materials for Boards of Health, develop training manuals on various subjects, assisted on the development of a Soil Evaluator video, respond and provide technical assistance to municipalities and individuals.

Instructor, Massachusetts Title 5 Certification Programs (12 years)

Responsibilities included; develop and teach training courses for Title 5 Certification programs, sole instructor for the Title 5 System Inspector Certification program and second instructor for the Soil Evaluator program. Updated DEP issued manuals and guidance documents for Title 5 System Inspectors and Soil Evaluators, authored power point presentations, and administered exams. In addition, assisted on the development of a soil evaluator video and consulted on updates to exams for Title 5 System Inspectors and Soil Evaluators as well as DEP Title 5 Inspection Report.

Environmental Planner, City of Gloucester

Responsibilities included; applicability of sites within the City to the Wetland Protection Act, review of plans and applications, delineation of wetland boundaries, regulatory research, site evaluations, update of City wetland and flood maps, submittal and update of Open Space Plan, participating in the National Flood Insurance Program, enforcement of regulations, technical assistance, assisting residents and other petitioners in the application process.

STATE (MA) BOARD APPOINTMENTS

Professional Licensure Board; Board of Registration of Sanitarians –member (6 years)
State Reclamation and Mosquito Control Board-commissioner (5 years/current)

CERTIFICATIONS

MA Registered Sanitarian, RS/REHS, N.H. Wetland Scientist, N. E. Soil Scientist, Army Corp Wetland Delineation, MA Soil Evaluator, Food Safety, Housing, Pool/Spa Operator, CLOWTS, Hydric Soil Delineation, Mediation, Paralegal

EDUCATION

A.S. Degree; Liberal Arts/Paralegal, with Honors, Northern Essex Community College, Haverhill, MA
B.S. Degree; Environmental, with Honors, Salem State College, Salem, MA
Additional courses: land use planning, soil and wetland courses, University of New Hampshire

ENVIRONMENTAL COMMITTEES

Title 5 Roundtable-review regulations for updates and revisions to MA Title 5, 310 CMR 15.000
Onsite Advisory Committee-development and scheduling of Title 5 training classes for certification.
Train the Trainer-provide technical assistance for the development of National Training Program
Subject Matter Expert-development of the NEHA, National Certification for System Installers (CLOWTS)

COMMUNITY SERVICE

MSPCA at Nevins Farm, Methuen-volunteer (10 years) current
Mosley Woods Committee, City of Newburyport (6 years)
Community Preservation Committee, City of Newburyport (5 years)
Conservation Commission (5 years), Zoning Board of Appeals (10 years), Bylaw Review Committee (3 years), Town of Salisbury

AFFILIATIONS

MA Health Officers Association, National Environmental Health Association, Natural Resource Scientist of N.H., N.H. Wetland Scientists, Soil Scientists of Northern New England



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

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

2020 AUG 25 PM 3:39

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: August 25, 2020
Subject: Appointment

A handwritten signature in blue ink, appearing to read "D.H.", is written over the "Date" field.

I hereby appoint, subject to your approval, the following named individual as Building Commissioner. This term will expire on January 1, 2023.

Robert Armstrong
25 Louise Avenue
Methuen, MA 01844

Robert Armstrong

35 Louise Avenue
Methuen, MA 01844
978-208-0771 Home
781-858-3599 Mobile

bob.armstrong@comcast.net

Education & Skills

- ◆ Medford Vocational High School, Diploma 1989. Architectural & Mechanical Drafting
- ◆ Builders Association of Greater Boston Supervisor License Course- Certificate
- ◆ IEE Lead Safe Renovator Training
- ◆ IEE Moderate to Low Risk Deleading Training
- ◆ Building Inspector Continuing Education- 2 hours or more monthly
- ◆ Email, Internet, Excel, Word, Typing, Read construction documents
- ◆ Online permitting and training

Licenses & Certifications:

- ◆ Massachusetts Certified Local Inspector #: BO 1904 Acquired 2014
- ◆ Massachusetts Construction Supervisor License- CS 075608 Acquired 1999 – Unrestricted
- ◆ ICC Certified: Residential Building Inspector B1, Commercial B2 Inspector, F3 Fire Plans Examiner
- ◆ Massachusetts Home Improvement Contractor- License # 146855
- ◆ Massachusetts Lead Safe Renovator Supervisor
- ◆ Massachusetts moderate risk de-leading / owner agent
- ◆ Massachusetts Class D driver license

Memberships:

- ◆ ICC- International Code Council
- ◆ ASHI- American Society of Home Inspectors
- ◆ MBCIA- Massachusetts Building Commissioners & Inspectors Association
- ◆ Metro West Building Officials

Professional Experience:

March 16th, 2020 – Present

Interim Building Commissioner/ Department Head / ADA Coordinator- Full Time and on call, as needed.

City of Newburyport, MA – Supervisor: Mayor Donna Holaday

- ◆ During Covid-19 situation created policy and procedures for receiving applications and issuing permits that is safe for applicants and employees. Managed Inspectors and inspections to be done in a safe manner for construction to continue as per Governor Baker guidelines. Construction, inspections and applications did not shut down and building permits increased compared to same time in 2019.
- ◆ Employee scheduling and management
- ◆ Budgeting and expense payments
- ◆ Payroll
- ◆ Assisted with the selection of the online permit system. Anticipate in helping with the setup and implementation.

- ◆ Review permit applications, plot plans, variance approvals, construction plans.
- ◆ Approve or deny permit applications based upon submitted materials.
- ◆ Consult with applicants, residents, and contractors regarding building projects, violations and building code questions.
- ◆ Daily field inspections for construction projects, report daily log with findings.
- ◆ Consult with field supervisors with remedies to building code errors at projects.
- ◆ Issue stop work orders for unpermitted work.
- ◆ Business inspections for Certificates of Inspections per 780 CMR section 110.
- ◆ On call nights and weekends as needed for damaged structures.
- ◆ Review permit applications with other departments for compliance to issue permits.

January 2019 – March 2020

Local Inspector/ ADA Coordinator- Full Time and on call, as needed.

City of Newburyport, MA – Supervisor Peter Binette, Building Commissioner

- ◆ Review permit applications, plot plans, variance approvals, construction plans.
- ◆ Approve or deny permit applications based upon submitted materials.
- ◆ Consult with applicants, residents, and contractors regarding building projects, violations and building code questions.
- ◆ Daily field inspections for construction projects, report daily log with findings.
- ◆ Consult with field supervisors with remedies to building code errors at projects.
- ◆ Issue stop work orders for unpermitted work.
- ◆ Business inspections for Certificates of Inspections per 780 CMR section 110.
- ◆ On call nights and weekends as needed for damaged structures.
- ◆ Review permit applications with other departments for compliance to issue permits.

July 2015 - December 2018

Local Inspector – Full Time and on call, as needed.

Town of Dracut, MA- Supervisor Dan McLaughlin, Building Commissioner

- ◆ Review permit applications, plot plans, variance approvals, construction plans
- ◆ Approve or deny permit applications based upon submitted materials
- ◆ Consult with applicants, residents, and contractors regarding building projects, zoning requirements, violations and building code questions.
- ◆ Daily field inspections for construction projects, report daily log with findings.
- ◆ Consult with field supervisors with remedies to building code errors at projects.
- ◆ Code enforcement as daily routine. Issue stop work orders for unpermitted work.
- ◆ Detect zoning violations, log a report of violations with pictures, discuss & issue letters to residents or businesses with violations. Discuss violations with Building Commissioner / Zoning Officer
- ◆ Business inspections for Certificates of Inspections per 780 CMR section 110.
- ◆ On call nights and weekends as needed for damaged structures

2014- 2018

Town of Stoneham, MA – Cheryl Noble, CBO

Building Inspector as needed when the Commissioner is sick or on vacation.

August 2014 – July 2015

Code Enforcement Inspector – Permanent part-time 8 hours per week

Town of Reading, MA – Supervisor Ms. Jean Delios

Inspect for compliance of local Town zoning and bylaws.

Inspect for compliance of local, state and International building codes.

Building Inspector when the Commissioner was on vacation.

November 2012- July 2015

Local Building Inspector – Permanent part-time 15 hours per week.

Town of Tewksbury, MA – Supervisor: Edward Johnson, CBO (978) 640-4435

- ◆ Review permit applications, plot plans, variance approvals, construction plans
- ◆ Approve or deny permit applications based upon submitted materials
- ◆ Consult with applicants, residents, and contractors regarding building projects, zoning requirements, violations and building code questions.
- ◆ Daily field inspections for construction projects, report daily log with findings.
- ◆ Consult with field supervisors with remedies to building code errors at projects.
- ◆ Code enforcement as daily routine. Issue stop work orders for unpermitted work.
- ◆ Detect zoning violations, log a report of violations with pictures, discuss & issue letters to residents or businesses with violations. Discuss violations with Building Commissioner / Zoning Officer
- ◆ Business inspections for Certificates of Inspections per 780 CMR section 110.
- ◆ On call nights and weekends as needed for damaged structures

1998- 2017

President/ Owner- Self Employed (Business is closed)

MCD Inc.

General Contracting & Remodeling Company

Methuen, MA

- ◆ New construction & remodeling projects- Residential & Commercial
- ◆ Architectural & Structural plan review
- ◆ Permitting / Zoning review / Variance applications and approvals
- ◆ Design & draft construction documents for customers projects
- ◆ Work with structural engineers for customer plans to meet or exceed building code
- ◆ Project management
- ◆ Contractor hiring and scheduling
- ◆ Control of day to day operations
- ◆ Estimating & Job takeoffs
- ◆ Employee hiring & training ,Record keeping/ payroll, budgeting
- ◆ Acquiring and purchasing necessary insurance policies. Updating policies annually.
- ◆ Obtaining sub-contractor insurances, verifying insurances
- ◆ Numerous residential customers
- ◆ Commercial customers including: Macys, H&R Block, Filenes, Belk



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 AUG 25 PM 3:39

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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: August 25, 2020
Subject: Appointment

A handwritten signature in blue ink, appearing to read "Donna D. Holaday", is written vertically over the "Date" and "Subject" lines of the header.

I hereby appoint, subject to your approval, the following named individual as a member of Commission on Disabilities. This term will expire on September 30, 2020.

Karen Sakaniwa
71 Middle Street
Newburyport, MA 01950

Donna Musumeci

To: Donna Musumeci
Subject: FW: Disability Commission

From: Karen Sakaniwa [<mailto:1dayflower@gmail.com>]
Sent: Wednesday, August 12, 2020 2:15 PM
To: Donna Holaday
Subject: [Ext]Newburyport Commission on Disability

external e-mail use caution opening

Dear Mayor Holaday,

I am writing to express my interest in serving as a volunteer on the Newburyport Council on Disabilities. My interest stems from raising a (now grown) child with hearing loss, as well as making meaningful contributions to our community.

I am attaching a brief resume for your review. I have been out of the workplace while raising my son and daughter, which has provided me with the opportunity to volunteer in various capacities, including advocating for children in foster care. I will be beginning a Paralegal Certificate program in September, but I am confident I will have more than enough time to devote to the committee.

Thank you for your consideration,

Karen Sakaniwa

Karen Sakaniwa

Newburyport, MA 01950
1dayflower@gmail.com
8135059199

Authorized to work in the US for any employer

Work Experience

Homemaker

Sakaniwa Family - Newburyport, MA
July 1998 to Present

Account Manager, Neurology

Athena Neurosciences - Raleigh, NC
April 1997 to June 1998

Established relationships with neurologists throughout the eastern half of North Carolina, promoting the prescribing of targeted therapeutics for Multiple Sclerosis and Parkinson's Disease.

Pharmaceutical Sales Specialist

Searle - Cleveland, OH
June 1994 to March 1997

- Established relationships with targeted physicians and nurses in hospitals and office practices. Hospital responsibility included The Cleveland Clinic, Case Western Reserve University Hospitals and The Louis Stokes VA Medical Center.
- Planned and executed promotional activity in those settings to maximize the presence and prescribing of Searle's pharmaceutical therapies including Ambien, Daypro and Calan SR.
- Organized continuing education conferences for physicians.
- Recruited medical thought-leaders to speak at those conferences.

Professional Representative

Merck - Detroit, MI
June 1991 to January 1994

- Established relationships with targeted physicians and nurses in office practices.
- Planned and executed promotional activities to maximize the awareness and prescribing of Merck pharmaceutical therapies, including Mevacor, Vasotec and Proscar.

Education

Bachelor's in History

Case Western Reserve University - Cleveland, OH
August 1986 to May 1991

Skills

- Account Management
- Managed Care
- Microsoft Office
- Presentation Skills
- Salesforce
- Negotiation
- CRM Software

Certifications and Licenses

Coursera Covid-19 Contact Tracing Certificate

Present



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

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

2020 AUG 25 PM 3:39

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Subject: Re-Appointment
Date: August 25, 2020

I hereby re-appoint, subject to your confirmation, the following named individual as a member of the Zoning Board of Appeals. This term will expire on October 1, 2025.

Rachel D. Webb
PO Box 742
Newburyport, MA 01950

Donna Musumeci

From: Rob Ciampitti <rob@libertylawma.com>
Sent: Monday, August 24, 2020 1:17 PM
To: Donna Musumeci
Subject: [Ext]RE: [Ext]RE: Hello - Candidate for the Zoning Board of Appeals

external e-mail use caution opening

Thanks very much. That sounds great!

Also, Rachel Webb said she would be happy to be re-appointed to the Board.

Thanks
Rob

Robert Ciampitti, Jr. Esq.
Co-Founder
LIBERTY LAW & TITLE, LLC.
Visit us at: LibertyLawMA.com

LIBERTY LAW COVID-19 ADVISORY - Please be advised that the COVID-19 (Coronavirus) pandemic continues to have impacts on real estate closings. Though thankfully much has evolved over these past few months in how the business of real estate closings is conducted, if you have a closing coming up, we ask that you remain flexible as recordings, mortgage payoffs, tax payments and other disbursements may be delayed. In addition, we ask that only essential personnel attend. If possible, please send us your documents ahead of time and we will mail/email you copies and checks. We will try our best to keep everyone updated in this rapidly changing environment. Thank you.

NEWBURYPORT OFFICE:

11A Liberty Street
Newburyport, MA 01950
T: 978-462-8488 Ext. 4 / e-Fax: 800-706-2393
C: 978-609-0181

BOSTON OFFICE:

Independence Wharf
470 Atlantic Avenue, 4th Floor
Boston, MA 02210
T: 617-936-3020 Ext. 4

PORTSMOUTH OFFICE:

170 Commerce Way, Suite 200
Portsmouth, NH 03801
T: 603-294-1923

WARNING – FRAUDULENT FUNDING INSTRUCTIONS

Email hacking and fraud are on the rise to fraudulently misdirect funds. Please call your contact here at Liberty Law & Title, LLC immediately using contact information found from an independent source, such as the P&S Agreement / Rider or the internet, to verify any funding instructions received. We are not responsible for any wires sent by you to an incorrect bank account.

Rachel D. Webb

P.O. Box 742, Newburyport, MA 01950-0942 978-518-0354 (cell); 978-465-0845 (H); rd-w-biz@msn.com

Profile: Dedicated professional with strong oral and written communication skills from careers in real estate administration, real estate sales, city and regional planning, library services, and educational volunteerism. Worked in both Massachusetts and New Hampshire. Motivated and effective self-starter who is resourceful, conscientious, personable, and flexible. Administratively precise.

Computer knowledge: Microsoft Word, Outlook, Excel, Access; Databases: appFiles real estate transactions; MLS (Multiple Listing Service) real estate; MVLC (Merrimack Valley Library Consortium) library system & Community Information system; GIS (geographic information systems) and Arc GIS (ArcMap) conceptual familiarity.

Employment History:

- **Real Estate Transaction Coordinator:** for max of 8 Realtors at Re/MAX On The River; Newburyport, MA. 2016-present
- **Research Associate:** *Taintor & Assoc.*; Community planning, policy & development; Newburyport, MA. 2008
- **Library Technician:** *Newburyport Public Library (NPL)*; Newburyport, MA. 2001-2003
- **Real Estate Administrative Assistant to Top Producers:** *Carlson Real Estate*; Newburyport, MA. 1997
- **Real Estate Sales:** *Carlson Real Estate*; Newburyport, MA. 1993-2001
- **Long-Range Planner:** *Community Development Division, City of Nashua, NH.* 1987-1993
- **Graduate Research Assistant:** *Center for Economic Development*; Univ. of Massachusetts; Amherst, MA. 1984-1986
- **Graduate Student:** Master's program in Regional Planning; *University of Massachusetts; Amherst, MA.* 1982-1986
- **Municipal Research Assistant:** *Vermont League of Cities and Towns*; Montpelier, VT. 1981-1982

Career Highlights:

Real Estate:

- 12-months of 2018: Coordinated 104 sides of \$49,063,176 residential real estate sales transactions. (Re/MAX On The River)
- Listed and sold residential real estate in greater Newburyport: contracts, disclosures, to closing. (Carlson GMAC Real Estate)
- Facilitated real estate transaction details for Top Producers, including hosting Open Houses (Carlson and RE/MAX)

Project Management, Coordination, & Implementation:

- Updated City Master Plan via gaining consensus and approval of City Planning Board. (City of Nashua, NH)
- Managed annual municipal Capital Improvements Program (CIP) from proposals through committee prioritization, to production of the annual report/plan. (City of Nashua, NH)
- Helped launch and implement Mayoral Office's special project planning and implementation initiatives: Downtown 2000 Plan, community cornerstones project, Heritage Trail and rail-to-trails planning, Heritage Trail LWCF grant, Facilities Planning Committee, rewrite of municipal sign ordinance, and Downtown Farmers' Market. (City of Nashua, NH)
- Demographic profile statistics compiled to bonding companies to establish municipal bond rating. (City of Nashua, NH)
- Housing Units summary submitted annually to the NH Office of State Planning. (City of Nashua, NH)
- Staff to: Planning Board, Capital Improvements Committee, Historic District Commission, Sign Task Force, and Facilities Planning Committee. (City of Nashua, NH)
- Created and updated information for the Community Information database at the Newburyport Public Library. (NPL)

Research & Writing:

- Analyzed and assessed land ownership and capability to determine parameters of a Corridor Management Plan for NJ Southern Pinelands Natural Heritage Trail Scenic Byway (Taintor and Associates)
- Created & updated information for a Community Information database (NPL via Merrimack Valley Library Consortium)
- Rewrote municipal sign ordinance (City of Nashua, NH)
- Researched and wrote economic development reports regarding industrial development, real estate market research, and downtown revitalization (Center for Economic Development, UMass Amherst, MA)
- Researched and wrote a Handbook for Vermont Municipal Clerks (Vermont League of Cities and Towns)

Volunteer History:

- **BPC Berwick Parent Community, Board of Directors;** Middle School Coordinator (Appointed) 2016-2017
- **City of Newburyport, City Clerk's Office;** City Hall, Newburyport, MA. (Volunteer – 6 months) 2015-2016
- **Parent Representative, to High, Middle, & Elementary School Principals** on School Improvement Plans. (Appointed); Newburyport High School, Newburyport Brown Elem School, Berwick Academy Middle School. 2009 - 2017
- **Greater Newburyport Chamber of Commerce and Industry;** Newburyport, MA. (Volunteer) Sept 2015 – Feb 2016
- **Leader; Treasurer:** Girl Scout Troop #62131 of 12-16 girls and 3 adults, for 4 years (Volunteer) 2009 - 2013
- **Chaired Newburyport Elementary School Science Fair**, coordinated 197 students who produced 110 projects, and managed 35 adult volunteers for the event (PTO Volunteer) Jan – June 2010
- **Chaired Newburyport Historical Commission;** Newburyport, MA. (Appointed Volunteer) 1993 – 1995

Education:

- **Masters of Regional Planning** (all but thesis) University of Massachusetts; Amherst, MA.
- **BA in Liberal Arts**, Sarah Lawrence College; Bronxville, NY.
- **College Preparatory;** Northfield Mount Hermon School; Mount Hermon, MA.

Licenses:

- **MA Licensed Real Estate Salesman**, license # 129473. 1993 - 2002
- **AICP:** American Institute of Certified Planners, 1992 – 2001
RDW resume 1 pg 2019

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

**APPOINTMENTS
SECOND READING**

SECOND READING APPOINTMENTS

- APPT184_08_10_2020 Richard J. O'Brien 41 Olive St. Trust Fund Comm, 8/15/2023

In City Council August 10, 2020:

Motion to approve the Consent Agenda as Amended by Councillor Zeid, seconded by Councillor McCauley.
So voted.

ORDERS

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

NEWBURYPORT CITY COUNCIL

A Resolution from the City of Newburyport in Appreciation of the 2020 Yankee Homecoming Committee in "Giving Back" to Our Community and Beyond

Sponsored by Afroz Khan, City Councillor At-Large and Byron Lane, City Councillor Ward 6

- WHEREAS,** *Yankee Homecoming was first conducted in 1958 during a difficult economic climate when most of the city's factories and mills had closed and storefronts were left empty and the first Yankee Homecoming Chairman, George Cashman, selected August 4th, the birthday of the Coast Guard, to be the basis of the celebration;*
- WHEREAS,** *Yankee Homecoming is the second oldest festival in the US and is a valuable and much anticipated summer event for the City of Newburyport that brings residents and visitors into our community by celebrating the past and embracing the future;*
- WHEREAS,** *Over the years, Yankee Homecoming has grown to include longtime annual events that showcase road (and bed) races, Olde Fashioned Sunday, Waterfront Concerts on the Merrimack River, Family Day at Maudslay State Park, Market Square Entertainment, craft & artisan fairs, Fireworks and a Grand Parade on high street;*
- WHEREAS,** *COVID-19 has impacted the traditional manner that Yankee Homecoming has been celebrated and conducted over the past decades and the Yankee Homecoming Committee had "reimagined" the delivery of this beloved annual celebration by adopting the motto "Yankee Homecoming Gives Back"; and*
- WHEREAS,** *In accordance to their mission statement, they have continued to support local businesses as well as bring joy and lift the spirits of the community through socially distant activities such as Drive-In Movies, virtual races, Door Decorating, Food Drive, Blood Drive, Capture the Flag, Take out Tuesday, Veteran Lunches Delivery (230 meals delivered) while also using their collective force of volunteers to expand the reach of support by offering a Senior Buddies program and collecting donations for Food Pantries.*
- BE IT RESOLVED,** *That on this ___ day of August in the year Two Thousand and Twenty, the City Council of Newburyport recognizes and appreciates the effort of all of those involved in the organization and execution of this celebration including Yankee Homecoming Officers Dennis Palazzo, Cheryl Munick, Jason Lacroix and Lucien Lacroix.*

ATTEST: *Members of the Newburyport City Council*

In City Council August 10, 2020:

Motion to postpone until august 31st meeting by Councillor Khan, seconded by Councillor McCauley. So voted.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

August 31, 2020

THAT, The CITY COUNCIL of the City of Newburyport accepts with gratitude the following gift:

Donor: Newburyport Pioneer League
Amount: \$2,050.00
Purpose: Infield maintenance, including labor, materials and equipment, at Lower Atkinson Common ball fields

This gift is accepted in accordance with M.G.L. Chapter 44, Section 53A.

Councillor Charles F. Tontar

ORDINANCES