

**CITY COUNCIL “HYBRID”**

**MEETING AGENDA**

**SEPTEMBER 12, 2022**

**City Council Meeting 7:00 pm**

**LOCATION: City Council Chambers, City Hall**

**60 Pleasant Street, Newburyport**

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Zoom details for City Council Meeting:

<https://us02web.zoom.us/j/81299990548>

Or One tap mobile:

US: +19292056099,81299990548#

Or Telephone US: +1 929 205 6099

Webinar ID: 812 9999 0548

**1. MOMENT OF SILENCE**

**2. PLEDGE OF ALLEGIANCE**

**3. CALL TO ORDER**

**4. LATE FILE**

- COMM00432\_09\_12\_2022 Ad Hoc Committee on Adaptive Reuse of Brown School Property
- COMM00433\_09\_12\_2022 Petition Rule7G re ORDR0377\_08\_08\_2022
- APPL00110\_09\_12\_2022 Indigenous Peoples Day Observance Sat Oct. 8th 10am-3pm (PS)

**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 23, 2022 (Approve)
- August 29, 2022 (Approve)

**7. COMMUNICATIONS**

- APPL00107\_09\_12\_2022 Chamber of Commerce Fall Fest 2022 10/15-10/16 10am-7pm (PS)
- APPL00108\_09\_12\_2022 BHHS Verani Blood Drive East Parking Lot 10/7 8:30am-4:30pm (PS)
- APPL00109\_09\_12\_2022 21st Annual Art Auction 65 Water St. 9/24 5:30pm-11:30pm (PS)
- COMM00430\_09\_12\_2022 FY22 Year-End Financial Report (B&F)
- COMM00431\_09\_12\_2022 Ltr. Parks from Mary Gayden Wilkins Haslinger (R&F)

**8. TRANSFERS**

**9. APPOINTMENTS**

- APPT00338\_09\_12\_2022 Joseph C. Teixeira 44 Hale St. Community Preservation Cmte. 10/1/2025 (P&D)  
*Re\_Appointments:*
- APPT00339\_09\_12\_2022 Kevin Hunt 14 10<sup>th</sup> St. Veteran's Agent 10/1/2023 (N&CS)
- APPT00340\_09\_12\_2022 Jennifer Groskin 11 Myrtle Ave. Human Rights Comm. 10/1/2025 (GG)

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

**BUDGET & FINANCE**

- APPT00337\_08\_29\_2022 Julie Languirand 13 Cushing Ave. Salisbury Treasurer/Collector 09/1/2025

**NEIGHBORHOOD & CITY SERVICES**

- ORDR00378\_08\_08\_2022 Crosswalk – Kent & Washington

**PLANNING & DEVELOPMENT**

- ORDR00381\_08\_29\_2022 Special Municipal Employee - Aileen Graf of Graf Architects
- APPT00335\_08\_29\_2022 William J. Mullen 7 Broad St. Conservation Comm. 09/30/2025

**PUBLIC SAFETY**

- APPL00100\_08\_29\_2022 Block Party Oakland St. Sat. Sept. 24th 3-10pm
- APPL00101\_08\_29\_2022 Block Party Cushing Ave. Sat. Sept. 24th 2-8pm
- APPL00102\_08\_29\_2022 Block Party Olive St. Sat. Sept. 17th 3-8pm
- APPL00103\_08\_29\_2022 NBPT Half Marathon & Relay Sun. Oct. 23rd 9am-2pm
- APPL00104\_08\_29\_2022 8th Annual Harborside Half Marathon & 5K Sun. Nov. 13th 9am-1pm
- APPL00105\_08\_29\_2022 Paws for a Cause Sat. Oct. 15th 10am-12pm
- APPL00106\_08\_29\_2022 NBPT Youth Hockey Tag Day Sat. Nov. 19th 7:30am-2pm

**END OF CONSENT AGENDA**

**REGULAR AGENDA**

**9. MAYOR'S UPDATE**

**10. FIRST READING APPOINTMENTS**

**11. COMMUNICATIONS**

**12. TRANSFERS**

- TRAN00138\_09\_12\_2022 Emergency Preamble
- TRAN00138\_09\_12\_2022 Mayor: PI Beach Fund \$30K to FEMA Hazard Mitigation Grant Program \$30K

**13. SECOND READING APPOINTMENTS**

**14. ORDERS**

- ORDR00382\_09\_12\_2022 Approval to Pay Prior Year Bills

**15. ORDINANCES**

- ODNC046\_01\_27\_2020 Zoning Amendment Short Term Rental Unit (STRU) (COTW)  
*Continued to a date certain September 12, 2022*  
**Motion to amend p. 12, Sec. 8 Exception Pre-Existing STRUS by Councillor Preston, seconded by Councillor Vogel. (on the floor)**
- ODNC00122\_07\_11\_2022 **2<sup>nd</sup> Reading** Proposed-Zoning-Amendment-Fire-Stations

## 16. COMMITTEE ITEMS

### Ad Hoc Committee on Economic Development

#### *In Committee:*

### Ad Hoc Committee on Market Landing Park and COTW

#### *In Committee:*

### Budget & Finance

#### *In Committee:*

- **APPT00337 08 29 2022 Julie Languirand 13 Cushing Ave. Salisbury Treasurer/Collector 09/1/2025**
- ORDR00336\_03\_28\_2022 ARPA Amesbury 250K (COTW)
- ORDR00355\_05\_09\_2022 Loan Order \$2,574,000 Bartlet Mall Improvements Project (COTW)
- ODNC00117\_06\_27\_2022 Building Inspector Enforcement
- ODNC00118\_07\_11\_2022 Amend Municipal Fees

### Education

#### *In Committee:*

### General Government

#### *In Committee:*

- COMM00402\_04\_11\_2022 12 Cushing Ave Paper St. Inquiry
- COMM00417\_05\_31\_2022 Ltr. Jane Snow re: Coffin St.
- COMM00410\_05\_31\_2022 Ltr. Lawrence Cavalieri Coffin St. Ext

### License & Permits

#### *In Committee:*

- ODNC047\_01\_27\_2020 General Ordinance - Short Term Rental Units Rules
- COMM00385\_01\_31\_2022 STRU Fire Sprinkler Systems
- COMM00388\_01\_31\_2022 UPDATED STRU Fire Sprinkler Systems

### Neighborhoods & City Services

#### *In Committee:*

- **ORDR00378 08 08 2022 Crosswalk – Kent & Washington**
- COMM299\_02\_08\_2021 Phillips Dr. Neighborhood Committee Ltr
- ODNC00103\_01\_10\_2022 Streets, Sidewalks, and Other Public Places Alterations & Maintenance
- COMM00406\_04\_11\_2022 Pioneer League Letter re: Pickleball
- ORDR00373\_07\_11\_2022 Crosswalk Plummer Ave
- ORDR00374\_07\_11\_2022 Plummer Ave Safety Zone Plan
- ORDR00380\_08\_08\_2022 Parks Department Reorganization (with Mayor's message) (COTW)

### Planning & Development

#### *In Committee:*

- **ORDR00381 08 29 2022 Special Municipal Employee - Aileen Graf of Graf Architects**
- **APPT00335 08 29 2022 William J. Mullen 7 Broad St. Conservation Comm. 09/30/2025**
- ORDR00377\_08\_08\_2022 Projected future use of the former GW Brown School Property
- ORDR00379\_08\_08\_2022 Acceptance of Public Easement - Colby Farm Lane Playground

## Public Safety

### *In Committee:*

- APPL00100 08 29 2022 Block Party Oakland St. Sat. Sept. 24th 3-10pm
- APPL00101 08 29 2022 Block Party Cushing Ave. Sat. Sept. 24th 2-8pm
- APPL00102 08 29 2022 Block Party Olive St. Sat. Sept. 17th 3-8pm
- APPL00103 08 29 2022 NBPT Half Marathon & Relay Sun. Oct. 23rd 9am-2pm
- APPL00104 08 29 2022 8th Annual Harborside Half Marathon & 5K Sun. Nov. 13th 9am-1pm
- APPL00105 08 29 2022 Paws for a Cause Sat. Oct. 15th 10am-12pm
- APPL00106 08 29 2022 NBPT Youth Hockey Tag Day Sat. Nov. 19th 7:30am-2pm
- COMM00412\_05\_31\_2022 Ltr Ann Jarocyk re: Traffic Safety
- COMM00414\_05\_31\_2022 Ltr. Emily Dunn re: Traffic on Merrimac Street
- ODNC00119\_07\_11\_2022 Amend Ch 13 Sec 168 Plummer Ave Restricted Parking
- ODNC00120\_07\_11\_2022 Amendment Plummer Ave Drop Off Zone
- ODNC00121\_07\_11\_2022 Amendment Merrimac-Plummer Safety Zone Revision

## Public Utilities

### *In Committee:*

- ORDR00352\_05\_09\_2022 Licensed Contractor Robert Pike Construction, Inc.
- ORDR00353\_05\_09\_2022 Licensed Contractor Commonwealth and Consulting Co., Inc.
- ORDR00370\_06\_27\_2022 M. L. Mazzotta - Licensed Contractor
- COMM00420\_06\_27\_2022 Ltr. Owen Smith re: Water/Sewer Rates
- COMM00421\_06\_27\_2022 Communication re: Water/Sewer Rates b/w Mayor Reardon,  
Roger Jones, and Owen Smith
- APPT00336\_08\_29\_2022 Barry J. McBride 5 Pine St. Salisbury Asst. Wiring Inspector 09/15/2024

## Rules

### *In Committee:*

- ORDR239\_02\_8\_2021 Council Rule 7 and 10B

## 17. GOOD OF THE ORDER

## 18. ADJOURNMENT



## **LATE FILE ITEMS**

## **Ad Hoc Committee on Adaptive Reuse of Brown School Property**

### **Purpose & Goal**

The Committee will be charged with reaching consensus for a viable “highest and best” future use(s) of the Brown School building and property. The deliverables include a written report and recommendation to the full Council and Mayor. The Ad Hoc Committee will review prior studies, Council actions, community and neighborhood input, and guidance from key stakeholders with expertise and familiarity with the existing facility and any proposed future use(s).

### **Members:**

1. ~~Councillor Cameron, At-Large, Chair of Planning and Development Committee (Ad Hoc Chair),~~ [Councillor Afroz Khan, Councilor at Large, Ad Hoc Chair](#)
2. Councillor Jennie Donahue, Ward 2 City Councilor
3. Councillor Connie Preston, At-Large, Member of Planning and Development Committee
4. ~~Councillor Wallace, Ward 4, Member of Planning and Development Committee,~~ [Councilor Byron Lane, Ward 6 City Councilor](#)
5. Councillor Sharif Zeid, Ward 1 City Councilor

### **Ex Officio (Non-Voting) Members:**

1. Mayor Sean Reardon
2. Planning Director Andy Port
3. Designee of Mayor Reardon
4. Madeline Nash, Co-Chair, Newburyport Affordable Housing Trust
5. Karen Wiener, Member of Newburyport Affordable Housing Trust
6. [Christine Madore, Facilitator, Massachusetts Housing Partnership](#)

### **Proposed Timeline:**

1. **Facility Walkthrough & Review of Prior Reports** (feasibility studies, environmental assessments, etc.) ~~[March]~~ [October](#)
2. **Committee Meetings with key stakeholders** ~~[March]~~ [October](#)
3. **Public Meeting(s) with Brown School neighborhood and other interested stakeholders** ~~[April]~~ [October – January 2023](#)
4. **Committee Meetings to discuss scope and basic terms for adaptive reuse(s) and or sale:** ~~[April]~~ [October – January 2023](#)
  - a. Preservation of the Main Building and Playground Area
  - b. Adaptive Reuse for Housing (type, feasible and appropriate unit/parking count, target population, %/level of affordability/affordability mix)
  - c. Renovation/Reuse vs. Demolition of the Existing Gym Space
  - d. Mitigation of potential neighborhood impacts such as parking, snow parking, traffic.
  - e. Additional terms for any partner (non-profit or developer) to be included in a Request for Proposals (RFP)
5. **Submit Written Report and Recommendations to City Council and Mayor** ~~[May]~~ [January 2023](#)
6. ~~Draft Request for Proposals (RFP) and any appropriate/required zoning amendments [May]~~
  - a. ~~Assistance from Office of Planning & Development, based on parameters outlined by the Committee.~~
7. ~~Issue Request for Proposals (RFP) and sponsor any appropriate/required zoning amendments if necessary [June]~~
8. ~~Review RFP Responses and Select Highest Ranked Responsive Proposal [July-August]~~
9. ~~Ad Hoc Disbands with further activities managed by Administration and as needed City Council~~
10. ~~Draft/sponsor Council action for disposition (by sale or lease) (defined portions as applicable) [September]~~
11. ~~Disposition Process (e.g. lease/deed execution, closing) [October-November]~~
12. ~~Permitting (non-profit/developer partner) [December – February 2023]~~
13. ~~Construction Start [March-April 2023]~~

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

Petition

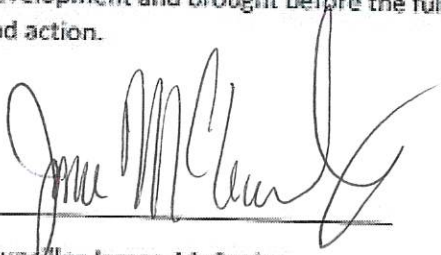
2022 SEP 12 PM 12:33

To: Richard Jones, Newburyport City Clerk

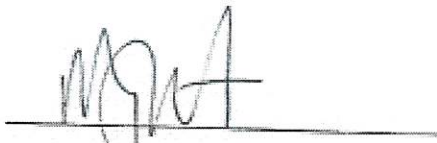
CC: Councillor Heather Shand, President of Newburyport City Council

CC: Councillor Ed Cameron, Chair of the Committee on Planning &amp; Development

We the undersigned are invoking Council Rule 7G (Committee has not met within 30 days to address a matter before it), and respectfully, are submitting this petition to have ORDR 377 8-8-22 (Projected Future uses of the former GW Brown School Property) removed from the committee of Planning & Development and brought before the full City Council at the Sept 12, 2022 meeting for review, debate and action.



Councillor James McCauley



Councillor Mark Wright

# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

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

NAME OF EVENT:

Indigenous Peoples Day Observance

Date:

10/8/22

Time: from

10:00 am

to

3:00 pm

Rain Date:

Time: from

to

2. Location\*:

Waterfront Park

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

3. Description of Property:

Public

Private

4. Name of Organizer:

Kristine Malpica

City Sponsored Event: Yes

No

Contact Person

Address:

7 Boardman St. #3

Telephone:

978-834-0367

E-Mail:

Kristine@imaginestudios.org

Cell Phone:

978-834-0367

Day of Event Contact &amp; Phone:

Same as cell

5. Number of Attendees Expected:

500

6. MA Tax Number:

04 340 5220

7. Is the Event Being Advertised?

yes

Where?

online, posters

8. What Age Group is the Event Targeted to?

family

9. Have You Notified Neighborhood Groups or Abutters? Yes

No

Who?

Waterfront Trust

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

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

6

\*If checked, signature from Health Director required (Page 3)

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music

DJ

Radio/CD

Performers

Dancing

Amplified Sound

Stage

C. Games /Rides: Adult Rides

Kiddie Rides

Games

Raffle

Other

Total #

Name of Carnival Operator:

Address:

Telephone:

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

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

**If yes:**

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

**If no:**

- a) # of trash container(s) to be provided by DPS 13
- b) # of recycling container(s) to be provided by Recycling Office 14
- c) \$45.00/hr/DPS employee charge must be paid by the organizer to DPS in advance of the event (Fee for Special Events). The hours required for the event will be determined by DPS.

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

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

# \_\_\_\_\_ Standard      # \_\_\_\_\_ ADA accessible

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

## FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

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

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

Imagine Studios, Unitarian Universalist Church

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

Imagine Studios 47 Main St. Amesbury, MA 01913  
Unitarian Universalist Church Pleasant St. Newburyport  
978-834-0367

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

4. Date of Event: 10/8/22 Expected Number of Participants: 400+

5. Start Time: 10 Expected End Time: 3

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

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

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

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

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

11. Additional Parade Information:

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

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

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

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

HEALTH DIRECTOR \_\_\_\_\_ 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)



# DEPARTMENT APPROVAL (for Committee Member use only) R T

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

Approval  
Required

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

Signature: \_\_\_\_\_

PLEASANT STREET - P.O. Box 550  
NEWBURYPORT, MA 01950

1. Special Events: \_\_\_\_\_

2. Police: \_\_\_\_\_

978-465-4413 PHONE

MAYOR@CITYOFNEWBURYPORT.COM

Is Police Detail Required: \_\_\_\_\_

# of Details Assigned: \_\_\_\_\_

3. Traffic, Parking & Transportation: \_\_\_\_\_

4. ISD/Health: \_\_\_\_\_

5. Recycling: \_\_\_\_\_

6. ISD/Building: \_\_\_\_\_

7. Electrical: \_\_\_\_\_

8. Fire: \_\_\_\_\_

Is Fire Detail Required: \_\_\_\_\_

# of Details Assigned: \_\_\_\_\_

9. Public Works: Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply

Yes: \$ \_\_\_\_\_ due on \_\_\_\_\_

No Fee for Special Events applies

Other requirements/instructions per DPS \_\_\_\_\_

10. Parks Department: \_\_\_\_\_

11. License Commission \_\_\_\_\_

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

**Sec. 13-97.** Road races, walkathons, bicycle and other multidisciplined events.  
(a) *Short title.* This section may be cited as the "road races, walkathons and bicycle events."

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

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

NEWBURYPORT, MA 01950

978-465-4413 PHONE

MAYOR@CITYOFNEWBURYPORT.COM

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

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

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

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

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

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

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

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

9/12/22



FP-006  
(Rev. 1.2018)

# The Commonwealth of Massachusetts

City/Town of Newburyport

## Application for Standard Permit

Return completed application to: AC Bradbury



Permit Number: 22-002

City or Town: Newburyport

Date: 9/12/22

DIG SAFE NUMBER

Start Date: X

In accordance with the provisions of M.G.L. Chapter 148, as provided in Section NFPA 1 / 527CMR application is hereby made

by Kristine Malpica Imagine Studios 978-834-0367  
(Full Name of Person, Firm or Corporation) (Phone Number)

of 47 Main St. Amesbury, MA 01913  
(Address: Street or P.O. Box, City or Town, Zip Code)

for permission to (state clearly purpose for which permit is requested)

Indigenous People's Day fire pit  
Supervised by adults 9:30am - 3pm

Name of Competent Operator (if applicable) X Cert. No.

Date issued-rejected 10/8/22 By

Date of expiration 10/8/22 Fee NA Amount Paid \$ NA



FP-006  
(Rev. 1.2018)

# The Commonwealth of Massachusetts

City/Town of Newburyport

## PERMIT

City or Town: Newburyport

Date: 9/12/22

Permit Number (if applicable): 22-002

DIG SAFE NUMBER

Start Date: X

In accordance with the provisions of M.G.L. Chapter 148, as provided in NFPA 1 / 527CMR this permit is granted to Imagine Studios

for outdoor fire pit  
(Full Name of Person, Firm or Corporation)

Restrictions: Fire extinguisher on hand

at Waterfront Park  
(Street and # or Describe Location for Adequate Identification)

Fee Paid \$ NA This permit will expire on 10/8/22

Signature of Official Granting Permit: Steve Brady Title AC Chief

This permit must be conspicuously posted upon the premises



# Indigenous Peoples Day Observance

**SATURDAY, OCTOBER 8, 10-3:00, 2022  
WATERFRONT PARK, NEWBURYPORT, MA**

**A FREE, FAMILY-FRIENDLY, OUTDOOR GATHERING**

**TO HONOR** our region's indigenous nations, including Abenaki, Pennacook, Wabanaki, and Mi'kmaq, and all Native Peoples, past and present.  
**TO SUPPORT** recognition of Indigenous Peoples Day at the city, state, and national level.

**10:00 a.m.  
Opening  
Ceremonies**

**PAUL POULIOT, SAG8MO (HEAD MALE SPEAKER, GRAND CHIEF)  
DENISE POULIOT, SAG8MOSKWA (HEAD FEMALE SPEAKER)  
COWASUCK BAND OF THE PENNACOOK-ABENAKI PEOPLE**

**FOLLOWED BY INDIGENOUS MUSIC, DRUMMING, SONG, DANCE, STORIES, SPEAKERS, KIDS ACTIVITIES, & MORE**  
**ONEGA WAYA** (WHITE WOLF), TSALAGI CHEROKEE, DRUMMING, SONG, DANCE • **SETH WILLEY**, CHEROKEE, STORYTELLER, DRUMMER • **RED DAWN, MI'KMAQ** • **CLAUDIA FOX TREE, M.ED.**, ARAWAK (YURUMEIN), MASS. CTR. OF NATIVE AMERICAN AWARENESS, EDUCATOR & SOCIAL JUSTICE ACTIVIST • **CHRIS NEWELL**, PASSAMAQUODDY, DIRECTOR, AKOMAWT EDUCATIONAL INITIATIVE, AUTHOR/HISTORIAN AND SINGER, TOGETHER WITH **THE IRON RIVER SINGERS** • **HAWK HENRIES**, CHAUBUNAGUNGAMAUG BAND OF NIPMUCK, EASTERN WOODLANDS FLUTE MAKER AND MUSICIAN • **MIHKU PAUL**, WOLASTOQ, POET AND ARTIST • **LENNY AND KELLY NOVAK**, LONE WOLF STUDIOS ARTISANS • THE SACRED PATH, HEALING ARTS • DIVINE PARADIGM CENTER & ART BY MARIAH

AMESBURY  
INDUSTRIAL SUPPLY  
CO. INC.

Heather Rogers  
BENTLEYS

BLUE MOON  
RESTAURANT & BAR

Pum Island Grille

TANNERY

MCNAA  
Massachusetts Center for  
Native American Awareness

ORGANIZING PRESENTERS

Imagine Studios  
www.IMAGINESTUDIOS.ORG  
Performances presented by  
Imagine Studios, a nonprofit  
arts & cultural organization  
Information: kristine@imaginestudios.org

First  
Religious  
Society  
FIRST FARMERS UNIVERSITY

www.FRSUU.ORG

INSTITUTION FOR SAVINGS  
BUILDING SAVINGS COOPERATION TOGETHER SINCE 1899

TRADERS

Jan-Go  
the place to  
eat & drink

SPARHAWK  
SCHOOL  
Honoring Tradition, Inspiring the Future

Jocelyn Van Bokkelen  
Gracee the Cat

THE DOJO

POSTER DESIGN: LANCE HIDEY  
BIRCHBARK FEATHER ART: SIERRA HENRIES

## **CONSENT AGENDA**

**CITY COUNCIL “HYBRID”**  
**PUBLIC HEARING**

**August 23, 2022**

**6:00 pm**

**LOCATION: City Council Chambers, City Hall**  
**60 Pleasant Street, Newburyport**

\*\*\*\*\*

Zoom Details:

<https://us02web.zoom.us/j/81299990548>

Or One tap mobile:

US: +19292056099,81299990548#

Or Telephone US: +1 929 205 6099

Webinar ID: 812 9999 0548

\*\*\*\*\*

**MEETING NOTICE:**

In accordance with Newburyport Home Rule  
Charter Section 5 - 1,

the City Council of the City of Newburyport will hold a \*hybrid\* public hearing on an administrative order and Mayor’s message proposing to reorganize the Newburyport Parks Department. The hearing will be held on **Tuesday, August 23, 2022 at 6:00 P.M.** at which time all interested parties may be heard.

**1. PLEDGE OF ALLEGIANCE**

**2. CALL TO ORDER**

The City Council President Heather Shand called the meeting to order at 6:00 pm and asked the City Clerk, Richard B. Jones, to call the roll. The following City Councillors answered present: Vogel, Zeid, Cameron, Donahue, Khan, Lane, McCauley, Preston, and Shand. 9 present. 2 absent (CW, MW). 6:07 pm Councillor Wright present (remote).

**3. MAYOR'S COMMENT**

Mayor Reardon spoke on the reorganizational plan and the process for the hearing.

Council President Shand opened the floor to public comment.

**4. PUBLIC COMMENT**

Paula Estey	3 Pine St.
Brian Callahan	29 Warren St.
Mary Krajci	232B High St.
Jane Snow	9 Coffin Ct.
Andy Simpson	1 ½ Greenleaf St.
Susan Carnduff	12 Washington St.
Leslie Eckholdt	36 Warren St.
Chris Janson	6 Moulton St.
Judy Moiradian	5 Beck St.
Diana Kerry	33 Temple St.
Stacey Macmillan	16 Highland Ave.
Shawn Fenn	15 Lucey Dr.
Dan Blair	35 Storeybrooke Dr.
W. Paul Suozzo	7 Hunter
Ghlee Woodworth	51 Prospect St.
Donna Irwin	296 High Street
Marcia Shoemaker	West Newbury (business owner)
Tim DeGraves	12 Moulton St.

Camille Gallo	243 Merrimac St. #3
Paul Bevilacqua	126 Merrimac St.
Deb Mouseley	126 Merrimac St
Dave Hochheiser	2 Forrester
Dana Rimer	2 Morin
Art Currier	100 State St.
Ted Ruetenik	5 Beck St.
Patsy Gallagher	137 State St.
Ken Irwin	296 High St.
Joe Carper	8 Fruit St.
Eileen Connor	13R Bromfield St.
Rick Taintor	10 Dexter St.

Motion to move to a date certain, September 13, 2022 at 6:00 pm, by Councillor Zeid, seconded by Councillor Vogel. Roll call vote. 10 yes, 1 absent (CW). Motion passed.

Motion to adjourn at 7:15 pm by Councillor Zeid, seconded by Councillor Vogel. Roll call vote. 10 yes, 1 absent (CW). Motion passed.

**CITY COUNCIL “HYBRID”**

**MEETING MINUTES**

**August 29, 2022**

**City Council Meeting 7:00 pm**

**LOCATION: City Council Chambers, City Hall**

**60 Pleasant Street, Newburyport**

\*\*\*\*\*

Zoom details for City Council Meeting:

<https://us02web.zoom.us/j/81299990548>

Or One tap mobile:

US: +19292056099,81299990548#

Or Telephone US: +1 929 205 6099

Webinar ID: 812 9999 0548

**1. MOMENT OF SILENCE**

**2. PLEDGE OF ALLEGIANCE**

**3. CALL TO ORDER**

The City Council President Heather Shand called the meeting to order at 7:00 pm and asked the City Clerk, Richard B. Jones, to call the roll. The following City Councillors answered present: Wright, Zeid, Cameron, Donahue, Khan, Lane, McCauley, Preston, Vogel, and Shand. 10 present. 1 absent CW.

**4. LATE FILE**

- ORDR00381\_08\_29\_2022 Special Municipal Employee - Aileen Graf of Graf Architects (P&D)
  - ODNC00122\_08\_29\_2022 Zoning Amendment - Dimensional Requirements for Fire Stations (P&D)
- Motion to waive the rules and accept the rules and accept the Late Files by Councillor Zeid, seconded by Councillor Lane. So voted.

**5. PUBLIC COMMENT**

Kellie Gray	230 High St.
Emily Grossman for Jessica Stone	8 Doyle Dr.
Madeline Nash	19 Arlington St.
Alex Rae Grant	20 Atwood St.
Karen Wiener	7 Lincoln St.
Suzi Moore	16 Olive St.
Robert Glendon	6 Garden St.
Mary Krajci	232 B High St.
Kevin Bannigan	43 Middle St.
Kathleen Seekamp	38 Liberty St.
Joel Brown	13 Boardman
Leslie Suggs	29 Milk St.
Jacob Cross	186 Merrimac St.
Bronson Statler	19 Walnut St.
Adrian Szymora	1 Bromfield St.
Kathy Scanlan	39 Middle St.
Jessica Stone	8 Doyle Dr.
Reg Bacon	21 Strong St.
Jeanette Issabella	100 Water St.
Michael Underwood	21 Beck St.
Paul Kipp	11 Tremont St.
Marge Kaczala	109 State St.
Peter Caesar	109 State St.
Jane Snow	9 Coffin St.
Robert Koups	36 Lime St.
Tom Kolterjahn	64 Federal St.

## 6. MAYOR'S COMMENT

### CONSENT AGENDA

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

## 7. APPROVAL OF MINUTES

August 8, 2022

(Approve)

## 8. COMMUNICATIONS

- COMM00429\_08\_29\_2022 Ghlee Woodworth Ltr. Re: Parks Department (R&F)
- APPL00100\_08\_29\_2022 Block Party Oakland St. Sat. Sept. 24th 3-10pm (PS)
- APPL00101\_08\_29\_2022 Block Party Cushing Ave. Sat. Sept. 24th 2-8pm (PS)
- APPL00102\_08\_29\_2022 Block Party Olive St. Sat. Sept. 17th 3-8pm (PS)
- APPL00103\_08\_29\_2022 NBPT Half Marathon & Relay Sun. Oct. 23rd 9am-2pm (PS)
- APPL00104\_08\_29\_2022 8th Annual Harborside Half Marathon & 5K Sun. Nov. 13th 9am-1pm (PS)
- APPL00105\_08\_29\_2022 Paws for a Cause Sat. Oct. 15th 10am-12pm (PS)
- APPL00106\_08\_29\_2022 NBPT Youth Hockey Tag Day Sat. Nov. 19th 7:30am-2pm (PS)

## 9. TRANSFERS

## 10. APPOINTMENTS

- APPT00335\_08\_29\_2022 William J. Mullen 7 Broad St. Conservation Comm. 09/30/2025 (P&D)  
*Re\_Appointments:*
- APPT00336\_08\_29\_2022 Barry J. McBride 5 Pine St. Salisbury Asst. Wiring Inspector 09/15/2024 (PU)
- APPT00337\_08\_29\_2022 Julie Languirand 13 Cushing Ave. Salisbury Treasurer/Collector 09/1/2025 (B&F)

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

### BUDGET & FINANCE

- ORDR00354\_05\_09\_2022 FY23 CPC Recommendations (COTW) (PARTIAL Projects) – Specifically the AHT CPA Request AMENDED
- COMM00428\_08\_08\_2022 Ltr. Newburyport Affordable Housing Trust re: fund allocation
- ORDR00372\_07\_11\_2022 Herman Roy Trust Appropriation to Market Landing Park
- TRAN00137\_08\_08\_2022 Transfer Collective Bargaining Agreement Teamsters Union Local 170

### GENERAL GOVERNMENT

- COMM00405\_04\_11\_2022 Mayor's Strategic Plan (COTW)
- COMM00422\_07\_11\_2022 Mayor's Memo & Community Paradigm Associates Report (COTW)
- COMM00418\_06\_13\_2022 Ltr. Claire Papanastasiou re: IFS Proposed Settlement
- COMM00419\_06\_13\_2022 Ltr. Peter Mackin re: IFS Proposed Settlement
- COMM00427\_08\_08\_2022 Memo update re: West End Fire Station Project Update

### PLANNING & DEVELOPMENT

- ORDR00376\_08\_08\_2022 Special Municipal Employee - Thomas Hughes (COTW)
- ODNC046\_01\_27\_2020 Zoning Amendment Short Term Rental Unit (STRU) (COTW)

### PUBLIC SAFETY



- APPL00097\_08\_08\_2022 Coast to the Cure Cycle Event Sept. 10<sup>th</sup> 8am-4pm
- APPL00098\_08\_08\_2022 Block Party Otis Place 9/10/2022 10am-10pm
- APPL00099\_08\_08\_2022 Newburyport Gridiron 5K 9/3/2022 10am-12pm

### **CONSENT AGENDA**

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

### **REGULAR AGENDA**

Motion to waive the rules to move ODNC046 to the beginning of the meeting by Councillor McCauley, seconded by Councillor Cameron. So voted.

Motion to approve by Councillor Cameron, seconded by Councillor McCauley.

Motion to amend by adding footnote 'm' by Councillor Preston, seconded by Councillor Wright. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to amend by changing 'NP' to 'P' for Con, WMD, WMU by Councillor Preston, seconded by Councillor Wright. Roll call vote. 4 yes (MW, AK, CP, BV), 6 no, 1 absent (CW). Motion fails.

Motion to amend "L" on p. 2, definition of STRU on p. 4, par f on p.8, sec. 7 on p. 11 by Councillor Preston, seconded by Councillor Wright. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to amend on p. 1 Table 1 to Special Permit to Permit for HSR-A, HSR-B by Councillor Wright, seconded by Councillor Preston. Roll call vote. 4 yes (MW, AK, CP, BV), 6 no (SZ, EC, JD, BL, JM, HS). 1 absent (CW). Motion fails.

**Motion to amend p. 12, Sec. 8 Exception Pre-Existing STRUS by Councillor Preston, seconded by Councillor Vogel.**

**(on the floor)**

Motion to move to a date certain, September 12, 2022 by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 6 yes (SZ, EC, JD, BL, JM, HS), 4 no (MW, AK, CP, CP), 1 absent (CW). Motion passes.

### **9. MAYOR'S UPDATE**

Motion to receive and file by Councillor Vogel, seconded by Councillor McCauley. So voted.

### **10. FIRST READING APPOINTMENTS**

### **11. COMMUNICATIONS**

### **12. TRANSFERS**

### **13. SECOND READING APPOINTMENTS**

### **14. ORDERS**

### **15. ORDINANCES**

- ODNC00111\_05\_09\_2022 **2<sup>nd</sup> Reading** Amendment Net Zero Energy Public Projects

Motion approve on 2<sup>nd</sup> reading by Councillor Cameron, seconded by Councillor Preston. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

- ODNC00114\_05\_31\_2022 **2<sup>nd</sup> Reading** Amended Liberty St Resident Parking

Motion approve on 2<sup>nd</sup> reading by Councillor Vogel, seconded by Councillor McCauley. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

- ODNC00116\_06\_13\_2022 **2<sup>nd</sup> Reading** Atwood St. Parking Restrictions

Motion approve on 2<sup>nd</sup> reading by Councillor Vogel, seconded by Councillor Preston. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

### **16. COMMITTEE ITEMS**

### **17. Ad Hoc Committee on Economic Development**

*In Committee:*

## Ad Hoc Committee on Market Landing Park and COTW

### *In Committee:*

## Budget & Finance

### *In Committee:*

- **ORDR00354 05 09 2022 FY23 CPC Recommendations (COTW) (PARTIAL Projects) – Specifically the AHT CPA Request AMENDED**

Motion approve as amended by Councillor Zeid, seconded by Councillor Preston. Motion to amend to \$230,000 by Councillor Khan, seconded by Councillor Vogel. Roll call vote. 2 no (MW, SZ), 8 yes (EC, JD, AK, BL, JM, CP, BV, HS), 1 absent (CW). Motion passes. Motion to approve as amended by Councillor Khan, seconded by Councillor Vogel. Roll call vote. 7 yes (EC, JD, AK, BL, CP, BV, HS), 3 no (MW, SZ, JM), 1 absent (CW). Motion passes.

- **COMM00428 08 08 2022 Affordable Housing Trust re: fund allocation**

Motion to receive and file by Councillor Zeid, seconded by Councillor Vogel. So voted.

- **ORDR00372 07 11 2022 Herman Roy Trust Appropriation to Market Landing Park**

Motion to approve by Councillor Zeid, seconded by Councillor Wright. Roll call vote. 9 yes, 1 no (SZ), 1 absent (CW). Motion passes.

- **TRAN00137 08 08 2022 Transfer Collective Bargaining Agreement Teamsters Union Local 170**

Motion to approve by Councillor Zeid, seconded by Councillor McCauley. So voted.

- ORDR00336 03 28 2022 ARPA Amesbury 250K (COTW)
- ORDR00355 05 09 2022 Loan Order \$2,574,000 Bartlet Mall Improvements Project (COTW)
- ODNC00117 06 27 2022 Building Inspector Enforcement
- ODNC00118 07 11 2022 Amend Municipal Fees

## Education

### *In Committee:*

## General Government

### *In Committee:*

- **COMM00405 04 11 2022 Mayor's Strategic Plan (COTW)**

Motion to receive and file by Councillor Shand, seconded by Councillor Wright. So voted.

- **COMM00422 07 11 2022 Mayor's Memo & Community Paradigm Associates Report (COTW)**

Motion to receive and file by Councillor Shand, seconded by Councillor Wright. So voted.

- **COMM00418 06 13 2022 Ltr. Claire Papanastasiou re: IFS Proposed Settlement**

- **COMM00419 06 13 2022 Ltr. Peter Mackin re: IFS Proposed Settlement**

Motion to receive and file collectively by Councillor Shand, seconded by Councillor Zeid. So voted.

- **COMM00427 08 08 2022 Memo update re: West End Fire Station Project Update**

Motion to receive and file by Councillor Shand, seconded by Councillor Lane. So voted.

Motion to waive the rules to go beyond 10:30pm by Councillor Wright, seconded by Councillor McCauley. So voted.

- COMM00402 04 11 2022 12 Cushing Ave Paper St. Inquiry
- COMM00417 05 31 2022 Ltr. Jane Snow re: Coffin St.
- COMM00410 05 31 2022 Ltr. Lawrence Cavalieri Coffin St. Ext

## License & Permits

### *In Committee:*

- ODNC047 01 27 2020 General Ordinance - Short Term Rental Units Rules
- COMM00385 01 31 2022 STRU Fire Sprinkler Systems
- COMM00388 01 31 2022 UPDATED STRU Fire Sprinkler Systems

## Neighborhoods & City Services

### *In Committee:*

- COMM299 02 08 2021 Phillips Dr. Neighborhood Committee Ltr
- ODNC00103 01 10 2022 Streets, Sidewalks, and Other Public Places Alterations & Maintenance
- COMM00406 04 11 2022 Pioneer League Letter re: Pickleball

- ORDR00373\_07\_11\_2022 Crosswalk Plummer Ave
- ORDR00374\_07\_11\_2022 Plummer Ave Safety Zone Plan
- ORDR00378\_08\_08\_2022 Crosswalk – Kent & Washington
- ORDR00380\_08\_08\_2022 Parks Department Reorganization (with Mayor’s message) (COTW)

## Planning & Development

### *In Committee:*

- **ORDR00376 08 08 2022 Special Municipal Employee - Thomas Hughes (COTW)**

Motion to approve by Councillor Cameron, seconded by Councillor McCauley. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

- **ODNC046 01 27 2020 Zoning Amendment Short Term Rental Unit (STRU) (COTW)**
- **ODNC00122 08 29 2022 Zoning Amendment - Dimensional Requirements for Fire Stations**

Motion to waive the rules and approve on 1<sup>st</sup> reading by Councillor Cameron, seconded by Councillor Vogel. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

- ODNC00122\_07\_11\_2022 Proposed-Zoning-Amendment-Fire-Stations
- ORDR00377\_08\_08\_2022 Projected future use of the former GW Brown School Property
- ORDR00379\_08\_08\_2022 Acceptance of Public Easement - Colby Farm Lane Playground

## Public Safety

### *In Committee:*

- **APPL00097 08 08 2022 Coast to the Cure Cycle Event Sept. 10<sup>th</sup> 8am-4pm**
- **APPL00098 08 08 2022 Block Party Otis Place 9/10/2022 10am-10pm**
- **APPL00099 08 08 2022 Newburyport Gridiron 5K 9/3/2022 10am-12pm**

Motion to approve collectively by Councillor McCauley, seconded by Councillor Cameron. So voted.

- COMM00412\_05\_31\_2022 Ltr Ann Jaronecyk re: Traffic Safety
- COMM00414\_05\_31\_2022 Ltr. Emily Dunn re: Traffic on Merrimac Street
- ODNC00119\_07\_11\_2022 Amend Ch 13 Sec 168 Plummer Ave Restricted Parking
- ODNC00120\_07\_11\_2022 Amendment Plummer Ave Drop Off Zone
- ODNC00121\_07\_11\_2022 Amendment Merrimac-Plummer Safety Zone Revision

## Public Utilities

### *In Committee:*

- ORDR00352\_05\_09\_2022 Licensed Contractor Robert Pike Construction, Inc.
- ORDR00353\_05\_09\_2022 Licensed Contractor Commonwealth and Consulting Co., Inc.
- ORDR00370\_06\_27\_2022 M. L. Mazzotta - Licensed Contractor
- COMM00420\_06\_27\_2022 Ltr. Owen Smith re: Water/Sewer Rates
- COMM00421\_06\_27\_2022 Communication re: Water/Sewer Rates b/w Mayor Reardon, Roger Jones, and Owen Smith

## Rules

### *In Committee:*

- ORDR239\_02\_8\_2021 Council Rule 7 and 10B

- EXECUTIVE SESSION: Executive Session pursuant to G.L. c 30A (a)(3)(6) to discuss litigation and the purchase of property with respect to the property located at 8 Doyle Drive where discussion in an open session will have a detrimental effect on the City’s litigation position and/or negotiation position and the chair so declares.** Motion to go into Executive Session at 10:38 pm to discuss litigation and the purchase of property with respect to the property located at 8 Doyle Drive where discussion in an open session will have a detrimental effect on the City’s litigation position and/or negotiation position and the chair so declares, by Councillor Zeid, seconded by Councillor Wright. Council President Shand so declares and states that meeting will not return. Roll call vote. 10 yes, 1 absent(CW). Motion passes.

## 19. ADJOURNMENT

# COMMUNICATIONS



**DATE:** June 29, 2022  
**TO:** City of Newburyport Officials  
**FROM:** Erin Duggan, Marketing & Development Director, GNCCI  
**RE:** Fall Fest Liquor Permit Request

**NOTE:**

As in years past, The Greater Newburyport Chamber of Commerce is interested in developing and producing a successful, family friendly program along the Waterfront this Fall. Fall Fest will kick off a series of time-honored October activities throughout the city including witches night and trick or treating.

As a Chamber, we are working hard to bring economic development opportunities to downtown Newburyport and in so doing, supporting our business members throughout the region.

This year's Fall Festival will take place in Waterfront Park to emulate the success of Spring Fest which took place in May, 2022. In addition to local live music, and artisan vendors, we would like to introduce a small beer garden behind the Firehouse.

The goal of the beer garden is to help provide a fun atmosphere while supporting some of our local member breweries. With strong ties to the brewing industry, our President Nate Allard will ensure participating breweries are vetted, insured and Tip certified.

In addition, we will have one Tip certified person from the Chamber of Commerce checking identifications at the entrance. The area will be gated and surrounded by secure barricade that will be tastefully designed to reflect the season.

Thank you for your consideration, please let me know if you have any questions or concerns.

Best,  
Erin Duggan

Email: [eduggan@newburyportchamber.org](mailto:eduggan@newburyportchamber.org)  
Cell: 415.577.4112

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2022 SEP 11 PM 2:34

**Clarifying locations:**

1. Waterfront Park: Primary location with main stage, beer garden, vendors
2. Market Square: Secondary location with vendors only
3. Inn Street: Family Friendly Activities and Vendors

I have asked for the changes requested for the COI and am in the process of getting the revised certificate to you asap.

My primary point of contact at our insurance agency was out of office, I am hoping to have that to you by tomorrow.

I plan to join the 7PM call tonight with the liquor commission.

Best,  
Erin

**Erin Duggan**

*Marketing. Membership. Development. Events.*

38R Merrimac St | Newburyport MA 01950

Cell: 415.577.4112

*Don't Just Join. Belong!*





RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

## NEWBURYPORT SPECIAL EVENT APPLICATION

2022 SEP -1 PM 4:11

Tel.

Fax.

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

NAME OF EVENT: Fall Fest 2022

Date: October 15+16, 2022 Time: from 10 AM to 7 PM

Rain Date: N/A Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location\*: Waterfront Park Only **SEE ATTACHED UPDATE**

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

3. Description of Property: See map. Public ☒ Private ☐

4. Name of Organizer: Chamber of Commerce City Sponsored Event: Yes ☐ No ☒

Contact Person Erin Duggan

Address: 3812 Merrimack Telephone: \_\_\_\_\_

E-Mail: eduggan@newburyportchamber.org Cell Phone: 415 577 4112

Day of Event Contact & Phone: Erin Duggan 415 577 4112

5. Number of Attendees Expected: 500-1000

6. MA Tax Number: \_\_\_\_\_

7. Is the Event Being Advertised? Yes Where? Social Media, Daily News

8. What Age Group is the Event Targeted to? All Ages, Family Friendly

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

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

A. Vending\*: Food ☒ Beverages ☒ Alcohol ☒ Goods ☒ Total # of Vendors 20-30

\*If checked, signature from Health Director required (Page 3)

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music ☒ DJ ☒ Radio/CD ☒

Performers \_\_\_\_\_ Dancing \_\_\_\_\_ Amplified Sound ☒ Stage ☒

C. Games /Rides: Adult Rides \_\_\_\_\_ Kiddie Rides \_\_\_\_\_ Games \_\_\_\_\_ Raffle N/A

Other \_\_\_\_\_ Total # \_\_\_\_\_

Name of Carnival Operator: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

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

If yes:

- a) How many trash receptacles will you be providing? 10
- b) How many recycling receptacles will you be providing? 10
- c) Will you be contracting for disposal of : Trash Yes      No X Recycling Yes      No X
- i. If yes, size of dumpster(s): Trash      Recycling
- ii. Name of disposal company: Trash      Recycling
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes ✓ No
- iv. If no, where will the trash & recycling be disposed ? GNCI Dumpster

If no: N/A

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

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

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

#      Standard #      ADA accessible

Name of company providing the portable toilets: N/A



**FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY**

*Special Event - No Street Closures Requested*

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

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: Event  
Erin Duggan  
Greater Newburyport Chamber of Commerce

2. Name, Address & Daytime Phone Number of Organizer: \_\_\_\_\_  
Erin Duggan  
415 577 4112  
382 Merrimac St Newburyport MA 01833

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up \_\_\_\_\_  
Same As Above  
Erin Duggan 415 577 4112  
382 Merrimac St Newburyport MA 01833

4. Date of Event: OCT 15/16 2022 Expected Number of Participants: 500-1000

5. Start Time: 11Am Expected End Time: 6pm

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

→ No closures Requested.  
→ Use of Waterfront Park, Inn St, Market Square  
Confirmed

7. Locations of Water Stops (if any): N/A

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

9. Formation Location & Time for Participants: N/A

10. Dismissal Location & Time for Participants: N/A

11. Additional Parade Information: No parade or street closures

• Number of Floats: \_\_\_\_\_

• Locations of Viewing Stations: N/A

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

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

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

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

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

HEALTH DIRECTOR [Signature] 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

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

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

Approval  
Required

Date:

11/6/22

Signature

Eric Duggan

✓

1. Special Events:

Eric Duggan

—

2. Police:

Eric Duggan

—

Is Police Detail Required:

# of Details Assigned:

—

3. Traffic, Parking & Transportation:

—

4. ISD/Health:

Eric Duggan

—

5. Recycling:

Eric Duggan

—

6. ISD/Building:

—

7. Electrical:

—

8. Fire:

Dep SITS 2/20/22

Is Fire Detail Required:

NA

# of Details Assigned:

—

9. Public Works: Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply

Yes: \$ due on

No Fee for Special Events applies

Other requirements/instructions per DPS

—

10. Parks Department:

—

11. License Commission

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

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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

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

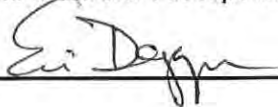
(3) *Noncriminal disposition.* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance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

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

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

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

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



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

7/10/22



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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

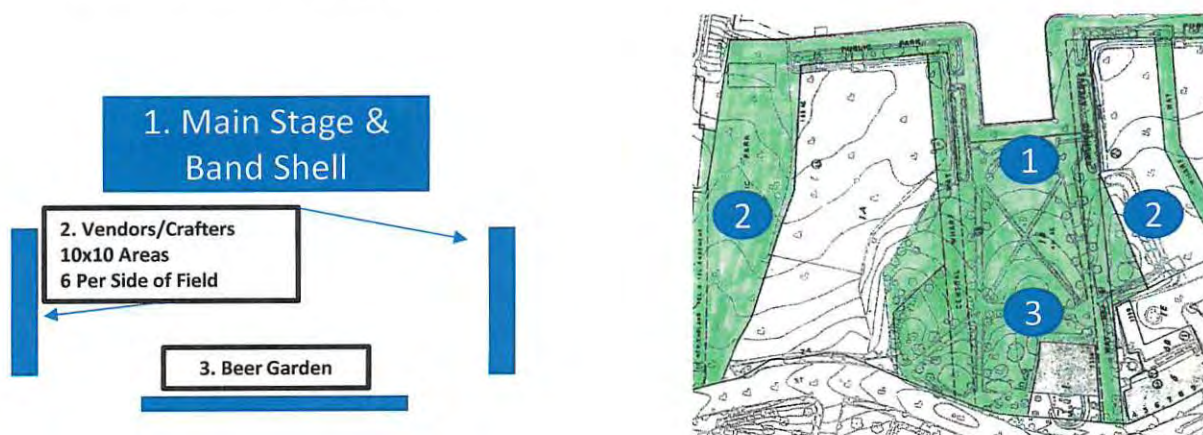
(5) *Road closure.* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers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



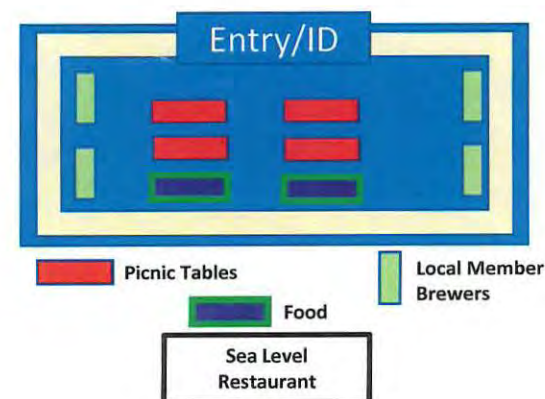
Greater Newburyport Chamber of Commerce & Industry is celebrating the return of Fall Fest for 2 days this October 15 & 16, 2022. Fall Fest Schedule detailed below.

Day	Time	Action Item
Friday, October 14 <sup>th</sup>	All Day	Stage, Sound, Vendor Load In, Mapping for Vendors
Saturday & Sunday, October 15 & 16	1. 9AM 2. 11AM – 12:30PM 3. 12:30PM – 5PM	1. Vendor and Talent Load In 2. Main Stage Youth Programming 3. Local Bands
Monday, October 17	All Day	Clean Up/Equipment Removal

## Waterfront Park Layout



## Beer Garden 75 - 100 Capacity





RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 978-992-3800

Fax: 978-992-1009  
AUG 31 AM 8:57

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

NAME OF EVENT: BHHS Verani Blood Drive

Date: Oct 7, 2022 Time: from 8:30 am to 4:30 pm

Rain Date: - Time: from - to -

2. Location\*: NRA East Parking Lot

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

3. Description of Property: Parking lot corner near harbor master building Public ☒ Private ☐

4. Name of Organizer: Dan Diadati City Sponsored Event: Yes ☐ No ☒

Contact Person

Address: 61 State St 1<sup>st</sup> floor Telephone: 978-992-3800

E-Mail: dan.diadati@verani.com Cell Phone: 978-420-9022

Day of Event Contact & Phone: 978-420-9022

5. Number of Attendees Expected: 45-50

6. MA Tax Number: -

7. Is the Event Being Advertised? Yes Where? Posters, flyers, email

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

9. Have You Notified Neighborhood Groups or Abutters? Yes ☒ No ☐ Who? harbor master

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

A. Vending\*: Food ☐ Beverages ☐ Alcohol ☐ Goods ☒ Total # of Vendors 1 (vs)

\*If checked, signature from Health Director required (Page 3)

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music ☐ DJ ☐ Radio/CD ☐

Performers ☐ Dancing ☐ Amplified Sound ☐ Stage ☐

C. Games /Rides: Adult Rides ☐ Kiddie Rides ☐ Games ☐ Raffle ☐

Other ☐ Total # ☐

Name of Carnival Operator: X

Address: X

Telephone: X

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

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

a) How many trash receptacles will you be providing? 1

b) How many recycling receptacles will you be providing? 0

c) Will you be contracting for disposal of : **Trash** Yes \_\_\_\_\_ No X **Recycling** Yes \_\_\_\_\_ No X

i. If yes, size of dumpster(s): **Trash** \_\_\_\_\_ **Recycling** \_\_\_\_\_

ii. Name of disposal company: **Trash** \_\_\_\_\_ **Recycling** \_\_\_\_\_

iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes X No \_\_\_\_\_

iv. If no, where will the trash & recycling be disposed ? \_\_\_\_\_

a) # of trash container(s) to be provided by DPS 0

b) # of recycling container(s) to be provided by Recycling Office 0

c) \$45.00/hr/DPS employee charge must be paid by the organizer to DPS in advance of the event (Fee for Special Events). The hours required for the event will be determined by DPS.

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

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

## FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE \_\_\_\_\_

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

WALKATHON \_\_\_\_\_

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: <sup>Blood Drive</sup>

Dan Diodati

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

61 State St 1<sup>st</sup> floor

Newburyport, MA 01950

978-992-3800

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

61 State St 1<sup>st</sup> floor

Newburyport, MA 01950

978-420-9022

4. Date of Event: 10/7/2022 Expected Number of Participants: 45-50

5. Start Time: 8:30am Expected End Time: 4:30pm

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

NRA East Parking Lot

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

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

9. Formation Location & Time for Participants: -

10. Dismissal Location & Time for Participants: -

11. Additional Parade Information:

• Number of Floats: X

• Locations of Viewing Stations: X

• Are Weapons Being Carried:

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

• Are Marshalls Being Assigned to Keep Parade Moving:

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

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

CITY MARSHAL [Signature] 4 Green St.

FIRE CHIEF [Signature] 8/20/22 0 Greenleaf St.

DEPUTY DIRECTOR [Signature] 16A Perry Way

CITY CLERK [Signature] 60 Pleasant St.

HEALTH DIRECTOR [Signature] 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

Updated April 1, 2022



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

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

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

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

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

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

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

(c) *Definitions.*

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

(d) *Limitations.*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

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

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

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

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

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

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

08/26/2022



# NEWBURYPORT SPECIAL EVENT APPLICATION

RECEIVED  
LICENSES OFFICE  
NEWBURYPORT, MA  
2022 AUG 30 PM 3:02

Tel.

Fax.

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

NAME OF EVENT: 21st Annual Art Auction

Date: 09-24-2022 Time: from 5:30 to 11:30

Rain Date: rain or shine Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location\*: 65 Water Street Newburyport MA 01950, Sculpture Garden

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

3. Description of Property: Art Gallery with outside Sculpture Garden Public \_\_\_\_\_ Private ☒

4. Name of Organizer: Newburyport Art Association City Sponsored Event: Yes \_\_\_\_\_ No ☒

Contact Person

Address: 65 Water St. Newburyport MA Telephone: 978-465-8769

E-Mail: lisa@newburyportart.org Cell Phone: 978-992-6783

Day of Event Contact & Phone: Lisa Naas 978-465-8769

5. Number of Attendees Expected: 225

6. MA Tax Number: 04-6060657

7. Is the Event Being Advertised? yes Where? NAA website, mailings, social media

8. What Age Group is the Event Targeted to? 21+

9. Have You Notified Neighborhood Groups or Abutters? Yes ☒ No \_\_\_\_\_, Who? Brown Sugar + David Hall (permission attached)

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

A. Vending\*: Food \_\_\_\_\_ Beverages \_\_\_\_\_ Alcohol \_\_\_\_\_ Goods ☒ Total # of Vendors 1 (NAA)

\*If checked, signature from Health Director required (Page 3)

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music \_\_\_\_\_ DJ \_\_\_\_\_ Radio/CD \_\_\_\_\_

Performers \_\_\_\_\_ Dancing \_\_\_\_\_ Amplified Sound ☒ Stage \_\_\_\_\_

C. Games /Rides: Adult Rides \_\_\_\_\_ Kiddie Rides \_\_\_\_\_ Games \_\_\_\_\_ Raffle ☒

Other \_\_\_\_\_ Total # \_\_\_\_\_

Name of Carnival Operator: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

Will you be conducting the clean-up for this event? Yes ☒ No \_\_\_\_\_

**If yes:**

- a) How many trash receptacles will you be providing? 1 32oz receptacle per 50 people (5)
- b) How many recycling receptacles will you be providing? 5
- c) Will you be contracting for disposal of : **Trash** Yes ☐ No ☒ **Recycling** Yes ☐ No ☒
- i. If yes, size of dumpster(s): **Trash** \_\_\_\_\_ **Recycling** \_\_\_\_\_
- ii. Name of disposal company: **Trash** \_\_\_\_\_ **Recycling** \_\_\_\_\_
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes ☒ No ☐
- iv. If no, where will the trash & recycling be disposed ? \_\_\_\_\_

**If no:**

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

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

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

# \_\_\_\_\_ Standard      # \_\_\_\_\_ ADA accessible

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

## FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

N/A

PARADE \_\_\_\_\_

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

WALKATHON \_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

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

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

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

\_\_\_\_\_

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

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

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

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

11. Additional Parade Information:

• Number of Floats: \_\_\_\_\_

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

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

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

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

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

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

HEALTH DIRECTOR \_\_\_\_\_ 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

Updated April 1, 2022

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

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

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

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



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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

**(e) Enforcement.**

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

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

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

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

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

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

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

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

8/23/22



David

The Licensing Board has requested a signed letter providing permission for the NAA to utilize the parking lot for a tent placement for the Annual Art Auction.

The tent will span the width of the parking lot between the NAA and end half the width of the 2 parallel parking spaces incorporated into Brown Sugar's outdoor seating space. The tent will drop over the planters. If the plants sustain any damage we will replace the plants. The tent will span from about 12" from the curb of the rail trail to the about 9 feet from the sidewalk on Water ST.

The event is September 24 from 5:30 PM to 10:00 PM. We have requested tent set up on Friday, September 23 with take down on Monday September 25<sup>th</sup>.

A handwritten signature in black ink, appearing to read "David Hall".

David Hall

8/8/2022

Date




Caroline

The Licensing Board has requested a signed letter providing permission for the NAA to utilize the parking lot for a tent placement for the Annual Art Auction.

The tent will span the width of the parking lot between the NAA and end half the width of the 2 parallel parking spaces incorporated into Brown Sugar's outdoor seating space. The tent will drop over the planters. If the plants sustain any damage we will replace the plants. The tent will span from about 12" from the curb of the rail trail to the about 9 feet from the sidewalk on Water ST.

The event is September 24 from 5:30 PM to 10:00 PM. We have requested tent set up on Friday, September 23 with take down on Monday September 25<sup>th</sup>.

  
Caroline Jolliffe

  
Date



# CITY OF NEWBURYPORT FINANCE DEPARTMENT

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

WWW.CITYOFNEWBURYPORT.COM/FINANCE

SEAN R. REARDON  
MAYOR

ETHAN R. MANNING  
FINANCE DIRECTOR/CITY AUDITOR

To: Mayor Sean R. Reardon  
President and Members of the Newburyport City Council

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

Date: August 31, 2022

Subject: FY2022 Year-End Financial Report

The fiscal year 2022 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, 2022.

## **FY2022 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 2022, totaling \$1,192,038, will be a positive factor in the Free Cash and Retained Earnings calculations as of July 1, 2022. 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	FY2022 EXPENDED	FY2022 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND Total	\$75,252,723	\$73,998,817	\$520,437	\$733,469	99.0%
060 WATER ENTERPRISE FUND Total	\$5,751,985	\$5,408,816	\$183,489	\$159,680	97.2%
061 SEWER ENTERPRISE FUND Total	\$7,715,758	\$7,333,710	\$123,758	\$258,291	96.7%
6520 HARBORMASTER ENTERPRISE FUND Total	\$582,232	\$530,707	\$10,927	\$40,598	93.0%
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$89,302,699</b>	<b>\$87,272,050</b>	<b>\$838,611</b>	<b>\$1,192,038</b>	<b>98.7%</b>



## **FY2022 Revenue**

Revenue for the budgetary funds exceeded estimates for FY2022 with collections at 102.8% of estimated revenue. Below is a summary of the year-end revenue by fund, which is broken out in greater detail in the reports that follow:

	<b>FY2022 ESTIMATE</b>	<b>FY2022 ACTUAL</b>	<b>OVER/ (BELOW)</b>	<b>% OF ESTIMATE</b>
001 GENERAL FUND Total	\$74,932,427	\$77,127,727	\$2,195,301	102.9%
060 WATER ENTERPRISE FUND Total	\$5,677,519	\$5,551,049	(\$126,470)	97.8%
061 SEWER ENTERPRISE FUND Total	\$7,575,758	\$7,814,429	\$238,671	103.2%
6520 HARBORMASTER ENTERPRISE FUND Total	\$522,232	\$684,363	\$162,131	131.0%
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$88,707,936</b>	<b>\$91,177,568</b>	<b>\$2,469,632</b>	<b>102.8%</b>

The revenue for the General Fund came in \$2,195,301 over the estimate that was used to set the budget for FY2022. This positive variance was driven by: 1) Conservative estimating for local receipts (+\$1,202,939), 2) non-recurring one-time receipts (+\$432,208), 3) improved tax collections (+\$389,884), and 4) increased state aid (+\$264,364).

The City's three enterprise funds, which had all seen abnormally high collections in FY2021 with all funds up over 10% on a year-over-year basis, returned closer to historical revenue levels for FY2022 showing decreases of -4.9% (Water), -2.0% (Sewer) and -1.9% (Harbormaster).

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, 2023 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 Department/Category (page 3)
- Revenue Summary (page 8)
- Revenue by Category (page 9)
- Ending Fund Balances (page 13)
- Authorized & Unissued Debt (page 20)



# City of Newburyport

## FY2022 Year-End Financial Overview

### Expenditures

	FY2020		FY2021		FY2022	
	Remaining Budget	% Used	Remaining Budget	% Used	Remaining Budget	% Used
001 GENERAL FUND	\$1,120,323	98.4%	\$1,093,916	98.5%	\$733,469	99.0%
060 WATER ENTERPRISE FUND	\$471,142	91.2%	\$194,891	96.4%	\$159,680	97.2%
061 SEWER ENTERPRISE FUND	\$646,398	91.5%	\$381,305	94.9%	\$258,291	96.7%
6520 HARBORMASTER ENTERPRISE FUND	\$10,249	98.0%	\$34,180	92.7%	\$40,598	93.0%
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$2,248,111</b>	<b>97.3%</b>	<b>\$1,704,292</b>	<b>98.0%</b>	<b>\$1,192,038</b>	<b>98.7%</b>

### Largest Balances Remaining at Year-End

	Amount	Reason
210 POLICE DEPARTMENT	\$155,462	Staff vacancies
220 FIRE DEPARTMENT	\$90,783	OT/Supplies
421 PUBLIC SERVICES DEPARTMENT	\$80,095	Staff vacancies
293 PARKING CLERK DEPARTMENT	\$76,275	Multiple accounts
519 SUSTAINABILITY	\$73,804	Lower than projected
151 INFO TECHNOLOGY DEPT	\$46,290	Staff vacancies
914 INSURANCE GROUP	\$44,162	Variability of enrollment
510 HEALTH DEPARTMENT	\$32,402	Staff vacancies
610 LIBRARY DEPARTMENT	\$30,167	Staff vacancies
135 AUDITOR'S DEPARTMENT	\$21,053	Staff vacancies
<b>Total</b>	<b>\$650,493</b>	

### Free Cash/Retained Earning Balances

7/1/21 Certification	Beginning	Ending
Free Cash	\$2,684,068	\$1,104,190
Water Ret. Earnings	\$1,474,050	\$865,469
Sewer Ret. Earnings	\$1,738,991	\$955,809
Harbor. Ret. Earnings	\$814,152	\$570,452

### Revenue

	FY2020 Actual	FY2021 Actual	FY2022 Estimate	FY2022 Actual	\$ Over Estimate	% Of Estimate	% Over Prior Year
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### 001 GENERAL FUND

#### PROPERTY TAXES

412 REAL ESTATE TAX REVENUE	\$58,164,277	\$59,945,337	\$62,389,727	\$62,784,393	\$394,666	100.6%	4.7%
411 PER PROP TAX REVENUE	\$680,427	\$660,509	\$818,870	\$814,088	-\$4,782	99.4%	23.3%
<b>TOTAL PROPERTY TAXES</b>	<b>\$58,844,704</b>	<b>\$60,605,846</b>	<b>\$63,208,597</b>	<b>\$63,598,481</b>	<b>\$389,884</b>	<b>100.6%</b>	<b>4.9%</b>

#### LOCAL RECEIPTS

401 MOTOR VEHICLE EXCISE	\$2,963,027	\$2,874,396	\$2,800,000	\$2,979,353	\$179,353	106.4%	3.7%	(1)
402 OTHER EXCISE	\$997,625	\$811,945	\$860,000	\$1,190,742	\$330,742	138.5%	46.7%	(2)
403 PENALTIES/INTEREST	\$310,774	\$332,363	\$325,000	\$330,142	\$5,142	101.6%	-0.7%	
404 PAYMENT IN LIEU TAXES	\$37,089	\$27,196	\$27,000	\$27,924	\$924	103.4%	2.7%	
410 FEES	\$294,754	\$298,646	\$298,000	\$247,606	-\$50,394	83.1%	-17.1%	(3)
416 OTHER DEPARTMENT REVENUE	\$56,416	\$72,014	\$60,000	\$75,865	\$15,865	126.4%	5.3%	
417 LICENSES/PERMITS	\$1,055,073	\$945,583	\$861,300	\$1,349,322	\$488,022	156.7%	42.7%	(4)
419 FINES & FORFEITS	\$7,347	\$4,898	\$5,000	\$6,708	\$1,708	134.2%	37.0%	(5)
420 INVESTMENT INCOME	\$238,189	\$59,770	\$60,000	\$45,382	-\$14,618	75.6%	-24.1%	(6)
458 MEDICAID REIMBURSEMENT	\$33,985	\$115,227	\$110,000	\$285,482	\$175,482	259.5%	147.8%	(7)
421 MISCELLANEOUS RECURRING	\$183,383	\$100,646	\$170,700	\$241,413	\$70,713	141.4%	139.9%	(8)
422 MISCELLANEOUS NON-RECURRING	\$285,659	\$162,454	\$0	\$432,208	\$432,208	0.0%	166.0%	(8)

<b>TOTAL LOCAL RECEIPTS</b>	<b>\$6,463,321</b>	<b>\$5,805,138</b>	<b>\$5,577,000</b>	<b>\$7,212,147</b>	<b>\$1,635,147</b>	<b>129.3%</b>	<b>24.2%</b>	
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460 STATE AID	\$4,761,571	\$4,777,125	\$4,909,318	\$5,173,682	\$264,364	105.4%	8.3%	
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497 INTERFUND TRANSFERS IN	\$932,957	\$947,921	\$1,237,512	\$1,143,418	-\$94,094	92.4%	20.6%	
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<b>TOTAL GENERAL FUND</b>	<b>\$71,002,552</b>	<b>\$72,136,030</b>	<b>\$74,932,427</b>	<b>\$77,127,727</b>	<b>\$2,195,301</b>	<b>102.9%</b>	<b>6.9%</b>	
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<b>WATER ENTERPRISE FUND</b>	<b>\$5,249,871</b>	<b>\$5,839,817</b>	<b>\$5,677,519</b>	<b>\$5,551,049</b>	<b>-\$126,470</b>	<b>97.8%</b>	<b>-4.9%</b>	(9)
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<b>SEWER ENTERPRISE FUND</b>	<b>\$7,215,429</b>	<b>\$7,974,691</b>	<b>\$7,575,758</b>	<b>\$7,814,429</b>	<b>\$238,671</b>	<b>103.2%</b>	<b>-2.0%</b>	(9)
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<b>HARBORMASTER ENTERPRISE FUND</b>	<b>\$545,374</b>	<b>\$697,545</b>	<b>\$522,232</b>	<b>\$684,363</b>	<b>\$162,131</b>	<b>131.0%</b>	<b>-1.9%</b>	(9)
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<b>TOTAL BUDGETARY FUNDS</b>	<b>\$84,013,227</b>	<b>\$86,648,083</b>	<b>\$88,707,936</b>	<b>\$91,177,568</b>	<b>\$2,469,632</b>	<b>102.8%</b>	<b>5.2%</b>	
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(1) Due to improvements in vehicle supply chain. (2) Meals tax +34.2% and rooms tax +76.1% due to return to pre-pandemic levels. (3) Decrease in tax title fees. (4) Higher than projected revenue from building alteration permits. (5) Increase in court fines due to courts reopening/COVID backlog. (6) Lower returns/reduced capital project balances. (7) Due to payment of reimbursements from prior fiscal years. (8) See "FY2022 Year-End Revenue by Category" footnotes with breakdown. (9) Returning to pre-pandemic levels.



# City of Newburyport

## FY2022 Year-End Expenditure Summary

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>001 GENERAL FUND</b>							
111 CITY COUNCIL	97,864	8,500	106,364	105,511	0	853	99.2%
121 MAYOR'S DEPARTMENT	341,652	7,500	349,152	348,282	0	871	99.8%
129 GENERAL ADMINISTRATION	364,545	0	364,545	361,209	0	3,336	99.1%
132 BUDGET CONTINGENCY	325,770	(325,588)	181	95	0	86	52.6%
135 AUDITOR'S DEPARTMENT	351,622	0	351,622	328,019	2,550	21,053	94.0%
141 ASSESSORS DEPARTMENT	256,093	3,057	259,150	251,517	3,155	4,477	98.3%
145 TREASURER'S DEPARTMENT	407,587	4,132	411,719	410,247	0	1,472	99.6%
151 INFO TECHNOLOGY DEPT	337,676	48,322	385,998	332,638	7,070	46,290	88.0%
152 HUMAN RESOURCES	316,791	8,500	325,291	303,668	4,175	17,447	94.6%
161 CITY CLERK'S DEPARTMENT	308,464	18,520	326,984	325,810	428	746	99.8%
163 BOARD OF REGISTRARS	71,940	6,500	78,440	77,676	0	764	99.0%
165 LICENSE COMMISSION	8,500	0	8,500	8,341	0	159	98.1%
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	476,802	11,335	488,137	488,103	0	34	100.0%
191 LEGAL DEPARTMENT	100,000	50,000	150,000	148,940	0	1,060	99.3%
210 POLICE DEPARTMENT	4,288,073	135,305	4,423,378	4,265,082	2,834	155,462	96.5%
220 FIRE DEPARTMENT	4,110,873	415,118	4,525,990	4,415,208	20,000	90,783	98.0%
241 BUILDING DEPARTMENT	184,635	0	184,635	182,808	0	1,828	99.0%
291 EMERGENCY MANAGEMENT	20,000	0	20,000	20,000	0	0	100.0%
292 ANIMAL CONTROL	66,499	0	66,499	64,414	0	2,084	96.9%
293 PARKING CLERK DEPARTMENT	594,794	0	594,794	517,045	1,474	76,275	87.2%
300 SCHOOL DEPARTMENT	33,485,466	0	33,485,466	33,028,025	457,441	0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL	105,000	8,394	113,394	113,394	0	0	100.0%
399 WHITTIER VO TECH SCHOOL	654,314	0	654,314	654,314	0	0	100.0%
421 PUBLIC SERVICES DEPARTMENT	3,342,391	142,897	3,485,288	3,388,167	17,026	80,095	97.7%
423 SNOW & ICE	290,000	222,167	512,167	512,167	0	0	100.0%
510 HEALTH DEPARTMENT	268,057	1,618	269,675	237,273	0	32,402	88.0%
519 SUSTAINABILITY	1,782,227	(103,538)	1,678,690	1,603,763	1,122	73,804	95.6%
541 COUNCIL ON AGING	308,874	3,620	312,494	302,642	232	9,619	96.9%
542 YOUTH SERVICES	437,121	0	437,121	422,656	0	14,465	96.7%
543 VETERANS' DEPARTMENT	286,673	1,492	288,166	265,387	2,930	19,849	93.1%
610 LIBRARY DEPARTMENT	1,445,978	6,400	1,452,378	1,422,211	0	30,167	97.9%
630 PARKS COMMISSION	400,475	16,824	417,299	413,475	0	3,824	99.1%
691 HISTORICAL COMMISSION	1,800	0	1,800	1,800	0	0	100.0%
710 DEBT EXCLUSION	3,171,735	0	3,171,735	3,171,735	0	0	100.0%
720 ORDINARY DEBT SERVICE	962,598	(142,962)	819,636	819,636	0	0	100.0%
911 RETIREMENT BOARD	4,768,156	0	4,768,156	4,768,156	0	(0)	100.0%
914 INSURANCE GROUP	9,895,472	60,000	9,955,472	9,911,310	0	44,162	99.6%
921 COMMISSION ON DISABILITY	2,693	0	2,693	2,693	0	0	100.0%
<b>001 GENERAL FUND Total</b>	<b><u>74,644,612</u></b>	<b><u>608,112</u></b>	<b><u>75,252,723</u></b>	<b><u>73,998,817</u></b>	<b><u>520,437</u></b>	<b><u>733,469</u></b>	<b><u>99.0%</u></b>
<b>060 WATER ENTERPRISE FUND Total</b>	<b><u>5,751,985</u></b>	<b><u>0</u></b>	<b><u>5,751,985</u></b>	<b><u>5,408,816</u></b>	<b><u>183,489</u></b>	<b><u>159,680</u></b>	<b><u>97.2%</u></b>
<b>061 SEWER ENTERPRISE FUND Total</b>	<b><u>7,675,758</u></b>	<b><u>40,000</u></b>	<b><u>7,715,758</u></b>	<b><u>7,333,710</u></b>	<b><u>123,758</u></b>	<b><u>258,291</u></b>	<b><u>96.7%</u></b>
<b>6520 HARBORMASTER ENTERPRISE FUND Tot:</b>	<b><u>522,232</u></b>	<b><u>60,000</u></b>	<b><u>582,232</u></b>	<b><u>530,707</u></b>	<b><u>10,927</u></b>	<b><u>40,598</u></b>	<b><u>93.0%</u></b>
<b>TOTAL BUDGETARY FUNDS</b>	<b><u>88,594,587</u></b>	<b><u>708,112</u></b>	<b><u>89,302,699</u></b>	<b><u>87,272,050</u></b>	<b><u>838,611</u></b>	<b><u>1,192,038</u></b>	<b><u>98.7%</u></b>





**City of Newburyport**  
**FY2022 Year-End Expenditures by Department/Category**

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>001 GENERAL FUND</b>							
<b>111 CITY COUNCIL</b>							
001 PERSONNEL SERVICES	83,864	0	83,864	83,864	0	0	100.0%
002 PURCHASE OF SERVICES	14,000	8,500	22,500	21,647	0	853	96.2%
<b>111 CITY COUNCIL Total</b>	<b>97,864</b>	<b>8,500</b>	<b>106,364</b>	<b>105,511</b>	<b>0</b>	<b>853</b>	<b>99.2%</b>
<b>121 MAYOR'S DEPARTMENT</b>							
001 PERSONNEL SERVICES	271,040	0	271,040	270,365	0	675	99.8%
002 PURCHASE OF SERVICES	62,612	7,500	70,112	69,917	0	195	99.7%
007 OTHER CHARGES & EXPENSES	8,000	0	8,000	8,000	0	0	100.0%
<b>121 MAYOR'S DEPARTMENT Total</b>	<b>341,652</b>	<b>7,500</b>	<b>349,152</b>	<b>348,282</b>	<b>0</b>	<b>871</b>	<b>99.8%</b>
<b>129 GENERAL ADMINISTRATION</b>							
001 PERSONNEL SERVICES	7,500	0	7,500	4,360	0	3,140	58.1%
002 PURCHASE OF SERVICES	146,500	0	146,500	146,491	0	9	100.0%
004 SUPPLIES	6,000	0	6,000	6,000	0	0	100.0%
007 OTHER CHARGES & EXPENSES	204,545	0	204,545	204,358	0	187	99.9%
<b>129 GENERAL ADMINISTRATION Total</b>	<b>364,545</b>	<b>0</b>	<b>364,545</b>	<b>361,209</b>	<b>0</b>	<b>3,336</b>	<b>99.1%</b>
<b>132 BUDGET CONTINGENCY</b>							
007 OTHER CHARGES & EXPENSES	325,770	(325,588)	181	95	0	86	52.6%
<b>132 BUDGET CONTINGENCY Total</b>	<b>325,770</b>	<b>(325,588)</b>	<b>181</b>	<b>95</b>	<b>0</b>	<b>86</b>	<b>52.6%</b>
<b>135 AUDITOR'S DEPARTMENT</b>							
001 PERSONNEL SERVICES	302,917	0	302,917	281,878	0	21,038	93.1%
002 PURCHASE OF SERVICES	46,500	0	46,500	44,150	2,350	0	100.0%
004 SUPPLIES	1,750	0	1,750	1,536	200	14	99.2%
007 OTHER CHARGES & EXPENSES	455	0	455	455	0	0	100.0%
<b>135 AUDITOR'S DEPARTMENT Total</b>	<b>351,622</b>	<b>0</b>	<b>351,622</b>	<b>328,019</b>	<b>2,550</b>	<b>21,053</b>	<b>94.0%</b>
<b>141 ASSESSORS DEPARTMENT</b>							
001 PERSONNEL SERVICES	222,633	3,057	225,690	223,284	0	2,406	98.9%
002 PURCHASE OF SERVICES	29,877	0	29,877	24,790	3,155	1,932	93.5%
004 SUPPLIES	3,000	0	3,000	2,861	0	139	95.4%
007 OTHER CHARGES & EXPENSES	583	0	583	583	0	0	100.0%
<b>141 ASSESSORS DEPARTMENT Total</b>	<b>256,093</b>	<b>3,057</b>	<b>259,150</b>	<b>251,517</b>	<b>3,155</b>	<b>4,477</b>	<b>98.3%</b>
<b>145 TREASURER'S DEPARTMENT</b>							
001 PERSONNEL SERVICES	349,737	4,132	353,869	353,866	0	3	100.0%
002 PURCHASE OF SERVICES	53,500	0	53,500	52,440	0	1,060	98.0%
004 SUPPLIES	2,250	0	2,250	2,028	0	222	90.1%
007 OTHER CHARGES & EXPENSES	2,100	0	2,100	1,913	0	187	91.1%
<b>145 TREASURER'S DEPARTMENT Total</b>	<b>407,587</b>	<b>4,132</b>	<b>411,719</b>	<b>410,247</b>	<b>0</b>	<b>1,472</b>	<b>99.6%</b>
<b>151 INFO TECHNOLOGY DEPT</b>							
001 PERSONNEL SERVICES	106,018	3,322	109,340	63,055	0	46,286	57.7%
002 PURCHASE OF SERVICES	229,658	45,000	274,658	268,260	6,395	3	100.0%
004 SUPPLIES	2,000	0	2,000	1,323	675	2	99.9%
<b>151 INFO TECHNOLOGY DEPT Total</b>	<b>337,676</b>	<b>48,322</b>	<b>385,998</b>	<b>332,638</b>	<b>7,070</b>	<b>46,290</b>	<b>88.0%</b>

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>152 HUMAN RESOURCES</b>							
001 PERSONNEL SERVICES	157,218	0	157,218	140,521	0	16,696	89.4%
002 PURCHASE OF SERVICES	157,873	8,500	166,373	162,181	4,175	17	100.0%
004 SUPPLIES	1,500	0	1,500	766	0	734	51.1%
007 OTHER CHARGES & EXPENSES	200	0	200	200	0	0	100.0%
<b>152 HUMAN RESOURCES Total</b>	<b>316,791</b>	<b>8,500</b>	<b>325,291</b>	<b>303,668</b>	<b>4,175</b>	<b>17,447</b>	<b>94.6%</b>
<b>161 CITY CLERK'S DEPARTMENT</b>							
001 PERSONNEL SERVICES	294,964	17,020	311,984	311,567	0	417	99.9%
002 PURCHASE OF SERVICES	13,500	1,500	15,000	14,242	428	329	97.8%
<b>161 CITY CLERK'S DEPARTMENT Total</b>	<b>308,464</b>	<b>18,520</b>	<b>326,984</b>	<b>325,810</b>	<b>428</b>	<b>746</b>	<b>99.8%</b>
<b>163 BOARD OF REGISTRARS</b>							
001 PERSONNEL SERVICES	4,440	0	4,440	4,440	0	0	100.0%
007 OTHER CHARGES & EXPENSES	67,500	6,500	74,000	73,236	0	764	99.0%
<b>163 BOARD OF REGISTRARS Total</b>	<b>71,940</b>	<b>6,500</b>	<b>78,440</b>	<b>77,676</b>	<b>0</b>	<b>764</b>	<b>99.0%</b>
<b>165 LICENSE COMMISSION</b>							
001 PERSONNEL SERVICES	7,500	0	7,500	7,500	0	0	100.0%
007 OTHER CHARGES & EXPENSES	1,000	0	1,000	841	0	159	84.1%
<b>165 LICENSE COMMISSION Total</b>	<b>8,500</b>	<b>0</b>	<b>8,500</b>	<b>8,341</b>	<b>0</b>	<b>159</b>	<b>98.1%</b>
<b>171 CONSERVATION COMMISSION</b>							
001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
<b>171 CONSERVATION COMMISSION Total</b>	<b>1,800</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>175 PLANNING BOARD</b>							
001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
<b>175 PLANNING BOARD Total</b>	<b>1,800</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>176 ZONING BOARD</b>							
001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
<b>176 ZONING BOARD Total</b>	<b>1,800</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>182 PLANNING &amp; DEVELOPMENT</b>							
001 PERSONNEL SERVICES	428,677	5,335	434,012	433,978	0	34	100.0%
002 PURCHASE OF SERVICES	45,075	6,000	51,075	51,075	0	0	100.0%
004 SUPPLIES	3,050	0	3,050	3,050	0	0	100.0%
<b>182 PLANNING &amp; DEVELOPMENT Total</b>	<b>476,802</b>	<b>11,335</b>	<b>488,137</b>	<b>488,103</b>	<b>0</b>	<b>34</b>	<b>100.0%</b>
<b>191 LEGAL DEPARTMENT</b>							
002 PURCHASE OF SERVICES	100,000	50,000	150,000	148,940	0	1,060	99.3%
<b>191 LEGAL DEPARTMENT Total</b>	<b>100,000</b>	<b>50,000</b>	<b>150,000</b>	<b>148,940</b>	<b>0</b>	<b>1,060</b>	<b>99.3%</b>
<b>210 POLICE DEPARTMENT</b>							
001 PERSONNEL SERVICES	3,946,731	135,305	4,082,036	3,952,455	0	129,581	96.8%
002 PURCHASE OF SERVICES	169,887	0	169,887	155,912	0	13,975	91.8%
004 SUPPLIES	70,100	0	70,100	56,814	2,834	10,451	85.1%
007 OTHER CHARGES & EXPENSES	21,630	0	21,630	20,253	0	1,377	93.6%
008 CAPITAL OUTLAY	79,725	0	79,725	79,648	0	77	99.9%
<b>210 POLICE DEPARTMENT Total</b>	<b>4,288,073</b>	<b>135,305</b>	<b>4,423,378</b>	<b>4,265,082</b>	<b>2,834</b>	<b>155,462</b>	<b>96.5%</b>

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>220 FIRE DEPARTMENT</b>							
001 PERSONNEL SERVICES	3,832,823	415,118	4,247,940	4,170,207	0	77,734	98.2%
002 PURCHASE OF SERVICES	199,500	8,100	207,600	206,713	0	887	99.6%
004 SUPPLIES	73,000	(8,100)	64,900	34,448	20,000	10,452	83.9%
007 OTHER CHARGES & EXPENSES	5,550	0	5,550	3,840	0	1,710	69.2%
<b>220 FIRE DEPARTMENT Total</b>	<b>4,110,873</b>	<b>415,118</b>	<b>4,525,990</b>	<b>4,415,208</b>	<b>20,000</b>	<b>90,783</b>	<b>98.0%</b>
<b>241 BUILDING DEPARTMENT</b>							
001 PERSONNEL SERVICES	182,635	0	182,635	180,810	0	1,825	99.0%
004 SUPPLIES	2,000	0	2,000	1,998	0	2	99.9%
<b>241 BUILDING DEPARTMENT Total</b>	<b>184,635</b>	<b>0</b>	<b>184,635</b>	<b>182,808</b>	<b>0</b>	<b>1,828</b>	<b>99.0%</b>
<b>291 EMERGENCY MANAGEMENT</b>							
001 PERSONNEL SERVICES	18,000	0	18,000	18,000	0	0	100.0%
004 SUPPLIES	500	0	500	500	0	0	100.0%
007 OTHER CHARGES & EXPENSES	1,500	0	1,500	1,500	0	0	100.0%
<b>291 EMERGENCY MANAGEMENT Total</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>292 ANIMAL CONTROL</b>							
001 PERSONNEL SERVICES	59,099	0	59,099	58,360	0	739	98.7%
002 PURCHASE OF SERVICES	4,950	0	4,950	4,366	0	584	88.2%
004 SUPPLIES	2,100	0	2,100	1,515	0	585	72.1%
007 OTHER CHARGES & EXPENSES	350	0	350	174	0	176	49.7%
<b>292 ANIMAL CONTROL Total</b>	<b>66,499</b>	<b>0</b>	<b>66,499</b>	<b>64,414</b>	<b>0</b>	<b>2,084</b>	<b>96.9%</b>
<b>293 PARKING CLERK DEPARTMENT</b>							
001 PERSONNEL SERVICES	250,594	0	250,594	222,257	0	28,337	88.7%
002 PURCHASE OF SERVICES	272,700	0	272,700	253,475	1,474	17,751	93.5%
004 SUPPLIES	71,500	0	71,500	41,313	0	30,187	57.8%
<b>293 PARKING CLERK DEPARTMENT Total</b>	<b>594,794</b>	<b>0</b>	<b>594,794</b>	<b>517,045</b>	<b>1,474</b>	<b>76,275</b>	<b>87.2%</b>
<b>300 SCHOOL DEPARTMENT</b>							
002 PURCHASE OF SERVICES	33,485,466	0	33,485,466	33,028,025	457,441	0	100.0%
<b>300 SCHOOL DEPARTMENT Total</b>	<b>33,485,466</b>	<b>0</b>	<b>33,485,466</b>	<b>33,028,025</b>	<b>457,441</b>	<b>0</b>	<b>100.0%</b>
<b>398 ESSEX NORTH SHORE TECH SCHOOL</b>							
002 PURCHASE OF SERVICES	105,000	8,394	113,394	113,394	0	0	100.0%
<b>398 ESSEX NORTH SHORE TECH SCHOOL Total</b>	<b>105,000</b>	<b>8,394</b>	<b>113,394</b>	<b>113,394</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>399 WHITTIER VO TECH SCHOOL</b>							
002 PURCHASE OF SERVICES	654,314	0	654,314	654,314	0	0	100.0%
<b>399 WHITTIER VO TECH SCHOOL Total</b>	<b>654,314</b>	<b>0</b>	<b>654,314</b>	<b>654,314</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>421 PUBLIC SERVICES DEPARTMENT</b>							
001 PERSONNEL SERVICES	2,132,404	34,866	2,167,270	2,090,252	405	76,613	96.5%
002 PURCHASE OF SERVICES	577,487	0	577,487	569,849	7,565	73	100.0%
004 SUPPLIES	255,000	108,031	363,031	357,439	2,182	3,409	99.1%
008 CAPITAL OUTLAY	377,500	0	377,500	370,627	6,873	0	100.0%
<b>421 PUBLIC SERVICES DEPARTMENT Total</b>	<b>3,342,391</b>	<b>142,897</b>	<b>3,485,288</b>	<b>3,388,167</b>	<b>17,026</b>	<b>80,095</b>	<b>97.7%</b>
<b>423 SNOW &amp; ICE</b>							
001 PERSONNEL SERVICES	115,000	29,560	144,560	144,560	0	0	100.0%
002 PURCHASE OF SERVICES	175,000	192,607	367,607	367,607	0	0	100.0%
<b>423 SNOW &amp; ICE Total</b>	<b>290,000</b>	<b>222,167</b>	<b>512,167</b>	<b>512,167</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>510 HEALTH DEPARTMENT</b>							
001 PERSONNEL SERVICES	231,243	1,618	232,861	206,002	0	26,859	88.5%
002 PURCHASE OF SERVICES	31,314	0	31,314	26,581	0	4,733	84.9%
004 SUPPLIES	4,500	0	4,500	4,295	0	205	95.4%
007 OTHER CHARGES & EXPENSES	1,000	0	1,000	395	0	605	39.5%
<b>510 HEALTH DEPARTMENT Total</b>	<b>268,057</b>	<b>1,618</b>	<b>269,675</b>	<b>237,273</b>	<b>0</b>	<b>32,402</b>	<b>88.0%</b>
<b>519 SUSTAINABILITY</b>							
001 PERSONNEL SERVICES	129,977	0	129,977	128,983	0	995	99.2%
002 PURCHASE OF SERVICES	1,650,750	(103,538)	1,547,212	1,473,568	1,122	72,522	95.3%
004 SUPPLIES	1,500	0	1,500	1,213	0	287	80.9%
<b>519 SUSTAINABILITY Total</b>	<b>1,782,227</b>	<b>(103,538)</b>	<b>1,678,690</b>	<b>1,603,763</b>	<b>1,122</b>	<b>73,804</b>	<b>95.6%</b>
<b>541 COUNCIL ON AGING</b>							
001 PERSONNEL SERVICES	277,374	3,620	280,994	277,284	0	3,710	98.7%
002 PURCHASE OF SERVICES	21,500	0	21,500	17,367	0	4,133	80.8%
004 SUPPLIES	10,000	0	10,000	7,991	232	1,777	82.2%
<b>541 COUNCIL ON AGING Total</b>	<b>308,874</b>	<b>3,620</b>	<b>312,494</b>	<b>302,642</b>	<b>232</b>	<b>9,619</b>	<b>96.9%</b>
<b>542 YOUTH SERVICES</b>							
001 PERSONNEL SERVICES	355,321	0	355,321	341,619	0	13,702	96.1%
002 PURCHASE OF SERVICES	26,300	0	26,300	25,537	0	763	97.1%
007 OTHER CHARGES & EXPENSES	55,500	0	55,500	55,500	0	0	100.0%
<b>542 YOUTH SERVICES Total</b>	<b>437,121</b>	<b>0</b>	<b>437,121</b>	<b>422,656</b>	<b>0</b>	<b>14,465</b>	<b>96.7%</b>
<b>543 VETERANS' DEPARTMENT</b>							
001 PERSONNEL SERVICES	145,345	1,492	146,838	146,350	0	488	99.7%
002 PURCHASE OF SERVICES	7,268	0	7,268	5,138	0	2,130	70.7%
007 OTHER CHARGES & EXPENSES	134,060	0	134,060	113,899	2,930	17,231	87.1%
<b>543 VETERANS' DEPARTMENT Total</b>	<b>286,673</b>	<b>1,492</b>	<b>288,166</b>	<b>265,387</b>	<b>2,930</b>	<b>19,849</b>	<b>93.1%</b>
<b>610 LIBRARY DEPARTMENT</b>							
001 PERSONNEL SERVICES	1,072,551	(19,555)	1,052,996	1,023,419	0	29,578	97.2%
002 PURCHASE OF SERVICES	373,427	25,955	399,382	398,792	0	590	99.9%
<b>610 LIBRARY DEPARTMENT Total</b>	<b>1,445,978</b>	<b>6,400</b>	<b>1,452,378</b>	<b>1,422,211</b>	<b>0</b>	<b>30,167</b>	<b>97.9%</b>
<b>630 PARKS COMMISSION</b>							
001 PERSONNEL SERVICES	309,425	1,824	311,249	307,691	0	3,558	98.9%
002 PURCHASE OF SERVICES	32,600	15,000	47,600	47,537	0	63	99.9%
004 SUPPLIES	46,000	0	46,000	46,000	0	0	100.0%
007 OTHER CHARGES & EXPENSES	450	0	450	450	0	0	100.0%
008 CAPITAL OUTLAY	12,000	0	12,000	11,797	0	203	98.3%
<b>630 PARKS COMMISSION Total</b>	<b>400,475</b>	<b>16,824</b>	<b>417,299</b>	<b>413,475</b>	<b>0</b>	<b>3,824</b>	<b>99.1%</b>
<b>691 HISTORICAL COMMISSION</b>							
001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
<b>691 HISTORICAL COMMISSION Total</b>	<b>1,800</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>710 DEBT EXCLUSION</b>							
009 DEBT SERVICE	3,171,735	0	3,171,735	3,171,735	0	0	100.0%
<b>710 DEBT EXCLUSION Total</b>	<b>3,171,735</b>	<b>0</b>	<b>3,171,735</b>	<b>3,171,735</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>720 ORDINARY DEBT SERVICE</b>							
009 DEBT SERVICE	962,598	(142,962)	819,636	819,636	0	0	100.0%
<b>720 ORDINARY DEBT SERVICE Total</b>	<b>962,598</b>	<b>(142,962)</b>	<b>819,636</b>	<b>819,636</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>911 RETIREMENT BOARD</b>							
001 PERSONNEL SERVICES	4,768,156	0	4,768,156	4,768,156	0	(0)	100.0%
<b>911 RETIREMENT BOARD Total</b>	<b>4,768,156</b>	<b>0</b>	<b>4,768,156</b>	<b>4,768,156</b>	<b>0</b>	<b>(0)</b>	<b>100.0%</b>
<b>914 INSURANCE GROUP</b>							
001 PERSONNEL SERVICES	9,490,925	60,000	9,550,925	9,506,763	0	44,162	99.5%
010 OTHER FINANCING USES	404,547	0	404,547	404,547	0	0	100.0%
<b>914 INSURANCE GROUP Total</b>	<b>9,895,472</b>	<b>60,000</b>	<b>9,955,472</b>	<b>9,911,310</b>	<b>0</b>	<b>44,162</b>	<b>99.6%</b>
<b>921 COMMISSION ON DISABILITY</b>							
001 PERSONNEL SERVICES	2,693	0	2,693	2,693	0	0	100.0%
<b>921 COMMISSION ON DISABILITY Total</b>	<b>2,693</b>	<b>0</b>	<b>2,693</b>	<b>2,693</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>001 GENERAL FUND Total</b>	<b><u>74,644,612</u></b>	<b><u>608,112</u></b>	<b><u>75,252,723</u></b>	<b><u>73,998,817</u></b>	<b><u>520,437</u></b>	<b><u>733,469</u></b>	<b><u>99.0%</u></b>
<b>060 WATER ENTERPRISE FUND</b>							
<b>450 WATER DEPARTMENT</b>							
001 PERSONNEL SERVICES	2,287,613	26,683	2,314,296	2,208,432	0	105,864	95.4%
002 PURCHASE OF SERVICES	1,159,756	0	1,159,756	1,117,843	36,234	5,679	99.5%
004 SUPPLIES	191,370	0	191,370	174,970	275	16,125	91.6%
007 OTHER CHARGES & EXPENSES	136,861	(26,683)	110,178	101,161	0	9,017	91.8%
008 CAPITAL OUTLAY	315,000	0	315,000	133,208	146,979	34,813	88.9%
009 DEBT SERVICE	1,645,782	0	1,645,782	1,657,598	0	(11,816)	100.7%
<b>450 WATER DEPARTMENT Total</b>	<b>5,736,381</b>	<b>0</b>	<b>5,736,381</b>	<b>5,393,212</b>	<b>183,489</b>	<b>159,680</b>	<b>97.2%</b>
<b>990 INTERFUND TRANSFERS OUT</b>							
010 OTHER FINANCING USES	15,604	0	15,604	15,604	0	0	100.0%
<b>990 INTERFUND TRANSFERS OUT Total</b>	<b>15,604</b>	<b>0</b>	<b>15,604</b>	<b>15,604</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>060 WATER ENTERPRISE FUND Total</b>	<b><u>5,751,985</u></b>	<b><u>0</u></b>	<b><u>5,751,985</u></b>	<b><u>5,408,816</u></b>	<b><u>183,489</u></b>	<b><u>159,680</u></b>	<b><u>97.2%</u></b>
<b>061 SEWER ENTERPRISE FUND</b>							
<b>440 SEWER DEPARTMENT</b>							
001 PERSONNEL SERVICES	2,513,863	28,577	2,542,440	2,421,595	0	120,845	95.2%
002 PURCHASE OF SERVICES	1,310,711	40,000	1,350,711	1,259,390	91,130	191	100.0%
004 SUPPLIES	487,950	0	487,950	460,460	25,000	2,490	99.5%
007 OTHER CHARGES & EXPENSES	133,729	(28,577)	105,152	91,480	0	13,673	87.0%
008 CAPITAL OUTLAY	271,000	0	271,000	150,463	7,628	112,909	58.3%
009 DEBT SERVICE	2,940,303	0	2,940,303	2,932,120	0	8,183	99.7%
<b>440 SEWER DEPARTMENT Total</b>	<b>7,657,556</b>	<b>40,000</b>	<b>7,697,556</b>	<b>7,315,508</b>	<b>123,758</b>	<b>258,291</b>	<b>96.6%</b>
<b>990 INTERFUND TRANSFERS OUT</b>							
010 OTHER FINANCING USES	18,202	0	18,202	18,202	0	0	100.0%
<b>990 INTERFUND TRANSFERS OUT Total</b>	<b>18,202</b>	<b>0</b>	<b>18,202</b>	<b>18,202</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>061 SEWER ENTERPRISE FUND Total</b>	<b><u>7,675,758</u></b>	<b><u>40,000</u></b>	<b><u>7,715,758</u></b>	<b><u>7,333,710</u></b>	<b><u>123,758</u></b>	<b><u>258,291</u></b>	<b><u>96.7%</u></b>

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>6520 HARBORMASTER ENTERPRISE FUND</b>							
<b>295 HARBORMASTER DEPARTMENT</b>							
001 PERSONNEL SERVICES	331,135	1,828	332,963	307,368	0	25,594	92.3%
002 PURCHASE OF SERVICES	51,750	0	51,750	39,576	2,145	10,029	80.6%
004 SUPPLIES	13,600	0	13,600	13,034	392	174	98.7%
007 OTHER CHARGES & EXPENSES	16,328	(1,828)	14,500	9,993	0	4,507	68.9%
008 CAPITAL OUTLAY	30,000	60,000	90,000	81,316	8,390	294	99.7%
009 DEBT SERVICE	78,098	0	78,098	78,098	0	0	100.0%
<b>295 HARBORMASTER DEPARTMENT Total</b>	<b>520,910</b>	<b>60,000</b>	<b>580,910</b>	<b>529,385</b>	<b>10,927</b>	<b>40,598</b>	<b>93.0%</b>
<b>990 INTERFUND TRANSFERS OUT</b>							
010 OTHER FINANCING USES	1,322	0	1,322	1,322	0	0	100.0%
<b>990 INTERFUND TRANSFERS OUT Total</b>	<b>1,322</b>	<b>0</b>	<b>1,322</b>	<b>1,322</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>6520 HARBORMASTER ENTERPRISE FUND Tot:</b>	<b><u>522,232</u></b>	<b><u>60,000</u></b>	<b><u>582,232</u></b>	<b><u>530,707</u></b>	<b><u>10,927</u></b>	<b><u>40,598</u></b>	<b><u>93.0%</u></b>
<b>TOTAL BUDGETARY FUNDS</b>	<b><u>88,594,587</u></b>	<b><u>708,112</u></b>	<b><u>89,302,699</u></b>	<b><u>87,272,050</u></b>	<b><u>838,611</u></b>	<b><u>1,192,038</u></b>	<b><u>98.7%</u></b>



# City of Newburyport FY2022 Year-End Revenue Summary

	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
<b>001 GENERAL FUND</b>							
<b>PROPERTY TAXES</b>							
411 PER PROP TAX REVENUE	680,427	660,509	818,870	814,088	(4,782)	99.4%	23.3%
412 REAL ESTATE TAX REVENUE	58,164,277	59,945,337	62,389,727	62,784,393	394,666	100.6%	4.7%
<b>PROPERTY TAXES Total</b>	<b>58,844,704</b>	<b>60,605,846</b>	<b>63,208,597</b>	<b>63,598,481</b>	<b>389,884</b>	<b>100.6%</b>	<b>4.9%</b>
<b>LOCAL RECEIPTS</b>							
401 MOTOR VEHICLE EXCISE	2,963,027	2,874,396	2,800,000	2,979,353	179,353	106.4%	3.7%
402 OTHER EXCISE	997,625	811,945	860,000	1,190,742	330,742	138.5%	46.7%
403 PENALTIES/INTEREST	310,774	332,363	325,000	330,142	5,142	101.6%	-0.7%
404 PAYMENT IN LIEU TAXES	37,089	27,196	27,000	27,924	924	103.4%	2.7%
410 FEES	294,754	298,646	298,000	247,606	(50,394)	83.1%	-17.1%
416 OTHER DEPARTMENT REVENUE	56,416	72,014	60,000	75,865	15,865	126.4%	5.3%
417 LICENSES/PERMITS	1,055,073	945,583	861,300	1,349,322	488,022	156.7%	42.7%
419 FINES & FORFEITS	7,347	4,898	5,000	6,708	1,708	134.2%	37.0%
420 INVESTMENT INCOME	238,189	59,770	60,000	45,382	(14,618)	75.6%	-24.1%
458 MEDICAID REIMBURSEMENT	33,985	115,227	110,000	285,482	175,482	259.5%	147.8%
421 MISCELLANEOUS RECURRING	183,383	100,646	170,700	241,413	70,713	141.4%	139.9%
422 MISCELLANEOUS NON-RECURRING	285,659	162,454	0	432,208	432,208		166.0%
<b>LOCAL RECEIPTS Total</b>	<b>6,463,321</b>	<b>5,805,138</b>	<b>5,577,000</b>	<b>7,212,147</b>	<b>1,635,147</b>	<b>129.3%</b>	<b>24.2%</b>
<b>STATE AID</b>	<b>4,761,571</b>	<b>4,777,125</b>	<b>4,909,318</b>	<b>5,173,682</b>	<b>264,364</b>	<b>105.4%</b>	<b>8.3%</b>
<b>INTERFUND TRANSFERS IN</b>	<b>932,957</b>	<b>947,921</b>	<b>1,237,512</b>	<b>1,143,418</b>	<b>(94,094)</b>	<b>92.4%</b>	<b>20.6%</b>
<b>001 GENERAL FUND Total</b>	<b><u>71,002,552</u></b>	<b><u>72,136,030</u></b>	<b><u>74,932,427</u></b>	<b><u>77,127,727</u></b>	<b><u>2,195,301</u></b>	<b><u>102.9%</u></b>	<b><u>6.9%</u></b>
<b>060 WATER ENTERPRISE FUND</b>	<b><u>5,249,871</u></b>	<b><u>5,839,817</u></b>	<b><u>5,677,519</u></b>	<b><u>5,551,049</u></b>	<b><u>(126,470)</u></b>	<b><u>97.8%</u></b>	<b><u>-4.9%</u></b>
<b>061 SEWER ENTERPRISE FUND</b>	<b><u>7,215,429</u></b>	<b><u>7,974,691</u></b>	<b><u>7,575,758</u></b>	<b><u>7,814,429</u></b>	<b><u>238,671</u></b>	<b><u>103.2%</u></b>	<b><u>-2.0%</u></b>
<b>6520 HARBORMASTER ENTERPRISE FUND</b>	<b><u>545,374</u></b>	<b><u>697,545</u></b>	<b><u>522,232</u></b>	<b><u>684,363</u></b>	<b><u>162,131</u></b>	<b><u>131.0%</u></b>	<b><u>-1.9%</u></b>
<b>TOTAL BUDGETARY FUNDS</b>	<b><u>84,013,227</u></b>	<b><u>86,648,083</u></b>	<b><u>88,707,936</u></b>	<b><u>91,177,568</u></b>	<b><u>2,469,632</u></b>	<b><u>102.8%</u></b>	<b><u>5.2%</u></b>





# City of Newburyport

## FY2022 Year-End Revenue by Category

	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
<b>001 GENERAL FUND</b>							
<b>PROPERTY TAXES</b>							
411 PER PROP TAX REVENUE	680,427	660,509	818,870	814,088	(4,782)	99.4%	23.3%
412 REAL ESTATE TAX REVENUE	58,164,277	59,945,337	62,389,727	62,784,393	394,666	100.6%	4.7%
<b>PROPERTY TAXES Total</b>	<b>58,844,704</b>	<b>60,605,846</b>	<b>63,208,597</b>	<b>63,598,481</b>	<b>389,884</b>	<b>100.6%</b>	<b>4.9%</b>
<b>LOCAL RECEIPTS</b>							
401 MOTOR VEHICLE EXCISE	2,963,027	2,874,396	2,800,000	2,979,353	179,353	106.4%	3.7%
402 OTHER EXCISE							
MEALS EXCISE	600,503	569,637	600,000	764,549	164,549	127.4%	34.2%
CO MA ROOM OCCUPANCY	272,723	242,075	260,000	426,193	166,193	163.9%	76.1%
CO MA URBAN REDEVELOPMENT	124,410	233	0	0	0		-100.0%
<b>402 OTHER EXCISE Total</b>	<b>997,625</b>	<b>811,945</b>	<b>860,000</b>	<b>1,190,742</b>	<b>330,742</b>	<b>138.5%</b>	<b>46.7%</b>
403 PENALTIES/INTEREST							
INT/PEN PP/RE TAX REV	164,255	185,680	185,600	195,152	9,552	105.1%	5.1%
INT/PEN MV/BT EXCISE	78,853	88,210	85,000	69,799	(15,201)	82.1%	-20.9%
INT ON TAX TITLES	18,440	34,862	32,000	36,618	4,618	114.4%	5.0%
CO MA REG MOTOR VEHICLES	47,801	20,969	20,500	27,059	6,559	132.0%	29.0%
INT/PEN SA PI - SWR	715	1,404	1,000	829	(171)	82.9%	-40.9%
INT/PEN SA PI - WTR	583	1,128	800	675	(125)	84.4%	-40.2%
INT/PEN SA LOW ST	128	110	100	10	(90)	9.8%	-91.1%
<b>403 PENALTIES/INTEREST Total</b>	<b>310,774</b>	<b>332,363</b>	<b>325,000</b>	<b>330,142</b>	<b>5,142</b>	<b>101.6%</b>	<b>-0.7%</b>
404 PAYMENT IN LIEU TAXES	37,089	27,196	27,000	27,924	924	103.4%	2.7%
410 FEES							
TAX TITLE FEES	137,188	157,716	155,000	92,889	(62,111)	59.9%	-41.1%
FIRE MASTER BOX CONNECTION FEE	82,550	78,900	79,000	81,600	2,600	103.3%	3.4%
OFF DUTY FEES	42,899	26,403	28,400	50,859	22,459	179.1%	92.6%
MUNICIPAL LIENS	29,400	34,227	34,000	21,779	(12,221)	64.1%	-36.4%
OTHER FEES	17	100	100	300	200	300.0%	200.0%
REGISTRY FEES	2,700	1,300	1,500	180	(1,320)	12.0%	-86.2%
<b>410 FEES Total</b>	<b>294,754</b>	<b>298,646</b>	<b>298,000</b>	<b>247,606</b>	<b>(50,394)</b>	<b>83.1%</b>	<b>-17.1%</b>
416 OTHER DEPARTMENT REVENUE							
COPIES/RECORDINGS	49,426	56,394	50,000	65,025	15,025	130.0%	15.3%
BUSINESS CERTIFICATES	6,045	8,940	5,500	6,850	1,350	124.5%	-23.4%
ZONING/ORDINANCES	955	6,680	4,500	3,990	(510)	88.7%	-40.3%
<b>416 OTHER DEPARTMENT REVENUE Total</b>	<b>56,416</b>	<b>72,014</b>	<b>60,000</b>	<b>75,865</b>	<b>15,865</b>	<b>126.4%</b>	<b>5.3%</b>

	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
<b>417 LICENSES/PERMITS</b>							
BLDG DEPT ALTERATION PERMITS	426,687	565,969	500,000	926,497	426,497	185.3%	63.7%
ROAD OPENING PERMIT DPW	30,220	11,862	15,000	74,638	59,638	497.6%	529.2%
OTHER PERMITS	40,497	79,084	60,000	70,966	10,966	118.3%	-10.3%
BUILDING PERMITS	221,658	108,556	95,000	69,090	(25,910)	72.7%	-36.4%
CLK PASSPORT	39,160	10	50,000	48,085	(1,915)	96.2%	480751%
FIRE PERMITS	32,583	43,519	40,000	37,695	(2,305)	94.2%	-13.4%
LICENSE FEES	194,920	36,075	25,200	34,300	9,100	136.1%	-4.9%
BLDG DEPT OTHER PERMITS	35,725	70,505	50,000	32,765	(17,235)	65.5%	-53.5%
PARKLETS	0	0	0	18,647	18,647		
DOG LICENSES	10,900	11,125	11,000	11,780	780	107.1%	5.9%
UTILITY CONTRACTORS LIC DPW	5,092	12,500	7,500	10,500	3,000	140.0%	-16.0%
MARRIAGE LICENSES	2,388	2,940	2,500	4,980	2,480	199.2%	69.4%
LICENSES/PERMITS DPW	12,652	1,520	2,000	4,250	2,250	212.5%	179.6%
AUCTION LIC/PERMITS	0	672	500	1,715	1,215	343.0%	155.2%
UTILITY PERMITS	1,550	125	1,500	1,650	150	110.0%	1220.0%
STORM WATER PERMIT FEES	317	271	250	964	714	385.6%	255.8%
RAFFLE PERMITS	625	700	750	750	0	100.0%	7.1%
OTHER LICENSES	99	150	100	50	(50)	50.0%	-66.7%
<b>417 LICENSES/PERMITS Total</b>	<b>1,055,073</b>	<b>945,583</b>	<b>861,300</b>	<b>1,349,322</b>	<b>488,022</b>	<b>156.7%</b>	<b>42.7%</b>
<b>419 FINES &amp; FORFEITS</b>							
COURT FINES	7,327	4,803	4,900	6,708	1,808	136.9%	39.7%
PARKING FINES	20	95	100	0	(100)	0.0%	-100.0%
<b>419 FINES &amp; FORFEITS Total</b>	<b>7,347</b>	<b>4,898</b>	<b>5,000</b>	<b>6,708</b>	<b>1,708</b>	<b>134.2%</b>	<b>37.0%</b>
<b>420 INVESTMENT INCOME</b>	<b>238,189</b>	<b>59,770</b>	<b>60,000</b>	<b>45,382</b>	<b>(14,618)</b>	<b>75.6%</b>	<b>-24.1%</b>
<b>458 MEDICAID REIMBURSEMENT</b>	<b>33,985</b>	<b>115,227</b>	<b>110,000</b>	<b>285,482</b>	<b>175,482</b>	<b>259.5%</b>	<b>147.8%</b>
<b>421 MISCELLANEOUS RECURRING</b>							
MISC RECURRING	173,338	99,734	170,000	240,161	70,161	141.3%	140.8%
POL INCIDENT/ACCIDENTS	1,070	912	700	1,252	552	178.9%	37.3%
<b>421 MISCELLANEOUS RECURRING Total</b>	<b>183,383</b>	<b>100,646</b>	<b>170,700</b>	<b>241,413</b>	<b>70,713</b>	<b>141.4%</b>	<b>139.9% *</b>
<b>422 MISCELLANEOUS NON-RECURRING</b>	<b>285,659</b>	<b>162,454</b>	<b>0</b>	<b>432,208</b>	<b>432,208</b>		<b>166.0% **</b>
<b>LOCAL RECEIPTS Total</b>	<b>6,463,321</b>	<b>5,805,138</b>	<b>5,577,000</b>	<b>7,212,147</b>	<b>1,635,147</b>	<b>129.3%</b>	<b>24.2%</b>
<b>STATE AID</b>	<b>4,761,571</b>	<b>4,777,125</b>	<b>4,909,318</b>	<b>5,173,682</b>	<b>264,364</b>	<b>105.4%</b>	<b>8.3%</b>
<b>INTERFUND TRANSFERS IN</b>	<b>932,957</b>	<b>947,921</b>	<b>1,237,512</b>	<b>1,143,418</b>	<b>(94,094)</b>	<b>92.4%</b>	<b>20.6%</b>
<b>001 GENERAL FUND Total</b>	<b><u>71,002,552</u></b>	<b><u>72,136,030</u></b>	<b><u>74,932,427</u></b>	<b><u>77,127,727</u></b>	<b><u>2,195,301</u></b>	<b><u>102.9%</u></b>	<b><u>6.9%</u></b>
<b>060 WATER ENTERPRISE FUND</b>							
UTILITY BILLING/METERS	4,809,726	5,265,975	5,104,019	5,039,260	(64,759)	98.7%	-4.3%
MISC FEES	185,540	233,387	235,000	273,568	38,568	116.4%	17.2%
REVENUE SPEC ASSES PI	156,846	215,957	219,000	149,124	(69,876)	68.1%	-30.9%
WATER LIENS	68,371	89,708	90,000	61,711	(28,289)	68.6%	-31.2%
PENALTIES/INTEREST	29,350	29,254	29,500	26,002	(3,498)	88.1%	-11.1%
MISC NON-RECURRING	38	5,537	0	1,383	1,383		-75.0%
<b>060 WATER ENTERPRISE FUND Total</b>	<b><u>5,249,871</u></b>	<b><u>5,839,817</u></b>	<b><u>5,677,519</u></b>	<b><u>5,551,049</u></b>	<b><u>(126,470)</u></b>	<b><u>97.8%</u></b>	<b><u>-4.9%</u></b>

	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
<b>061 SEWER ENTERPRISE FUND</b>							
UTILITY BILLING/METERS	6,655,115	7,280,386	6,882,758	7,032,983	150,225	102.2%	-3.4%
MISC NON-RECURRING	35,127	29,087	0	276,217	276,217		849.6%
REVENUE SPEC ASSES PI	194,523	245,040	250,000	182,635	(67,365)	73.1%	-25.5%
MISC FEES	174,998	219,211	230,000	153,639	(76,361)	66.8%	-29.9%
SEWER LIENS	99,721	132,590	140,000	89,372	(50,628)	63.8%	-32.6%
PENALTIES/INTEREST	41,913	47,981	58,000	46,789	(11,211)	80.7%	-2.5%
REV SPEC ASSESS PRIV FEE LOW	0	6,214	0	11,820	11,820		90.2%
INDUSTRIAL PRETREATMNT	14,033	14,182	15,000	10,001	(4,999)	66.7%	-29.5%
MISC RECURRING	0	0	0	8,568	8,568		
REVENUE SEWER RATE RELIEF FUND	0	0	0	2,406	2,406		
<b>061 SEWER ENTERPRISE FUND Total</b>	<b><u>7,215,429</u></b>	<b><u>7,974,691</u></b>	<b><u>7,575,758</u></b>	<b><u>7,814,429</u></b>	<b><u>238,671</u></b>	<b><u>103.2%</u></b>	<b><u>-2.0%</u></b>
<b>6520 HARBORMASTER ENTERPRISE FUND</b>							
WATERWAYS PERMITS	176,213	214,900	180,000	200,395	20,395	111.3%	-6.7%
PLUM ISLAND PARKING	144,732	227,121	125,000	177,297	52,297	141.8%	-21.9%
WATERFRONT DOCKS	88,868	120,740	90,000	169,763	79,763	188.6%	40.6%
BOAT EXCISE	66,675	67,801	68,982	66,643	(2,339)	96.6%	-1.7%
CASHMAN PARK BOAT RAMP	58,514	53,425	50,000	63,208	13,208	126.4%	18.3%
FISH PIER	2,500	7,450	2,500	4,000	1,500	160.0%	-46.3%
PENALTIES/INTEREST	2,570	2,987	2,750	2,556	(194)	93.0%	-14.4%
VIOLATIONS	3,687	2,575	2,500	500	(2,000)	20.0%	-80.6%
SHELLFISH PERMITS	1,543	546	500	0	(500)	0.0%	-100.0%
<b>6520 HARBORMASTER ENTERPRISE FUND Total</b>	<b><u>545,374</u></b>	<b><u>697,545</u></b>	<b><u>522,232</u></b>	<b><u>684,363</u></b>	<b><u>162,131</u></b>	<b><u>131.0%</u></b>	<b><u>-1.9%</u></b>
<b>TOTAL BUDGETARY FUNDS</b>	<b><u>84,013,227</u></b>	<b><u>86,648,083</u></b>	<b><u>88,707,936</u></b>	<b><u>91,177,568</u></b>	<b><u>2,469,632</u></b>	<b><u>102.8%</u></b>	<b><u>5.2%</u></b>

\* 421 Miscellaneous Recurring Revenue: Veterans Services (\$161,913), Cell tower lease payments (\$36,340), Animal Control (\$32,166), FWS Refuge Revenue Sharing (\$4,624), Comcast Assessment Fee (\$3,235), Police Incident/Accident (\$1,252) and Other Small Recurring Receipts (\$1,883).

\*\* 422 Miscellaneous Non-Recurring Revenue: Prior-Year Tailing Adjustments (\$117,727), COVID-19 Sick Leave Reimbursement (\$111,254), Prior-Year Closeouts (\$80,488), Refunds (\$51,355), Prior-Year Reimbursements (\$35,996), Unclaimed Cash (\$2,357), Rebates (\$2,096), Excess Bond Premiums (\$1,409) and Other Small One-Time Receipts (\$29,525).



# City of Newburyport

## Fund Balances as of June 30, 2022

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
1	General Fund	General Fund	General Fund	3,528,129	4,909,690	1,381,560
60	Enterprise Funds	Water Enterprise Fund	Water Fund	1,473,721	937,918	(535,803)
61	Enterprise Funds	Sewer Enterprise Fund	Sewer Fund	1,741,148	1,518,214	(222,933)
6520	Enterprise Funds	Harbormaster Enterprise Fund	Harbormaster	814,152	773,181	(40,971)
22	Special Revenue Funds	School	School Lunch Program	3,628	156,026	152,398
2401	Special Revenue Funds	School	305 - Title I; Improving Programs	74,357	(4,433)	(78,790)
2402	Special Revenue Funds	School	722 - Nutrition Equip Asst	0	(9,593)	(9,593)
2403	Special Revenue Funds	School	262 - Early Childhood Special Ed	467	(0)	(468)
2406	Special Revenue Funds	School	240 - IDEA Federal Entitlement	24,977	(276)	(25,252)
2409	Special Revenue Funds	School	119 - Esser III	0	160,158	
2410	Special Revenue Funds	School	School EBT Reimb	0	10,091	10,091
2411	Special Revenue Funds	School	252 - ARPA IDEA Grant	0	(11,048)	(11,048)
2412	Special Revenue Funds	School	434 - MyCAP Dev & Implem	0	248	248
2413	Special Revenue Funds	School	125 - Math Acceleration Academies	0	0	0
2434	Special Revenue Funds	School	115 - Esser II	0	(100,975)	(100,975)
2459	Special Revenue Funds	School	Rev Sch Choice Salaries	1,807,401	2,212,217	404,816
2460	Special Revenue Funds	School	Rev Learn/Enrich Ctr-Kelleher	114,447	100,660	(13,787)
2461	Special Revenue Funds	School	Rev Adult Ed	18,342	110,873	92,531
2462	Special Revenue Funds	School	Rev Athletic Revolving	206,417	257,528	51,111
2464	Special Revenue Funds	School	Rev Maint Sch Bld/User	51,173	34,303	(16,869)
2465	Special Revenue Funds	School	Rev Pals Revolving	68,828	(10,469)	(79,297)
2466	Special Revenue Funds	School	Rev Curriculum/Staff Develop	459,234	528,554	69,320
2468	Special Revenue Funds	School	Rev Sch Transportation	223,884	361,665	137,780
2470	Special Revenue Funds	School	Comprehensive Sch Health Svcs	9,562	0	(9,562)
2479	Special Revenue Funds	School	140 - Title II; Teach Quality	(3,826)	(0)	3,826
2484	Special Revenue Funds	School	50/50 Fed Reimb Program	1,161,210	1,493,136	331,926
2485	Special Revenue Funds	School	Rev Kindergarten Full Day	49,209	27,470	(21,739)
2486	Special Revenue Funds	School	Rev Student Club Fees	15,155	(6,844)	(22,000)
2490	Special Revenue Funds	School	309 - Title IV; Student Support	790	(421)	(1,211)
2020	Special Revenue Funds	Federal Grant	Essex Cty Outreach Prog	(15,685)	(17,120)	(1,435)
2021	Special Revenue Funds	Federal Grant	Harbormaster Boat	0	81,145	81,145
2022	Special Revenue Funds	Federal Grant	MassCall3 YS Grant	0	(5,965)	(5,965)
2023	Special Revenue Funds	Federal Grant	Title III - Healthy Adults Pickleball Initiative	0	(1,997)	(1,997)
2025	Special Revenue Funds	Federal Grant	Covid-19 FEMA	(139,195)	(312,301)	(173,107)
2501	Special Revenue Funds	Federal Grant	Drug Free Comm Fed Grant	8,723	6,608	(2,115)
2503	Special Revenue Funds	Federal Grant	Pre Disaster Mit Pdm-C05-09	781	0	(781)
2583	Special Revenue Funds	Federal Grant	MA Sml Cities Program Income	79,799	81,959	2,159
2586	Special Revenue Funds	Federal Grant	NBPT Federal Forfeiture	536	536	0
2587	Special Revenue Funds	Federal Grant	MVDTF Federal Forfeiture	15,175	15,175	0
2104	Special Revenue Funds	State Grant	Shared Winter Streets	74,701	23,544	(51,158)
2109	Special Revenue Funds	State Grant	MA Cultural Council	2,000	3,144	1,144
2110	Special Revenue Funds	State Grant	Housing Choice Community Capital	0	(233,999)	(233,999)
2111	Special Revenue Funds	State Grant	ARPA Coronavirus	957,142	1,390,495	433,354
2114	Special Revenue Funds	State Grant	Traffic Beacons Earmark	0	(44,734)	(44,734)
2117	Special Revenue Funds	State Grant	Fire Safety Equipment Grant	0	(15,927)	(15,927)
2118	Special Revenue Funds	State Grant	Fire EM Grant	0	(4,600)	(4,600)
2200	Special Revenue Funds	State Grant	YS Social Service Support	2,545	1,507	(1,038)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
2601	Special Revenue Funds	State Grant	EMR Emergency Preparedness	481	16,266	15,785
2603	Special Revenue Funds	State Grant	HBR Clean Vessel Oper/Mnt	(2,475)	(3,000)	(525)
2606	Special Revenue Funds	State Grant	NBPT Cultural Council	7,721	6,726	(995)
2608	Special Revenue Funds	State Grant	COA Exec Ofc Elder Affr	69,982	94,390	24,408
2611	Special Revenue Funds	State Grant	FIR Haz Material Hazmat	7,858	12,271	4,413
2613	Special Revenue Funds	State Grant	Harbor Management	9,328	0	(9,328)
2614	Special Revenue Funds	State Grant	FIR MDU Deployment Grnt	3,635	3,635	0
2615	Special Revenue Funds	State Grant	Hbr Docks 07 Gnt	349	0	(349)
2629	Special Revenue Funds	State Grant	Pol Watch Your Car Gnt	75	0	(75)
2633	Special Revenue Funds	State Grant	Yth Youth Council Grnt	971	0	(971)
2651	Special Revenue Funds	State Grant	Newburyport Initiative	3,599	0	(3,599)
2665	Special Revenue Funds	State Grant	Tree Planting Project	(20,125)	0	20,125
2686	Special Revenue Funds	State Grant	NBPT State Forfeiture	3,380	2,717	(663)
2687	Special Revenue Funds	State Grant	MVDTF State Forfeiture	1,937	1,937	0
2690	Special Revenue Funds	State Grant	Mott New Bus&Industry	1,418	0	(1,418)
2695	Special Revenue Funds	State Grant	Sustainable Materials Recovery	1,555	0	(1,555)
2697	Special Revenue Funds	State Grant	Pol Training Grants	355	355	0
2698	Special Revenue Funds	State Grant	Waterfront Bulkhead Project	183,314	124,896	(58,419)
20020001	Special Revenue Funds	State Grant	Traffic Enforce Program	0	5,429	5,429
20020003	Special Revenue Funds	State Grant	911 Support & Incentive Grant	(27,931)	0	27,931
20020004	Special Revenue Funds	State Grant	Mass CEC Grant	4,500	4,500	0
20020006	Special Revenue Funds	State Grant	Curbside Recycling	355	355	0
20020009	Special Revenue Funds	State Grant	MDEP Tag - Plum Island	(14,000)	(14,000)	0
20020010	Special Revenue Funds	State Grant	Recycling Dividends Program	41,016	45,844	4,828
20020013	Special Revenue Funds	State Grant	VAWA Grant - police	1,002	1,002	0
20020014	Special Revenue Funds	State Grant	Extended Polling Hours	0	0	0
20020015	Special Revenue Funds	State Grant	Healthy Aging	2,193	2,193	0
20020019	Special Revenue Funds	State Grant	LED Street Lights	35,569	35,569	0
20020025	Special Revenue Funds	State Grant	MVP - Con Comm	242	242	0
20020029	Special Revenue Funds	State Grant	NBPT 40R District Zoning Incentive	578,000	109,600	(468,400)
20020030	Special Revenue Funds	State Grant	Green Communities #5	2,668	0	(2,668)
20020033	Special Revenue Funds	State Grant	MA DOT Small Bridge	(0)	0	0
20020034	Special Revenue Funds	State Grant	FY18 Healthy Summer Youth	6,310	0	(6,310)
20020036	Special Revenue Funds	State Grant	Nbpt Tree Inventory	(930)	0	930
20020039	Special Revenue Funds	State Grant	Sharebank Newburyport	708	0	(708)
20020042	Special Revenue Funds	State Grant	MASS EVIP (Veh Chg Stations)	178	178	0
20020044	Special Revenue Funds	State Grant	ACO Shelter	22,167	0	(22,167)
20020045	Special Revenue Funds	State Grant	Cultural District - Shanties	5,000	0	(5,000)
20020046	Special Revenue Funds	State Grant	Green Communities #6	(118,748)	4,555	123,303
2301010	Special Revenue Funds	Ch. 90	Roadway/Sidewalk	(573,811)	(353,752)	220,059
2721	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Cemetary Receipts	18,677	22,527	3,850
2722	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Dpw Gasoline	134,045	107,001	(27,044)
2723	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Sew I/Inflow Fee	496,247	571,817	75,570
2725	Special Revenue Funds	Receipts Rsv. For Approp.	Rideshare Companies	11,612	13,270	1,658
2731	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Wetland Protectn Fnd	64,811	60,798	(4,013)
2738	Special Revenue Funds	Receipts Rsv. For Approp.	Wtrfrnt Pkg Mtr Rev	437,421	380,868	(56,553)
2739	Special Revenue Funds	Receipts Rsv. For Approp.	Paid Parking Fund	1,010,878	894,226	(116,652)
2741	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Insurance Claims	51,864	51,864	0
2742	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Library	67,246	85,210	17,964
2745	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Settlements	49,323	35,823	(13,500)
2755	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Green Initiatives	161,910	161,910	0
2760	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Sale Of Muni Bldg	693,500	593,500	(100,000)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
2762	Special Revenue Funds	Receipts Rsv. For Approp.	Colby Farm Parcel C	0	30,000	30,000
2802	Special Revenue Funds	Departmental Revolving	Rev Council On Aging	(312)	791	1,104
2803	Special Revenue Funds	Departmental Revolving	Rev Recreation Services	525,687	565,919	40,232
2804	Special Revenue Funds	Departmental Revolving	Rev Historical Commission Fd	10,252	9,502	(750)
2805	Special Revenue Funds	Departmental Revolving	Rev Gis	74	74	0
2806	Special Revenue Funds	Departmental Revolving	Rev Wire Inspection Fees	51,920	68,601	16,681
2807	Special Revenue Funds	Departmental Revolving	Rev Plumbing Inspect Fees	1,835	45,907	44,072
2808	Special Revenue Funds	Departmental Revolving	Rev Gas Inspection Fees	2,365	10,109	7,744
2809	Special Revenue Funds	Departmental Revolving	Rev Disabilities Commission	34,534	42,028	7,495
2810	Special Revenue Funds	Departmental Revolving	Rev Emma Andrews Library	48,539	52,201	3,662
2812	Special Revenue Funds	Departmental Revolving	Rev Temp Vendor Permits	24,399	25,331	932
2813	Special Revenue Funds	Departmental Revolving	Rev Planning & Zoning	563	918	355
2817	Special Revenue Funds	Departmental Revolving	Rev Animal Control Officer	12,647	11,496	(1,151)
2818	Special Revenue Funds	Departmental Revolving	Rev Tree Commission	11,628	6,424	(5,205)
2835	Special Revenue Funds	Departmental Revolving	Rev Medicare Reimb	23,257	59,403	36,145
2836	Special Revenue Funds	Departmental Revolving	Rev Veterans Revolving Fund	1,273	1,293	20
2840	Special Revenue Funds	Departmental Revolving	Rev City Hall Maint	6,657	7,799	1,142
2841	Special Revenue Funds	Departmental Revolving	Rev Snr/Comm Ctr Maint	74,129	78,394	4,265
2842	Special Revenue Funds	Departmental Revolving	Rev Parks Maintenance	1,002	0	(1,002)
2843	Special Revenue Funds	Departmental Revolving	Rev Solid Waste Fee	260,542	261,495	953
2844	Special Revenue Funds	Departmental Revolving	Rev Assessing	3,490	3,655	165
2103	Special Revenue Funds	Other Revolving	Insurance Proceeds <\$150,000	81,145	7,465	(73,680)
2800	Special Revenue Funds	Other Revolving	City Revolving Funds	2,361	3,817	1,456
2801	Special Revenue Funds	Other Revolving	Rev Zbd/Pbd Engineering Svc	91,616	90,216	(1,400)
2819	Special Revenue Funds	Other Revolving	Rev Retirement Admin	97	97	0
2830	Special Revenue Funds	Other Revolving	Tax Title Fund C60 S15B	14,310	13,961	(348)
2837	Special Revenue Funds	Other Revolving	Conservation Comm 53G	8,505	10,005	1,500
2105	Special Revenue Funds	Local Grant/Donation	Cons Restrict-Artichoke River	(300,000)	0	300,000
2202	Special Revenue Funds	Local Grant/Donation	Essex County Outreach Program	0	4,000	4,000
2203	Special Revenue Funds	Local Grant/Donation	COA Gifts	0	8,373	8,373
2907	Special Revenue Funds	Local Grant/Donation	Compost Bins	2,055	4,051	1,996
2908	Special Revenue Funds	Local Grant/Donation	Tree Commission Donations	12,788	16,958	4,170
2917	Special Revenue Funds	Local Grant/Donation	YS Scholarships/Rec Ctr Prog	5,351	5,351	0
2918	Special Revenue Funds	Local Grant/Donation	Tourism Gifts & Donations	1,221	221	(1,000)
2922	Special Revenue Funds	Local Grant/Donation	Scholarshp Fd/Real Estate	386	508	121
2925	Special Revenue Funds	Local Grant/Donation	LIB Spec Gift/Friend Of Lib	38,515	32,283	(6,232)
2927	Special Revenue Funds	Local Grant/Donation	Waterfront Park Maint	1,135	1,135	0
2928	Special Revenue Funds	Local Grant/Donation	Mayor Gifts	4,902	1,344	(3,558)
2930	Special Revenue Funds	Local Grant/Donation	Citizens For Public Education	3,414	3,414	0
2931	Special Revenue Funds	Local Grant/Donation	Pol Station Bldg	193	0	(193)
2932	Special Revenue Funds	Local Grant/Donation	Sew Estuary Study Agr#7996	11,300	0	(11,300)
2933	Special Revenue Funds	Local Grant/Donation	School Scholarship Donation	200,000	140,000	(60,000)
2936	Special Revenue Funds	Local Grant/Donation	Ps Bullet Proof Vest	1,473	0	(1,473)
2938	Special Revenue Funds	Local Grant/Donation	Plum Island Water Study	2,004	0	(2,004)
2940	Special Revenue Funds	Local Grant/Donation	Maritime Celebration	1,000	1,000	0
2942	Special Revenue Funds	Local Grant/Donation	Cashman Plygrnd Imprv	22	0	(22)
2948	Special Revenue Funds	Local Grant/Donation	Parks Gifts/Donations	5,129	5,130	1
2950	Special Revenue Funds	Local Grant/Donation	MVPC Master Plan Grnt	(6,404)	0	6,404
2954	Special Revenue Funds	Local Grant/Donation	Cable Non Profit	360	360	0
2955	Special Revenue Funds	Local Grant/Donation	Comcast Technology Acct	77,635	129,895	52,261
2963	Special Revenue Funds	Local Grant/Donation	Pol Dive Team	449	0	(449)
2966	Special Revenue Funds	Local Grant/Donation	Prk Quail Run Park	535	0	(535)



Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
2967	Special Revenue Funds	Local Grant/Donation	Hlh Skin Cancer Prevent Prog	418	0	(418)
2968	Special Revenue Funds	Local Grant/Donation	Opd Crow Lane Mitigation Fd	9,348	9,348	0
2969	Special Revenue Funds	Local Grant/Donation	Dpw Maint/Repair Roads & Side	125,004	0	(125,004)
2972	Special Revenue Funds	Local Grant/Donation	Bartlet Mall Improvements	0	0	(0)
2989	Special Revenue Funds	Local Grant/Donation	Green Energy Local Grnts/Dona	6,665	4,665	(2,000)
2990	Special Revenue Funds	Local Grant/Donation	Clipper Heritage Trail Gifts	326	326	0
20030001	Special Revenue Funds	Local Grant/Donation	BCBS PEC Award	2,457	2,432	(25)
20030002	Special Revenue Funds	Local Grant/Donation	2 Scott Eagle Imaging	14,925	14,925	0
20030003	Special Revenue Funds	Local Grant/Donation	K9 Unit	1,823	1,823	0
20030004	Special Revenue Funds	Local Grant/Donation	MASS CC Grant	1,130	1,130	0
20030005	Special Revenue Funds	Local Grant/Donation	Public Health Program	200	0	(200)
20030006	Special Revenue Funds	Local Grant/Donation	FY17 MIIA Fitbit Award	1,000	895	(105)
20030007	Special Revenue Funds	Local Grant/Donation	Tower Foundation Grant	45,770	72,787	27,017
20030009	Special Revenue Funds	Local Grant/Donation	Harbor Docks Donation	2,200	0	(2,200)
20030010	Special Revenue Funds	Local Grant/Donation	Mother Visiting Nurse	159	0	(159)
29910001	Special Revenue Funds	Morrill Foundation	Bartlet Mall	113,870	173,870	60,000
29910003	Special Revenue Funds	Morrill Foundation	Joppa Park Walkway	57,438	57,438	0
29910006	Special Revenue Funds	Morrill Foundation	Atwood Park	1,600	1,600	0
29910007	Special Revenue Funds	Morrill Foundation	Inn Street - Fencing	555	0	(555)
29910010	Special Revenue Funds	Morrill Foundation	Rail Trail	1,332	0	(1,332)
29910011	Special Revenue Funds	Morrill Foundation	Belleville Imp Society	37	37	0
29910014	Special Revenue Funds	Morrill Foundation	Cushing Park Improve Proj	15,000	15,000	0
29910015	Special Revenue Funds	Morrill Foundation	Patrick Tracy Square Imp Proj	6,476	354	(6,122)
29910016	Special Revenue Funds	Morrill Foundation	Friends of the Nbpt Trees	503	0	(503)
29910017	Special Revenue Funds	Morrill Foundation	Atk Comm Twr View & Gazebo Restoration	2,096	2,096	0
29910018	Special Revenue Funds	Morrill Foundation	Fencing @ Cashman/Cushing Parks	10,000	492	(9,508)
29910019	Special Revenue Funds	Morrill Foundation	Irrigation Wells	53,000	53,000	0
29910020	Special Revenue Funds	Morrill Foundation	Atk Comm Maint Building	0	10,000	10,000
29910021	Special Revenue Funds	Morrill Foundation	Lwr Atk Comm Pkleball Court	0	40,000	40,000
70	Special Revenue Funds	Community Preservation Fund	Community Preservation Fund	3,173,849	3,209,646	35,797
36	Capital Project Funds	Capital	Plum Island Wat/Sew Project	5,445	(0)	(5,445)
3000	Capital Project Funds	Capital	Cntrl Wtrfrnt Lawn/Expand Park	4,929	4,929	0
3006	Capital Project Funds	Capital	PI Street Relocation	3,358	0	(3,358)
3019	Capital Project Funds	Capital	U.G. Storage Tanks	2,023	0	(2,023)
3100	Capital Project Funds	Capital	Res Ter Shoreline Protection	2,944	4,166	1,222
3102	Capital Project Funds	Capital	Market Landing Park Expan	125,967	411,158	285,191
3103	Capital Project Funds	Capital	IT Hardware	195,000	165,575	(29,425)
3104	Capital Project Funds	Capital	Surveillance Camera Integration	185,000	50,225	(134,775)
3105	Capital Project Funds	Capital	One (1) 6 Wheel Dump Truck w/Plow	110,000	1	(109,999)
3106	Capital Project Funds	Capital	Traffic/Safety Improvement Project	100,000	0	(100,000)
3107	Capital Project Funds	Capital	Hale Street Sidewalk/Pedestrian Access	100,000	17,625	(82,375)
3108	Capital Project Funds	Capital	Two (2) Sander Inserts for Dump Trucks	47,960	0	(47,960)
3109	Capital Project Funds	Capital	One (1) Pickup Truck	43,800	284	(43,516)
3110	Capital Project Funds	Capital	Dive Team Equipment	41,600	0	(41,600)
3111	Capital Project Funds	Capital	Hose Replacements	30,000	36	(29,964)
3112	Capital Project Funds	Capital	Six (6) Radar Units	25,000	0	(25,000)
3113	Capital Project Funds	Capital	Records Room	20,000	20,000	0
3114	Capital Project Funds	Capital	Infield Groomer	15,000	15,000	0
3115	Capital Project Funds	Capital	Body Worn Cameras	3,412	0	(3,412)
3116	Capital Project Funds	Capital	Trackless Vehicle	225,000	0	(225,000)
3117	Capital Project Funds	Capital	Electric Cruiser Pilot Program	60,000	0	(60,000)
3118	Capital Project Funds	Capital	Building Records Reorganization	22,500	0	(22,500)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
3119	Capital Project Funds	Capital	Generator Connection	20,000	20,000	0
3120	Capital Project Funds	Capital	Roadway & Sidewalk Improvements	600,000	1,061,711	461,711
3121	Capital Project Funds	Capital	Highway Equipment Lease	24,000	24,000	0
3202	Capital Project Funds	Capital	Water Capital Improvements	950	0	(950)
3204	Capital Project Funds	Capital	Cip Water Main Replace Program	233,117	0	(233,117)
3206	Capital Project Funds	Capital	59 Low Street	0	25,000	25,000
3207	Capital Project Funds	Capital	Pick-Up Truck	0	35,000	35,000
3210	Capital Project Funds	Capital	Joppa Park Walkway	0	100,000	100,000
3211	Capital Project Funds	Capital	DPS Salt Shed Replacement/Upgrades	0	360,000	360,000
3212	Capital Project Funds	Capital	Police Station Locker Rooms	0	150,000	150,000
3213	Capital Project Funds	Capital	Water, Sewer, HWY Downtown Utility Upgrades	0	66,667	66,667
3214	Capital Project Funds	Capital	Rep/Update Radio Equipment	0	55,000	55,000
3215	Capital Project Funds	Capital	Newburyport Skatepark Repairs	0	24,000	24,000
3216	Capital Project Funds	Capital	Brown School Protective Measures	0	13,500	13,500
3217	Capital Project Funds	Capital	Bartlet Mall Restoration Project	0	100,000	100,000
3403	Capital Project Funds	Capital	DPS Building Project	6,043	0	(6,043)
3409	Capital Project Funds	Capital	Meter Replacmt Prog	310,462	0	(310,462)
3415	Capital Project Funds	Capital	HVAC Improvements	43,569	0	(43,569)
3510	Capital Project Funds	Capital	Nock/Molin Baseball Field	640,173	163,627	(476,546)
3513	Capital Project Funds	Capital	Cherry Hill P-B Soccer Fld-3	9,957	9,957	0
3521	Capital Project Funds	Capital	Electronic Rec/Po/Content Mgmt	1,612	1,612	0
3605	Capital Project Funds	Capital	Parking Facility	21,376	21,376	0
3608	Capital Project Funds	Capital	Rail Trail Phase 2	(818,497)	372,973	1,191,470
3614	Capital Project Funds	Capital	Laptops For Police Cruisers	2,444	0	(2,444)
3700	Capital Project Funds	Capital	Drainage Projects	347,240	343,540	(3,700)
3704	Capital Project Funds	Capital	Clean River Project	6,163	6,163	0
3705	Capital Project Funds	Capital	Sidewalk Improvements	7,133	0	(7,133)
3716	Capital Project Funds	Capital	Communication System	13	13	0
3800	Capital Project Funds	Capital	High School Roof Repairs	9,763	9,763	0
3804	Capital Project Funds	Capital	Roadway & Sidewalk Improvement	6,095	0	(6,095)
3806	Capital Project Funds	Capital	Phillips Dr Drainage Improve	26,400	4,359,692	4,333,292
3807	Capital Project Funds	Capital	Station 2 Design/Feasib Study	3,091	4,193,358	4,190,267
3808	Capital Project Funds	Capital	IT Hardware	5,974	0	(5,974)
3816	Capital Project Funds	Capital	HS Projector Upgrade	49,937	0	(49,937)
3817	Capital Project Funds	Capital	HS Computer Upgrade	2,717	0	(2,717)
3820	Capital Project Funds	Capital	Nock Wlkway/Sidewlk Rprs	1,000	1,000	0
3824	Capital Project Funds	Capital	School Technology Upgrades	61,918	61,918	0
3903	Capital Project Funds	Capital	Safe Routes To School Design	22,210	22,210	0
3907	Capital Project Funds	Capital	Nbpt Ys Facility	4,450	28,705	24,255
3910	Capital Project Funds	Capital	2 Mack Dump Trucks W/Plow Equi	1	0	(1)
3913	Capital Project Funds	Capital	IT Hardware	7	0	(7)
3914	Capital Project Funds	Capital	Nock/Molin Loading Dock Reno	10,705	0	(10,705)
3916	Capital Project Funds	Capital	Nock/Molin Wlkway/Sdwlk Rprs	15,000	15,000	0
3919	Capital Project Funds	Capital	Spofford Restoration/Repaving	476,783	353,060	(123,724)
4002	Capital Project Funds	Capital	WTP Sump Pump Repair	6,139	0	(6,139)
4004	Capital Project Funds	Capital	Sludge Removal In Lagoons	6,680	6,680	0
4005	Capital Project Funds	Capital	Plum Island Hydrant Replacement	472,543	422,543	(50,000)
4006	Capital Project Funds	Capital	Meter Replacement Program	50,000	342,583	292,583
4007	Capital Project Funds	Capital	Water Main Replacement Program	270,328	0	(270,328)
4008	Capital Project Funds	Capital	Route 1 Water Main Project	49,344	0	(49,344)
4009	Capital Project Funds	Capital	Public Water Supply Protection	1	0	(1)
4010	Capital Project Funds	Capital	Rplc 12" Wtr Supply Line Wtp	100,000	0	(100,000)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
4011	Capital Project Funds	Capital	Rplc Wtr Supply Line Wtp	50,000	0	(50,000)
4012	Capital Project Funds	Capital	Pub Wtr Supply Resiliency Plan	10,057	0	(10,057)
4013	Capital Project Funds	Capital	Lwr Artichoke Res Dam Improve	150,275	107,039	(43,237)
4014	Capital Project Funds	Capital	Public Wtr Supply Protection	7,715	7,716	1
4015	Capital Project Funds	Capital	Water Supply - Quality Improve	196	0	(196)
4016	Capital Project Funds	Capital	Water Main Replacement	24,619	317,216	292,597
4017	Capital Project Funds	Capital	Watershed Land Acquisition	155,000	0	(155,000)
4018	Capital Project Funds	Capital	Watershed/Public Water Supply Protection	200,000	177,839	(22,161)
4019	Capital Project Funds	Capital	IT Hardware	25,000	8,784	(16,216)
4020	Capital Project Funds	Capital	Water Equipment Lease	94,000	94,000	0
4021	Capital Project Funds	Capital	Indian Hill Raw Water Line	0	450,000	450,000
4022	Capital Project Funds	Capital	Watershed/Public Water Supply Protection	0	100,000	100,000
4023	Capital Project Funds	Capital	Lower Artichoke Res Dam Improvement	0	85,000	85,000
4024	Capital Project Funds	Capital	Water, Sewer, HWY Downtown Utility Upgrades	0	66,667	66,667
4025	Capital Project Funds	Capital	PI Chlorine Booster Station	0	50,000	50,000
4107	Capital Project Funds	Capital	Sewer & Manhole Replmnt Proj	134,114	134,114	0
4116	Capital Project Funds	Capital	Cctv & Cleaning Sewer Downtown	100,000	56,561	(43,439)
4119	Capital Project Funds	Capital	Water St. Lift Station	134,000	110,622	(23,378)
4120	Capital Project Funds	Capital	Storey Ave PS Rehab	100,000	74,203	(25,797)
4121	Capital Project Funds	Capital	IT Hardware	25,000	2,788	(22,212)
4122	Capital Project Funds	Capital	Sewer Equipment Lease	49,000	33,483	(15,517)
4124	Capital Project Funds	Capital	Aeration System Upgrade	0	125,000	125,000
4125	Capital Project Funds	Capital	Water, Sewer, HWY Downtown Utility Upgrades	0	66,667	66,667
4126	Capital Project Funds	Capital	F250 Pick-up w/plow	0	55,000	55,000
4200	Capital Project Funds	Capital	Transient Boater Facility	9,399	9,105	(294)
4202	Capital Project Funds	Capital	Navig Channel Dredge Proj	0	85,745	85,745
4203	Capital Project Funds	Capital	Mooring Puller	0	70,000	70,000
4505	Capital Project Funds	Capital	Senior/Community Project	20,717	20,717	0
81	Trust & Agency Funds	Trust	Non-Expendable Trust Funds	1,686,757	1,686,757	0
82	Trust & Agency Funds	Trust	Expendable Trust Funds	1,046,693	933,430	(113,263)
8242	Trust & Agency Funds	Trust	LIB Paul & Anna Walcott Trust	0	437	437
8263	Trust & Agency Funds	Trust	Stabilization Trust Fund	3,493,544	3,819,958	326,414
8264	Trust & Agency Funds	Trust	Health Insurance STF	0	379,675	379,675
8265	Trust & Agency Funds	Trust	Cm Law Enforcement Tr	55	0	(55)
8266	Trust & Agency Funds	Trust	Injured On Duty Trust Fund	59,405	61,119	1,714
8268	Trust & Agency Funds	Trust	Maint/Capital Improve Tf	214,107	0	(214,107)
8270	Trust & Agency Funds	Trust	Rsv Compensated Absences	201,841	197,458	(4,383)
8279	Trust & Agency Funds	Trust	Affordable Housing Trust	381,670	495,557	113,887
8280	Trust & Agency Funds	Trust	OPEB Trust Fund	1,020,910	1,078,774	57,865
8284	Trust & Agency Funds	Trust	Brown School Impr STF	0	225,000	225,000
8285	Trust & Agency Funds	Trust	Bresnahan Technology Fund	178,694	174,206	(4,489)
8286	Trust & Agency Funds	Trust	Nock/Molin Technology Fund	152,284	148,459	(3,825)
8287	Trust & Agency Funds	Trust	Plum Island Utility Trust Fund	1,789,268	1,642,282	(146,986)
8288	Trust & Agency Funds	Trust	Intermodal Trans Improve	7,694	7,694	0
8289	Trust & Agency Funds	Trust	Plum Island Beach Fee	22,136	41,774	19,638
8901	Trust & Agency Funds	Agency	Police Outside Detail	(132,950)	(182,312)	(49,362)
8903	Trust & Agency Funds	Agency	Fire Outside Detail	(521)	1,056	1,577
8907	Trust & Agency Funds	Agency	Police Firearms Licensing	72,079	4,425	(67,654)
8908	Trust & Agency Funds	Agency	Mass Meals Tax - School	86	90	4
8909	Trust & Agency Funds	Agency	Mass Fish & Game Licensing	1,184	1,184	0
8910	Trust & Agency Funds	Agency	Student Activity Funds - Schoo	275,367	290,900	15,533
8911	Trust & Agency Funds	Agency	Harbormaster Outside Detail	0	(13,665)	(13,665)

<b>Fund/Org</b>	<b>Classification</b>	<b>Fund Type</b>	<b>Description</b>	<b>Beg. Balance</b>	<b>Ending Bal.</b>	<b>Change</b>
8920	Trust & Agency Funds	Agency	Emma Andrews Security Deposit	2,000	2,000	0
8950	Trust & Agency Funds	Agency	Escrows/Bonds	133	133	0

Note: Excludes balances between -\$500 and \$500.



## City of Newburyport Authorized & Unissued Debt

Date of Authorization	Amount Authorized	Amount Bonded, Rescinded or Paid Down	Date Bonded, Rescinded or Paid Down	Amount Remaining	Purpose
11/26/2019	\$6,000,000	\$0		\$6,000,000	Public Streets, Walkways & Sidewalks
12/3/2021	\$5,930,000	\$4,211,000	5/25/2022	\$1,719,000	West End Fire Station
5/31/2022	\$750,000	\$0		\$750,000	Central Waterfront Bulkhead
7/11/2022	\$3,000,000	\$0		\$3,000,000	Market Landing Park Expansion
<b>Total</b>	<b>\$15,680,000</b>	<b>\$4,211,000</b>		<b>\$11,469,000</b>	



RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2022 SEP 21 AM 10:59

Mary Gayden Wilkins Haslinger

299 High Street

Newburyport MA 01950

**Letter to the Editor of the Newburyport Daily News**

August 29, 2022

To: Mayor Reardon and the City Councilors:

I am Mayor Gayden W. Morrill's granddaughter. My mother Margaret Gayden Morrill was his only daughter and her older brother Frank Forrest Morrill was his only son.

During my Uncle Frank Forrest's career as a financial investment advisor he made a personal fortune. At the age of 90, gratified in the knowledge that he would bequeath to his three sons and to each of his grandchildren a considerable amount of money, he decided to create a foundation that would give financial support to his native City of Newburyport. This foundation targets specifically the care of its 22 green parks and the rail trail. He named this new Foundation in honor of his father the "The Mayor Gayden Morrill Charitable Foundation for the Beautification of Newburyport."

Mayor Gayden Morrill served the City of Newburyport for two terms during the Great Depression, namely 1932-1933 and 1934-1935. Despite the dire financial situation of the time, Mayor Morrill ensured in 1934 that for the first time City residents would have safe drinking water when he oversaw the establishment of the Spring Lane water purification plant. During 1935 Mayor Morrill addressed the serious need for a new high school. He persuaded the City Council to buy Mount Rural; he hired a Paris-trained American architect Edwin Sherill Dodge to design the new school; he personally stood before the Massachusetts State Legislature to petition it for a grant to help build the school and thereafter also took the train to Washington DC to petition the United States Secretary of State for an additional grant also to help build the new Newburyport High School. In November



1935 Mayor Morrill laid the corner stone of the new Newburyport High School, which today remains one of the City's most handsome examples of true architecture.

Mayor Morrill accomplished both the Spring Lane water purification plant project and the new High School while staying within the City's budget !

Clearly the City's beauty is provided by its parks which will receive funding in perpetuity from the Mayor Gayden Morrill Charitable Foundation for the Beautification of the City.

Clearly today's City Council and today's Mayor can achieve important accomplishments without eliminating the Parks Department and its Director. They just require vision and determination.

Mary Gayden Wilkins Haslinger

Mary Gayden Wilkins Haslinger

**APPOINTMENTS**  
**FIRST READING**



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

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2022 AUG 31 AM 8:57

60 PLEASANT STREET - P.O. Box 550  
NEWBURYPORT, MA 01950  
978-465-4413 PHONE  
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council  
From: Sean R. Reardon, Mayor  
Date: September 12, 2022  
Subject: Appointment

-----  
I hereby appoint, subject to your approval, the following named individual as a member of the Community Preservation Act Committee. This term will expire on October 1, 2025.

Joseph C. Teixeira  
44 Hale Street  
Newburyport, MA 01950

*Sean R. Reardon*

**Joseph C. Teixeira**  
44 Hale Street, Newburyport, MA, 01950  
[jcteixeira@comcast.net](mailto:jcteixeira@comcast.net)

**Education:**

B.S., Mechanical Engineering, University of Massachusetts – Amherst, May 1990  
A.S., Engineering, Springfield Technical Community College, May 1987  
B.A., Communications, Rhode Island College, May 1983

**Employment:**

**US Food and Drug Administration (1989 – 2019):** Mechanical Engineer  
Performed product compliance testing of Microwave Ovens, Medical Devices, CRT Video Products,  
"Quack" Medical Devices and counterfeit devices for the Office of Criminal Investigations  
Numerous (i.e.):

- Airway Tubing
- Blood Tubing
- Stainless Steel Surgical Instruments
- Syringes
- Medical Exam/Surgeon Gloves

**Inspections:**

Microwave Ovens  
Video Products  
Laser Products  
Medical Devices

**Teams:**

Local Area Network (LAN)  
Building Expansion  
Microwave Oven Procedures Re-write  
Worksheet Standardization

**Committees:**

ORA Revitalization Steering Committee  
Green Team  
Safety Committee

**Accomplishments:**

Microwave Oven Project Leader  
WEAC Information Systems Security Officer  
LAN Administrator  
L.I.B. - May 1991: "Electronic Scanning of Drug Bottle Labels"  
Plastic Microwave Oven Arm Research Project (FY94)  
Medical Glove Durability Research Project  
FACTS Trainer

**Training:**

*F.D.A.:* Basic Law & Evidence Course  
Investigation Training  
Engineer Training Program  
Basic Radiation safety  
Technical Writing  
Research Proposal Development  
TQM Team Building  
Medical Device Workshop  
Computer Security

*Non-F.D.A.:* Reliability in Design (A.S.M.E.)  
IBM AIX/6000 Advanced System Administration  
Advanced Troubleshooting & Upgrading Techniques for the IBM PC  
Non-Ionizing Radiation Safety

**Newburyport Conservation Commission**

Member: 2005 – Present  
Chair: 2011 – Present



# CITY OF NEWBURYPORT

OFFICE OF THE MAYOR  
SEAN R. REARDON, MAYOR

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

60 PLEASANT STREET - P.O. BOX 550

NEWBURYPORT, MA 01950

978-465-4413 PHONE

MAYOR@CITYOFNEWBURYPORT.COM

2022 AUG 31 AM 11:45

To: President and Members  
of the City Council

From: Sean R. Reardon, Mayor

Date: September 12, 2022

Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as Veterans Agent for Newburyport. This term will expire on October 1, 2023.

Kevin Hunt  
14 Tenth Street  
Newburyport, MA 01950





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

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
SEP -7 PM 2:20

60 PLEASANT STREET - P.O. Box 550  
NEWBURYPORT, MA 01950  
978-465-4413 PHONE  
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council  
From: Sean R. Reardon, Mayor  
Date: September 12, 2022  
Subject: Re-Appointment

-----  
I hereby re-appoint, subject to your approval, the following named individual as a member of the Human Rights Commission. This term will expire on October 1, 2025.

Jennifer Groskin  
11 Myrtle Ave.  
Newburyport, MA 01950

*Sean R. Reardon*

## TRANSFERS

# CITY OF NEWBURYPORT



IN CITY COUNCIL

September 12, 2022

## EMERGENCY PREAMBLE

Pursuant to Charter Section 2-9 (b) and as further defined in Section 1-7(7) an emergency exists due to the fact that the matter referenced in TRAN0138\_09\_12\_2022, a transfer to fund items required for the FEMA Hazard Mitigation Grant Program, is time sensitive as the federal match for the program has recently increased from 75% of 90% and applications for said program must be completed and submitted by October 2022.

Therefore, the City Council hereby affirmatively declares that an emergency exists such that TRAN0138\_09\_12\_2022 be voted upon at its first introduction to this Council.

---

Councillor Sharif I. Zeid



# CITY OF NEWBURYPORT FY 2023

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

## TRANSFER/APPROPRIATION REQUEST

**Department:** Mayor

**Submitted by:** Mayor Sean R. Reardon

**Date Submitted:** 9/12/2022

**Transfer From:**

Account Name:	Plum Island Beach Fund	Balance:	\$ 49,447.45
Account Number:	8289-59600	Category:	n/a
Amount:	\$30,000.00	Trans I/O:	\$ -

**Why Funds Are Available:**

The Plum Island Beach Fund receives 10% of the proceeds from the City of Newburyport's Plum Island Point parking lot. Appropriations from this fund can be made at the recommendation of the Mayor with the approval of a two-thirds vote of the City Council in accordance with MGL Ch. 40, Sec. 5B.

**Transfer To:**

Account Name:	FEMA Hazard Mitigation Grant Program	Balance:	\$ -
Account Number:	New Account	Category:	\$ -
Amount:	\$30,000.00	Trans I/O:	\$ -

**Why Funds Are Needed:**

FEMA's Hazard Mitigation Grant Program (HMGP) provides assistance to acquire and demolish (buyout) properties where future damage is likely. Generally, federal cost share is available for up to 75% of costs; however, based on additional assistance allocated in the Infrastructure Investment and Jobs Act, FEMA is now contributing up to 90% of costs. In order to apply for a grant, applicants must have the properties appraised, which is then used to conduct a FEMA-approved benefit-cost analysis (BCA). This transfer request would provide funding for both the appraisals and the BCAs for targeted properties. If properties are deemed FEMA-eligible and the City opts to participate in this program, 90% of these costs would be reimbursed and a subsequent appropriation to cover the City's 10% share of any buyouts would be needed.

Sean R. Reardon, Mayor:

Date:

9/6/2022.

Ethan R. Manning, Auditor:

Date:

9/6/2022

City Council Action:

# ORDERS





# CITY OF NEWBURYPORT

## IN CITY COUNCIL

### ORDERED:

September 12, 2022

**THAT** the City Council of the City of Newburyport authorizes the payment of the following prior year bills in accordance with M.G.L. Chapter 44, Section 64:

<b>Department</b>	<b>Vendor</b>	<b>Amount</b>
City Clerk	Wells Fargo	\$149.00
City Solicitor	American Arbitration Assoc	\$325.00
DPS	National Grid	\$733.94
DPS	Verizon	\$158.89
Parking	Integrated Technical Systems	\$159.75
Parking	Integrated Technical Systems	\$180.25
Parks	Landscapers Depot	\$644.00
Planning	Ready Refresh	\$39.83
Police	Clipper City Car Wash	\$357.50
Police	Ready Refresh	\$147.94
Veterans Services	Denise's Flower Shop	\$225.00
	<b>Total:</b>	<b>\$3,121.10</b>

---

Councillor Sharif I. Zeid

## **ORDINANCES**

Amendment of the Whole 8-30-2021

Amended from Joint Planning Board & Planning and Development Committee on October 20, 2021 and  
P&D committee on November 3, 2021

P&D committee on November 17, 2021

Reconciliation with general law ordinance December 2, 2021

Amended Version Distributed on 2/11/2022

Amended Version Reviewed in Committee on 2/16/2022

Amended Version Distributed on 4/25/2022

[Amended Version Reviewed in Committee on 5/2/2022](#)



## CITY OF NEWBURYPORT

IN CITY COUNCIL

January 27, 2022

### ORDERED:

### A ZONING AMENDMENT TO ALLOW SHORT-TERM RENTAL UNITS IN SPECIFIED DISTRICTS

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

THAT the Zoning Ordinance of the City of Newburyport, Massachusetts (the “Zoning Ordinance”) be amended to insert a new row within Section V-D (Table of use regulations), as follows, with deletions ~~double-stricken-through~~, and additions double-underlined:

<u>USE</u>	<u>NUM</u>	<u>CON</u>	<u>HSR-A,</u> <u>HSR-B</u>	<u>R-1</u>	<u>R-2</u>	<u>R-3</u>	<u>B-1</u>	<u>B-2</u>	<u>B-3</u>	<u>I-1</u>	<u>I-1B</u>	<u>I-2</u>	<u>M</u>	<u>WMD</u>	<u>WMU</u>
<u>Short Term Rental</u> <u>Unit (STRU)</u>	<u>111</u>	<u>NP<sup>(#)</sup></u>	<u>SP<sup>(k)</sup></u>	<u>P<sup>(l)</sup></u>	<u>P<sup>(l)</sup></u>	<u>P<sup>(l)</sup></u>	<u>P<sup>(l)</sup></u>	<u>P<sup>(l)</sup></u>	<u>P<sup>(l)</sup></u>	<u>NP</u>	<u>NP</u>	<u>NP</u>	<u>NP</u>	<u>NP<sup>(#)</sup></u>	<u>NP<sup>(#)</sup></u> [AP1]

- (k) The Zoning Board of Appeals shall be the Special Permit Granting Authority (SPGA) for this use in accordance with Section V-G. All STRU special permits shall lapse automatically after a period of three (3) years, shall be personal to the applicant, shall not be transferable, and shall not run with the land. In this context, “personal to the applicant” means that the special permit shall lapse sooner than the normal three-year duration if the applicant ceases to have a substantial ownership and use interest, direct or beneficial, in the STRU.
- (l) “P” for this use does **not** equate simply to Permitted “by-right.” Applicants for a Permit to operate a STRU shall submit an online application for a Request for Zoning Review by the Zoning Administrator. Only upon the approval and issuance of a positive written Zoning Determination by the Zoning Administrator is this use valid at a given location. This approval shall lapse annually. An applicant, or abutter within three hundred (300) feet consistent with MGL Chapter 40A Section 11, [AP2] may appeal the Zoning Administrator’s Determination to the Zoning Board of Appeals via the Appeals process contained within Section X-H.5 of this Ordinance. Additionally, as further noted in Section V-G, this use requires the issuance of a valid License from the Licensing Commission pursuant to a related General Ordinance (Chapter 9, Article XI of the Newburyport Code of Ordinances).
- (m) Notwithstanding any conflicting provisions elsewhere in this Zoning Ordinance, including Section XXI (Plum Island Overlay District), a STRU shall be permitted within the Plum Island Overlay District, provided such STRU is consistent with the terms of Section V-G.

THAT the Zoning Ordinance further be amended to insert a new Section V-G, as follows, with deletions ~~double-stricken-through~~, and additions double-underlined:

#### **V-G – ~~RESERVED~~ SHORT-TERM RENTAL UNITS.**

##### **1. Purposes.** The purposes of this Section V-G include:

- a. To define short-term rental use and regulate the use of short-terms rentals in the City;

b. To incorporate responsibly the growth of the so-called home-share industry into Newburyport's existing neighborhoods by striking a fair balance between the preservation of permanent housing, including affordable and moderately priced housing (with or without deed restrictions), and the flexibility required for residents to benefit from this new industry; and

c. To ensure that potential negative impacts from the use of residential properties as STRUs, including, but not limited to, impacts upon public health and fire safety, and due to increased trash, noise, traffic, and parking, do not create additional adverse impacts on neighborhood character or property values.

**2. Definitions.** Except as otherwise specified herein, all terms used in this Section V-G shall be as defined in 830 CMR 64G.00 (Room Occupancy Excise).

**Booking Agent:** Any natural person who, or entity that, facilitates reservations or collects payments for an STRU on behalf of or for an Operator.

**Emergency Contact:** A natural person who, in addition to the Operator, will be responsible to receive and act on complaints, problems or emergencies at an STRU.

**Enforcement Agent:** The person duly appointed by the City of Newburyport to investigate complaints and issue violation notices pursuant to the provisions of this Section V-G.

**Home-Share Rental Unit:** An STRU that is the Operator's Primary Residence and is rented as an STRU while the Operator is not personally and physically present overnight. The allowable occupancy of a Home-Share Rental Unit for use as an STRU shall be limited to a maximum of four (4) bedrooms and a maximum of eight (8) people.

**Licensing Board:** The Licensing Board of the City of Newburyport.

**Limited-Share Rental Unit:** An STRU that is the Operator's Primary Residence, and is rented as an STRU while the Operator is personally and physically present overnight. Occupancy of a Limited-Share Rental Unit shall be limited to a maximum of three (3) bedrooms for guests and a maximum of six (6) guests, and at least one (1) additional bedroom shall be exclusively used and occupied by the Operator while the STRU is in use by any guests. The operator and guests shall both have access to the same cooking facilities to be eligible.

**Operator:** A natural person who is an owner of record of the Residential Unit, or is legally authorized to act in relation to the STRU as the owner of record. Such owner may be, without limitation, an individual owner, alone or together with others, a trustee of a trust, a manager of an LLC, or an officer of a corporation. A natural person legally authorized to



act for the record owner shall be duly designated by the licensing authority as the responsible party for an STRU. Only one natural person may be an Operator.

**Operator's Agent:** Any natural person who or entity that manages an STRU on behalf of an Operator, including a property manager, property management company, or real estate agency. Using an agent does not relieve the Operator of any of their duties to comply with every provision of this Section V-G.

**Owner-Adjacent Rental Unit:** An STRU that is not the Operator's Primary Residence but is located on the same Lot as the Primary Residence of, and is owned by said Operator, and is rented as an STRU while the Operator is personally and physically present overnight. The use of an Owner-Adjacent Rental Unit as an STRU shall be allowed in two-family or multi-family dwellings solely where all dwelling units making up such use are owned by the same, owner-occupant who also serves as the Operator of the Owner-Adjacent Rental Unit. For owner-occupied multifamily residential dwellings with three (3) or more dwelling units, in addition to the Residential Unit in which the Operator resides and uses as a Home Share and/or Limited-Share Rental Unit, the Operator shall offer only one Owner Adjacent Rental Unit as an STRU.

**Primary Residence:** The Residential Unit in which the Operator resides for no fewer than 183 days of every year and at which such residence the Operator holds a valid Massachusetts Driver's License or state-issued identification card, registers automobiles and is registered to vote.

**Registration Number:** A unique identification number generated by the Licensing Board for each registered STRU.

**Residential Unit:** A Residential Unit is a lawful dwelling unit that makes up all or part of the three (3) following principal residential uses as identified in this Zoning Ordinance: One-family (Use 101), Two-family (Use 102), Multifamily (Use 103), or such uses if contained within a mixed-Use structure (Use 405) in which the occupants must all have shared access to the same primary kitchen facility. For purposes of this Section V-G, the term "Residential Unit" shall not include any other use under this Zoning Ordinance, including, without limitation, Hotel, Lodging House, or Bed and Breakfast use.

**Short-Term Rental Registry:** The database of STRUs located within Newburyport and maintained by the Licensing Board in coordination with registration or other regulation of such use by the Commonwealth of Massachusetts. The location of STRUs within the City

shall be made public, as may additional information in the Short-Term Rental Registry as required by law, or otherwise at the reasonable discretion of the Licensing Board.

**Short Term Rental Unit (“STRU”):** A Residential Unit used for residential occupancy for a period of fewer than thirty-two (32) consecutive days by a person or persons who do(es) not reside in the Residential Unit as their primary residence, in exchange for payment or other consideration. An STRU may or may not be offered or leased through a Booking Agent, and falls within one of three (3) exclusive categories: Home-Share Rental Unit, Limited-Share Rental Unit, or Owner-Adjacent Rental Unit. For purposes of this Zoning Ordinance, STRU use is an accessory use distinct from all other uses, including, without limitation, Hotel, Lodging House, and Bed and Breakfast use, and no portion of an STRU may also be classified as Hotel, Lodging House, or Bed and Breakfast use.

**Zoning Administrator (ZA).** The Zoning Enforcement Officer of the City of Newburyport has the authority to review a Request for Zoning Review and to issue a Zoning Determination in accordance with this Section.

**3. Specific districts where permitted.** STRU use meeting the definition of either Home-Share Rental Unit, Limited-Share Rental Unit, or Owner-Adjacent Rental Unit may be permitted by the ZA with the issuance of a positive Zoning determination, solely within those zoning districts so noted in the Section V-D “Table of use regulations” and may be permitted by special permit from the Zoning Board of Appeal solely within those zoning districts so noted within said Section V-D, all in accordance with this Section V-G. All STRU special permits shall lapse automatically after a period of three (3) years, shall be personal to the applicant, shall not be transferable, and shall not run with the land. In this context, “personal to the applicant” means that the special permit shall lapse sooner than the normal three-year duration if the applicant ceases to have a substantial ownership and use interest, direct or beneficial, in the STRU.

**4. Requirements and restrictions.** Each STRU shall comply with the following requirements:

a. **Application for either a Request for Zoning Review or a Special Permit.** Each application for an STRU Zoning Review and/or special permit shall include all of the following information, as applicable:

- i. Name, address, primary phone number and secondary phone number of both the Operator and the Emergency Contact, if different;
- ii. Evidence that the Operator is the record owner of the STRU (e.g. an Assessors Card) <sup>AP31</sup>, or is legally authorized to act in relation to the STRU as the record owner;
- iii. Address of the STRU;
- iv. The zoning district(s) of the STRU;

- v. STRU category: Limited-Share Rental Unit; Home-Share Rental Unit; or Owner-Adjacent Unit;
- vi. Massachusetts Department of Revenue identification number, if already obtained;
- vii. Survey and/or plotPublic record site plan (e.g. an export from the online municipal Geographic Information System or “GIS”) [AP4] that indicates:
  - 1. Existing structure(s) at the property;
  - 2. Location of any proposed STRU; and
  - 3. Off-street (on or off-site) parking area(s) to accommodate all uses of the property, including the proposed STRU, with documentation of adequate control over any parking spaces proposed off-site (e.g. lease agreement, easement, etc.);
- viii. Interior layout plan(s) (e.g. a marked up Assessors Card with schematic floor plan), [AP5] showing:
  - 1. The bedroom(s) proposed for use by STRU guests, the Operator, and any other person occupying the proposed STRU; and
  - 2. The location of kitchen facilities and/or bathrooms for use by occupants; and

b. **Approval Criteria for either a Request for Zoning review or a Special permit.**

Following the review procedures listed in section X-H, the Zoning Board of Appeal may approve an STRU special permit if it determines that the project meets the following criteria specific to STRUs, and also the special permit criteria of Section X-H.7:

- i. The Operator has certified, on and as part of the applicable application form, under penalty of perjury, that all of the following are true:
  - 1. Except within the Plum Island Overlay District (PIOD), in the case of a Home Share Rental Unit or Limited Share Rental Unit, the Residential Unit is the Operator’s Primary Residence, and in the case of the Owner Adjacent Rental Unit, the STRU is located on the same Lot as the Operator’s Primary Residence;
    - A. The Operator has established Primary Residence by submitting to the Zoning Board of Appeal a certification signed under penalty of perjury that the Operator either (I) has resided in the Residential Unit for no fewer than 183 days of the previous year, or (II) intends to reside in the Residential Unit for no fewer than 183 days of the year-long period of registration;

- B. Such certification has been accompanied by at least two (2) of the following documents: evidence of valid voter registration, evidence of valid motor vehicle registration, a valid driver's license, or a valid state-issued identification card;
2. The Operator is the record owner of the Residential Unit offered as an STRU, or is legally authorized to act in relation to the STRU as the record owner; and
  3. Offering the Residential Unit as an STRU complies with all applicable deed restrictions, mortgage covenants, condominium bylaws, or other governing legal documents;
- ii. The Operator has provided their name and contact information (including a telephone number), and, in the event the Operator is unable to respond in person to any problems or emergencies that may arise regarding the STRU when it is being occupied by guests, the name and contact information (including a telephone number) of the Emergency Contact.
  - iii. No STRU subject to the application is subject to any outstanding building, sanitary, zoning, or fire code notices of violation, orders of abatement, stop work orders, or other any requirements, laws or regulations that concerns the STRU or may in any manner impede or prohibit the Operator from offering the Residential Unit as a Short-Term Rental in compliance with this Section V-G, Article XI of Chapter 9 of the Newburyport Code, and all permits and approvals issued thereunder;
  - iv. The Operator will make those specific physical improvements within the structure, or otherwise on the premises, as identified in the drawings submitted with the special permit application, and as required by the Building Commissioner, Fire Prevention Officer, Board of Health and/or Zoning Administrator to achieve compliance with applicable law
  - v. In the B-2 and B-3 zoning districts, the STRU subject to the application will be located solely above the first floor of the structure.
  - vi. There will be no external, physical evidence of the STRU to differentiate it in appearance from the single-family, two-family, or multi-family residential premises in which it is located , nor from other residential properties similarly situated.
  - vii. The STRU will not create excessive noise, fumes, odor, dust, vibration, heat, glare, or electrical interference.
  - viii. The parking requirements for a Short Term Rental Unit shall be in accordance with the following:

1. Where the existing Residential Use is legally nonconforming as to the off-street parking requirements of this ordinance, such nonconformity may be maintained and only the additional parking spaces required for the STRU guest bedroom(s) need be provided. In such instances no Special Permit for nonconformities shall be required for the alteration of said parking count in conjunction with a valid STRU.
  2. Within the Plum Island Overlay District (PIOD) no additional off-street parking shall be required to operate a STRU use.
  3. All required parking for STRU use shall be located off-street and on-site, except that off-site, off-street parking may be allowed in the Downtown Overlay District as provided under Section VI-A of this ordinance.
  4. An "Owner-Adjacent Rental Unit" shall have one additional parking space for the STRU use, regardless of the number of guest bedrooms, in addition to any parking required for the underlying use (including any legally preexisting parking nonconformity pursuant to subsection V-G(4)(b)viii(1) above).
  5. For a "Home-Share Rental Unit" no additional parking shall be required beyond the underlying single-family use (including any legally preexisting parking nonconformity pursuant to subsection V-G(4)(b)viii(1) above).
  6. A "Limited-Share Rental Unit" shall have one additional parking space per guest bedroom, in addition to any parking required for the underlying use (including any legally preexisting parking nonconformity pursuant to subsection V-G(4)(b)viii(1) above).
- ix. The Operator has demonstrated their ability to comply with all requirements of this Section V-G.
- c. **No visible advertising.** All forms of display and/or advertising of the STRU use open to view from outside the lot shall be prohibited
- d. **Operator mandatory.** Only an Operator may offer an STRU for rent.
- e. **No more than one STRU at once.** Except in the PIOD, and as is otherwise provided for Owner-Adjacent Rental Units, no Operator may offer more than one STRU at a time. Multiple bedrooms within the same dwelling unit may not be listed as separate STRU listings.
- f. **No parking variances.** Notwithstanding anything in this Zoning Ordinance to the contrary, variances regarding parking for STRU use are forbidden.



g. **Compliance with all applicable laws.** The Operator shall comply with all applicable federal, state and local laws and regulations, including, but not limited to: the Fair Housing Act, M.G.L .c. 151B and local equivalents and regulations related thereto; fire codes; health codes; the Commonwealth's lodging house licensing statutes; Article XI of Chapter 9 of the Newburyport Code; and all other regulations applicable to residential dwellings and the provision of lodging.

h. **No discrimination.** The Operator shall not discriminate between or against guests on the basis of race, color, religious creed, national origin, immigration status, sex, age, ancestry, sexual orientation, gender identity and expression, marital, family or military status, or source of income or disability with respect to housing, employment, education, public accommodations, City services, insurance, banking, credit, and healthcare;

i. **Registration number.** The Operator shall include the registration number issued by the Licensing Board on any listings offering the Residential Unit as an STRU, including by Booking Agents when their policies so permit, and shall, in all cases, post a sign inside such Residential Unit providing information on the location of all fire extinguishers, fire exits, and pull fire alarms in such Residential Unit

j. **Occupancy and use limitations.**

i. **Limited-Share Rental Units:**

1. A Limited-Share Rental Unit shall be the Operator's Primary Residence.
2. There is no limitation on the number of days per year that an Operator may make a Limited-Share Rental Unit available for occupancy.
3. Occupancy of a Limited-Share Rental Unit shall be limited to a maximum of three (3) bedrooms for guests and a maximum of six (6) guests, and at least one (1) additional bedroom shall be exclusively used and occupied by the Operator during the pendency of the use by STRU guests.

ii. **Home-Share Rental Units:**

1. A Home-Share Rental Unit shall be the Operator's Primary Residence.
2. Except within the PIOD, the total number of days the Home-Share Rental Unit is occupied when the Operator is not physically present overnight shall not exceed a total of ninety (90/120/AP6) days per each calendar year.
3. Occupancy of a Home-Share Rental Unit shall be limited to a maximum of four (4) bedrooms and a maximum of eight (8) people.

iii. **Owner-Adjacent Rental Units:**

1. The STRU shall be located on the same lot as the Operator's Primary Residence.

2. There is no limitation on the number of days per calendar year that an Operator may make an Owner-Adjacent Rental Unit available for occupancy.
3. The use of an Owner-Adjacent Rental Unit as an STRU shall be allowed in two-family or three-family dwellings solely where all dwelling units making up such use are owned by the same owner-occupant who also serves as the Operator of the Owner-Adjacent Rental Unit.
4. Except within the PIOD, for owner-occupied multifamily residential dwellings with three (3) or more dwelling units, in addition to the Residential Unit in which the Operator resides and uses as a Home Share and/or Limited-Share Rental Unit, the Operator shall offer no more than one (1) Owner-Adjacent Rental Unit as an STRU.
5. Except within the PIOD, the Operator of an Owner-Adjacent Rental Unit shall be personally and physically present overnight at all times that such STRU is occupied.

**5. Ineligible residential units.** Notwithstanding anything in this Zoning Ordinance to the contrary, the following dwelling units shall be ineligible for STRU accessory use.

- a. A dwelling unit that makes up all or part of a residential use as defined under the Newburyport Zoning Ordinance other than One-family (Use 101), Two-family (Use 102), or Multifamily (Use 103);
- b. A dwelling unit that has been designated as below-market or income-restricted subject to affordability covenants, or that is otherwise subject to housing or rental assistance under local, state or federal law, including, without limitation, so-called Section 8 housing;
- c. A dwelling unit subject to any requirement of local, state or federal law that prohibits the leasing or sub-leasing of the unit or use of the unit as an STRU;
- d. "In-law apartments" as that term is defined in the Newburyport Zoning Ordinance, or successor or similar uses, such as so-called accessory dwelling units or secondary dwelling units; and
- e. Campers, trailers, recreational vehicles, mobile homes, tents, lean-tos, or any other similar space, or structure, whether temporary or permanent.

- f. A Residential Unit located within the Smart Growth District.
- g. Any portion of a Hotel, Lodging House, or Bed and Breakfast use.

**6. Exemptions.** The following uses of a Residential Unit shall be exempt from this Section V-G, to the extent specified:

a. **Up to 14 days per calendar year.** A resident who rents out all or any portion of their Primary Residence for a total of no more than fourteen (14) days during a calendar year is exempted from the Special Permit process set forth herein, but must still comply with any state law or regulation relative to Short Term Rentals and also submit a certification letter as required under Section 9-306(f) of the Newburyport Code and obtain a Zoning Determination indicating that the unit being rented is eligible for such use as a STRU.

b. **Residential units contracted for hospital or convalescent stays.** The use of a dwelling unit or portion thereof (1) under a written contract between the owner of such dwelling unit and a health-care facility, government entity, non-profit organization registered as a charitable organization with the Secretary of the Commonwealth of Massachusetts or classified by the United States Internal Revenue Services as a public charity or private foundation, or (2) for the temporary housing in such unit of natural persons who are being treated for trauma, injury, or disease, or of their family members; and

c. **Residential units used for furnished institutional or business stays:** The use of a dwelling unit or portion thereof under a written contract between the owner of such dwelling unit and an institution or business, for the temporary housing of employees or other individuals affiliated with such institutions or business, provided, however, that the minimum duration of such stay shall be ten (10) days.

**7. Exception for Plum Island.** STRUs located within the Plum Island Overlay District (PIOD) shall be subject to this Section V-G, provided, however, that:

a. Such STRUs may be used for any number of days (consecutive or non-consecutive);

b. Such STRUs need not provide off-street parking in addition to that required for the Residential Use to which the STRU is an accessory use;

c. An Operator of such STRUs within the PIOD need not meet any Primary Residence requirement under this Section V-G, and is not limited in the number of STRU's said Operator may make available within the PIOD at the same time;

d. The Operator of a Home Share Rental Unit and/or Limited Share Rental Unit within an owner-occupied multifamily residential dwelling with three (3) or more dwelling units, shall not be limited in the number of Owner-Adjacent Rental Units they may offer as an STRU; and

e. The Operator of an Owner-Adjacent Rental Unit need not be personally and physically present overnight at all times that such STRU is occupied.

**8. Effective Date & Enforcement.** The provisions of this Section V-G shall take effect on July 1, 2022, with all provisions fully enforceable beginning, January 1, 2023.

**8.9. Severability.** The provisions of this section are severable and, in the event that any provision of this section is determined to be invalid for any reason, the remaining provisions shall remain in full force and effect. [AP7]

**THAT** the Zoning Ordinance be further amended to insert a new row within Section VII-B (parking requirements), as follows, with deletions ~~double-stricken through~~, and additions double-underlined:

<b>1. RESIDENTIAL</b>		
<b>USE</b>	<b>NUM</b>	<b>PARKING REQUIREMENT</b>
<u>Short Term Rental Unit</u>	<u>111</u>	<u>See Section V-G(4)(b)(viii) for parking requirements.</u>

\_\_\_\_\_  
Councillor James J. McCauley

\_\_\_\_\_  
Councillor Heather L. Shand

**In City Council January 27, 2020:**

Motion to refer to License & Permits by Councillor Devlin, seconded by Councillor Zeid. So voted.

**In City Council December 13, 2021:**

Motion to invoke Rule 7H to move to the next City Council Session by Councillor Shand, seconded by Councillor Zeid. So Voted.

**In City Council January 31, 2022:**

Motion to waive the rules, remove from Committee, and refer back to Planning & Development, and COTW by Councillor Zeid, seconded by Councillor Cameron. Roll call vote. 11 yes. Motion passes.

**In City Council May 9, 2022:**

Motion to refer back to Planning & Development and COTW by Councillor Cameron, seconded by Councillor Vogel. Roll call vote. 10 yes, 1 no (JM). Motion passes.

**In City Council August 29, 2022:**

Motion to waive the rules to move ODNC046 to the beginning of the meeting by Councillor McCauley, seconded by Councillor Cameron. So voted.

Motion to approve by Councillor Cameron, seconded by Councillor McCauley.

Motion to amend by adding footnote 'm' by Councillor Preston, seconded by Councillor Wright. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to amend by changing 'NP' to 'P' for Con, WMD, WMU by Councillor Preston, seconded by Councillor Wright. Roll call vote. 4 yes (MW, AK, CP, BV), 6 no, 1 absent (CW). Motion fails.

Motion to amend "L" on p. 2, definition of STRU on p. 4, par f on p.8, sec. 7 on p. 11 by Councillor Preston, seconded by Councillor Wright. Roll call vote. 10 yes, 1 absent (CW). Motion passes.

Motion to amend on p. 1 Table 1 to Special Permit to Permit for HSR-A, HSR-B by Councillor Wright, seconded by Councillor Preston. Roll call vote. 4 yes (MW, AK, CP, BV), 6 no (SZ, EC, JD, BL, JM, HS). 1 absent (CW). Motion fails.

**Motion to amend p. 12, Sec. 8 Exception Pre-Existing STRUS by Councillor Preston, seconded by Councillor Vogel.  
(on the floor)**

Motion to move to a date certain, September 12, 2022 by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 6 yes (SZ, EC, JD, BL, JM, HS), 4 no (MW, AK, CP, CP), 1 absent (CW). Motion passes.

# CITY OF NEWBURYPORT



## IN CITY COUNCIL

### ORDERED:

July 11, 2022

### AN ORDINANCE TO AMEND THE DIMENSIONAL REQUIREMENTS OF THE NEWBURYPORT ZONING ORDINANCE AS THEY APPLY TO MUNICIPAL FIRE STATIONS

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

**THAT** Section VI of the Newburyport Zoning Ordinance, entitled “Dimensional Controls,” subsection VI-A, entitled “General regulations” is hereby amended to read as follows with respect to the specific uses so noted, with deletions ~~double stricken through and in bold~~, and additions double-underlined and in bold:

Table of Dimensional Requirements

USE	NUM	District	Lot Area	Street Frontage	Height	% Lot Cov.	Open Space	Yard Requirements		
								Front	Side	Rear
Fire station	203		<del>15,000</del> <u>40,000</u>	120	40	<del>40</del> <u>30</u>	N/A	<del>0</del> <u>20</u>	<del>15</del> <u>20</u>	<del>15</del> <u>20</u>
	203	B-3, R-3	20,000	90	40	40	1,000	20	10	20

\_\_\_\_\_  
Councillor James J. McCauley

\_\_\_\_\_  
Councillor Edward C. Cameron Jr.

### In City Council August 29, 2022:

Motion to waive the rules and approve on 1<sup>st</sup> reading by Councillor Cameron, seconded by Councillor Vogel. Roll call vote. 10 yes, 1 absent (CW). Motion passes.



## **COMMITTEE ITEMS**

# **Committee Items – September 12, 2022**

## **Budget & Finance**

### ***In Committee:***

- APPT00337\_08\_29\_2022 Julie Languirand 13 Cushing Ave. Salisbury Treasurer/Collector 09/1/2025



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

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2022 AUG 25 PM 4:08

60 PLEASANT STREET - P.O. BOX 550  
NEWBURYPORT, MA 01950  
978-465-4413 PHONE  
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council  
From: Sean R. Reardon, Mayor  
Date: August 24, 2022  
Subject: Re-Appointment

-----  
I hereby re-appoint, subject to your approval, the following  
named individual as Treasurer/Collector. This term will  
expire on September 1, 2025.

Julie Languirand  
13 Cushing Street  
Salisbury, MA 01952

# **Committee Items – September 12, 2022**

## **Neighborhood & City Services**

### ***In Committee:***

- ORDR00378\_08\_08\_2022      Crosswalk – Kent & Washington

# CITY OF NEWBURYPORT



## IN CITY COUNCIL

### **ORDERED:**

August 8, 2022

**THAT** the CITY COUNCIL of the CITY OF NEWBURYPORT hereby amends the existing list of crosswalks as identified by the Department of Public Services and marked throughout the City of Newburyport by adding a crosswalk on Kent Street to the north of Washington Street.

AND that the City Clerk and Department of Public Services shall maintain this list and make the same available to the public.

AND furthermore the City Clerk shall post this list on the appropriate City website.

---

Councillor Heather L. Shand

### **In City Council August 8, 2022:**

Motion to refer to Neighborhood & City Services by Councillor McCauley, seconded by Councillor Wallace. So voted.

# **Committee Items – September 12, 2022**

## **Planning & Development**

### ***In Committee:***

- ORDR00381\_08\_29\_2022 Special Municipal Employee - Aileen Graf of Graf Architects
- APPT00335\_08\_29\_2022 William J. Mullen 7 Broad St. Conservation Comm. 09/30/2025



# CITY OF NEWBURYPORT



## IN CITY COUNCIL

### ORDERED:

August 29, 2022

**The City Council of the City of Newburyport** hereby designates, pursuant to M.G.L. 268A s. 1 et al, Aileen Graf of Graf Architects with an office located at 2 Liberty Street, Newburyport as a Special Municipal Employee (*Member of the Fruit Street Historic District Commission*) effective October 1, 2022 and so long as she remains a member of said Fruit Street Historic District Commission.

---

Councillor Edward C. Cameron Jr.

### **In City Council August 29, 2022:**

Motion to waive the rules and accept the rules and accept the Late Files by Councillor Zeid, seconded by Councillor Lane. So voted.

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



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

60 PLEASANT STREET - P.O. Box 550  
NEWBURYPORT, MA 01950

978-465-4413 PHONE

MAYOR@CITYOFNEWBURYPORT.COM

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2022 AUG 10 AM 9:47

To: President and Members of the  
City Council

From: Sean R. Reardon, Mayor

Date: August 29, 2022

Subject: Appointment

---

I hereby appoint, subject to your approval, the following named individual as a member of the Conservation Commission. This term will expire on September 30, 2025.

William J. Mullen  
7 Broad Street  
Newburyport, MA 01950

*Sean R. Reardon*

Ms. Christine Jackson, Executive Assistant to the Mayor

June 24, 2022

60 Pleasant Street

Newburyport, MA 01950

Dear Ms. Jackson,

The purpose of this letter is to express my interest in serving on Newburyport's Conservation Commission. Please note my qualifications as described on the enclosed resume. I am a civil engineer with 45 years of technical and project management experience. The Conservation Commission may find a couple of my experiences of particular relevance: I worked in the U.S. Army Corps of Engineers (New England District) Regulatory Division from 2005 to 2010 where we processed applications for fill placement in wetlands and Waters of the United States and granted permits accordingly (I was assigned to the section handling permits within the state of Connecticut); and I served on Newburyport's Resilience Committee from its formation in 2015 until the final report was published in 2020.

I am available anytime to discuss my interest or qualifications further. Both Joe Teixeira (Chair) and Julia Godtfredsen (Conservation Administrator) are aware of my interest. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "William J. Mullen". The signature is fluid and cursive, with the first name "William" and last name "Mullen" clearly distinguishable.

William J. Mullen, P.E.

7R Broad Street

Newburyport, MA 01950

Tel 978-235-0875

Encl

# **William J. Mullen, P.E.**

Newburyport, Massachusetts; cell phone 978-235-0875

[billmullen18@gmail.com](mailto:billmullen18@gmail.com)

## **Civil Engineer**

Registered Professional Engineer with 45 years of experience. Specialty: river hydrology and hydraulics.

### **WORK EXPERIENCE**

Hydraulic Engineer, self-employed, Fitchburg and Newburyport, MA, 2011-2019

- Set up a HEC-RAS hydraulic model of Baker Brook in Fitchburg, MA and identified potential solutions to flooding in the vicinity of John Fitch Highway.
- Evaluated the hydraulic impacts of removal of Wheelwright Dam on the North Nashua River in Leominster, MA.
- Performed statistical analyses of North Nashua River streamflow data to assess the current accuracy of the 100-year flows published in Fitchburg's rather old Flood Insurance Study.

Hydraulic Engineer, Reservoir Control Center, U.S. Army Corps of Engineers, Concord, MA, 2010-2011

- Conducted flood control operations of the Army Corps flood control reservoirs in the Lower Connecticut River watershed based on weather forecasts and a network of real-time remote-reporting streamflow and precipitation gages.

Project Manager, Permits & Enforcements Branch (CT), U.S. Army Corps of Engineers, Concord, MA, 2005-2010

- Performed alternatives analyses needed to minimize impacts to Federal wetlands/waterways and issued Section 404 and Section 10 permits.

### **RELATED EXPERIENCE**

Member of Newburyport's Resilience Committee, 2015-2020, provided technical input

### **EDUCATION**

B.S. Civil Engineering, Worcester Polytechnic Institute, Worcester, Massachusetts, 1972-1976

### **LICENSES**

Professional Engineer, Massachusetts, No. 34125, September 1988

# Committee Items – September 12, 2022

## Public Safety

### *In Committee:*

- APPL00100\_08\_29\_2022 Block Party Oakland St. Sat. Sept. 24th 3-10pm
- APPL00101\_08\_29\_2022 Block Party Cushing Ave. Sat. Sept. 24th 2-8pm
- APPL00102\_08\_29\_2022 Block Party Olive St. Sat. Sept. 17th 3-8pm
- APPL00103\_08\_29\_2022 NBPT Half Marathon & Relay Sun. Oct. 23rd 9am-2pm
- APPL00104\_08\_29\_2022 8th Annual Harborside Half Marathon & 5K Sun. Nov. 13th 9am-1pm
- APPL00105\_08\_29\_2022 Paws for a Cause Sat. Oct. 15th 10am-12pm
- APPL00106\_08\_29\_2022 NBPT Youth Hockey Tag Day Sat. Nov. 19th 7:30am-2pm

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2022 AUG -9 PM 1:56



CITY OF NEWBURYPORT  
60 PLEASANT STREET  
NEWBURYPORT, MA 01950

## BLOCK PARTY APPLICATION

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

DATE OF REQUEST:

07/27/2022

### CONTACT INFORMATION

FIRST AND LAST NAMES:

BRIE CAMPBELL

MAILING ADDRESS:

2 OAKLAND STREET

PHONE NUMBER:

(207) 751-1213

E-MAIL ADDRESS:

CAMPBELLBRIE@HOTMAIL.COM

### BLOCK PARTY INFORMATION

BLOCK PARTY DATE:

09/24/2022

DESIRED STREET CLOSING LOCATION:

OAKLAND ST (WALNUT, MUNROE, JACKSON, COLLINS)

Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED:

OAKLAND (TOP + BOTTOM)

DESIRED STREET CLOSING TIME:

3pm to 10pm

Block Parties should run no later than 10:00 p.m.



## REGULATIONS

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

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

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

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

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

Applicant signature: \_\_\_\_\_

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

07/27/2022

## APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE

CITY MARSHALL

4 Green Street

FIRE CHIEF

0 Greenleaf Street

DEPUTY DIRECTOR

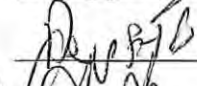
16A Perry Way

CITY CLERK

60 Pleasant Street



7/28/22

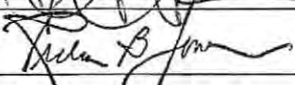


8/1/22



FR JT

8/9/22



8/9/22

City use only:

Approved \_\_\_\_\_

Denied \_\_\_\_\_

Date \_\_\_\_\_



RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2022 AUG 16 AM 9:13

CITY OF NEWBURYPORT  
60 PLEASANT STREET  
NEWBURYPORT, MA 01950

## BLOCK PARTY APPLICATION

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

DATE OF REQUEST: ~~7/27/22~~ 8/11/2022

### CONTACT INFORMATION

FIRST AND LAST NAMES: Ian Hohmeister, Sarah Hohmeister

MAILING ADDRESS: 8 Cushing Avenue, Newburyport

PHONE NUMBER: 603-728-8080, 508-365-7777

E-MAIL ADDRESS: sarahminh@gmail.com

### BLOCK PARTY INFORMATION

BLOCK PARTY DATE: Saturday, Sept 24, 2022

DESIRED STREET CLOSING LOCATION: Cushing Ave/Moulton St to Cushing Ave/Hardy St  
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: Cushing Ave / Moulton St

DESIRED STREET CLOSING TIME: 2:00 - 8:00 pm  
Block Parties should run no later than 10:00 p.m.



## REGULATIONS

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

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

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

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

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

Applicant signature: Amphyl Hahn Date: ~~7/29/2022~~ 8/11/2022

## APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE

CITY MARSHALL

4 Green Street

FIRE CHIEF

0 Greenleaf Street

DEPUTY DIRECTOR

16A Perry Way

CITY CLERK

60 Pleasant Street

City use only:

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_



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CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2022 AUG -4 PM 12:37

CITY OF NEWBURYPORT  
60 PLEASANT STREET  
NEWBURYPORT, MA 01950

## BLOCK PARTY APPLICATION

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

DATE OF REQUEST: September 17, 2022

### CONTACT INFORMATION

FIRST AND LAST NAMES: Maria Lachapelle

MAILING ADDRESS: 5 Olive St.

PHONE NUMBER: 774-287-9904 (774-287-9904)

E-MAIL ADDRESS: Maria.Simpson17@gmail.com

### BLOCK PARTY INFORMATION

BLOCK PARTY DATE: September 17, 2022

DESIRED STREET CLOSING LOCATION: From Russia St. → Bottom of Olive St.  
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: Olive Street

DESIRED STREET CLOSING TIME: 3:00 PM - 8:00 PM

Block Parties should run no later than 10:00 p.m.



## REGULATIONS

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

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

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

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

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

Applicant signature:

*Marj. Lachapelle*

Date:

*8/9/22*

## APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE

CITY MARSHALL

4 Green Street

FIRE CHIEF

0 Greenleaf Street

DEPUTY DIRECTOR

16A Perry Way

CITY CLERK

60 Pleasant Street

*[Signature]* *8/16/2022*

*[Signature]* *8/16/22*

*[Signature]*

City use only:

Approved

Denied

Date

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

2022 AUG 19 AM 9:31

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

NAME OF EVENT: Newburyport Half Marathon and Relay

Date: 10/23/2022 Time: from 9 am to 2 PM

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

2. Location\*: Cashman Park (approved by Parks Dept. 5/19/22)

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

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

4. Name of Organizer: RaceWine / Stack Sports City Sponsored Event: Yes \_\_\_\_\_ No ☒

Contact Person

Address: 150 Wood Rd Ste 308 Baitree MA 02184 Telephone: \_\_\_\_\_

E-Mail: marlene.pelletier@stacksports.com Cell Phone: 617-571-0841

Day of Event Contact & Phone: marlene pelletier 617-571-0841

5. Number of Attendees Expected: 2,000

6. MA Tax Number: none - SPlay, Inc. FEIN 47-401165

7. Is the Event Being Advertised? yes Where? Online + in NE Runner magazine

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

9. Have You Notified Neighborhood Groups or Abutters? Yes ☒ No \_\_\_\_\_, Who? We will flyer all residences + businesses along the race route after permit approval is granted.

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

A. Vending\*: Food \_\_\_\_\_ Beverages \_\_\_\_\_ Alcohol ☒ Goods \_\_\_\_\_ Total # of Vendors 1

\*If checked, signature from Health Director required (Page 3)

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music ☒ DJ ☒ Radio/CD \_\_\_\_\_

Performers \_\_\_\_\_ Dancing \_\_\_\_\_ Amplified Sound ☒ Stage ☒

C. Games / Rides: Adult Rides \_\_\_\_\_ Kiddie Rides \_\_\_\_\_ Games \_\_\_\_\_ Raffle \_\_\_\_\_

Other \_\_\_\_\_ Total # \_\_\_\_\_

Name of Carnival Operator: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

Will you be conducting the clean-up for this event? Yes ☒ No \_\_\_\_\_



**If yes:**

- a) How many trash receptacles will you be providing? 220
- b) How many recycling receptacles will you be providing? 0
- c) Will you be contracting for disposal of : **Trash** Yes X No      **Recycling** Yes      No
- i. If yes, size of dumpster(s): **Trash** 15 yd **Recycling**
- ii. Name of disposal company: **Trash** Proctor's Disposal **Recycling**
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes      No
- iv. If no, where will the trash & recycling be disposed ?

**If no:**

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

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

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

# 20+ Standard #      ADA accessible

depending on # of participants

Name of company providing the portable toilets: United Site Services

Food - ordering pizzas from a local establishment to be delivered five day of the event. No hot holding.

## FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE \_\_\_\_\_

ROAD RACE X

WALKATHON \_\_\_\_\_

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

Race Wine / Stock Sports (parent company)

2. Name, Address & Daytime Phone Number of Organizer: Martine Pelletier (Race Wine)

150 Wood Rd Ste 308 Braintree, MA 02184

Cell - 617-571-0841

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

4. Date of Event: 10/23/2022 Expected Number of Participants: 2,000

5. Start Time: 9<sup>15</sup> AM (race start) Expected End Time: 1 pm

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

Please see attached course map.

7. Locations of Water Stops (if any): Please see attached map.

8. Will Detours for Motor Vehicles Be Required? yes If so, where? Merrimac St for start of race

9. Formation Location & Time for Participants: Start line at approx 202 Merrimac St. - 9 AM

10. Dismissal Location & Time for Participants: Cashman Park - out by 2 PM

11. Additional Parade Information:

• Number of Floats: \_\_\_\_\_

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

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

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

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

CITY MARSHAL [Signature] 4 Green St.

FIRE CHIEF [Signature] 0 Greenleaf St.

DEPUTY DIRECTOR [Signature] 16A Perry Way

CITY CLERK [Signature] 60 Pleasant St.

HEALTH DIRECTOR [Signature] 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

Updated April 1, 2022

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

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

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

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

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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

**(e) Enforcement.**

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

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

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

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

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

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

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

WP

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

5/26/2022

# Newburyport Half Marathon and Relay Event Plan

**October 23, 2022 – 9:15 AM START**

## **GENERAL OVERVIEW**

We're excited to host the annual Newburyport Half Marathon and Relay once again in 2023!

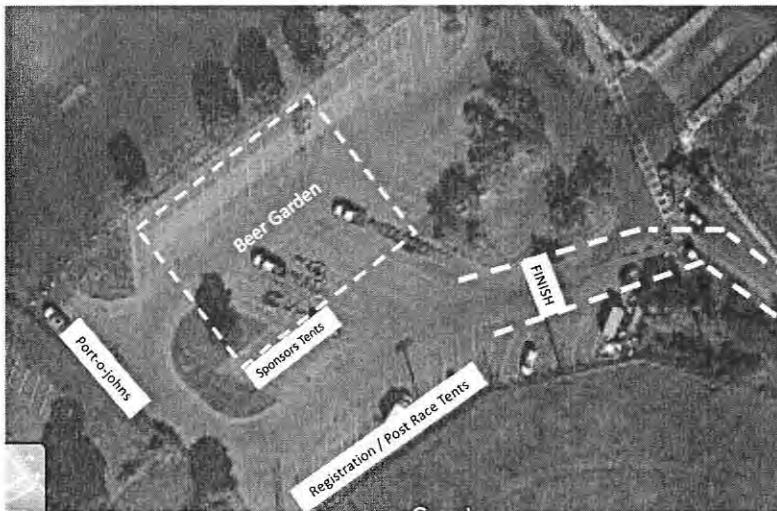
The event has one distance, a half marathon which is 13.1 miles, and two sub-events, a half marathon and relay (teams of 2). The course is the same course we've used for this event in the past, and will be the same course for both sub-events. Based on previous events, we expect around 2,000 runners on race day.

The race will start approximately at 202 Merrimac St at 9:15 AM. Both the half marathon and the relay events will start at the same time.

The finish line will also be in Cashman Park (parking lot). The first runner will reach this area around 10:20 AM, and the last runner will reach this area around 1:20 PM.

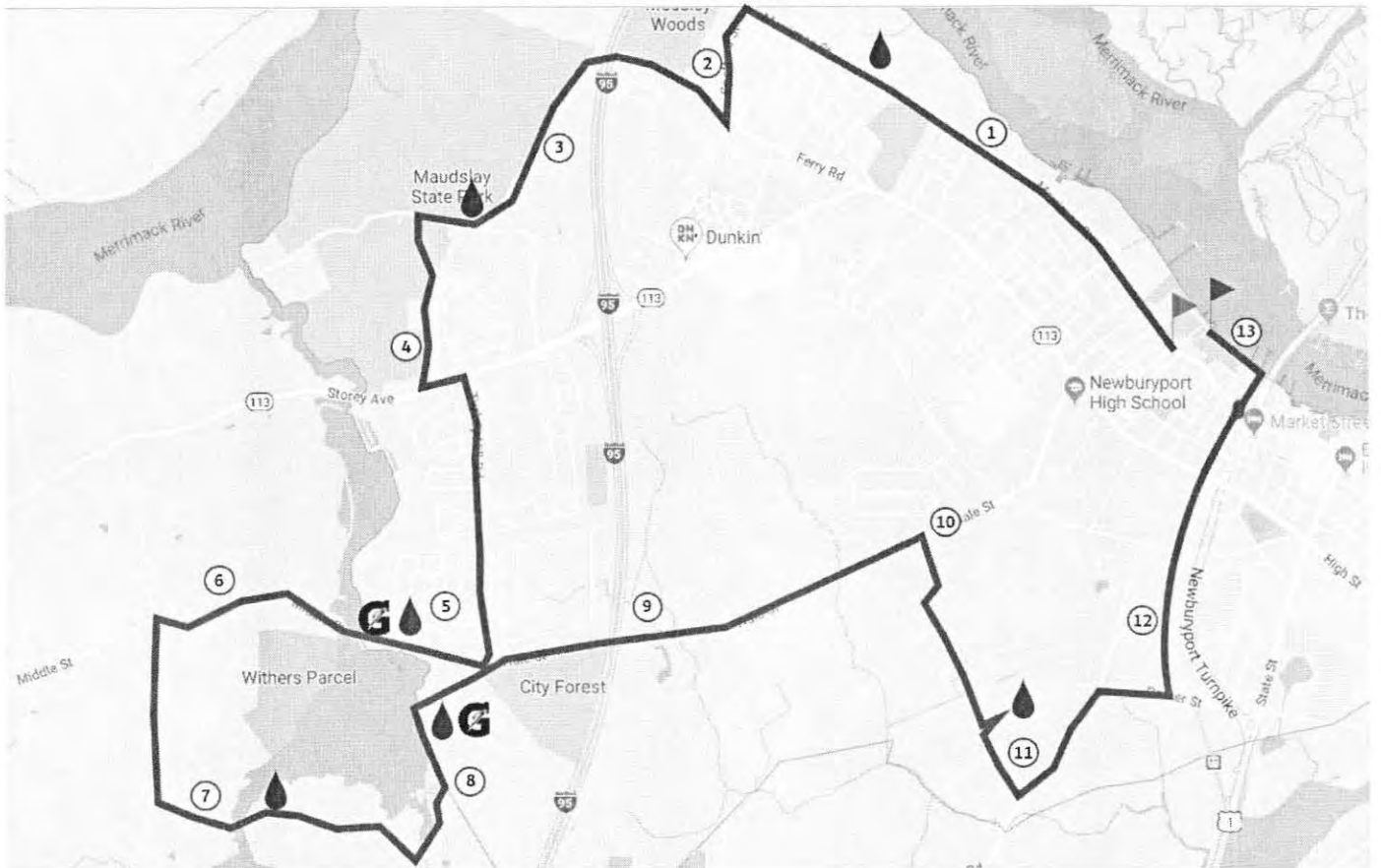
A post-race celebration will follow the conclusion of the race. The post-race celebration will be planned by RaceWire and be held in Cashman Park.

## **FINISH AND POST-RACE PARTY MAP**





## COURSE OVERVIEW



### **Pre-Race Registration**

Upon arrival, runners will be directed to the registration tents to pick up their bib number and race swag.

### **Relay Event**

The relay event will consist of, at most, 100 teams of 2 people.

The relay will start at the same time and place as the half marathon.

Those running the first leg will start the race with the half marathon participants. Transportation will be provided to the halfway point for those running the second leg of the relay.

Transportation will also be provided for the first leg runners back to the post-race area after they complete the first portion of the race.

### **Post-Race Celebration**

The post-race celebration will be held in Cashman Park (same as last year's event). The celebration will be organized by RaceWire. RaceWire will ensure that any and all specialty permits needed will be acquired.

### **Bag Drop**

Participants will be given the option to drop their bags, in a specific barricaded area, near registration. Once they finish, they will collect their bags. This will be done on the honor system.

### **Parking**

Participants and spectators will be instructed to utilize street parking in the area while being courteous and respectful to the neighbors and area. Participants will also be encouraged to carpool.

### **Participant Flow**

Participants will finish in Cashman Park, right next to the post-race party celebration.

### **Portable Toilets**

We will have a number of portable toilets available. They will be provided for participants and located at the registration area as well as out along the course.

## **MEDICAL PLAN**

One medical crew will be positioned near the finish line. There will also be a First-Aid Station along the course (location TBD – at the discretion of the Fire Dept.).

Volunteers will be at water stops about every mile of the course and at designated streets, to act as course marshals. Volunteers will be instructed to dial 911 in case of emergency.

## **COMMUNICATIONS PLAN**

Life Threatening Medical Issue – If a life threatening medical issue arises, volunteers will be instructed to call 911. Other Issues – Volunteers will be instructed to report any police/fire incidents and/or emergencies by dialing 911.

Race concerns/questions about course or water stops – Volunteers will be instructed to contact the race director via cell phone.

## **COMMUNITY NOTIFICATION PLAN**

RaceWire will leaflet all houses on the course notifying them that the roads will be restricted during specific windows, and to expect delays. This notification will be completed by October 10, 2022.





*Road Running Technical Council*  
*USA Track & Field*  
**Measurement Certificate**



Name of the course Green Stride Newburyport Half Marathon Distance 21.0975 km  
Location (state) Massachusetts (city) Newburyport  
Type of course: road race ☒ calibration ☐ track ☐ Configuration: one loop  
Type of surface: paved 100 % dirt      % gravel      % grass      % track      %  
Elevation (meters above sea level) Start 4 Finish 1 Highest 31 Lowest 1  
Straight line distance between start & finish 142 meters Drop 0.07 m/km Separation 0.34 %  
Measured by (name, address, phone & e-mail) Ray Nelson, 23B Aborn St., Cranston, RI 02905  
401-270-2835 raynelson223@cox.net  
Race contact (name, address, phone & e-mail) Eli Bailin, 55 Prospect St., Amesbury, MA 01913  
978-270-2026 elibailin@hotmail.com  
Measuring Methods: bicycle ☒ steel tape ☐ electronic distance meter ☐  
Number of measurements of entire course: 2 Date(s) when course measured: September 10, 2015  
Race date: October 25, 2015 Course certification effective date: September 12, 2015  
Certification code: MA15013RN

Notice to Race Director: Use this Certification Code  
in *all* public announcements relating to your race.

***Be It Officially Noted That***

Based on examination of data provided by the above named measurer, the course described above and in the map attached is hereby certified as reasonably accurate in measurement according to the standards adopted by the Road Running Technical Council. If *any* changes are made to the course, this certification becomes void, and the course must then be recertified.

**Verification of Course** — In the event a National Open Record is set on this course, or at the discretion of USA Track & Field, a verification remeasurement may be required to be performed by a member of the Road Running Technical Council. If such a remeasurement shows the course to be short, then all pending records will be rejected and the course certification will be cancelled.

*This certification expires on December 31 in the year* **2025**

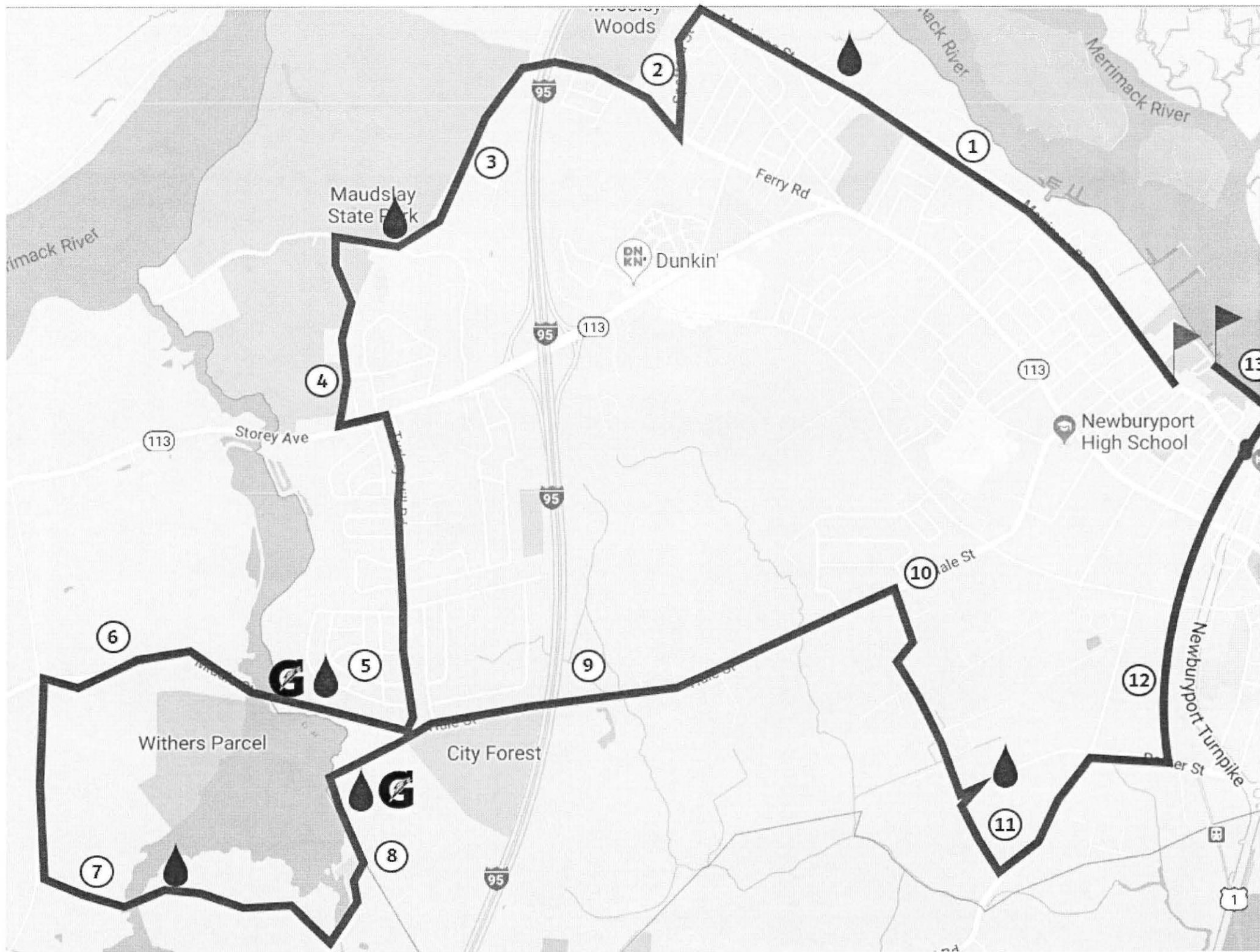
**AS NATIONALLY CERTIFIED BY:**

Date: Sept. 12, 2015

Ray Nelson – USATF/RRTC Certifier

23B Aborn St., Cranston, RI 02905 • Phone: 401-270-2835 • Email: raynelson223@cox.net









# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/22/2022

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

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

PRODUCER Roach, Howard, Smith and Barton 8750 N. Central Expressway Suite 500 Dallas TX 75231	CONTACT NAME: Paula Walters PHONE (A/C, No, Ext): (972) 231-1300 E-MAIL: pwalters@rshsb.com ADDRESS: pwalters@rshsb.com	FAX (A/C, No): (972) 231-1368
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Vantapro Specialty Insurance Co		44768
INSURER B: Chubb Indemnity Co		12777
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

## COVERAGES

CERTIFICATE NUMBER: Cert ID 56503

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		50755169 02	03/31/2022	03/31/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Liquor Liability \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		50790034 03	03/31/2022	03/31/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	71754023	03/31/2022	03/31/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 \$ \$

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

The City of Newburyport is an additional insured.

## CERTIFICATE HOLDER

## CANCELLATION

City of Newburyport  
60 Pleasant Street  
Newburyport MA 01950

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

FAX AUG 15 PM 3:59

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

NAME OF EVENT: 8th Annual Harborside Half Marathon & 5kDate: 11/13/2022 Time: from 9:00 a.m. to 1:00 p.m.Rain Date: N/A Time: from N/A to N/A2. Location: Start line: Industrial Park (40 Parker Street) Finish Line: Cashman Park3. Description of Property: As per locations above Public ☐ Private ☒4. Name of Organizer: Loco Races, LLC & Ventures Endurance City Sponsored Event: Yes ☐ No ☒

Contact Person

Address: 6 Behrens Rd, New Hartford, CT 06057 Telephone: 860-921-6945E-Mail: edolecki@venturesendurance.com Cell Phone: 860-921-6945Day of Event Contact & Phone: Evan Dolecki - 860.921.69455. Number of Attendees Expected: 1,2006. MA Tax Number: N/A7. Is the Event Being Advertised? Yes Where? Online8. What Age Group is the Event Targeted to? 18-809. Have You Notified Neighborhood Groups or Abutters? Yes ☒ No ☐ Who? Notice signs posted on route

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

A. Vending: Food ☒ Beverages ☒ Alcohol ☒ Goods ☐ Total # of Vendors 3B. Entertainment: (Subject to City's Noise Ordinance.) Live Music ☐ DJ ☐ Radio/CD ☐  
Performers ☐ Dancing ☐ Amplified Sound ☐ On-site Announcer ☐ Stage ☐C. Games /Rides: Adult Rides ☐ Kiddie Rides ☐ Games ☐ Raffle ☐Other ☐ Total # ☐Name of Carnival Operator: ☐Address: ☐Telephone: ☐

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

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

a) How many trash receptacles will you be providing? 12 managed by our staff

b) How many recycling receptacles will you be providing? 6 managed by our staff

c) Will you be contracting for disposal of : **Trash** Yes ☒ No ☐ **Recycling** Yes ☒ No ☐

i. If yes, size of dumpster(s): **Trash** N/A **Recycling** N/A

ii. Name of disposal company: **Trash** Meadows Disposal Co. **Recycling** Meadows Disposal Co.

iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes ☐ No ☐

iv. If no, where will the trash & recycling be disposed ? Collection area on site, disposal company hauls away post-race

a) # of trash container(s) to be provided by DPS \_\_\_\_\_

b) # of recycling container(s) to be provided by Recycling Office \_\_\_\_\_

c) \$45.00/hr/DPS employee charge must be paid by the organizer to DPS in advance of the event (Fee for Special Events). The hours required for the event will be determined by DPS.

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

Name of company providing the portable toilets: United Site Services

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

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

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

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

### Limitations

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



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

### 13-101 Enforcement

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

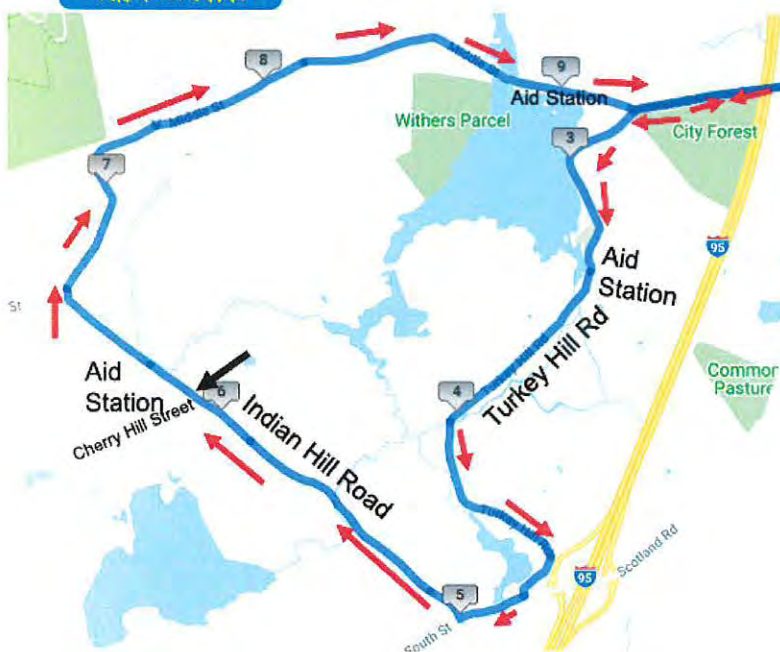
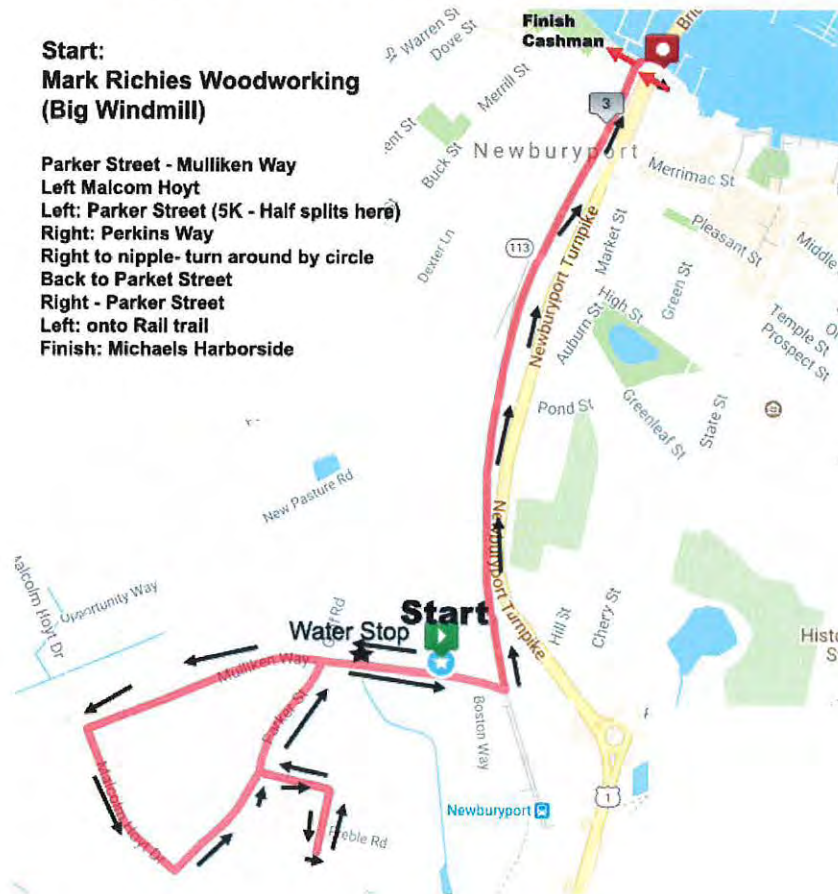
***I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.***

**Signed:** Evan Dolecki **Date:** 04/20/2022

# Harborside 5K

**Start:**  
Mark Richies Woodworking  
(Big Windmill)

Parker Street - Mulliken Way  
Left Malcom Hoyt  
Left: Parker Street (5K - Half splits here)  
Right: Perkins Way  
Right to nipple- turn around by circle  
Back to Parker Street  
Right - Parker Street  
Left: onto Rail trail  
Finish: Michaels Harborside



Start: Parker Street  
Right: Malcom Hoyt  
Opportunity Way and back  
Left: Hale  
Left: Turkey Hill  
Right: South  
Right: Indian Hill  
Right: Middle  
Left: Middle  
Right: Hale  
Right: Malcom Hoyt  
Left: Mulliken  
Continue: Parker  
Left: Rail Trail  
Finish: Cashman Park





# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
04/29/2022

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

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

PRODUCER  
Aon Risk Services Northeast, Inc.  
New York NY Office  
One Liberty Plaza  
165 Broadway, Suite 3201  
New York NY 10006 USA

CONTACT  
NAME:  
PHONE  
(A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105  
E-MAIL  
ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED  
Ventures Endurance Events, LLC  
85 Devonshire St.  
9th Floor  
Boston MA 02109 USA

INSURER A: Everest National Insurance Co 10120  
INSURER B:  
INSURER C:  
INSURER D:  
INSURER E:  
INSURER F:

## COVERAGES

CERTIFICATE NUMBER: 570092893581

REVISION NUMBER:

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

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			SI8GL01746221	02/25/2022	02/25/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) Excluded PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$10,000,000 PRODUCTS - COM/OP AGG \$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION			SI8EX01516221	02/25/2022	02/25/2023	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE OTH E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT

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

RE: Harborside Half Marathon & 5k - November 13th, 2022. City of Newburyport is included as Additional Insured in accordance with the policy provisions of the General Liability policy.

## CERTIFICATE HOLDER

## CANCELLATION

City of Newburyport  
60 Pleasant Street  
Newburyport MA 01950 USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Aon Risk Services Northeast, Inc.*

Holder Identifier :

Certificate No : 570092893581

## FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE \_\_\_\_\_

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

WALKATHON \_\_\_\_\_

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

\_\_\_\_\_

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

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

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

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

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

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

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

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

7. Locations of Water Stops (if any):

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

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

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

11. Additional Parade Information:

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

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

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

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

HEALTH DIRECTOR \_\_\_\_\_ 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

Updated April 1, 2022

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE \_\_\_\_\_

ROAD RACE ☒

WALKATHON \_\_\_\_\_

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

Loco Races, LLC & Ventures Endurance

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

Evan Dolecki

6 Behrens Rd, New Hartford, CT 06057

Daytime Phone Number: 860-921-6945

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

Evan Dolecki

6 Behrens Rd, New Hartford, CT 06057

Daytime Phone Number: 860-921-6945

4. Date of Event: Sunday, November 13th, 2022 Expected Number of Participants: 1,200

5. Start Time: 9:00 a.m. Expected End Time: 1:00 p.m.

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

2 Distances - Half Marathon & 5k. See attached course maps

7. Locations of Water Stops (if any): Yes. 4 Aid Station Stops. Mile 3.3, 6, 9, & 12

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

9. Formation Location & Time for Participants: 7:45 a.m. - 8:55 a.m. at 40 Parker St.

10. Dismissal Location & Time for Participants: 10:00 a.m. - 1:00 p.m. at Cashman Park (Finish Area)

11. Additional Parade Information:

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

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

CITY MARSHAL

[Signature]

4 Green St.

FIRE CHIEF

[Signature]

0 Greenleaf St.

DEPUTY DIRECTOR

[Signature]  
for J.T.

16A Perry Way

CITY CLERK

[Signature]

60 Pleasant St.



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
04/29/2022

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

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

PRODUCER  
Aon Risk Services Northeast, Inc.  
New York NY Office  
One Liberty Plaza  
165 Broadway, Suite 3201  
New York NY 10006 USA

CONTACT  
NAME:  
PHONE (A/C No. Ext): (866) 283-7122 FAX (A/C No.): (800) 363-0105  
E-MAIL  
ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED  
Ventures Endurance Events, LLC  
85 Devonshire St.  
9th Floor  
Boston MA 02109 USA

INSURER A: Everest National Insurance Co 10120  
INSURER B:  
INSURER C:  
INSURER D:  
INSURER E:  
INSURER F:

## COVERAGES

CERTIFICATE NUMBER: 570092893581

REVISION NUMBER:

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

Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			SI8GL01746221	02/25/2022	02/25/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) Excluded PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$10,000,000 PRODUCTS - COMPI/OP AGG \$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION			SI8EX01516221	02/25/2022	02/25/2023	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH <input type="checkbox"/> E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT

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

RE: Harborside Half Marathon & 5k - November 13th, 2022. City of Newburyport is insured as Additional Insured in accordance with the policy provisions of the General Liability policy.

## CERTIFICATE HOLDER

## CANCELLATION

City of Newburyport  
60 Pleasant Street  
Newburyport MA 01950 USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Aon Risk Services Northeast, Inc.*

Holder Identifier :

Certificate No : 570092893581



# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

 RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

AUG 16 PM 12:44

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

 NAME OF EVENT: Paws for a Cause: A dog walk supporting The Karen Wellington Foundation for LIVING with Breast Cancer

 Date: Oct. 15, 2022 Time: from 10:00 Am to 12:00 PM

 Rain Date: Oct. 16, 2022 Time: from 10:00 Am to 12:00 PM

 2. Location\*: Clipper City Rail Trail from Washington St. to Parker St.

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

 3. Description of Property: Clipper City Rail Trail Public ☒ Private ☐

 4. Name of Organizer: The Karen Wellington Foundation City Sponsored Event: Yes ☐ No ☒

 Contact Person Debbie Hart-Klein

 Address: 2 Hamilton Way, NBPT Telephone: 617-916-8984

 E-Mail: debbie.newengland@karenwellingtonfoundation.org Cell Phone: 617-916-8984

 Day of Event Contact & Phone: Debbie Hart-Klein 617-916-8984

 5. Number of Attendees Expected: 75 (this is a rough estimate for our first event)

 6. MA Tax Number: Federal Id #26-3768567 (see attached Foreign Corp. Certificate of Registration)

 7. Is the Event Being Advertised? Yes Where? Through Anna Jacques, the Chamber of Commerce, social media

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

 9. Have You Notified Neighborhood Groups or Abutters? Yes ☒ No ☐ Who? Residents at:
180, 181 and 182 High St; 28, 34, 36, 38 Winter St; and 33 Washington St.  
(30-32 and 40 Winter are under construction + unoccupied)

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

See attached description

 A. Vending\*: Food ☐ Beverages ☐ Alcohol ☐ Goods ☐ Total # of Vendors ☐

\*If checked, signature from Health Director required (Page 3)

 B. Entertainment: (Subject to City's Noise Ordinance.) Live Music ☐ DJ ☐ Radio/CD ☐

 Performers ☐ Dancing ☐ Amplified Sound ☐ Stage ☐

 C. Games /Rides: Adult Rides ☐ Kiddie Rides ☐ Games ☐ Raffle ☐

 Other ☐ Total # ☐

 Name of Carnival Operator: ☐

 Address: ☐

 Telephone: ☐

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

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



**If yes:**

- a) How many trash receptacles will you be providing? 2
- b) How many recycling receptacles will you be providing? 2 (ClearStream recycle containers from the Health Dept.)
- c) Will you be contracting for disposal of : **Trash** Yes \_\_\_\_\_ No X **Recycling** Yes \_\_\_\_\_ No X
- i. If yes, size of dumpster(s): **Trash** \_\_\_\_\_ **Recycling** \_\_\_\_\_
- ii. Name of disposal company: **Trash** \_\_\_\_\_ **Recycling** \_\_\_\_\_
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes ✓ No \_\_\_\_\_
- iv. If no, where will the trash & recycling be disposed ? \_\_\_\_\_

**If no:**

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

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

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

# \_\_\_\_\_ Standard      # \_\_\_\_\_ ADA accessible

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

## FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE \_\_\_\_\_

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

WALKATHON Dog Walk

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

The Karen Wellington Foundation for Living with Breast Cancer

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

Debbie Hart-Klein

2 Hamilton Way, Newburyport

617-916-8984

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

same as above

4. Date of Event: 10/15/22 Expected Number of Participants: est. 75

5. Start Time: 10:00 AM Expected End Time: 12:00 PM

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

Entire event on Clipper City Rail Trail from Washington Street to Parker Street

(see attached map)

7. Locations of Water Stops (if any): See attached map for approximate station locations

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

9. Formation Location & Time for Participants: Start on Rail Trail at Washington St. - 10 AM

10. Dismissal Location & Time for Participants: End on Rail Trail at Parker St. - 12 PM

11. Additional Parade Information:

- Number of Floats: N/A

- Locations of Viewing Stations: N/A

- Are Weapons Being Carried:

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

- Are Marshalls Being Assigned to Keep Parade Moving:

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

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

CITY MARSHAL

4 Green St.

FIRE CHIEF

8/11/22

0 Greenleaf St.

DEPUTY DIRECTOR

16A Perry Way

CITY CLERK

60 Pleasant St.

HEALTH DIRECTOR

N/A

60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

## Newburyport Special Event Application

### Attachment to Application for October 15<sup>th</sup> Paws for a Cause:

#### A Dog Walk Supporting the Karen Wellington Foundation for LIVING with Breast Cancer

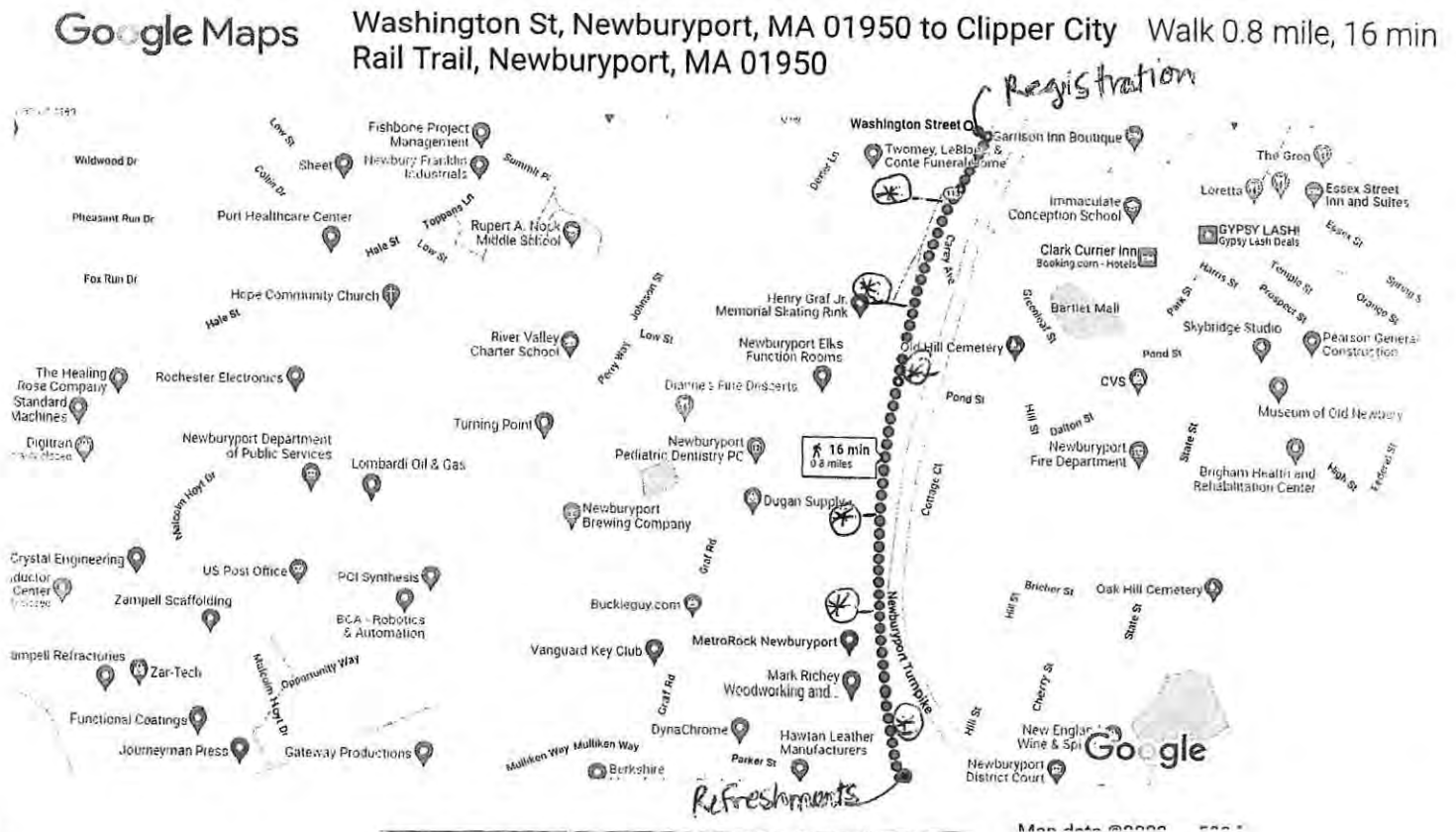
### Activities and Map

Our planned event is a dog walk along the Rail Trail from Washington Street to Parker Street in Newburyport with "stations" along the way, including:

1. Registration (at the start and possibly midway for anyone who joins elsewhere)
2. Dog Treats and water (multiple locations)
3. Raffle (*we are submitting a separate permit application*)
4. Photographer
5. Karen Wellington Foundation information and branded items
6. Refreshments (at the end)

The approximate locations of stations along the route are marked on the map below. In addition to the beginning and end, they are:

- bottom of the steps from High St
- end of the ramp from High St.
- entrance from Low St
- near one or two of the benches or sculptures between Low St. and Parker St.
- Alchemist Garden



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

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

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

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

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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

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

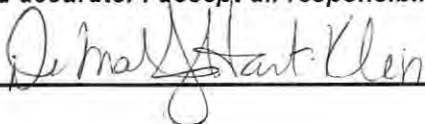
(3) *Noncriminal disposition.* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance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

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

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

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

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



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

8/10/22

## Newburyport Special Event Application

### Attachment to Application for October 15<sup>th</sup> Paws for a Cause:

#### A Dog Walk Supporting the Karen Wellington Foundation for LIVING with Breast Cancer

#### Activities and Map

Our planned event is a dog walk along the Rail Trail from Washington Street to Parker Street in Newburyport with "stations" along the way, including:

1. Registration (at the start and possibly midway for anyone who joins elsewhere)
2. Dog Treats and water (multiple locations)
3. Raffle (*we are submitting a separate permit application*)
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5. Karen Wellington Foundation information and branded items
6. Refreshments (at the end)

The approximate locations of stations along the route are marked on the map below. In addition to the beginning and end, they are:

- bottom of the steps from High St
- end of the ramp from High St.
- entrance from Low St
- near one or two of the benches or sculptures between Low St. and Parker St.
- Alchemist Garden

Google Maps Washington St, Newburyport, MA 01950 to Clipper City Walk 0.8 mile, 16 min  
Rail Trail, Newburyport, MA 01950





KAREWEL-01

JSCHWARTZ1

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/29/2022

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

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<b>PRODUCER</b> License # L100460 FRP-Cincinnati PO Box 221649 Louisville, KY 40252	<b>CONTACT NAME:</b>	<b>FAX (A/C, No):</b>	
	<b>PHONE (A/C, No, Ext):</b>	<b>E-MAIL ADDRESS:</b>	
<b>INSURED</b>  Karen Wellington Foundation Kent Wellington 3825 Edwards Rd Suite 103 Cincinnati, OH 45209	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A: Philadelphia Indemnity Insurance Company</b>		<b>18058</b>
	<b>INSURER B: Great American Insurance Company</b>		<b>16691</b>
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOG OTHER:			PHPK2327679	9/14/2021	9/14/2022	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
							HIRED AND NON O	\$ 1,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
		<input type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	DED							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
B	General Liability			EPP4918009	2/17/2022	9/14/2022	D&O	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
City of Newburyport, MA is named as additional insured per written contract.

## CERTIFICATE HOLDER

## CANCELLATION

City of Newburyport, MA  
60 Pleasant Street  
Newburyport, MA 01950

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



## NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

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

RECEIVED  
CLERK'S OFFICE  
NEWBURYPORT, MA

2022 AUG 18 PM 5:05

NAME OF EVENT: Newburyport Youth Hockey League Tag DayDate: November 19, 2022 Time: from 7:30 am to 2:00 pm

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

2. Location\*: Downtown (in front of stores/shops with permission)

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

3. Description of Property: Downtown / Sidewalks Public ☒ Private \_\_\_\_\_4. Name of Organizer: Newburyport Youth Hockey League City Sponsored Event: Yes \_\_\_\_\_ No ☒Contact Person Ellen BensonAddress: 7 Upland Road Telephone: \_\_\_\_\_E-Mail: evbenson@yahoo.com Cell Phone: 207 831 7875Day of Event Contact & Phone: Same5. Number of Attendees Expected: 70-90 kids will participate in shifts

6. MA Tax Number: \_\_\_\_\_

7. Is the Event Being Advertised? Yes Where? NYHL website and social media8. What Age Group is the Event Targeted to? all ages9. Have You Notified Neighborhood Groups or Abutters? Yes \_\_\_\_\_ No ☒\*, Who? \_\_\_\_\_

\* we will obtain advance permission from store/shop owners

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

A. Vending\*: Food \_\_\_\_\_ Beverages \_\_\_\_\_ Alcohol \_\_\_\_\_ Goods \_\_\_\_\_ Total # of Vendors \_\_\_\_\_

\*If checked, signature from Health Director required (Page 3)

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music \_\_\_\_\_ DJ \_\_\_\_\_ Radio/CD \_\_\_\_\_

Performers \_\_\_\_\_ Dancing \_\_\_\_\_ Amplified Sound \_\_\_\_\_ Stage \_\_\_\_\_

C. Games /Rides: Adult Rides \_\_\_\_\_ Kiddie Rides \_\_\_\_\_ Games \_\_\_\_\_ Raffle \_\_\_\_\_

Other \_\_\_\_\_ Total # \_\_\_\_\_

Name of Carnival Operator: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

Will you be conducting the clean-up for this event? Yes \_\_\_\_\_ No ☒ (no trash)

**If yes:**

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

**If no:**

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

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

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

# \_\_\_\_\_ Standard      # \_\_\_\_\_ ADA accessible

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



## FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE \_\_\_\_\_

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

WALKATHON \_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

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

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

\_\_\_\_\_

\_\_\_\_\_

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

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

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

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

11. Additional Parade Information:

• Number of Floats: \_\_\_\_\_

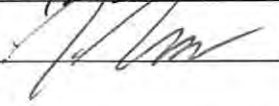
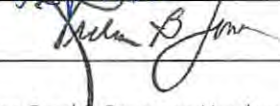
• Locations of Viewing Stations: \_\_\_\_\_

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

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

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

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

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

HEALTH DIRECTOR \_\_\_\_\_ 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

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

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

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

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