



*City of Gloucester*  
*City Council*

CITY CLERK  
GLOUCESTER, MA  
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CITY HALL • GLOUCESTER • MASSACHUSETTS

CITY COUNCIL STANDING COMMITTEE  
**Ordinances & Administration**  
**Monday, April 4, 2011 – 7:00 p.m.**  
1<sup>st</sup> Fl. Council Conference Rm. – City Hall  
**AGENDA**

1. **Continued Business:**

- A) Memorandum and Information regarding proposed changes to Gloucester City Ordinance Chapter 10- Waterways Administration Sections 10-1 and 10-2 (Cont'd from 02/14/11)
- B) CC2011-007 (Hardy) That O&A review the following City Ordinances: ARTICLE II. Chapter 8-16(b) FIRE DEPARTMENT and ARTICLE II. Chapter 17-16(b) POLICE DEPARTMENT(Cont'd from 03/14/11)
- C) CC2011-008 (Hardy) Creation of language for ballot question re: recently enacted Water Ordinance and pending Home Rule Petition related to same (Cont'd from 03/14/11)
- D) Letter and documentation from Deputy Fire Chief Aiello re: enactment of ordinance to bill for Certain Fire Dept. responses (Cont'd from 03/14/11)
- E) CC2011-009 (Mulcahey) Amend GCO 22-287 (Disabled Veteran, handicapped parking) re:6 Oak Street (Cont'd from 03/14/11)
- F) CC2011-010 (Hardy) Amend GCO Chapter 22, subsection 22-93 by adding new subsection 22-93(c) "Crosswalks" (Cont'd from 03/14/11)

2. **Re-appointments and Appointments:**

Reappointments continued from 03/14/11: Michael Luster, Affordable Housing Trust TTE 02/14/13; Susan Hedman, Open Space Committee TTE 02/14/14; Lorre Anderson & William Samenfink, Tourism Commission, TTE 02/14/14

Appointments continued from 03/14/11: David Bergeron (TBC 5/2/11), Lawrence Ciulla, Capt. Joseph Orlando, Fisheries Commission TTE 02/14/14; Lawrence A. Gyllenhaal, Zoning Board of Appeals (Alternate) TTE 02/14/14

New Appointments:

Helen C.P. Farr      Conservation Commission      TTE 02/14/13  
Mark W. Ring      Fisheries Commission      TTE 02/14/14

- 3. **CC2011-011 (Verga) Traffic Commission to review traffic flow of four (4) way traffic areas of Lexington Avenue, Fuller Street and Flume Road and amend GCO Sec .22-269 and/or Sec. 22-269.1 upon Traffic Commission Recommendations**
- 4. **CC2011-012 (Hardy) Amend GCO Sec. 23-57 "Discontinuance of service for failure to pay water charges**
- 5. **CC2011-013 (Tobey) That O&A and Administration develop and implement management system re: City data**
- 6. **Memorandum from Director of Public Works re: Public Works Reorganization for FY2012**

COMMITTEE

**Councilor Sefatia Theken, Chair**  
**Councilor Ann Muleahey, Vice Chair**  
**Councilor Bruce Tobey**

Committee members – Please bring relevant documentation

Back-up and Supporting Documentation all on file at the City Clerk's Office, City Hall

CC: Mayor Carolyn Kirk  
Jim Duggan  
Linda T. Lowe  
Suzanne Egan, David Bain  
Robert Ryan/Larry Ingersoll  
Fire Chief Phil Dench/Deputy Chief Stephen Aiello

**ORDINANCES & ADMINISTRATION COMMITTEE**

**April 4, 2011**

**Agenda Item #2**

On the matter of documentation for the reappointments of:

Affordable Housing Trust	TTE 02/14/13	Michael Luster
Open Space Committee	TTE 02/14/14	Susan Hedman
Tourism Commission	TTE 02/14/14	Lorre Anderson, William Samenfink

On the matter of documentation for the appointments of:

Fisheries Commission	TTE 02/14/14	David Bergeron, Lawrence Ciulla Capt. Joseph Orlando
Zoning Board of Appeals	TTE 02/14/14	Lawrence A. Gyllenhaal (Alternate)

The back up documentation can be found in the February 28 and March 14, 2011 Ordinances & Administration Agenda Packets available either in the City Clerk's office or on line at the City of Gloucester Website under Ordinances & Administration Agenda Packets.

Chapter 10 WATERWAYS ADMINISTRATION\*

\*Editor's note--Ord. No. 17-1993, adopted Dec. 14, 1993, amended former Ch. 10, Arts. I-III, relative to the harbor and related waters, in its entirety to read as herein set out. The substantive provisions of former Ch. 10 derived from Code 1970. Sections 4-3, 101/2-17--101/2-25, 101/2-27, 101/2-29, 12-8, 12-18--12-21, 16-14, 16-16; and ordinances of Dec. 6, 1977; Jan. 10, 1978; Nov. 4, 1979; Feb. 3, 1983; Oct. 28, 1986; Aug. 4, 1987; Dec. 22, 1987; July 19, 1988; and April 4, 1989.

Cross reference(s)--Marshlands, Ch. 12; shellfish, seaworms and eels, Ch. 20.

State law reference(s)--Waterways, M.G.L.A. c. 91; provisions relating to Gloucester harbor, M.G.L.A. c. 102, §§ 3, 4; harbors and harbor masters, M.G.L.A. c. 102, § 17 et seq.

ARTICLE I. MANAGEMENT

Sec. 10-1. Waterways board.

The purposes of the waterways board is to provide a broad-based citizen management organization that guides the use and development of Gloucester's waterways and public waterfront facilities. The waterways board shall be the city body which establishes policies and regulations for Gloucester's waterways. It is intended that the board adopt clear, concise and fair policies and regulations that promote improved access to the water for all citizens, including commercial fishermen, business owners and recreational boaters. In cooperation with the harbor master and other city staff, the board is intended to ensure that our waterways are well planned and maintained, utilized to the maximum extent possible, safe, and reflect positively upon the City of Gloucester.

(Ord. No. 17-1993, 12-14-93)

Sec. 10-2. Composition and term.

(a) Composition. The Gloucester Waterways Board shall consist of seven (7) citizens of Gloucester, appointed by the mayor and confirmed by the city council.

The appointees shall include ~~two (2)~~ persons who are directly involved with the fishing industry, two (2) persons who are recreational boaters, ~~two (2) persons involved in harbor economic development, and one (1) person,~~ at large, who need not be involved with any marine-related activity. The board shall observe Robert's Rules of Order, shall annually select a chairman from its membership and establish its rules of procedure. The board shall have non-voting advisory members, as set forth in section 10-4 herein.

(b) Term. The term of all members shall be three (3) years except that the initial terms shall be staggered so that the terms of no more than three (3) members shall terminate in any one year. If a member resigns or is removed for any reason before his or her term expires, the mayor shall appoint a replacement within one (1) month of the vacancy. Said appointment must be confirmed by the city council. Members of the waterways board and its standing committees shall be volunteers who are not compensated.

(Ord. No. 17-1993, 12-14-93)

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*not reviewed & continued to April 4, 2011*

Submitted @ CAAA  
by Peter Bent

for record 2/14

The Waterways Board was notified of a potential change to the composition of the Board proposed by the Administration at their monthly meeting in February. Following a brief discussion, it was noted that : "The Administration needs to propose changes to the mission and responsibilities of the Waterways Board prior to changing the composition of the Board."

File Copy



**CITY OF GLOUCESTER 2011  
CITY COUNCIL ORDER**

<b>ORDER:</b>	<b>#CC2011-008</b>
<b>Councillor</b>	<b>Jackie Hardy</b>

<b>DATE RECEIVED BY COUNCIL:</b>	<b>02/15/11</b>
<b>REFERRED TO:</b>	<b>O&amp;A</b>
<b>FOR COUNCIL VOTE:</b>	

**ORDERED** that O&A take up the matter of creating language for a ballot question to appear on our next municipal ballot reflective of the recently enacted Water Ordinance and the pending Home Rule Petition related to same that has been fostered through the Council with the assistance of WHO DECIDES.

Jackie Hardy  
Councillor - Ward 4

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**From:** Teetshorn, Erin (SEN) [mailto:Erin.Teetshorn@masenate.gov]  
**Sent:** Friday, February 11, 2011 10:14 AM  
**To:** Linda Lowe  
**Subject:** RE: City of Gloucester Proposed Special Legislation for Charter Amendment on Water System

Dear Ms. Lowe,

The filing and co-sponsorship period just ended last Friday, so all of the bills are still working their way to committee and thus do not have bill numbers yet. It is currently Senate Docket (SD) 182, and should be assigned to a committee and given a bill number in the next two weeks. Please let me know if I can help with anything else!

Erin

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**From:** Linda Lowe [mailto:llowe@gloucester-ma.gov]  
**Sent:** Thursday, February 10, 2011 4:30 PM  
**To:** 'Bruce Tarr'  
**Cc:** Teetshorn, Erin (SEN); 'jackie hardy'  
**Subject:** City of Gloucester Proposed Special Legislation for Charter Amendment on Water System

Senator Tarr and Representative Ferrante, on behalf of the Gloucester City Council I am checking on the status of the proposed special legislation which we forwarded to you on January 14, 2011 which would amend the Gloucester Home Rule Charter to require a referendum on the question of a sale of the public water system. Could you please advise us of the bill number(s) assigned to this proposed legislation and whether the legislation has been assigned to committee(s). As always, thank you for your assistance.

Linda Thomas Lowe  
City Clerk  
City of Gloucester  
City Hall  
Gloucester, MA. 01930 978 281 9720

2/11/2011

**CITY OF GLOUCESTER  
TRAFFIC COMMISSION**

**A meeting was held on Thursday, March 24th, 2011 at 6:00 p.m. in the third floor conference room at Gloucester City Hall Commission members in attendance included Robert B. Ryan, Anthony J. Bertolino and Michael Mulcahey**

*Chairman Robert B. Ryan opened the meeting at 6:05PM.*

**AGENDA**

**Order #CC2011-009 (Councilor Mulcahey)** Ordered that the GCO Sec 22-287 (Handicapped Parking) be amended by **ADDING**:

One (1) handicapped parking space in front of #6 Oak Street

As a result of neither the requestor who was notified by **US Mail** nor a representative to speak on his behalf present to state the reasons for the request, as is the customary procedure established by the Traffic Commission, a motion was made, seconded and passed by a vote of 3 in favor, 0 opposed to **table** Order # CC2011-009 to the next regularly scheduled meeting of the Commission.

**Order #2011-010 (Councilor Hardy)** Ordered that the GCO Chapter 22, subsection 22-93 be amended by **ADDING** a new subsection 22-93(c) titled 'Crosswalks'. The City Council, together with the Traffic Commission and after consultation with the DPW, shall establish the process by which the city shall designate the location of crosswalks in public ways. All crosswalks shall comply with state requirements of Mass DOT.

The Traffic Commission recommends the following:

The Order for a **crosswalk** is filed with the Council via the City Clerk. The Council, as is customary, refers the Order to O & A and Traffic Commission. The Traffic Commission will then review the location of the proposed crosswalk for **suitability, safety and acceptability** according to State requirements of MassDOT, and will then send the Order back to O & A with its recommendation. A motion was made, seconded and passed by a vote of 3 in favor, 0 opposed.

The meeting was adjourned at 6:25PM.

Robert B. Ryan, Chairman

Larry Ingersoll, Secretary

**ROBERT B. RYAN, Chairman**

**LARRY INGERSOLL, Secretary**



**CITY OF GLOUCESTER 2011  
CITY COUNCIL ORDER**

**ORDER:** #CC2011-009  
**Councillor:** Ann Mulcahey

**DATE RECEIVED BY COUNCIL:** 03/08/11  
**REFERRED TO:** O&A  
**FOR COUNCIL VOTE:**

**ORDERED** that the GCO Sec. 22-287 entitled "Disabled veteran, handicapped parking" be amended by adding:

one (1) handicapped parking space in front of Oak Street #6

And further

Ordered that this matter be referred to the Traffic Commission and the Ordinances and Administration Committee for review, recommendation and measurements.

Councillor Ann Mulcahey  
Ward 2

Note: Handicapped Placard on file.



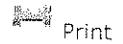
**CITY OF GLOUCESTER 2011  
CITY COUNCIL ORDER**

<b>ORDER:</b>	<b>#CC2011-010</b>
<b>Councillor</b>	<b>Jackie Hardy</b>

<b>DATE RECEIVED BY COUNCIL:</b>	<b>03/08/11</b>
<b>REFERRED TO:</b>	<b>O&amp;A</b>
<b>FOR COUNCIL VOTE:</b>	

**ORDERED** that the Gloucester Code of Ordinances, Chapter 22 subsection 22-93 be amended by adding a new subsection 22-93(c) "Crosswalks". The City Council, together with the Traffic Commission and after consultation with DPW, shall establish the process by which the City shall designate the location of crosswalks in public ways. All crosswalks shall comply with state requirements of Mass DOT.

Councillor Jackie Hardy  
Ward 4



**PART I** ADMINISTRATION OF THE GOVERNMENT  
(Chapters 1 through 182)

**TITLE XIV** PUBLIC WAYS AND WORKS

**CHAPTER 89** LAW OF THE ROAD

**Section 11** Marked crosswalks; yielding right of way to pedestrians; penalty

Section 11. When traffic control signals are not in place or not in operation the driver of a vehicle shall yield the right of way, slowing down or stopping if need be so to yield, to a pedestrian crossing the roadway within a crosswalk marked in accordance with standards established by the department of highways if the pedestrian is on that half of the traveled part of the way on which the vehicle is traveling or if the pedestrian approaches from the opposite half of the traveled part of the way to within 10 feet of that half of the traveled part of the way on which said vehicle is traveling.

No driver of a vehicle shall pass any other vehicle which has stopped at a marked crosswalk to permit a pedestrian to cross, nor shall any such operator enter a marked crosswalk while a pedestrian is crossing or until there is a sufficient space beyond the crosswalk to accommodate the vehicle he is operating, notwithstanding that a traffic control signal may indicate that vehicles may proceed.

Whoever violates any provision of this section shall be punished by a fine of not more than \$200.

Whenever a pedestrian is injured by a motor vehicle in a marked crosswalk, the department of state police or the municipal police department with jurisdiction of the street, in consultation with department of state police if deemed appropriate, shall conduct an investigation into the cause of the injury and any violation of this section or other law or ordinance and shall issue the appropriate civil or criminal citation or file an application for the appropriate criminal complaint, if any. This section shall not limit the ability of a district attorney or the attorney general to seek an indictment in connection with the operation of a motor vehicle which causes injury or death and which violates this section.

City Hall  
Nine Dale Avenue  
Gloucester, MA 01930

CITY CLERK  
GLOUCESTER.

11 MAR 15 PM 12



CITY OF GLOUCESTER  
OFFICE OF THE MAYOR

TEL 978-281-9700  
FAX 978-281-9738  
ckirk@gloucester-ma.gov

### MEMORANDUM

**TO: Council President Jackie Hardy**  
**FR: Mayor Kirk**  
**RE: Larry Ciulla - Fisheries Commission Appointment**  
**DT: March 8, 2011**

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Mr. Ciulla has withdrawn his application to serve on the Gloucester Fisheries Commission.

Consequently, we are withdrawing his name from the appointment list submitted to City Council for the Fisheries Commission.

Thank you.

City Hall  
Nine Dale Avenue  
Gloucester, MA 01930



TEL 978-281-9700  
FAX 978-281-9738  
ckirk@gloucester-ma.gov

CITY OF GLOUCESTER  
OFFICE OF THE MAYOR

March 8, 2011

Ms. Helen C. P. Farr  
433 Essex Avenue  
Gloucester, MA 01930

Dear Ms. Farr:

Thank you for your interest in serving on the **Conservation Commission**. I have issued you a 90-day temporary appointment to serve on this committee. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

Your appointment will be forwarded to the City Council for their March 22, 2011 meeting and will be referred out to the Ordinance and Administration subcommittee. You will be contacted by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

Should you have any questions or if you require additional information, please do not hesitate to contact my office.

Again, thank you for agreeing to serve on the Conservation Commission. I truly appreciate the hard work and dedication you and your colleagues on this commission offer on behalf of the City of Gloucester.

Sincerely,

A handwritten signature in black ink, appearing to read "Carolyn A. Kirk". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Carolyn A. Kirk  
Mayor

cc: Mayor's Report to the City Council  
Sarah Garcia, Community Development Director  
Enclosure  
CAK/c

Helen C. P. Farr  
433 Essex Avenue  
Gloucester, MA 01930  
Cell: (978) 412-5211  
e-mail: ninetyeightcrows@yahoo.com

March 4, 2011

The Honorable Carolyn Kirk  
City Hall  
9 Dale Avenue  
Gloucester, MA 01930

Robert Gula, Co-Chair  
Gloucester Conservation Commission  
3 Pond Road  
Gloucester, MA 01930

Dear Mayor Kirk and Mr. Gula:

I am writing to express my interest in serving as a Commissioner on the Gloucester Conservation Commission. I have a strong background in coastal management, having spent 20 years working for the National Ocean Service within the National Oceanic and Atmospheric Administration, first as a Coastal Management Specialist, and currently as Environmental Protection Specialist.

My current position involves federal oversight of the New York State Coastal Management Program, and serving as the National Environmental Policy Act Specialist for my office. Previously I have had oversight of several state coastal management programs, including Massachusetts, New Jersey, Rhode Island, Wisconsin, Alaska, Guam, and the Northern Mariana Islands. I also serve on my office's Water Quality Team, and have been responsible for approving several states' coastal nonpoint pollution control programs.

While I do not have any direct training in wetlands ecology, I do hold a M.A. in Marine Affairs from the University of Rhode Island (1990), and a B.A. in History from Dartmouth College (1986). In both degrees I took courses in marine science. My position has required me to familiarize myself with federal, state and local environmental laws, which has provided me with a strong understanding of both ecological and statutory requirements related to coastal ecology. I am currently responsible for writing the Environmental Impact Statements and Environmental Assessments for my office related to numerous activities under the federal Coastal Zone Management Act, including approval of National Estuarine Research Reserves, approval of state coastal management programs and changes to these programs from New Hampshire to Alaska, and grant programs such as Coastal Estuarine Conservation Land Program and the Coral Grants.

In addition to attending Gloucester Conservation Commission meetings for the past 11 months to familiarize myself with the process and issues, I have recently joined the Massachusetts Association of Conservation Commissions, and will be taking two courses this weekend to begin Certificate Training Program for Conservation Commissioners.

Thank you for your consideration of my application. My contact information is provided above. I look forward to hearing from you.

Sincerely,



Helen C. P. Farr

~~State law reference(s)--Similar provisions, M.G.L.A. c. 41, § 70.~~

**Sec. 16-20. Annual report.**

The planning board shall annually make a written report of its activities to the mayor.

(Code 1970, § 15-18)

~~State law reference(s)--Similar provisions, M.G.L.A. c. 41, § 71.~~

Secs. 16-21--16-29. Reserved.

**ARTICLE III. CONSERVATION COMMISSION\***

**\*Cross reference(s)--**Boards, commissions, councils and committees, § 2-400 et seq.; conservation commission to promulgate rules and regulations relating to marshlands, § 12-19.

**Sec. 16-30. Created.**

There is hereby created a conservation commission under the authority of M.G.L.A. c. 40, § 8C.

(Code 1970, § 2-328)

**Sec. 16-31. Composition; appointment; terms of members.**

The conservation commission shall consist of seven (7) members, all of whom shall be residents of the city and all of whom shall be appointed by the mayor, subject to approval of the city council, to staggered terms of three (3) years.

(Code 1970, § 2-329)

**State law reference(s)--**Similar provisions, M.G.L.A. c. 40, § 8C.

**Sec. 16-32. Powers and duties.**

The conservation commission shall have all the duties and powers given to conservation commissions by M.G.L.A. c. 40, § 8C.

(Code 1970, § 2-330)

**Sec. 16-33. Condemnation of land or water upon commission's request.**

(a) For the purposes of this article, the city may, upon the written request of the conservation commission, take, by eminent domain under M.G.L.A. c. 79, the fee or any lesser interest in any land or waters located in the city, provided the taking has first been approved by two-thirds vote of the city council, which land and water shall thereupon be under the jurisdiction and control of the conservation commission.

(b) No action taken under this section shall affect the powers and duties of the state reclamation board or any mosquito control or other project operating under or authorized by M.G.L.A. c. 252, or restrict any established public access.

(c) Lands used for farming or agriculture, as defined in M.G.L.A. c. 128, § 1A shall not be taken by eminent domain under the authority of this section.

(Code 1970, § 2-331)

**State law reference(s)**--Similar provisions, M.G.L.A. c. 40, § 8C.

**Sec. 16-34. Rules and regulations; penalty for violations thereof.**

The conservation commission may adopt rules and regulations governing the use of land and waters under its control, and prescribe penalties, not exceeding a fine of one hundred dollars (\$100.00), for any violation thereof.

(Code 1970, § 2-332)

**State law reference(s)**--Similar provisions, M.G.L.A. c. 40, § 8C.

Secs. 16-35--16-44. Reserved.

**ARTICLE IV. RESERVED\***

**\*Editor's note**--An ordinance of May 27, 1986, § 1, repealed Art. IV, §§ 16-45--16-48, pertaining to the downtown development commission, as derived from Code 1970, §§ 2-414--2-417.

Secs. 16-45--16-59. Reserved.

**ARTICLE V. HISTORIC DISTRICT\***

**\*State law reference(s)**--Historic districts, M.G.L.A. c. 40C.

**Sec. 16-60. Purpose.**

The purpose of this article is to promote the educational, cultural, economic and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings and places significant in the history or architecture of the city, and through the maintenance and improvement of settings for such buildings and places and the encouragement of designs compatible therewith.

(Ord. of 5-24-77, § 2)

**State law reference(s)**--Similar provisions, M.G.L.A. c. 40C, § 2.

**Sec. 16-61. Created.**

There is hereby established under the provisions of M.G.L.A. a historic district to be known as the Gloucester Historic District, which district shall include the area as shown on the plan on file in the city clerk's office.

(Ord. of 5-24-77, § 3)

**State law reference(s)**--Municipal authority to establish historic districts, M.G.L.A. c. 40C, § 3.

**Sec. 16-62. Historic district commission--Established; membership; term of office; office.**

(a) There is hereby established, under M.G.L.A. c. 40C, a historic district commission with

EFFECTIVE MARCH 8, 2011

*The City of Gloucester, Massachusetts*

Dear Helen C.P. Farr, 433 Essex Avenue, Gloucester, MA 01930

It is my pleasure to inform you that I have this day appointed you  
to the CONSERVATION COMMISSION \_\_\_\_\_ of the City of  
Gloucester, Massachusetts \_\_\_\_\_

This is a 90-day temporary appointment. After City Council  
approval, term to expire 2/14/2013. (FILLING VACANCY CREATED  
BY RESIGNATION OF JOHN FEENER.)

Respectfully,

Mayor



N.B. You are required to be sworn in at the office of the City Clerk before acting  
under this appointment.

Sworn in \_\_\_\_\_ By: \_\_\_\_\_

City Hall  
Nine Dale Avenue  
Gloucester, MA 01930



TEL 978-281-9700  
FAX 978-281-9738  
ckirk@gloucester-ma.gov

CITY OF GLOUCESTER  
OFFICE OF THE MAYOR

March 15, 2011

Mr. Mark W. Ring  
P.O. Box 3034  
Gloucester, MA 01930

Dear Mark:

Thank you for your interest in serving on the City of Gloucester's **Fisheries Commission**. I have issued you a 90-day temporary appointment to serve on this committee. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

Your appointment will be forwarded to the City Council for their March 22, 2011 meeting and will be referred out to the Ordinance and Administration subcommittee. You will be contacted by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

Should you have any questions or if you require additional information, please do not hesitate to contact my office.

Again, thank you for agreeing to serve on the Fisheries Commission. I truly appreciate the hard work and dedication you and your colleagues on the revived Commission will offer on behalf of the City of Gloucester.

Sincerely,



Carolyn A. Kirk  
Mayor

cc: Mayor's Report to the City Council  
Enclosure  
CAK/c

EFFECTIVE MARCH 15, 2011

**The City of Gloucester, Massachusetts**

Dear Mark W. Ring, P.O. Box 3034, Gloucester, MA 01930

It is my pleasure to inform you that I have this day appointed you  
to the FISHERIES COMMISSION \_\_\_\_\_ of the City of  
Gloucester, Massachusetts \_\_\_\_\_

This is a 90 day temporary appointment. After City Council  
approval, term to expire 2/14/2014. (THREE YEAR TERM)

Respectfully,

*Carol A. Kirk*  
Mayor

N.B. You are required to be sworn in at the office of the City Clerk before acting  
under this appointment.

Sworn in \_\_\_\_\_ By: \_\_\_\_\_

Mark W Ring  
P O Box 3034  
Gloucester, MA 01930

RECEIVED  
MAR 2 2011  
Mayor's Office

March 2, 2011

City of Gloucester  
Office of the Mayor  
9 Dale Avenue  
Gloucester, MA 01930

Dear Mayor Kirk,

I received a letter from your office on March 1, 2011, pertaining to the revision of the Gloucester Fisheries Commission.

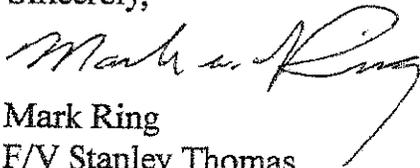
I wholeheartedly agree this could and should be an essential piece of the fishing industries future in Gloucester.

I have been a resident of Gloucester for 35 years and I have fished for a living this entire time.

Although I fish for lobster full time now, in the past I have been involved in the offshore ground fishery as well as sword fishing from Mexico to Newfoundland.

In closing, I am interested and humbled by your request to possibly serve the Gloucester Fisheries Commission.

Sincerely,



Mark Ring  
F/V Stanley Thomas



**CITY OF GLOUCESTER 2011  
CITY COUNCIL ORDER**

<b>ORDER:</b>	<b>#CC2011-011</b>
<b>Councillor</b>	<b>Greg Verga</b>

<b>DATE RECEIVED BY COUNCIL:</b>	<b>03/22/11</b>
<b>REFERRED TO:</b>	<b>TC and O&amp;A</b>
<b>FOR COUNCIL VOTE:</b>	

**ORDERED** that the Traffic Commission review the traffic flow of the four (4) way traffic areas of Lexington Avenue, Fuller Street and Flume Road and report their recommendations to the City Council via the Ordinance and Administration Committee as to whether additional stop or yield signs are needed, and further

**ORDERED** that the City Council amend GCO Sec. 22.269 "Stop intersections" and/or amend 22.269.1 "Yield Intersections", if necessary, to reflect the results of the Traffic Commission recommendations.

Councillor Greg Verga  
Ward 5



**CITY OF GLOUCESTER 2011  
CITY COUNCIL ORDER**

**ORDER:** #CC2011-012  
**Councillor** Jackie Hardy

**DATE RECEIVED BY COUNCIL:** 03/22/11  
**REFERRED TO:** O&A  
**FOR COUNCIL VOTE:**

ORDERED that Section 23-57 of the Code of Ordinances "Discontinuance of service for failure to pay water charges" be amended by DELETING the reference to a \$2.00 fee to reinstate water after shutoff and by ADDING "except upon payment of a fee determined by the DPW Director pursuant to his authority under Charter section 7-16(a)."

Background: This order recognizes that such a fee has previously been approved by the Council as requested by the Charter, and therefore, this Ordinance amendment is for ordinance "housekeeping" purposes.

Councillor Jackie Hardy  
Ward 4



**CITY OF GLOUCESTER 2011  
CITY COUNCIL ORDER**

<b>ORDER:</b>	<b>#CC2011-013</b>
<b>Councillor</b>	<b>Bruce Tobey</b>

<b>DATE RECEIVED BY COUNCIL:</b>	<b>03/22/11</b>
<b>REFERRED TO:</b>	<b>O&amp;A</b>
<b>FOR COUNCIL VOTE:</b>	

**ORDERED** that the O&A Committee work with the Administration to develop and implement a performance management system which allows the City to collect and use timely city data to inform decision making and to track implementation of such decisions and to publicly share such performance data.

Background : This Order seeks to create an IT tool similar to the SomerStat program used in the City of Somerville

Councillor Bruce Tobey

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## CITY OF GLOUCESTER

DEPARTMENT OF PUBLIC WORKS

### MEMORANDUM

TO: Jim Duggan, Chief Administrative Officer

FROM: Michael Hale, Director of Public Works

DATE: 14 March 2011

SUBJECT: Public Works Reorganization for FY12

The existing Public Works organizational structure has been in place for many years. Over the past few years, many of the positions have been vacated through retirement or those seeking employment elsewhere and for budgetary reasons, these positions have not been filled. The Department has seen its management personnel decreased from a high of eleven to a low of four. During this same period of time, the needs of this community have grown, along with the expectations of higher service standards and responsiveness. During my three years as Director, I have made every effort to increase accountability, foster relationships with other departments, plan and schedule work, all in the name of providing an improved service to Gloucester. The proposed changes to our organizational structure are designed to further enhance the service we provide.

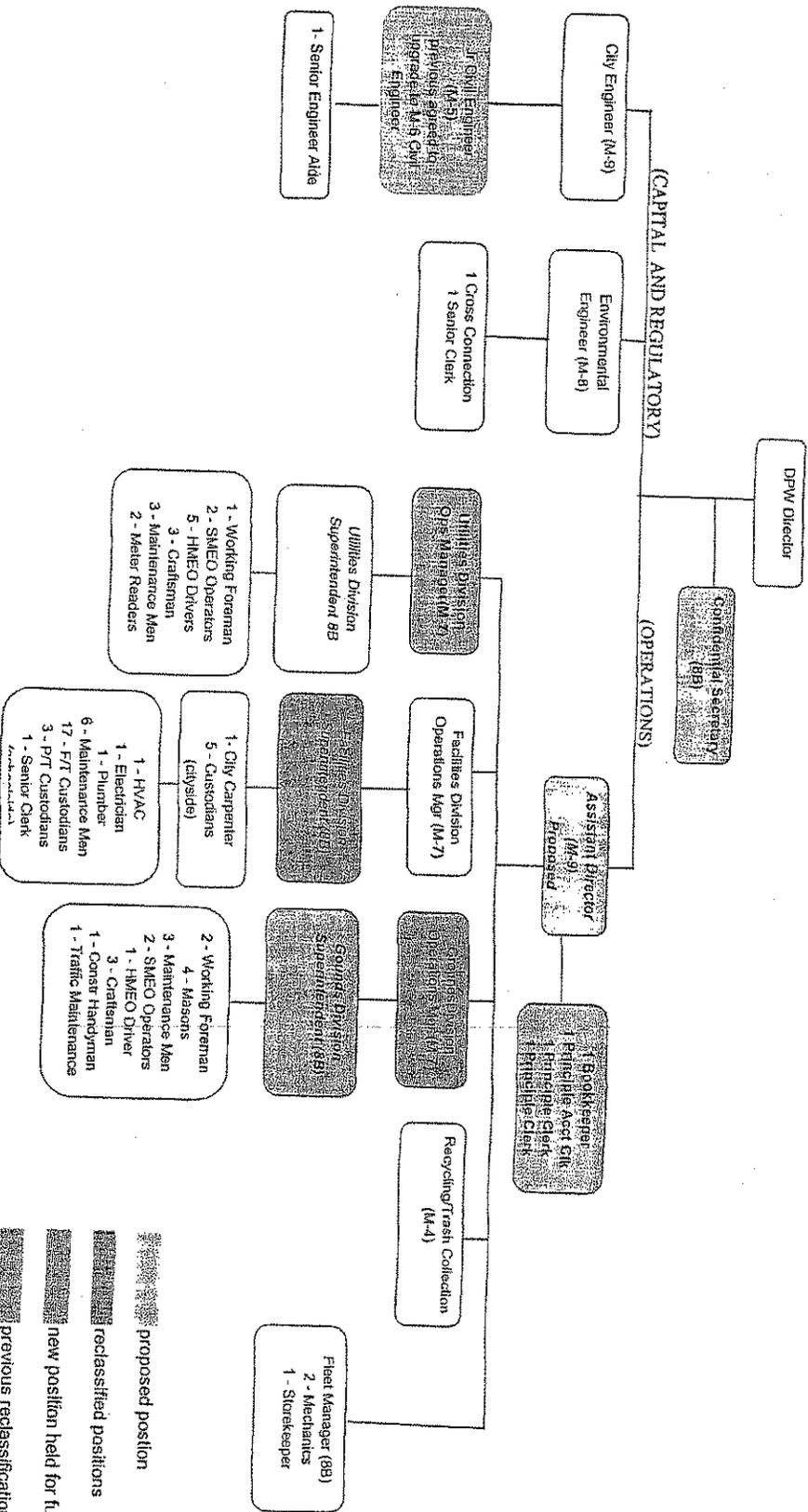
The most notable change to this organization is the creation of an Assistant Director of Public Works. Other major departments, such as, Police, Fire, and Public Schools have successfully distributed responsibilities through an assistant to the department heads. The current structure has no clear second in charge or authority for decision making. This position will have daily contact with the Director, Public Works business office, division managers and labor staff. In the absence of the Director, for personal, medical or professional leave, the Assistant will be the point of contact for the department.

The attached proposed reorganization chart illustrates how a number of positions; management, labor and clerical are reclassified to better reflect their existing job responsibility. These reclassifications take into consideration an increase in work responsibility as a result of a number of factors, such as: regulatory compliance, city-school merger, division alignment, and increased personnel. Positions subject to reclassification include: Utility Operations Manager, Confidential Secretary, Grounds Superintendent, Facilities Superintendent, Senior Bookkeeper, Senior

Accounting Clerk, Principle Clerk and Senior Clerk. The proposal also intends to create, but not fill a management position for Grounds Operations Manager.

This reorganization proposal recognizes section 7-2 of the Charter and respectfully requests this proposal, along with the supplemental information is forwarded to the City Council for their review. I am available to answer any specific questions.

Attachment to Memorandum from DPW Director,  
 Michael Hale dated 14 March 2011



  proposed position  
  reclassified positions  
  new position held for future hiring  
  previous reclassification agreement - existing position