

CITY CLERK  
GLOUCESTER, MA

12 FEB -2 PM 1:05



## GLOUCESTER CITY COUNCIL

9 Dale Avenue, Gloucester, MA 01930  
Office (978) 281-9720 Fax (978) 282-3051

### Budget & Finance Committee

Thursday, February 9, 2012 – 6:00 p.m.  
1<sup>st</sup> Fl. Council Committee Rm. – City Hall

### AGENDA

*(Items May be taken out of order at the discretion of the Committee)*

#### 1. Continued Business:

- A) Letter from Executive Director of PERAC re: Appropriation for FY2013 (Cont'd from 12/8/11)
  - B) CC2011-056 (Verga/Ciolino) Possible adoption of MGL re: assessment of water betterments and deferral of such betterments and Amend GCO Chapter 23 "Utilities" Article III accordingly (Cont'd from 12/8/11)
  - C) CC2011-035 (Hardy) City of Gloucester through its Budget & Finance Committee work with Community Development Department & DPW to find a way to fund and construct permanent, four season, comfort Stations (bathrooms along Stacy Boulevard and the Harbor Walk (Cont'd from 01/19/12)
  - D) CC2012-001(Hardy) Review salary of the office of the Mayor as in accordance with City Charter, Art. 3, Sec. 3-1(c) and amend GCO Sec. 2-54 accordingly
2. *CC2012-005 (Tobey) Salary for Mayor be set at \$100,000 per annum for the term beginning January 1, 2014*
  3. *Memorandum from Assistant Director of DPW re: Loan Authorization Request (up to \$130,000) to fund Purchase of new Zamboni machine*
  4. *Special Budgetary Transfer (#2012-SBT-11) from Department of Public Works (SBT# changed to -16)*
  5. *Request from the DPW Director for funding for Phase 3 Public Water System Upgrades - DWSRF #3509 in the amount of \$9,032,500*
  6. *Special Budgetary Transfer (#2012-SBT-12) from Personnel Department (SBT # changed to -17)*
  7. *Request from Waterways Board to withdraw funds from Waterways Enterprise Free Cash account in the Amount of \$12,000*
  8. *Memo from City Auditor regarding accounts having expenditures which exceed their authorization And Auditor's Report*

### COMMITTEE

Councilor Paul McGeary, Chair  
Councilor Joseph Ciolino, Vice Chair  
Councilor Melissa Cox

### 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  
Kenny Costa  
Jeffrey Towne  
Tony Gross  
Mike Hale/Mark Cole  
Sarah Garcia

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

# PERAC

COMMONWEALTH OF MASSACHUSETTS | PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

DOMENIC J. F. RUSSO, *Chairman*

JOSEPH E. CONNARTON, *Executive Director*

Auditor SUZANNE M. BUMP | ALAN MACDONALD | JAMES M. MACHADO | DONALD R. MARQUIS | ROBERT B. MCCARTHY | GREGORY R. MENNIS

## MEMORANDUM

TO: Gloucester Retirement Board  
FROM: *Joseph E. Connarton*  
Joseph E. Connarton, Executive Director  
RE: Appropriation for Fiscal Year 2013  
DATE: November 3, 2011

NOV - 7 AM 11:40  
CITY CLERK  
GLOUCESTER, MA

Required Fiscal Year 2013 Appropriation: \$6,793,146

This Commission is hereby furnishing you with the amount to be appropriated for your retirement system for Fiscal Year 2013 which commences July 1, 2012.

Attached please find summary information based on the present funding schedule for your system and the portion of the Fiscal Year 2013 appropriation to be paid by each of the governmental units within your system.

If your System has a valuation currently in progress, you may submit a revised funding schedule to PERAC upon its completion. The current schedule is/was due to be updated by Fiscal Year 2014.

If you have any questions, please contact PERAC's Actuary, Jim Lamenzo, at (617) 666-4446 Extension 921.

JEC/jrl  
Attachments

cc: Office of the Mayor  
City Council  
c/o City Clerk

p:\actuarial\approp\approp13\fy13 for web\gloucesterapprop13.doc



**Gloucester Retirement Board**

**Projected Appropriations**

Fiscal Year 2013 - July 1, 2012 to June 30, 2013

Aggregate amount of appropriation: **\$6,793,146**

Fiscal Year	Estimated Cost of Benefits	Funding Schedule (Excluding ERI)	ERI	Total Appropriation	Pension Fund Allocation	Pension Reserve Fund Allocation	Transfer From PRF to PR
FY 2013	\$8,046,152	\$6,734,246	\$58,900	\$6,793,146	\$6,793,146	\$0	\$1,253,006
FY 2014	\$8,375,512	\$7,003,616	\$58,900	\$7,062,516	\$7,062,516	\$0	\$1,312,996
FY 2015	\$8,718,160	\$7,293,792	\$58,900	\$7,352,692	\$7,352,692	\$0	\$1,365,468
FY 2016	\$9,074,632	\$7,596,025	\$58,900	\$7,654,925	\$7,654,925	\$0	\$1,419,707
FY 2017	\$9,445,488	\$7,910,820	\$58,900	\$7,969,720	\$7,969,720	\$0	\$1,475,768

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.

For illustration, we have shown the amount to be transferred from the Pension Reserve Fund to the Pension Fund to meet the estimated Cost of Benefits for each year. If there are sufficient assets in the Pension Fund to meet the Cost of Benefits, this transfer is optional.

TH 6 11 8 11 31 AM '13  
RECEIVED

**Gloucester Retirement Board**  
**Appropriation by Governmental Unit**

Fiscal Year 2013 - July 1, 2012 to June 30, 2013

Aggregate amount of appropriation: \$6,793,146

UNIT	Percent of Aggregate Amount	Funding Schedule (excluding ERI)	ERI	Total Appropriation
City of Gloucester	93.75%	\$6,313,356	\$48,547	\$6,361,903
Gloucester Housing Authority	6.25%	\$420,890	\$10,353	\$431,243
<b>UNIT TOTAL</b>	<b>100%</b>	<b>\$6,734,246</b>	<b>\$58,900</b>	<b>\$6,793,146</b>

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.

RECEIVED  
 2011 NOV 8 PM 9 41  
 GLOUCESTER RETIREMENT



**CITY OF GLOUCESTER 2011  
CITY COUNCIL ORDER**

**ORDER:** #CC2011-055  
**Councillor:** Greg Verga/Joe Ciolino

**DATE RECEIVED BY COUNCIL:** 11/15/11  
**REFERRED TO:** O&A, B&F & Administration  
**FOR COUNCIL VOTE:**

**ORDERED** that the Ordinances and Administration Committee and the Budget and Finance Committee in consultation with the DPW Director determine whether the City shall adopt MGL c40 sections 42G to 42I and c40 sec. 42K concerning assessment of water betterments and MGL c40 sec. 42J concerning the deferral of such betterments and further

**ORDERED** that the Code of Ordinances, Chapter 23 "Utilities", Art. III be amended by **ADDING** a new section 64 providing for special assessments for the whole or part of the costs of laying pipes in public and private ways for the conveyance or distribution of water as provided in MGLc40sec.42G.

(Note: the ordinance amendment would require that the Council first accept or locally adopt the referenced state laws)

Greg Verga  
Ward 5 Councillor

Joe Ciolino  
Councillor at Large

LAW DEPARTMENT

MEMORANDUM

CITY CLERK  
GLOUCESTER, MA  
12 JAN 27 AM 10:48

TO: Ordinance and Administration Committee

Cc Dana Jorgensson, Clerk of Committees

FROM: Suzanne P. Egan *SPE*  
General Counsel

RE: Chapter 23- Utilities  
Article III – Water  
Assessment of Water Betterments

DATE: January 27, 2012

---

Please find attached the proposed ordinance pertaining to the assessment of water betterments.

Enclosure

## CHAPTER 23 - UTILITIES

### Article III - Water

#### Sec. 23-64 - Assessments

(1) Every person owning land abutting upon any way in which a public or private water line has been laid out, and who may benefit from the laying of water pipes or has benefited from a particular water line, or who by more remote means receives benefit of the supply of water to his land or buildings, shall be assessed under the provisions of G.L. c. 40, § 42G. The director of public works or the designee or designees of the director shall have the power as set forth in G.L. c. 40, § 42K, when ascertaining assessments as a betterment for construction, to apply a rate based upon a uniform unit method. A uniform unit method shall be based upon the construction costs divided among the total number of existing and potential water units to be served after having proportioned the cost of special (specific unit) and general benefit facilities. Each water unit shall be equal to a single family residence. Potential water units shall be calculated on the basis of zoning in effect on the date of assessment. Existing and potentially existing multi-family, commercial, industrial and semi-public uses shall be converted into water units on the basis of residential equivalents.

(2) Assessments under this section shall be ascertained, assessed, certified and committed to the city treasurer by the director of public works or his designee. Such assessments may be made for all water pipes and appurtenant works. Water betterment assessments and any water betterment policies which are adopted by the city council pursuant to G.L. c. 80 and G.L. c. 40, § 42K, for particular public water construction projects.

#### Sec. 23-65 - Disposition of receipts from assessments

(1) The receipts from assessments for particular water lines shall be applied to the payment of the cost of particular water lines.

(2) The receipts from assessments and charges under section 23-64 shall be applied to the payment of interest upon bonds or notes issued for water purposes and to the payment or redemption of such bonds or notes.

#### Sec. 23-66 - Plans for water lines

The location of all water lines and other structures and works used in connection therewith, which constitute part of the water line laid out or constructed by the department of public works shall be shown on plans on file at all times with the department of public works, and a duplicate of the plans shall be filed by the department with the city engineer. Both sets of plans shall be open to inspection by the citizens of the city.

Sec. 23-67 - Land not built upon; extension of time for assessment

Any land not built upon at the time of a water betterment assessment may upon application of the land owner receive an extension of time for the payment of the assessment and interest at a rate of four percent (4%) until it is built upon. Interest at the rate of four percent per year shall be charged annually. The assessment shall be paid within three months after such land is built upon.

Sec. 23-68 - Method of assessment: uniform unit

(1) The city shall assess water betterments based upon a uniform unit method. Each unit shall be equal to a single-family residence. Multiple-family buildings and nonresidential buildings as described herein shall be converted into units on the basis of residential equivalents. The total assessment for a particular water construction project shall not be based on or limited by an estimated betterment. Revenue generated by said betterment assessment shall be equal to or shall cover the total project costs associated with design and construction of the water station lines, and appurtenant work less the city share.

(2) The city shall levy assessments against all properties abutting a street in which water pipes have been laid or improved after acceptance of the entire pertinent construction contract including finalization of all pertinent contractual documents. The date of acceptance shall be determined by the DPW director. In the order of assessment, the city shall designate the owner of each parcel on the preceding January 1 as liable for assessment under the provisions of the general laws.

(3) For assessment purposes, all properties receiving direct benefit from the water system shall be converted into water units. Properties receiving direct benefit, either developed or undeveloped, shall be designated a number of water units under the following guidelines:

- a. Single-family dwellings shall comprise one water unit.
- b. Two-family dwellings shall comprise two water units.
- c. Three-family dwellings shall comprise three water units.
- d. Four-family dwellings shall comprise four water units.

(4) Multiple-family dwellings in excess of four units shall comprise a number of water units based on the following methodology:

- a. Rental residential properties such as apartments shall be assessed one water unit for each apartment with more than one bedroom. Rental properties shall be assessed one-half of one water unit for each one-bedroom or studio apartment.
- b. Residential condominium complexes shall be assessed one water unit for each dwelling unit.

(5) Nonresidential buildings, which shall include all industrial, commercial and municipal properties, shall comprise a number of water units based upon water consumption as follows: nonresidential water usage (gpd) equals water units 300 gpd (rounded up to the next whole number). Nonresidential buildings not metered for water use shall be assigned a water consumption volume based on title 5 (part 2, section 13) of the state environment code of the commonwealth's, minimum requirements for the subsurface disposal of sanitary sewage.

(6) When a single structure or building contains a nonresidential use and a residential use and neither use is accessory to the other and the nonresidential use does not receive city water service, such mixed use structure shall be charged a betterment only for the residential unit or use. This provision shall not apply in the following zoning districts as defined in the city zoning ordinance:

- a. BP, Business Park;
- b. GI, General Industrial;
- c. MI, Marine Industrial;
- d. EB, Extensive Business; and
- e. S, Service.

(7) Undeveloped residential lots shall be converted into dwelling units on the basis of calculating the frontage and area requirements for a buildable lot as directed in the zoning ordinance in effect at the time of assessment. Each potential dwelling unit shall then comprise one water unit. The owner of an undeveloped lot may apply pursuant to MGL c. 40 § 42I, to extend the time for payment. In addition, land classified as agricultural, horticultural, recreations or forest land, upon the application of the owner, may have the betterment assessment suspended for so long as the land is devoted to that use pursuant to G.L. c. 61A, § 18, G.L. c. 61B, § 13, and G.L. c. 61, § 5.

(8) Undeveloped nonresidential lots shall be converted into the number of units for the maximum potential water consumption on the basis of the zoning ordinance. An equivalent number of water units shall then be determined utilizing the formula described for nonresidential developed properties (rounded up to the next whole number).

Sec. 23-69 - Betterment payment

- (1) Except as provided herein, the provisions of the general laws relative to the assessment, apportionment, division reassessment, abatement and collection of water assessments shall apply. The tax collector of the city shall have all of the powers conveyed by the general laws. In accordance with G.L. c. 80, § 12, assessments made shall constitute a lien upon the land assessed until the full balance is paid.
- (2) At the time of assessment, a property owner may select a payment schedule over a period of ten years or 20 years or another term of years less than 20 if they so specifically request. Once a selection has been made, the payment method may not be changed at a later date; however, the balance of the principal due on any lien may be paid in full at any time.
- (3) Upon the transfer of title to a new owner, the seller/transferor shall immediately notify the city treasurer/collector and city assessor. After transfer of title, the betterment lien may be transferred. The betterments may be paid in full to the collector's office without interest or charges within 30 days of the date of assessment.
- (4) With regard to apportionment, the interest rate charged by the city shall be the project bond rate paid by the city for the water project.

Sec. 23-70 - Abatements and Deferrals

- (1) Unbuildable lot. A property owner may defer the betterment assessment with interest as provided in G.L. c. 40, § 42I.
- (2) Age and income. A property owner may defer the betterment assessment with interest as provided in G.L. c. 80, § 13B, which has been accepted by the city, if they are 65 years of age or older and qualify under G.L. c. 59, § 4, clause 41A. However, the lien may not be transferred upon conveyance of property. The deferred betterment plus interest must be paid upon transfer of property in compliance with G.L. c. 80, § 13B.



## **CITY OF GLOUCESTER 2011 CITY COUNCIL ORDER**

<b>ORDER:</b>	<b>#CC2011-035</b>
<b>Councillor</b>	<b>Jackie Hardy</b>

<b>DATE RECEIVED BY COUNCIL:</b>	<b>08/09/11</b>
<b>REFERRED TO:</b>	<b>B&amp;F</b>

**ORDERED** that the City of Gloucester, through its Budget and Finance Committee, work with the Community Development Department and the DPW to find a way to fund and construct permanent, four season, comfort stations (bathrooms) along Stacy Boulevard and the Harbor Walk.

Councillor Jackie Hardy  
Ward 4



CITY CLERK  
GLOUCESTER, MA  
12 FEB -2 PM 12:22

Rogers Street

200 100 0 200 Feet



SLER M.  
A. FEB 2 PM 12 2

Visitor's Center

300 150 0 300 Feet



**CITY OF GLOUCESTER 2012  
CITY COUNCIL ORDER**

<b>ORDER:</b>	<b>#CC2012-001</b>
<b>Councillor</b>	<b>Jackie Hardy</b>

<b>DATE RECEIVED BY COUNCIL:</b>	<b>01/10/12</b>
<b>REFERRED TO:</b>	<b>O&amp;A and B&amp;F</b>
<b>FOR COUNCIL VOTE:</b>	

**ORDERED** that the City Council review the salary of the office of the Mayor as in accordance with the Gloucester City Charter, Article 3, Sec. 3-1(c) and amend Code of Ordinances Sec. 2-54 accordingly.

And Further

**ORDERED** that this matter be referred to the Ordinances and Administration Committee and the Budget and Finance Committee for review and recommendation.

Jacqueline Hardy  
Ward 4 Councillor

Article 3-1(c) *Compensation* — The city council shall by ordinance establish an annual salary for the mayor. No ordinance establishing or increasing such salary shall be effective unless it shall have been adopted in the first eighteen months of the term for which councilors are elected and it provides that such salary is to be effective at the commencement of the next term of office of the mayor.

**Section 2-13. Filling of Vacancies.**

(a) *Councillor at Large* -- If a vacancy in the office of councillor at large shall occur/is declared - (Approved 12/9/2002) the vacancy shall be filled by the candidate for the office of councillor at large at the preceding city election who received the highest number of votes without being elected and provided such person is willing to serve. If a person who received such highest number of votes is not willing to serve the other candidates in descending order of number of votes received shall be offered the vacancy until one accepts the office. If no such candidate is available the city council shall, within thirty (30) days following the date on which the vacancy is declared to exist, elect a suitable person from among the voters of the city to serve for the balance of the unexpired term. The city clerk shall certify the said candidate to the office of councillor at large to serve for the balance of the unexpired term.

(b) *Ward councillor* -- If a vacancy in the office of ward councillor shall occur the vacancy shall be filled in the same manner as provided for councillors at large, provided that the candidate who is willing to serve shall have received at least thirty percent (30%) of the total number of votes cast for the office of ward councillor in the ward for which the vacancy exists. If no such candidate is available the city council shall, within the thirty (30) days following the date on which the vacancy is declared to exist, elect a suitable person from among the voters residing in the ward to serve for the balance of the unexpired term. The city clerk shall certify the said candidate to the office of ward councillor to serve for the balance of the unexpired term.

(c) *In General* -- Whenever a vacancy exists on the council which is not filled when the next election occurs, the person at the city election who is elected to the seat in which the vacancy exists shall forthwith be sworn and shall serve for the balance of the then unexpired term, in addition to the term for which he was elected. If the vacancy is in the office of councillor at large, it shall be filled by the person receiving the highest number of votes for the office who is not then a member of the city council.

(Referendum of 11-5-85)

**Section 2-14. General Powers.**

Except as otherwise provided by law or the charter, all powers of the city shall be vested in the city council which shall provide for their exercise and for the performance of all duties and obligations imposed on the city by law.

**ARTICLE 3. EXECUTIVE BRANCH****Section 3-1. Mayor; Qualifications; Term of Office; Compensation; Prohibitions.**

(a) *Mayor, Qualifications* -- There shall be a mayor, elected by and from the voters, who shall be the chief executive officer of the city. Any voter shall be eligible to hold the office of mayor. The mayor shall devote his full time to the office, that is, he shall not hold any other elective public office, nor shall he actively engage in any other business, occupation or profession during his service as mayor.

(b) *Term of Office* -- The term of office of the mayor shall be two years beginning on the first secular day of January following his election and until his successor is qualified.

(c) *Compensation* -- The city council shall by ordinance establish an annual salary for the mayor. No ordinance establishing or increasing such salary shall be effective unless it shall have been adopted in the first eighteen months of the term for which councillors are elected and it provides that such salary is to be effective at the commencement of the next term of office of the mayor.

(a) All municipal insurance, including fire, liability, fiduciary, bonds and protective insurance of all kinds, shall be in the charge of the mayor or his designee.

(b) In case a loss is suffered under any policy of insurance held by the city, such loss shall immediately be reported by the department head or board in control of such property to the mayor, who shall take the necessary steps to recover for such loss.

(Code 1970, § 2-5)

**Sec. 2-52. Signing or approval of contracts, deeds, etc.**

All agreements, contracts, deeds, indentures, instruments or leases that may be given or required to be executed by the city shall be signed or approved by the mayor and sealed with the seal of the city.

(Code 1970, § 2-92)

**Sec. 2-53. Discharge, release or assignment of mortgages.**

Whenever any person, having lawful authority to redeem any estate mortgaged to the city, shall make application to the mayor for such purpose, the mayor shall have the power, on payment of the money due on such mortgage to the city treasurer, to discharge, release or assign the same, without liability or recourse to the city, and to execute, in behalf of the city, any and all legal instruments that may be necessary for this purpose, with authority to seal the same with the seal of the city.

(Code 1970, § 2-93)

 **Sec. 2-54. Compensation.**

The mayor will receive annual compensation of sixty-five thousand dollars (\$65,000.00) per annum, effective January 1, 1998.

(Ord. No. 6-1996, § J, 3-19-96)

Secs. 2-55--2-59. Reserved.

**DIVISION 3. CITY CLERK\***

---

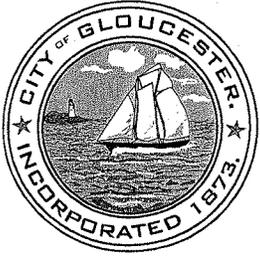
\*State law reference(s)--City clerks generally, M.G.L.A. c. 41, § 12 et seq.; appointment and term of city clerk, M.G.L.A. c. 43, § 18.

---

**Sec. 2-60. General duties; permitting removal of records.**

(a) The city clerk shall perform all the duties required by the general laws of the commonwealth, the charter, this Code and the other ordinances of the city.

(b) The city clerk shall have the care and control of the city records, and of all documents, maps, plans and papers of the city, respecting the care and custody



## OFFICE OF THE CITY CLERK

9 Dale Avenue • Gloucester, Ma. 01930  
Office (978) 281-9720 Fax (978) 282-3051

January 23, 2012

### MEMORANDUM

To: Jim Duggan, Chief Administrative Officer  
From: Linda T. Lowe, City Clerk *LTL*

Re: History of Compensation for Mayor

In connection with the two recent City Council Orders concerning a proposed salary increase for the elected position of Mayor and with your related inquiry requesting information on the history of compensation for the position of Mayor we have researched City records from 1976 to 2001 a time period which covers when a salary was first paid to the elected Mayor up through the last salary increase. The Archives Committee and Sarah Dunlap provided assistance to us on this question. Their research which includes reference to the original 1977 salary of \$22,500 is attached .

The position of an elected, compensated mayor began with the changes brought about under the Gloucester Home Rule Charter first effective in 1976. (Copy of 1974 Charter Commission Report attached). Prior to 1976 the City had a City Manager form of government. When first adopted , the Charter provided in sec. 3-1(c) that : "The city council shall by ordinance establish an annual salary for the mayor. No ordinance establishing or increasing such salary shall be effective unless it shall have been adopted in the first eighteen months of the term for which councillors are elected and it provides that such salary is to be effective at the commencement of the next term of office of the mayor." This language has not changed since 1976.

Although the Charter refers to an ordinance there does not appear to have been an ordinance adopted until 1996 when sec. 2- 54 (minutes attached ) was added to the Code of Ordinances setting the salary at \$65,000. The council increased the salary twice after 1996 but did not amend the ordinance. In April 1999 the Council voted to raise the salary to \$70,000 effective January 1, 2001 and in June 2001 the Council voted to raise the salary by \$2500 to \$72,500 effective January 1, 2002 and by \$2500 to \$75,000 effective January 1, 2003. (minutes attached ). There have been no increases subsequent to the January 2003 increase.

#### Attachments

Copies to: Councillor Theken, O&A Chr.  
Councillor McGeary, B&F Chr.

**MOTION:** On motion of Councilor Kennedy, seconded by Councilor Webster the City Council voted **UNANIMOUSLY** to approve Transfer 01-C131 from account 1-57-5700 to account 1-403-52-5396 in the amount of \$57,000. Funds needed to offset deficit in account.  
**MAYOR** - reserve for year end close out)

CCM  
06/25/2001

**MOTION:** On motion of Councilor Khambaty, seconded by Councilor Webster the Budget and Finance Committee voted 3 in favor 0 opposed to recommend to the full City Council to approve Transfer 01-C135 from account 61-000-320-3262-6 to account 61-000-359-3151-6 in the amount of \$52,408.75. Funds needed to resolve the water deficit in FY01. (DPW)

A TRUE COPY ATTEST:  
*Robert B. M... [Signature]*  
CITY CLERK  
GLOUCESTER, MASS.

**MOTION:** On motion of Councilor Kennedy, seconded by Councilor Webster the City Council voted **UNANIMOUSLY** to approve Transfer 01-C135 from account 61-000-320-3262-6 to account 61-000-359-3151-6 in the amount of \$52,408.75. Funds needed to resolve the water deficit in FY01. (DPW)

**MOTION:** On motion of Councilor Khambaty, seconded by Councilor Webster the Budget and Finance Committee voted 3 in favor 0 opposed to recommend to the full City Council to approve Supplemental Appropriation 2001-V in the amount of \$105,401.83 to fund snow and ice deficit in FY01. (DPW)

**MOTION:** On motion of Councilor Kennedy, seconded by Councilor Webster the City Council voted **UNANIMOUSLY** to approve Supplemental Appropriation 2001-V in the amount of \$105,401.83 to fund snow and ice deficit in FY01. (DPW)

**MOTION:** On motion of Councilor Kennedy, seconded by Councilor Khambaty the Budget and Finance Committee voted 2 in favor 0 opposed 1 abstain (Councilor Webster) to recommend to the full City Council the following salary increases for the position of Mayor:  
January 1, 2002 in the amount of \$2,500  
January 1, 2003 in the amount of \$2,500

**MOTION:** On motion of Councilor Kennedy, seconded by Councilor Destino the City Council voted 7 in favor 1 abstain (Councilor Webster) the following salary increases for the position of Mayor:  
January 1, 2002 in the amount of \$2,500  
January 1, 2003 in the amount of \$2,500

*[Handwritten mark resembling a large '3' or 'B' with a signature]*

June 21, 2001

Budget and Finance Committee

h. Transfer 01-C131 \$57,000 MAYOR

**MOTION: On motion of Councilor Khambaty, seconded by Councilor Webster the Budget and Finance Committee voted 3 in favor 0 opposed to recommend to the full City Council to approve Transfer 01-C131 from account 1-900-57-5700 to account 1-403-52-5396 in the amount of \$57,000. Funds needed to offset deficit in account. (MAYOR - reserve for year end close out)**

A TRUE COPY ATTEST:  
*Robert B. McLaughlin*  
CITY CLERK  
GLOUCESTER, MASS.

Transfers 01-C132 and C133 were tabled until 6/25.

Transfer 01-C134 will be formally withdrawn on 6/25.

h. Transfer 01-C135 \$52,408.75 DPW

**MOTION: On motion of Councilor Khambaty, seconded by Councilor Webster the Budget and Finance Committee voted 3 in favor 0 opposed to recommend to the full City Council to approve Transfer 01-C135 from account 61-000-320-3262-6 to account 61-000-359-3151-6 in the amount of \$52,408.75. Funds needed to resolve the water deficit in FY01. (DPW)**

**6. SUPPLEMENTAL APPROPRIATION \$105,401.83**

**MOTION: On motion of Councilor Khambaty, seconded by Councilor Webster the Budget and Finance Committee voted 3 in favor 0 opposed to recommend to the full City Council to approve Supplemental Appropriation 2001-V in the amount of \$105,401.83 to fund snow and ice deficit in FY01. (DPW)**

Total overlay surplus used for FY01 shortfall: \$348,560.38 has been released by the Assessors.

**7. Mayor's Salary Survey**

Councilor Kennedy made a recommendation of 3.5% increase in 1/01/02 and 1/01/03.

**MOTION: On motion of Councilor Kennedy, increase mayor's salary starting 1/1/02 to \$75,000 no second for this motion**

June 21, 2001

Budget and Finance Committee

**MOTION: On motion of Councilor Kennedy, seconded by Councilor Khambaty the Budget and Finance Committee voted 2 in favor 0 opposed 1 abstain (Councilor Webster) to recommend to the full City Council the following salary increases for the position of Mayor:  
January 1, 2002 in the amount of \$2,500  
January 1, 2003 in the amount of \$2,500**

The meeting adjourned at 12:05 p.m.

Submitted by:

Sharon George  
Clerk of Committees

April 13, 1999

**Increase in Mayor's Salary**

**MOTION:** Councilor Kennedy moved to recommend the full City Council increase the Mayor's salary by \$2500, for a total of \$67,500, effective January 1, 2000, and further, to increase the Mayor's salary by \$2500 for a total of \$70,000, effective January 1, 2001. Second by Councilor Mitchell.

Councilor Giacalone questioned the route by which this item came to the Budget & Finance Committee. Councilor Kennedy explained that approximately six or seven months ago this request came via the Mayor's Report along with the request to review the City Council's salary; although the Council's salary increase was voted at public hearing, no discussion was held re Mayor's salary increase.

Councilor Foote said he would not vote in favor of this increase in that the position of Mayor is not a career position, nor does the position require a degree, as do other positions in the City. He added that two years ago, an increase of \$15,000 was voted for that position; it is an elected office, and anyone could hold that position if a candidate garnered sufficient votes.

Councilor Foote also noted that the Mayor was a member of the School Committee, and Councilor Giacalone's wife worked for the school department; since the School Committee approves salary increases for the school department employees, it was Councilor Foote's contention that Councilor Giacalone should abstain on this vote. He added that should Councilor Giacalone not abstain, he would like a legal opinion in this regard.

**MOTION:** On a motion by Councilor Kennedy, second by Councilor Mitchell, it was voted by Roll Call 6 in Favor, 1 Opposed (Foote) to recommend the full City Council increase the Mayor's salary by \$2500, for a total of \$67,500, effective January 1, 2000, and further, to increase the Mayor's salary by \$2500 for a total of \$70,000, effective January 1, 2001.

**Transfer - Community Development**

Councilor Kennedy stated that this transfer was to fund a hotel feasibility study, and a representative from Hunneman would be attending a Budget & Finance Committee meeting to discuss the scope of the study.

**Ordinance and Administration - April 5, 1999 -****Amend §10-52(b) Use of Public Landings and §10-82, "Lobstering"**

**MOTION:** On a motion by Councilor Foote, second by Councilor Kennedy, it was voted UNANIMOUSLY ADVERTISE FOR PUBLIC HEARING to Amend §10-52(b), Use of Public Landings, by ADDING "The Harbormaster may permit the seasonal tie-up if dinghies, tenders or other auxiliary vessels less than twelve (12) feet in length at portions of any Public Landing so designated by the Waterways Board, provided that the fee set forth below has been paid. Such permitted vessel shall be marked by an official sticker on their transoms."

March 19, 1996

## City Council

Page Three

Councilor Kaknes stated that Councilors did not take this job for the money; and, the Council should try to save every dime of the taxpayers money. Councilor Giacalone stated he serves on the Council as a public service not as a compensated job. He stated that during the increase discussion in 1992, there was much controversy. Councilor Khambaty stated that in 1992, the Council tried to reduce salaries voluntarily to set a stage for the City as a whole during financial problems. He stated the times have changed and the City is in a better financial position. Further, the payback would be great to the community.

Councilor Giacalone stated that conditions have changed; however, people are still facing betterment and higher tax bills. Councilor Grace stated that with the rate of unemployment in the City and the numbers on fixed income, he could not accept a raise. Councilor Webster stated that if she were sure she was not running in the next election, she would vote positively for the raise; further, being a Councilor is a serious activity and the Council should be willing to move the stipend ahead in order to attract qualified people to run, with salary increase in effect until the year 2000. Councilor Rasmussen stated that she didn't run because of the salary and the compensation does cover costs incurred such as phone bills and mileage; however, is not comfortable raising the salaries without considering an expense account line in future budgets.

>MOTION: On motion of Councilor Rasmussen, seconded by Councilor Kennedy, the City Council voted by Roll Call 3 In favor (Kennedy, Khambaty and Webster) 4 Opposed (Giacalone, Grace, Kaknes and Rasmussen) to AMEND the Code of Ordinances, Chapter 2, Article II "City Council", by ADDING Section 2-26, "Compensation" to READ as follows: 2-26: Compensation. Members of the City Council will receive annual compensation of \$7,000 per annum; President of the City Council \$8,000 per annum; and Vice President of the City Council \$7,500 effective January 1, 1998.

MOTION FAILS

PUBLIC HEARING #6: AMEND the Code of Ordinances, Chapter 2, Article III, Division 2 "Mayor" by ADDING Section 2-54, "Compensation" to READ as follows: 2-54: Compensation. The Mayor will receive annual compensation of \$65,000 per annum effective January 1, 1998.

March 19, 1996

City Council

Page Four

The Public Hearing is Opened.

Speaking In Favor. No one spoke

Speaking In Opposition. Mr. Holmes, 318 Washington St, stated that the Mayor is underpaid and should receive just compensation, but not a \$15,000 increase and the Council should review an incremental increase.

Rebuttal. None

Communications. None

Questions. None.

The Public Hearing is Closed.

Council Discussion. Councilors Webster, Grace, Rasmussen and Giacalone spoke in favor noting that there are factors involved such as instability of the job, providing the City a competitive pool of candidates at election time; savings coming back to the City through expertise; showing respect for the position; higher rate provides higher caliber of candidates; salary commensurate with private industry; diversity of responsibilities of the Mayor; and comparison of salaries in surrounding towns. Councilor Kaknes, stated that the increase is warranted, but is too much of an increase in one increment and suggested an amendment to \$60,000.

>MOTION: On Motion of Councilor Rasmussen, seconded by Councilor Kennedy, the City Council voted by Roll Call 7 In Favor 1 Opposed (Kaknes) to AMEND the Code of Ordinances, Chapter 2, Article III, Division 2 "Mayor" by ADDING Section 2-54, "Compensation to READ as follows: 2-54: Compensation. The Mayor will receive annual compensation of \$65,000 per annum effective January 1, 1998.

PUBLIC HEARING #7. Chapter 19 Pawnbrokers

The Public Hearing is Opened.

Speaking In Favor. No one spoke.

Speaking In Opposition. No one spoke

Rebuttal. none

Communications. *Opinion from Meg Nelson, Assistant General Counsel, City of Gloucester.*

Questions. None.

The Public Hearing is Closed.

Council Discussion.

>MOTION: On motion of Councilor Rasmussen, seconded by Councilor Giacalone, the City Council voted by Roll Call 7 in favor 0 opposed, to Amend CHAPTER 19, Second Hand Goods, Article III, Pawnbrokers, Division I. Generally, Section 19-53 Articles not to be sold until four (4) months after purchase or receipt thereof.

Mayor's Salary discussions in City Council records

Dec. 21, 1976 – see attached photocopy

1977 p. 45: Feb. 8, 1977: Ordinance that salary of the Mayor, beginning Jan 1, 1978, be established at \$22,500

1978: pp. 117, 129: Mar 2, and Mar. 16, 1978: ordinance re Mayor's salary, to take effect as of Jan. 1, 1984: \$32,500

Jan 1, 1985 \$35,000

Jan 1, 1986 \$37,500

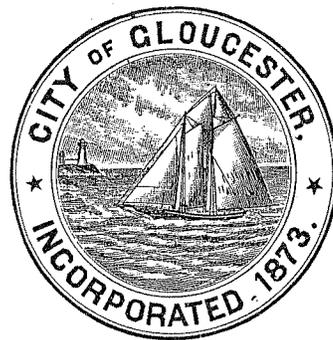
Jan 1, 1987 \$40,000

1982: p. 129 see attached photocopy

1987, p. 13: Jan 17, 1987: ordinance, Mayor's salary proposal: 1990: \$55,000  
1991: \$57,500

1996, pp.83-84 Proposed raise to \$65,000 (a raise of \$15,000), with one councilor suggesting a reduced to raise to \$60,000. One of these was approved.

**FINAL REPORT**  
of  
**THE CHARTER COMMISSION**  
of  
**GLOUCESTER, MASSACHUSETTS**



**GLOUCESTER CITY CHARTER**

Submitted to  
**THE CITY COUNCIL**  
Gloucester, Mass.  
September 5, 1974

## INTRODUCTION

In the city election of 1973, you, the citizens of Gloucester, by an overwhelming vote, authorized the creation of a Commission to study our city charter and recommend changes for you to vote on in 1975. We, the members of your Charter Commission, accepted your vote as a mandate to do two things only: (1) make a thorough study of our charter and possible alternatives and (2) present to you a report that was thoughtfully considered and carefully drawn. We have done our best to accomplish these two purposes.

We spent as much time as was reasonably possible in listening to officials of our city and other cities. We held six public hearings listing and subsequently debating every suggestion made during almost five months of taking testimony. If our hard work were the only criteria by which the charter were to be judged, we would stand confident of your approval at the city election of 1975. But hard work isn't enough; a charter stands or falls on the merits of the system of government which that Charter creates. In that regard we hope you will agree with us that the Charter presented herein offers our city excellent prospects for the conduct of good government in the years ahead.

## SUMMARY OF IMPORTANT FEATURES

In the years around the turn of the century, city ballots were cumbersome with almost every city officer and board member being elected by the public. In the years since then, ballots have shortened, powers have been centralized to make city officials more visible and thereby more accountable. Unfortunately, in Gloucester, we arrived at the point where our city government does not have in it a single full-time official elected by the voters. Serious questions have been raised regarding the accountability of our present system. By providing a separately elected Mayor and a Council that includes ward councillors, the new Charter offers the city elected officials that will be clearly visible and directly accountable.

It was the further concern of the Commission that the present system of Government provides too little political leadership because the City Manager serves at the daily pleasure of the Council, the Mayor is essentially a figurehead position and each Councillor has one vote in seven. Someone is needed, not to dictate, but to formulate overall programs and stand up for them before the City Council and the public generally. A separately elected Mayor will fill this leadership vacuum. The Charter provides the Mayor with a professional assistant to advise and assist in the development of efficient administrative procedures.

A City Council comprised of both councillors at-large and ward councillors will provide representation for wards that have for a number of years been unrepresented by someone from their area. This system of electing a Council, which is the most widely used

system nation-wide, will also give the city elections that are more competitive thereby giving the record of candidates and the issues greater importance.

The Council and Mayor are put into a balanced system that allows each to check on the performance of the other and report to the people. The Mayor proposes the budget that the Council votes on and the Mayor may veto (subject to two-thirds override) legislation of the Council with which he disagrees. The Council confirms the Mayor's appointments to assure their quality and the Council arranges for financial and management audits of city departments to check on the performance of the Mayor. The Mayor will have a voice and a vote on the School Committee to provide balance there.

Under our present form of government, a majority of all Councillors elected have been elected by a minority of the City's voters. A Charter provision for a primary, when there is a large number of candidates, will prevent this situation from occurring in the future.

The new Charter also contains these important points:

Ballot position to be determined by lot with no preference for candidates for re-election.

Separate committees to oversee the selection of architects and the construction of new city buildings.

Advertising of openings on city boards and more complete orientation of new members.

Citizen initiative procedures that allow citizens to start or prevent action in the City Council and call for a public vote.

Regular, advisory referendum questions on the city ballot to advise the City Council and School Committee on issues for the coming term of office.

An important feature of the Charter that should be noted is that if the city accepts this "home rule" charter, then important Charter decisions in the future will be decided by vote of Gloucester's citizens and not by the state legislature.

There are many other points of interest in the Charter, too many to be discussed in this summary. We hope you will read the Charter. When you do, you will find we have established a system of government, the many individual parts of which have been considered in detail for workability and compatibility.

## STATEMENT OF MAJOR DIFFERENCES

The first major difference is that the appointive office of City Manager will be replaced with an elected Mayor who will be the chief executive and administrative officer of the city government.

The second major difference is that the City Council will be increased from seven to nine members and it will consist of persons elected both at-large and from wards. Presently, all seven City Councilors are elected at-large. The last major difference is that a preliminary election will be held to reduce the number of candidates for each office before the general election. Presently, there is no limit on the number of candidates whose names appear on the final election ballot.

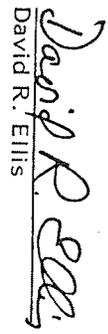
#### CONCLUSIONS

The Charter Commission unanimously agrees that this is the best Charter which can be proposed for our city at the present time. We unanimously agree that the Charter will significantly improve some existing procedures in the city government structure and will, in the long run, provide a higher quality of service to the citizens of our city when accepted. We urge the adoption of the Charter.

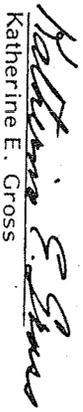
Respectfully submitted,

#### GLOUCESTER CHARTER COMMISSION

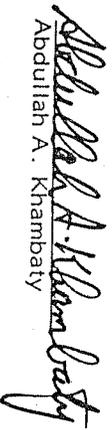
  
Joseph Salah, Chairman

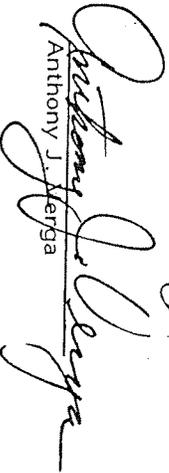
  
David R. Ellis

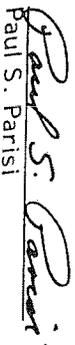
  
Leonard R. Putonen

  
Katherine E. Cross

  
Donald J. Ross

  
Abdullah A. Khambaty

  
Anthony J. Jeryga

  
Paul S. Parisi

  
Harriet M. Webster

#### ARTICLE 1

#### INCORPORATION; FORM OF GOVERNMENT; POWERS OF THE CITY

##### Section 1-1 Incorporation

The inhabitants of the City of Gloucester, within the territorial limits established by law, shall continue to be a body corporate and politic under the name "City of Gloucester."

##### Section 1-2 Short Title

This instrument shall be known and may be cited as the Gloucester Home Rule Charter.

##### Section 1-3 Form of Government

The administration of the fiscal, prudential, and municipal affairs of the City, with the government thereof, shall be vested in an executive branch, to consist of the mayor, and a legislative branch, to consist of the city council. The executive branch shall never exercise any legislative power, and the legislative branch shall never exercise any executive power.

##### Section 1-4 Powers of the City

Subject only to express limitations on the exercise of any power or function by a city in the constitution or statutes of the commonwealth, it is the intent and the purpose of the voters of Gloucester, through the adoption of the charter to secure for the city all powers it is possible to secure under the constitution and statutes of the commonwealth, as fully and as completely as though each such power were specifically and individually enumerated herein.

##### Section 1-5 Construction

The powers of the city under the charter are to be construed liberally in favor of the city, and the specific mention of particular powers is not intended to limit in any way the general powers of the city as stated in section 1-4.

##### Section 1-6 Intergovernmental Relations

Subject only to express limitations in the constitution or statutes of the commonwealth, the city may exercise any of its powers or perform any function, and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with the commonwealth or any political sub-division or agency thereof or the United States government or any agency thereof.

**ARTICLE 3**  
**EXECUTIVE BRANCH**

**Section 3-1 Mayor; Qualifications; Term of Office; Compensation**

(a) **Mayor, Qualifications** — There shall be a mayor, elected by and from the voters, who shall be the chief executive officer of the city. Any voter shall be eligible to hold the office of mayor. The mayor shall devote his full time to the office and shall not hold any other elective public office, nor shall he actively engage in any other business, occupation or profession during his service as mayor.

(b) **Term of Office** — The term of office of the mayor shall be two years beginning on the first secular day of January following his election and until his successor is qualified.

(c) **Compensation** — The city council shall by ordinance establish an annual salary for the mayor. No ordinance establishing or increasing such salary shall be effective unless it shall have been adopted in the first eighteen months of the term for which councilors are elected and it provides that such salary is to be effective at the commencement of the next term of office of the mayor.

**Section 3-2 Executive Powers; Enforcement of Ordinances**

The executive powers of the city shall be vested solely in the mayor, and may be exercised by him either personally or through the several city agencies under his general supervision and control. The mayor shall cause the laws, ordinances and orders for the government of the city to be enforced, and shall cause a record of all his official acts to be kept.

**Section 3-3 Appointments by the Mayor**

The mayor shall appoint all city officers, department heads and members of multiple-member bodies for whom no other method of appointment or selection is provided by the charter, excepting only officers serving under the school committee, officers appointed by state officials and persons serving under the city council. All such appointments made by the mayor shall be subject to review by the city council as provided in section 2-10.

**Section 3-4 Certificate of Appointment**

In making his appointments the mayor shall sign and file with the city clerk a certificate substantially in the following form:

**Certificate of Appointment**

I appoint (name of appointee) to the position of (name of office) and I certify that (s)he is a person especially fitted by education, training or experience to perform the duties of the office and to assume the responsibilities which will devolve upon him/her, and that I make this appointment solely in the interest of the City of Gloucester.

(signed)

Mayor

**Section 3-5 Removal of Officials**

The mayor may remove any person appointed under section 3-3 by filing a written statement with the city clerk setting forth in detail the specific reason or reasons therefor, a copy of which shall be delivered in hand, or mailed to the last known address of the person whose removal is sought, who may make a written reply, which if (s)he desires, may be filed with the city clerk and be a public record; but no such reply shall affect the action taken by the mayor unless the mayor so determines.

**Section 3-6 Temporary Appointments**

Whenever a vacancy in an office appointed by the mayor occurs, whether by reason of death, disability, resignation, removal or otherwise, the mayor may appoint the head of another city office or agency, or a city officer or city employee, or some other person to perform the duties of the office for a period not to exceed three months. Such temporary appointment shall not be subject to review by the city council as provided in section 2-10. Whenever a vacancy continues beyond three months, the mayor may make a second three months appointment, but no temporary appointment shall be continued for more than six months unless authorized by the city council.

**Section 3-7 Administrative Assistant to the Mayor**

To aid him in performing the duties of his office the mayor shall, within sixty days following his inauguration, appoint, subject to the provisions of section 2-10, an administrative assistant who is professionally qualified as a municipal administrator by virtue of education, training and previous experience. The administrative assistant to the mayor need not be a resident of the City of Gloucester.

The administrative assistant to the mayor shall assist the mayor in the preparation of an annual operating budget for all city agencies, and shall, in cooperation with the city auditor, administer the operating budget throughout the year. He shall assist the mayor and the heads of all city agencies in the development of a capital outlay program and the preparation of a capital improvement budget. The mayor may delegate to the administrative assistant to the mayor any power or duty which he has under the charter other than the power to veto measures adopted by the city council or the power to appoint or to remove city officers, members of multiple-member bodies and department heads. Under the supervision of the mayor the administrative assistant to the mayor shall be specifically responsible for the following:

- (a) Coordination and supervision of all city agencies.
- (b) Submission of reports at such times as may be required.
- (c) Installation and maintenance of financial management and record keeping systems.
- (d) Conduct of a continuing study of the work of all city agencies and the preparation of management policies based on such studies.
- (e) Preparation of policy programs and ordinance recommendations affecting the management of the city.

Continuation from City Solicitor re: Fees for John Sutherland (continued).

Councillor Moynahan said that the Council could make it very clear that this would not be a precedent but that should such incidents occur in the future, the Council should advise the affected parties as to whether or not they should engage an attorney.

Councillor Mac S. Bell suggested that the Council and Mr. Sutherland compromise and reduce the bill in half and that perhaps the Mayor would be more agreeable to such an approach.

Councillor Whynott stated he would not support any action to reimburse Mr. Sutherland for his expenses as he felt it would set a precedent. Councillor John Bell pointed out that those who serve the community in unpaid positions on Boards and Commissions are the least compensated. He further pointed out that city employees have not only Civil Service but union protection and noted for example that the teachers have their Massachusetts Teachers' Association who provide legal assistance. He hoped that the Council would agree to somehow reimburse Mr. Sutherland and that the Ordinance & Administration Committee could draft an ordinance which would protect members of the Boards & Commissions. Councillor McCormack moved to postpone action on Councillor Foote's motion until the first regular meeting in February, 1977, and that the Budget & Finance Committee review the matter and keep all avenues open to Mr. Sutherland and the City Council. Seconded by Councillor Mac S.

Lyon and McCormack voting "yes". Councillor Foote's motion was then defeated on roll call vote #4, Councillors Foote, Lyon, and Whynott voting "yes". Councillor Moynahan moved that the City Council record itself in favor of either partial or full payment of Mr. Sutherland's legal expenses considering the extenuating circumstances and that the decision of the mode of payment be referred to the committee on Budget & Finance for a report and recommendation to the full council. Seconded by Councillor Greenbaum and adopted on roll call vote #5, with Councillors Foote and Whynott voting "no".

Compensation to Mayor

Councillor Moynahan moved that the Mayor's salary for 1978 be \$28,000.00. Seconded by Councillor Foote for discussion. Motion defeated, Councillor Moynahan voting "yes".

Councillor Whynott moved that the Mayor's salary for 1978-79 be set at \$20,000.00 and set at \$22,000.00 for 1980-81. Seconded by Councillor Lyon and defeated on roll call vote #6, with Councillor Lyon and Whynott voting "yes".

Councillor John Bell moved that the Mayor's salary for 1978 remain at \$19,500.00. Seconded by Councillor Whynott and defeated on roll call vote #7, with Councillors John Bell, Foote and Whynott voting "yes".

Matter of setting Compensation for position of Mayor (continued)

Councillor Lyon moved that the salary for the Mayor for 1978 be \$21,000.00 and for 1979 be \$22,500.00. Seconded by Councillor Foote for discussion and defeated on roll call vote #8, with Councillors Mac Bell, Khambaty, Lyon voting "yes".

It was agreed at this point that consideration of the salary for 1980-81 term would be postponed to the term of the 1978-79 Council and that that Council would be mandated to review the Mayor's salary as this Council was by Charter.

Councillor McCormack moved that the salary for 1978-79 be \$22,500.00. Seconded by Councillor Greenbaum and adopted on roll call vote #9, Councillor John Bell, Foote, Moynahan and Whynott voting "no". The Clerk pointed out that to ordain the salary ordinance the Council will need six votes (2/3's). In view of that, Councillor McCormack moved to reconsider. Seconded by Councillor Moynahan and adopted on roll call vote #10, with Councillor Foote and Khambaty voting "no", and Councillor Mac S. Bell voting "present".

Councillor McCormack moved that salary for 1978 be set at \$23,000.00 and set at \$24,000.00 for 1979. Seconded by Councillor Greenbaum and defeated on roll call vote #11, with Councillors Greenbaum, McCormack and Moynahan voting "yes", Councillor Mac S. Bell voting "present".

Councillor Khambaty moved that the salary for 1978-79 be set at \$23,000.00. Seconded by Councillor Foote for discussion and defeated on roll call vote #12, Councillors John Bell, Mac S. Bell, Foote and Whynott voting "no".

Councillor Moynahan moved to reconsider. Seconded by Councillor McCormack and adopted unani- mously.

Councillor Khambaty moved that the salary for 1978-79 be set at \$22,000.00. Seconded by Councillor Foote for discussion and defeated on roll call vote #13, Councillors John Bell, Foote, Moynahan and Whynott voting "no".

Councillor Whynott moved that the salary for 1978-79 be set at \$20,500.00. Seconded by Councillor Lyon and defeated on roll call vote #14, with Councillors John P. Bell, Foote, Greenbaum, Khambaty, McCormack and Moynahan voting "no".

Councillor McCormack moved that the salary for 1978 be set at \$22,500.00 and at \$23,500.00 for 1979. Seconded by Councillor Greenbaum and defeated on roll call vote #15, Councillors Mac S. Bell, Greenbaum, and McCormack voting "yes".

Councillor Foote moved to postpone action until the first meeting of June, 1977. Seconded by Councillor John Bell and defeated on roll call vote #16, Councillors John Bell, Foote and Greenbaum voting "yes".

Councillor Khambaty moved to set the salary for 1978-79 at \$22,500.00. Seconded by Councillor Greenbaum and adopted on roll call vote #17, Councillor John Bell, Foote, Moynahan and Whynott voting "no".

... moved to reconsider. Seconded by Councillor Moynahan and adopted.

... ended by Councillor

COMMITTEE REPORTS - B & F MEETING OF 3/10/82 (Continued)

could always be readjusted. Councillor O'Connor said she doubled once the salary scale was set that the future city councils would take the initiative to change it.

Councillor Khambaty noted that it was well known last year that the city council favored raising the Mayor's salary in line with cost of living and the going wage scale; however, the Mayor announced that even if the ordinance was adjusted he would freeze the Mayor's salary increase because of the city's financial limits due to Prop. 2 1/2.

FY83 BUDGET OF CITY - CITY AUDITOR - CITY COUNCIL:

Chairman of B & F Robert Wynott noted for the record that the committee is still reviewing the above budget which they hope to finalize at their next meeting--3/24/82. He also noted that the scheduled meeting for 3/17 has been cancelled.

MATTER OF REVIEWING THE REFERENDUM VOTE OF LAST NOVEMBER, 1981:

The Council agreed to request the City Solicitor for an opinion to see if the city council had the authority to do more than note for information the following referendum vote:

Referendum Question #2 (11/3/81 election) Non-Binding:

"Shall the Mayor and the City Council give to the School Department each year a share of any unanticipated aid or revenue received by the City of Gloucester after June 30th of any

(3) Add the following new section:

19-15 - Free Permits relative to Shellfish, Seaworms and Eels

Residents 70 years of age and over shall be granted free permits.

*March 10 1982 P 129*

CLOSING OF "BACK CREEK" SHELLFISH AREA: Voted to advertise for public hearing. The

Shellfish Advisory Commission also voted to request the City Council to close the Clam Flat known as

"Back Creek" forthwith for an indefinite period.

(City Clerk requested to provide map showing area of Back Creek for public hearing.)

Budget & Finance Committee Meeting of 3/10/82:

Voted to advertise for public hearing the following proposed ordinance regulating the Salary of

the Mayor: It was voted 8-1 (with Councillor O'Connor opposed) to ADVERTISE FOR PUBLIC

HEARING AN ORDINANCE AMENDING THE SALARY SCALE OF THE MAYOR OF THE CITY OF

GLOUCESTER AS FOLLOWS:

AS OF:

January 1, 1984	\$32,500.00 per annum
January 1, 1985	\$35,000.00 per annum
January 1, 1986	\$37,500.00 per annum
January 1, 1987	\$40,000.00 per annum

Although Councillor O'Connor stated that she was philosophically in agreement with the concept

that the Mayor's salary should be raised, but could not support such a long projection into the future.

Some of the councillors felt that the ordinance (if not reflective to the economy later down the line)

*Map page*

*April 13, 1982: Council's salary scale approved  
15/1  
1986 & 1987 deferred  
log of the hearing*



**CITY OF GLOUCESTER 2012  
CITY COUNCIL ORDER**

**ORDER:** #CC2012-005  
**COUNCILLORS:** Bruce Tobey

**DATE RECEIVED BY COUNCIL:** 01/24/12  
**REFERRED TO:** B&F  
**FOR COUNCIL VOTE:**

**ORDERED** that the salary of the Mayor be set at \$100,000 per annum for the term beginning January 1, 2014.

And Further

**ORDERED** that this matter be referred to the Budget and Finance Committee for review and recommendation.

Bruce Tobey  
Councillor At Large

Management Salary Survey

MAYOR	POPULATION	SALARY	OVERSEES WATER PLANT	OVERSEES SEWER PLANT
Agawam	28,091	\$85,000	No	No
Amesbury	16,584	\$80,000	Yes	Yes
Attleboro	42,833	\$85,000	Yes	Yes
Beverly	39,343	\$90,560	No	No
Boston	620,535	\$175,000	No	No
Braintree	35,294	\$105,261	No	No
Brockton salary is based on annual CPI and fluctuates	93,007	\$132,482	Yes	Yes
Chickopee	54,941	\$65,000	Yes	Yes
Easthampton	16,195	\$62,000	No	No
Everett	37,353	\$85,000	No	No
Fall River	90,931	\$110,653	Yes	Yes
Fitchburg	42,215	\$60,580	Yes	Yes
Gardner	20,682	\$78,650	Yes	Yes
Haverhill	61,275	\$90,000	Yes	Yes
Holyoke	39,947	\$85,000	No	No
Lawrence	70,014	\$85,000	Yes	Yes
Lynn	86,957	\$87,000	Yes	Yes
Malden	55,597	\$105,000	No	No
Marlborough	37,932	\$78,680	Yes	Yes
Medford	55,573	\$123,753	No	No
Melrose	26,708	\$98,907	No	No
Methuen	44,065	\$80,000	Yes	No
New Bedford	91,365	\$107,636	Yes	Yes
Newburyport	17,542	\$60,000	Yes	Yes
Newton	82,139	\$97,500	No	No
North Adams	13,711	\$84,470	Yes	No
Northampton	28,379	\$80,000	Yes	Yes
Peabody	51,331	\$94,933	Yes	Yes
Pittsfield	42,652	\$80,914	Yes	Yes
Quincy	92,339	\$119,196	No	No
Revere	60,204	\$118,068	No	No
Salem	41,256	\$80,000	No	No
Somerville	75,662	\$125,000	No	No
Springfield	155,521	\$95,000	No	No
Taunton	55,702	\$88,000	Yes	Yes
Waltham	60,236	\$106,994	Yes	Yes
Westfield	42,125	\$90,000	Yes	Yes
Woburn	36,871	\$73,000	Yes	No

**AVERAGE**

Gloucester  
**VARIANCE**  
**PERCENT**

30,243

**\$93,401**  
**\$75,000**  
**(\$18,401)**  
**-24.53%**

Yes

Yes

Public Works  
28 Poplar Street  
Gloucester, MA 01930



TEL 978-281-9785  
FAX 978-281-3896  
mcole@gloucester-ma.gov

CITY OF GLOUCESTER  
DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

RECEIVED

JAN 10 2012

Mayor's Office

Date: January 9, 2012

To: Mayor Carolyn Kirk  
James Duggan, Chief Administrative Officer  
Jeff Towne, Chief Financial Officer  
Michael Hale, Director of Public Works

Fr: Mark Cole, Asst. Director of Public Works *(mc)*

Re: Loan Authorization Request – Purchase of new Zamboni ice-surfacing machine

---

This memo requests a loan authorization of up to \$130,000 from the City Council to fund the purchase of a new Zamboni machine for the Talbot Rink. The \$130,000 will cover the cost of a new Zamboni (\$123,862.39) as well as any incidental and transportation costs.

The operating budget for the enterprise account for the rink cannot support the purchase of a new Zamboni but it could support the annual payments for a loan authorization. This equipment is vital to the operation of the rink and without it we would not be able to operate. The City has made a major investment in the rink in the past 12 months and this is the next step necessary to reap the benefit of that investment.

**FRANK J. ZAMBONI & CO., INC.**

15714 Colorado Avenue  
Paramount, CA 90723-0770  
Phone (562) 633-0751  
Fax (562) 633-9365  
www.zamboni.com

November 17, 2011

Mark Cole  
City of Gloucester  
9 Dale Ave.  
Gloucester, MA 01930

---

**PROPOSAL**

---

**MODEL:** Zamboni 552

**QUANTITY:** One (1)

**CAPACITY:** Full Size

- Snow Tank  
100 cubic feet (actual volume)  
120 cubic feet (compacted)
- Ice Making Water Tank  
Constructed of High Density Polyethylene  
200 U.S. gallons  
Wash Water Tank (optional)  
Constructed of High Density Polyethylene  
82 U.S. gallons  
Total Water Capacity  
282 U.S. gallons

**ELECTRONIC**

**CONTROLS:** Sevcon® "Power Pak" MOSFET Controls

- The 552 utilizes state-of-the-art Sevcon MOSFET (solid state) controls for both the vehicle traction drive and the accessory functions.
- The Sevcon controls offer the latest in electronics technology and provide exact optimized control to achieve outstanding operability. These controls have been proven throughout the world in demanding applications such as forklifts and airport equipment.

**ZAMBONI**

**ELECTRONIC  
CONTROLS:**

- The solid state MOSFET controls provide for infinitely variable traction speeds in forward and reverse, as well as optimum control of the accessory pump operation

**Fully Programmable Features**

- controlled acceleration.
- accessory pump speeds affecting conditioner/snow tank lift and auger speeds.
- compensation for different battery packages.

**"On-Board" Diagnostic Features**

- operator faults, such as starting in gear or parking brake on.
- faults due to component failure.
- hydraulic filter replacement.
- electric motor brush-wear sensors.
- motor temperature warning.

**Sevcon Dash Display**

- The Sevcon dash display acts as "window access" into the heart of the electric controls.
- full diagnostics with alphanumeric display including stored fault codes.
- battery discharge indicator and motor hourmeters.

**ELECTRIC  
MOTORS:**

- General Electric 17.5 HP traction drive motor with brush wear sensors.
- Baldor 8 HP accessory motor with temperature and brush wear sensors. Designed in motor "step-up" to maximize the usage and efficiency of the battery power.

**BATTERY &  
CHARGER:**

- 510 Amp Hour heavy-duty industrial type lead acid batteries. Heavy-duty features include a tabular solid plate design and heat bonded jar.
- "Intelligent" charger is microprocessor controlled to provide the best charging sequence in all conditions.

**DRIVETRAIN:**

**Dana/Spicer Axles**

- Front - Model 60, rated 6,400 lb. capacity.
- Rear - Model 60, rated 6,200 lb. capacity and is a rigid, full-float design.
- Because the 552 uses Spicer/Dana axles that are optimized for our chassis, we offer the industry's highest manufacturer approved axle capacities.

**DRIVETRAIN:**

- Our chassis/axle combination is the key to the Zamboni 552 having a turning radius of 16 feet, a full 3 feet tighter than most other machines.

**Hub City Transfer Case**

- Rugged cast iron housing for rigid gear and bearing support. Heat-treated alloy steel gears are helical cut for greater strength and lower noise.
- Traction drive motor is directly-mounted to the housing for long shaft life.

**Chassis**

- 2" X 5" structural steel tubing for high strength and long service.

**HYDRAULICS:****Danfoss Pump and Motor**

- Gear-type for high efficiency, flow and speed. This design has been proven in many rugged applications and helps to continue Zamboni's reputation for the best conveyor performance in the industry.

**Charlyn Steering Pump**

- The use of a hydraulic steering system provides very smooth power steering with little effort.

**Filtration and Tank**

- Parker 10 micron hydraulic filter ensures a clean environment for all hydraulic components.
- Large 21 gallon tank enhances hydraulic fluid travel to rid the oil of entrapped air and increase heat dissipation.

**SNOW TANK  
AND AUGERS:**

- Large snow capacity and tank design provides all areas of the snow tank to be completely filled, even the top and rear corners.
- Both 10 inch large diameter augers are double-flighted to ensure good performance even during heavy shaving and the augers are powder coated for durability.

**CONDITIONER:**

- Zamboni Ice Resurfacers have a well-deserved reputation for producing the finest sheet of ice, even after many years of being in use.
- A unique design of spring and hydraulic down pressure is used for superior shaving results.
- Performance will continue for the life of the machine by using replaceable bushings and springs.

## **HUMAN**

- ENGINEERING:**
- The operation of the 552 is very simple. The operator selects the travel direction, then drives the machine with a foot control. Because the conveyors are independent of vehicle speed, the 552 provides full power and speed to the augers at all times, even when slowing for corners.
  - Speed is controlled by a single foot pedal. A solid-state electronic actuator provides smooth and responsive acceleration.
  - Operator compartment has an ergonomic layout and includes a modern steering wheel with spinner knob.
  - The Mosfet electronic controls, while securely locked to inhibit unauthorized entry, are conveniently located should service be necessary. The battery is easily accessed through both side doors for routine maintenance checks, even with the snow tank down.
  - Wiring and looms are well routed and protected.

## **FACILITY**

- ENGINEERING:**
- Zamboni Ice Resurfacers offer unparalleled shaving and snow conveyor performance. A quality sheet of ice is among an arena's primary selling features.
  - Zamboni has the tightest turning radius in the industry, enabling operators to resurface deeper into their corners.
  - The snow tank on the 552 is designed with a flat bottom and sides, allowing for the snow to slide out with the least amount of residue and at a much lower height. This is important for both dumping indoors as well as outdoors in adverse conditions.
  - Polyethylene ice-making water tank is standard. This tank is completely rust free and has a 8" quick access cover for inspection and clean-out.

## **MANUFACTURERS**

**STATEMENT:** The Model 552 is proudly designed and manufactured in Paramount, California by Frank J. Zamboni & Co., Inc., a United States company.

**WARRANTY:** Twenty Four (24) months or 2,000 hours, parts replacement only.

## **SAFETY**

**STANDARDS:** The 552 is engineered to meet or exceed A.N.S.I. safety labelling requirements.

**BUDGETARY  
PRICING:**

<b>Zamboni 552</b> .....	\$103,500.00
(Includes 510 AH Battery with Charger)	
• Back Up Alarm .....	\$ 590.00
• Board Brush .....	\$ 4,865.00
• Chrome Wheels .....	\$ Standard
• Wash Water System w/ Poly Tank .....	\$ 4,075.00
• Guide Wheel .....	\$ Standard
• Black Powder Coated Conditioner .....	\$ Standard
• Parking Brake .....	\$ Standard
• Water Gun for Batteries .....	\$ 350.00
• Electronic Water Level Sight Gauge .....	\$ 410.00
• Conditioner Poly Side Plate .....	\$ Standard
• Snow Tank Light .....	\$ 300.00
• Advanced Water System .....	\$ 4,375.00
• Tire Wash System .....	\$ 1,175.00
• Auto Snow Breaker .....	\$ 1,485.00
• Stainless Steel Water Distribution Pipe .....	\$ 335.00

**F.O.B.:** Paramount, CA

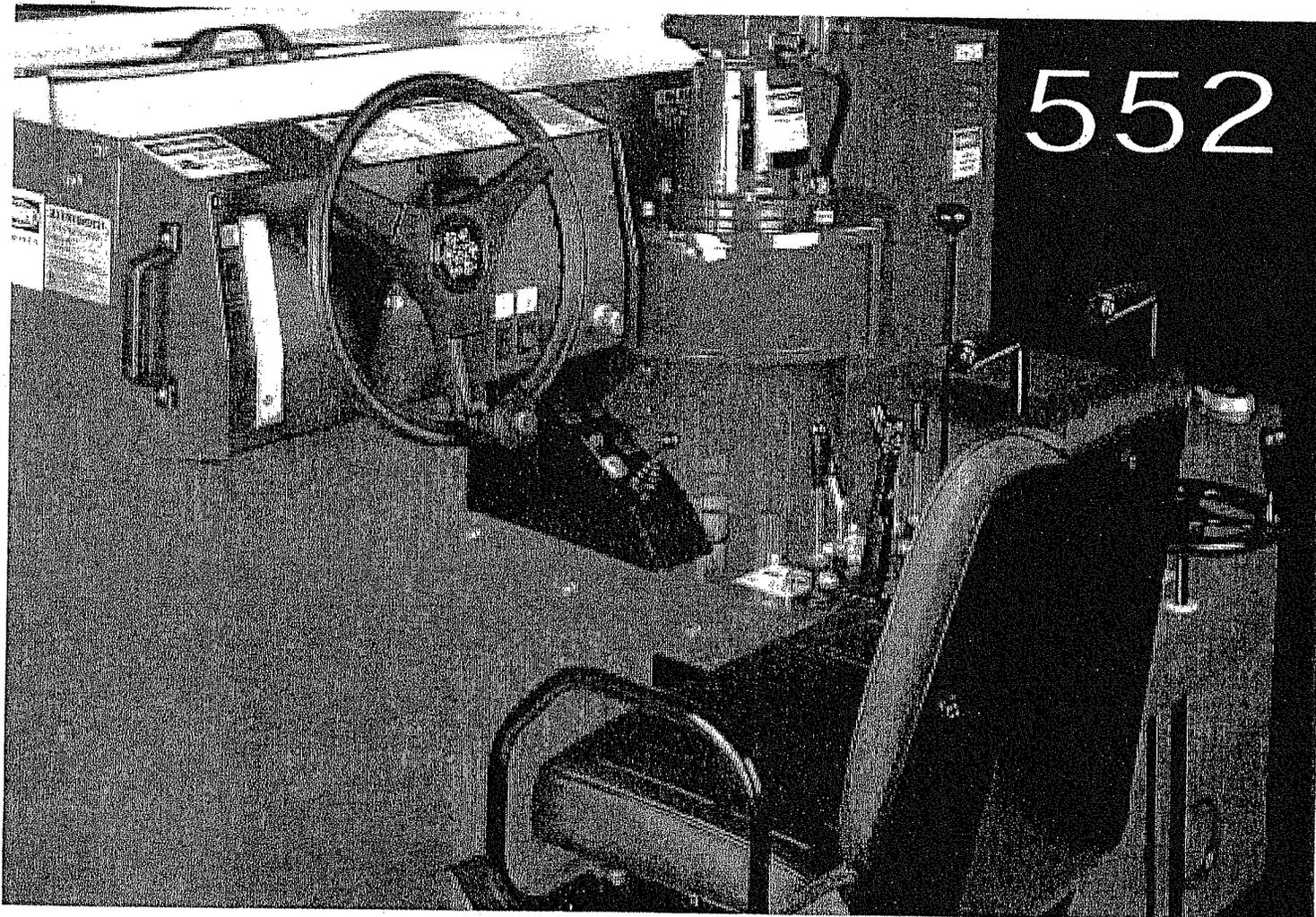
**TERMS:** Net 30 days on approved credit.  
Shipment 200 days or sooner from receipt of order.  
Pricing firm for 30 days.  
Pricing does not include any applicable sales tax.

**THANK YOU:**

\_\_\_\_\_  
Doug Peters  
Regional Sales Manager

11/17/11  
Date

Frank J. Zamboni & Co., Inc.  
15714 Colorado Avenue  
Paramount, CA 90723  
Phone: (562) 633-0751  
Fax: (562) 633-9365



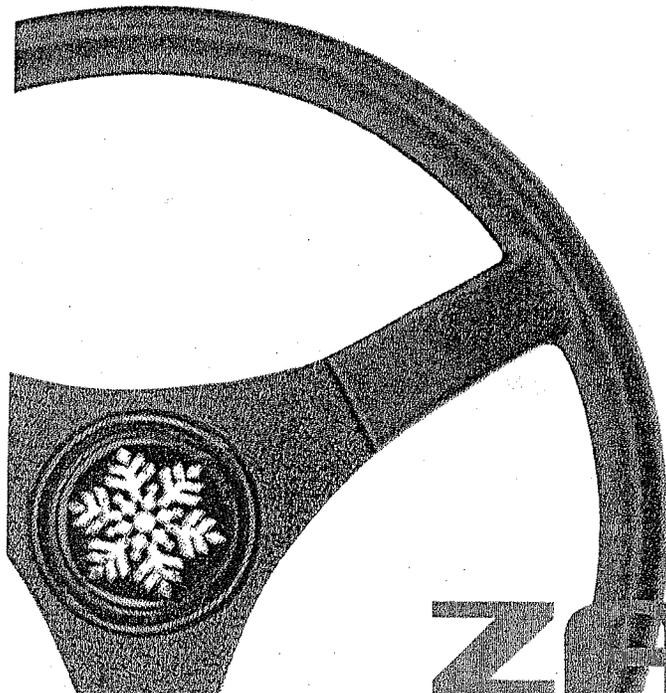
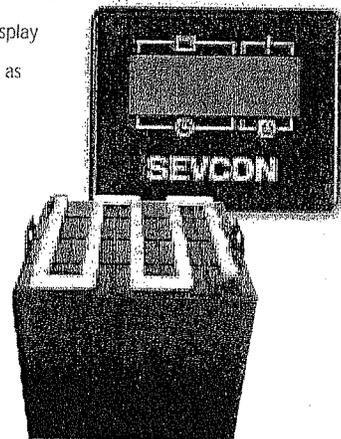
Discover why Zamboni is the overwhelming choice  
for ice rink operators throughout the world.

The 552 is simple to drive and very easy to operate.

The ergonomically designed operator's compartment has well-placed controls and an easy-to-see display gauge providing diagnostic capabilities as well as battery and hour meter information.

The 552 provides an emission-free vehicle capable of handling the busy schedules of today's arena surfaces. Utilizing proven "forklift industry" technology, the Zamboni 552 has proven itself as a proud member in our long line of products known for their innovative technology.

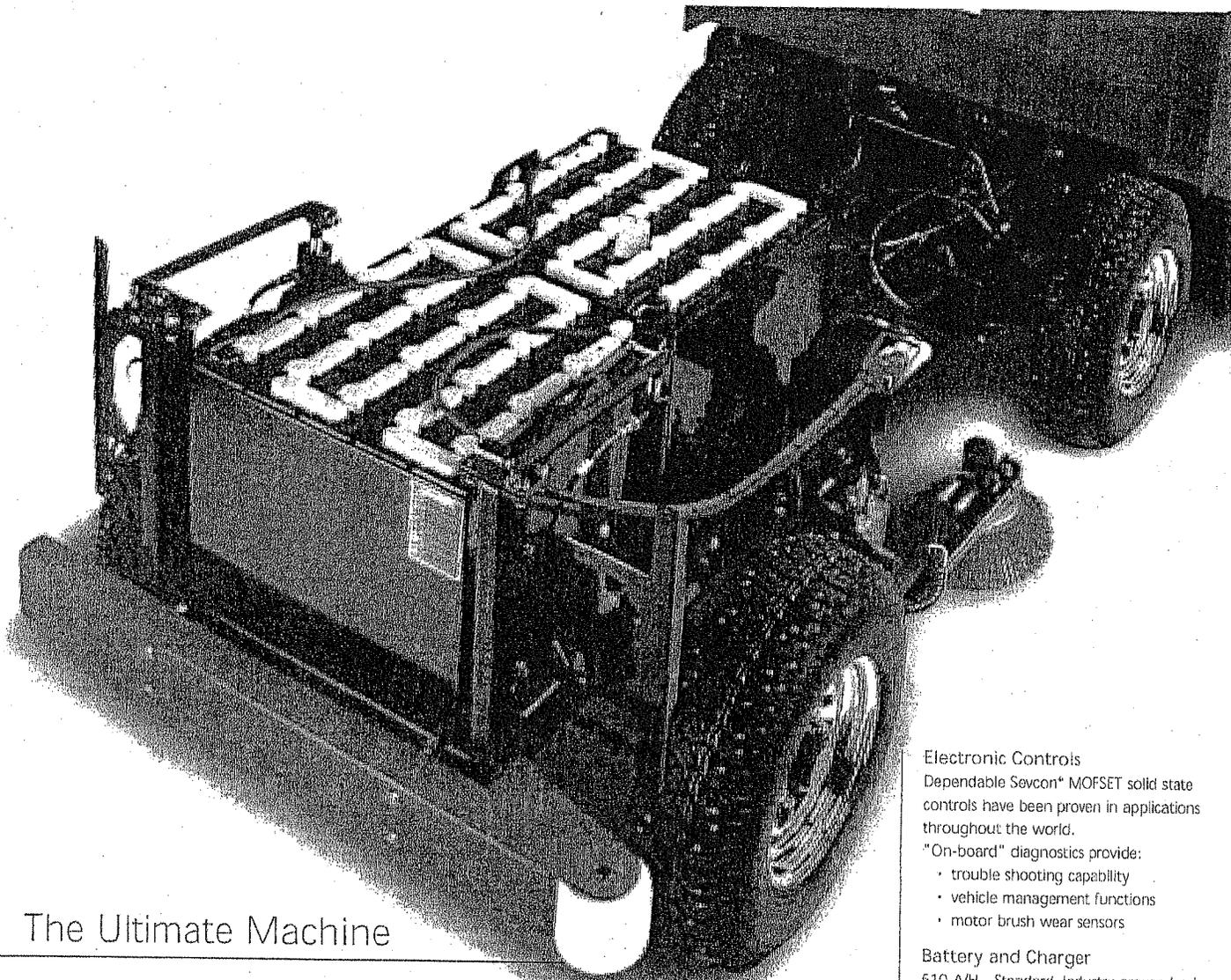
The 552 has it all... reliability, performance and handling.



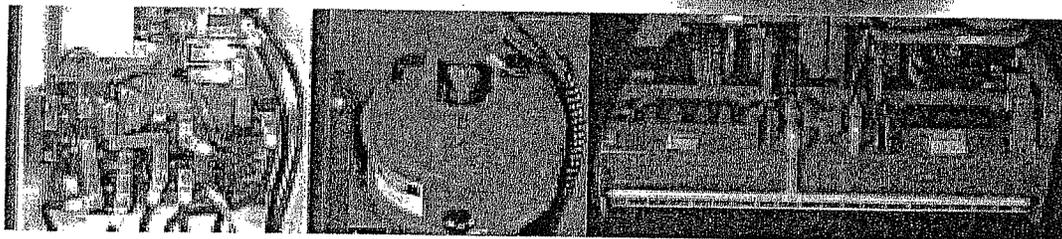
# ZAMBONI®

This brochure is a PDF internet version posted on our website for reference only. The Zamboni Company assumes no responsibility for its content or use. For product and sales information, please contact the Zamboni Company at [www.zamboni.com](http://www.zamboni.com)

Nothing else is even close



## The Ultimate Machine



Our state-of-the-art electronic controls are neatly packaged and easily accessible below the operator's seat.

Zamboni ice resurfacers have a well-deserved reputation for producing the finest sheet of ice, even after many years of use.

# ZAMBONI®

### Zamboni USA

Frank J. Zamboni & Co., Inc.  
15714 Colorado Ave., Paramount, CA USA 90723-0770  
Phone (562) 633-0751 Fax (562) 633-9365

### Zamboni Canada

Zamboni Company Ltd.  
38 Morton Ave. East, Box 1388, Brantford, ON Canada N3T 5T6  
Phone (519) 758-5000 Fax (519) 758-0500

### Zamboni Europe

Eigentalsstrasse 1, Box 123, CH-8309 Nuerensdorf, Switzerland  
Phone +41 44 837 01 91 Fax +41 44 837 01 80

[www.zamboni.com](http://www.zamboni.com)

### Electronic Controls

Dependable Sevcon® MOFSET solid state controls have been proven in applications throughout the world.

"On-board" diagnostics provide:

- trouble shooting capability
- vehicle management functions
- motor brush wear sensors

### Battery and Charger

510 A/H - Standard. Industry-proven lead acid batteries. Microprocessor controlled chargers for long battery life.

### Drivetrain

Four wheel drive. Rugged Dana® Spicer axles offer the industry's highest manufacturers approved capacities.

General Electric® 17.5 HP electric motor provides superior on-ice power even at low speeds.

Front 6400 lbs. (2903 kg)

Rear 6400 lbs. (2903 kg)

### Hydraulics

8HP electric motor with programmable step-ups drives the double pump.

Separate pump sections for the vertical and horizontal augers provide strong conveyor performance. Conveyor augers operate at full speed, even when slowing the vehicle for corners. High quality 10 and 20 micron filters are easy to access.

### Construction

Strong 2" x 5" all-welded structural steel tubing Zamboni chassis.

High quality primer used throughout. Rust-free polyethylene ice making water tank with easy access cover is standard.

Zamboni and the configuration of the Zamboni® ice resurfacing machine are registered trademarks of Frank J. Zamboni & Co., Inc.

This brochure is a PDF internet version posted on our website for reference only. The Zamboni Company assumes no responsibility for its content or use. For product and sales information, please contact the Zamboni Company at [www.zamboni.com](http://www.zamboni.com)

**City of Gloucester  
Special Budgetary Transfer Request  
Fiscal Year 2012**

\_\_\_\_ INTER-departmental requiring City Council approval - 6 Votes Required  
\_\_\_\_ INTRA-departmental requiring City Council approval - Majority Vote Required

**TRANSFER # 2012-SBT- 11 Auditor's Use Only**

DEPARTMENT REQUESTING TRANSFER: \_\_\_\_\_ **DPW**

DATE: 1-5-2012 BALANCE IN ACCOUNT: \$ 362,849.00

(FROM) PERSONAL SERVICES ACCOUNT # \_\_\_\_\_ *Unifund Account #*  
 (FROM) ORDINARY EXPENSE ACCOUNT # \_\_\_\_\_ *Unifund Account #*  
101000.10.472.52000.0000.00.000.00.052

DETAILED EXPLANATION OF SURPLUS: Facilities Contract Services  
 \_\_\_\_\_  
 \_\_\_\_\_

(TO) PERSONAL SERVICES ACCOUNT # \_\_\_\_\_ *Unifund Account #*  
101000.10.472.51100.0000.00.000.00.051  
 (TO) ORDINARY EXPENSE ACCOUNT # \_\_\_\_\_ *Unifund Account #*  
Facilities Permanent Positions

DETAILED ANALYSIS OF NEED(S): Funds needed to reduce deficit of Facilities payroll budget.  
 \_\_\_\_\_  
 \_\_\_\_\_

TOTAL TRANSFER AMOUNT: \$ 130,000.00 NEW BALANCE IN ACCOUNTS AFTER TRANSFER  
 FROM ACCOUNT: \$ 232,849.00  
 TO ACCOUNT: \$ (158,000.00)

APPROVALS: [Signature]  
 DEPT. HEAD: [Signature: Michael B. Hille] DATE: 5 Jan 2012  
 ADMINISTRATION: [Signature] DATE: 1/18/12  
 BUDGET & FINANCE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 CITY COUNCIL: \_\_\_\_\_ DATE: \_\_\_\_\_

City Hall  
Nine Dale Avenue  
Gloucester, MA 01930



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

CITY CLERK  
GLOUCESTER, MA

JAN 30 PM 12:44

CITY OF GLOUCESTER  
OFFICE OF THE MAYOR

## MEMORANDUM

TO: D. Jorgensson, Clerk of Committees  
FROM: C. Pantano *cp*  
RE: Budget Transfers  
DATE: January 30, 2012

---

Due to a problem with the Approach database, the attached Special Budget Transfers (#2012-SBT-11 and #2012-SBT-12) were *incorrectly* numbered.

The correct numbers are 2012-SBT-16 and 2012-SBT-17 and the revised original transfers are attached for the next Budget & Finance subcommittee meeting.

The Audit Department is aware of this numbering error as well.

Thank you.

cc: Kenny Costa, City Auditor  
Mary Richardson, Assistant City Auditor

Attachments

# City of Gloucester Special Budgetary Transfer Request Fiscal Year 2012

INTER-departmental requiring City Council approval - 6 Votes Required  
 INTRA-departmental requiring City Council approval - Majority Vote Required

TRANSFER # 2012-SBT- **(1b)** Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: DPW

DATE: 1-5-2012 BALANCE IN ACCOUNT: \$ 362,849.00

(FROM) PERSONAL SERVICES ACCOUNT # \_\_\_\_\_  
Unifund Account #

(FROM) ORDINARY EXPENSE ACCOUNT # \_\_\_\_\_  
Unifund Account # 101000.10.472.52000.0000.00.000.00.052  
Account Description

DETAILED EXPLANATION OF SURPLUS: Facilities Contract Services

---



---

(TO) PERSONAL SERVICES ACCOUNT # \_\_\_\_\_  
Unifund Account # 101000.10.472.51100.0000.00.000.00.051  
Unifund Account #

(TO) ORDINARY EXPENSE ACCOUNT # \_\_\_\_\_  
Facilities Permanent Positions  
Account Description

DETAILED ANALYSIS OF NEED(S): Funds needed to reduce deficit of Facilites payroll budget.

---



---

TOTAL TRANSFER AMOUNT: \$ 130,000.00 NEW BALANCE IN ACCOUNTS AFTER TRANSFER

FROM ACCOUNT: \$ 232,849.00

TO ACCOUNT: \$ (158,000.00)

APPROVALS: JW

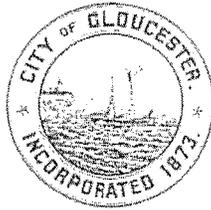
DEPT. HEAD: Michael B. Little DATE: 5 Jan 2012

ADMINISTRATION: Andrew J. ... DATE: 1/18/12

BUDGET & FINANCE: \_\_\_\_\_ DATE: \_\_\_\_\_

CITY COUNCIL: \_\_\_\_\_ DATE: \_\_\_\_\_

Public Works  
28 Poplar Street  
Gloucester, MA 01930



TEL 978-281-9785  
FAX 978-281-3896  
mhale@gloucester-ma.gov

## CITY OF GLOUCESTER

DEPARTMENT OF PUBLIC WORKS

### MEMORANDUM

Date: January 23, 2012

To: Mayor Carolyn Kirk  
James Duggan, Chief Administrative Officer  
Larry Durkin, Environmental Engineer

From: Michael B. Hale, Director of Public Works *MBH*

Re: Amended Request for Remainder of Funding - Phase 3 Public Water System  
Upgrades - DWSRF #3509

---

This memo is a revised request for a loan authorization of \$9,032,500 from the City Council to fund the Phase 3 Public Water System Upgrades, which are necessary to provide safe, adequate, and compliant drinking water to the City of Gloucester.

Public Works sent a memo dated May 20, 2011, requesting funding for \$4,500,000, which is the first part of the Phase 3 PWS upgrades project. MassDEP requires a City appropriation by June 30, 2011, to initiate the first year of this multi-year project. On June 28, 2011, City Council Certificate of Vote (No. 2011-131) was issued for borrowing of \$4,500,000.

Phase 3 Public Water System (PWS) Upgrades are summarized as follows:

- Phase 3A - Water Storage Tank Mixing System Evaluation and Design: For Bond Hill, Blackburn, and Plum Cove tanks and systems.
- Phase 3 B - Lanesville Service Area Control Valve Analysis and Design: To address issues that ensure that water is circulated through the Plum Cove tank and kept fresh with sufficient disinfectant residual.
- Phase 3C/D - Western Avenue and Commonwealth Avenue Neighborhood Water Main Replacement: The city has had significant issues with pipe breaks on the two 20-inch lines that run along Western Avenue and the Commonwealth Avenue neighborhood is a key area with flow through it to other parts of the city.

- Phase 3E – Public Water System Master Plan Update: Last updated in 1998 the PWS Master Plan will be updated to reflect PWS Phase 1, 2, and 3 (A, B, C, D) upgrades and an evaluation of the full PWS to allow the city to prioritize capital improvements for the next +20 years.

Engineering costs are provided from the Phase 3 proposal and estimated construction costs from the Phase 3 MassDEP PEF for DWSRF loans are summarized in Table 1.

Table 1 – PWS Phase 3 Upgrades Total Cost Estimate

Phase	Engineering Cost	Estimated Construction Cost	10% Contingency	Police Details	Phase 3 Total Cost
3A - Water Storage Tank Mixing System Evaluation and Design	\$138,200	\$2,000,000	\$200,000	\$0	\$2,338,200
3B - Lanesville Service Area Control Valve Analysis and Design	\$45,500	\$300,000	\$30,000	\$50,000	\$425,500
3C - Water Main Replacement Western Avenue and Commonwealth Avenue Neighborhood	\$620,800	\$5,800,000	\$580,000	\$240,000	\$7,240,800
3D - Water Main Replacement Western Avenue and Commonwealth Avenue Neighborhood	\$413,000	\$2,600,000	\$260,000	\$160,000	\$3,433,000
3E - Public Water System Master Plan Update	\$95,000	\$0	\$0	\$0	\$95,000
Phase 3 Total Cost	\$1,312,500	\$10,700,000	\$1,070,000	\$450,000	\$13,532,500

The Engineering cost includes both design (not eligible for DWSRF loan) and construction administration services (eligible for DWSRF loan). Of the \$1,312,500 Engineering total the design fee is \$567,500, which the city must fund, and the \$745,000 for construction administration which is covered by the loan.

The initial request submitted to the City Council, dated October 4, 2011, has been increased to reflect a \$3,300,000 change in the cost of the project. Additional funds have been added to the Phase 3 project in preparation for the river crossing in Phase 4. The price also reflects an increase to the Plum Cove water storage tank. Initially the tank was going to be rehabilitated. Based on the age and condition of the tank, we are recommending a full replacement.



City Hall  
Nine Dale Avenue  
Gloucester, MA 01930



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

CITY CLERK  
GLOUCESTER, MA

JAN 30 PM 12:44

CITY OF GLOUCESTER  
OFFICE OF THE MAYOR

## MEMORANDUM

TO: D. Jorgensson, Clerk of Committees  
FROM: C. Pantano *cjp*  
RE: Budget Transfers  
DATE: January 30, 2012

---

Due to a problem with the Approach database, the attached Special Budget Transfers (#2012-SBT-11 and #2012-SBT-12) were *incorrectly* numbered.

The correct numbers are 2012-SBT-16 and 2012-SBT-17 and the revised original transfers are attached for the next Budget & Finance subcommittee meeting.

The Audit Department is aware of this numbering error as well.

Thank you.

cc: Kenny Costa, City Auditor  
Mary Richardson, Assistant City Auditor

Attachments

**City of Gloucester  
Special Budgetary Transfer Request  
Fiscal Year 2012**

\_\_\_\_ INTER-departmental requiring City Council approval - 6 Votes Required  
 X  INTRA-departmental requiring City Council approval - Majority Vote Required

TRANSFER # 2012-SBT- 12 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: Personnel

DATE: 1/5/2012 BALANCE IN ACCOUNT: \$ 180,064.21

(FROM) PERSONAL SERVICES ACCOUNT # 101000.10.152.51720.0000.00.000.00.051

(FROM) ORDINARY EXPENSE ACCOUNT # \_\_\_\_\_

*Unifund Account #*  
101000.10.152.51720.0000.00.000.00.051  
*Unifund Account #*  
 \_\_\_\_\_  
Personnel, Unemployment Claims  
*Account Description*

DETAILED EXPLANATION OF SURPLUS: Amount not needed due to retaining a majority of the DPW custodial staff.

(TO) PERSONAL SERVICES ACCOUNT # 101000.10.472.51100.0000.00.000.00.051

(TO) ORDINARY EXPENSE ACCOUNT # \_\_\_\_\_

*Unifund Account #*  
101000.10.472.51100.0000.00.000.00.051  
*Unifund Account #*  
 \_\_\_\_\_  
Facilites Permanent Positions  
*Account Description*

DETAILED ANALYSIS OF NEED(S): To fund the deficit resulting from retaining a majority of the DPW custodial staff

TOTAL TRANSFER AMOUNT: \$ 158,000.00 NEW BALANCE IN ACCOUNTS AFTER TRANSFER  
 FROM ACCOUNT: \$ 22,064.21  
 TO ACCOUNT: \$ -

APPROVALS: JA  
 DEPT. HEAD: [Signature] DATE: Jan 5, 2012  
 ADMINISTRATION: [Signature] DATE: 1/17/12  
 BUDGET & FINANCE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 CITY COUNCIL: \_\_\_\_\_ DATE: \_\_\_\_\_



Nineteen Harbor Loop  
Gloucester, MA 01930

TEL 978-282-3012  
FAX 978-978-281-4188  
jcaulkett@gloucester-ma.gov

CITY OF GLOUCESTER  
HARBORMASTER'S OFFICE

**Memorandum**

From: Jim Caulkett, Harbormaster  
To: Mayor Carolyn Kirk  
Date: January 12, 2012  
Subject: Waterways Enterprise Reserve Funds

Mayor Kirk,

The Gloucester Waterways Board is requesting you forward in your next Report to Council this request to withdraw funds from the Waterways Enterprise Free Cash account in the amount of \$12,000.00 for the purchase of transient mooring buoys, public landing access signs and further repairs to the Magnolia Public Landing Pier.

Of the \$12,000.00 requested the following is a breakdown of those funds;

- 1/ \$2000.00 to purchase Public Landing Signs
- 2/ \$3000.00 to make additional repairs to Magnolia Pier Public Landing
- 3/ \$7000.00 to purchase 29 new transient mooring buoys

If you have any questions please feel free to contact me.

Sincerely,

Jim Caulkett