



CITY CLERK
GLOUCESTER, MA
12 NOV -1 AM 8:38

GLOUCESTER CITY COUNCIL

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

Budget & Finance Committee

Thursday, November 8, 2012 – 6:00 p.m.
1st Fl. Council Committee Rm. – City Hall

AGENDA

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

1. Continued Business:

- A) Memorandum from Assessor concerning Tax Classification
- B) Memorandum from Acting Community Development Director and recommendations from the Community Preservation Committee for Round 3, FY12 Funds: Recommendations to the City Council (Cont'd from 10/04/12)

2. Memorandum, Grant & Checklist from Police Chief re: Grant in the amount of \$17,202.25 from DEA

3. Memorandum from Police Chief re: permission to pay invoice for services procured without a purchase order in place

4. Memorandum from harbormaster regarding fee increases recommended by Waterways Board

5. 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
J.J. Bell/Sandra Dahl-Ronan
Debbie Laurie
Police Chief Leonard Campanello
Harbormaster Jim Caulkett
Tony Gross, Waterways Board Chair

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.

City of Gloucester

City of Gloucester
9 Dale Avenue
Gloucester, MA 01930

Phone: 978-281-8715
FAX: 978-281-8472
email: npapows@gloucester-ma.gov

Memorandum

To: Mayor Carolyn Kirk
From: Nancy A. Papows, Principal Assessor NP
cc: file
Date: Tuesday, October 2, 2012
Subject: Tax Classification

Please be advised that the Mayor's Report should include a request that Tax Classification be included for consideration on the City Council Agenda of October 9, 2012. The City Council should refer this item to the B&F Committee. Thank you.

CITY CLERK
GLOUCESTER, MA

12 OCT 2012 AM 9:57

Tax Classification Information

for

Fiscal Year
2013

Presented by:

BOARD OF ASSESSORS

Nancy A. Papows, MAA

Gary I. Johnstone, MAA

Bethann B. Godinho, MAA

ASSISTANT ASSESSOR

Timothy W. Good, IV, MAA

All figures are based on Department of Revenue certified values. Tax rates as shown are estimated. The City Council is voting on a "residential factor." Once this factor is entered on the RECAP actual calculations of tax rates may differ slightly due to rounding.

CLASSIFICATION CONSIDERATIONS
SOME ECONOMIC & POLITICAL ISSUES
as outlined by the Department of Revenue

1. Consider percentage of commercial and industrial (CI) properties as compared to residential (R). Will an increased tax burden on commercial and industrial significantly lower the residential tax burden?
2. What is the mix of commercial and industrial properties?
How much is big business?
How much is small business (mom & pop)?
3. Will it adversely effect small business and drive them out of the community?
4. Will it slow big business development?
5. Does business significantly contribute in a nontax way to the community?
6. Are the businesses of the type that require extraordinary municipal services?
7. Is it a matter of principle or economics?

THE BACKGROUND OF TAX CLASSIFICATION

The November 1978 state ballot presented the opportunity for Massachusetts voters to amend the State Constitution with respect to the taxation of certain properties. In part, Question #1 allowed cities and towns of the Commonwealth to:

“...classify real property according to its use in no more than four classes, and to assess, rate, and tax such property differently in the classes so established, but proportionately in the same, except that reasonable exemptions may be granted.”

Thus, the referendum which was to become known simply as “classification” would allow the shifting of the ad valorem tax from one class of taxpayer to another. The four classes are:

- Residential
- Open Space
- Commercial
- Industrial

The reason most often cited for supporting classification was to maintain the de facto classification which had occurred in some cities and towns. In the 1974 Sudbury decision the Supreme Judicial Court of Massachusetts declared that all real property within the Commonwealth must be assessed at its full and fair market value. Prior to this decision it was claimed that most municipalities under assessed residential properties, and over assessed commercial/industrial properties. For these communities the 100% assessment would cause the tax burden to shift to the residential class. It was felt that many communities, especially the older cities, could not afford this shift. Thus, classification would soften the blow and allow a municipality’s legislative body, with the approval of the executive, in our case the City Council and Mayor respectively, to allocate a community’s tax burden disproportionately, within certain constraints, among the four general classes of Real Property as well as Personal Property.

The notion of classification as a political solution is supported by the fact that the bill was initially introduced by Boston Mayor Kevin White. Boston faced a dramatic shift in its tax burden to the residential class.

Once it had become law, the procedure for implementing classification fell to the governing body of the local taxing jurisdiction. According to the Amendment:

“...the Selectmen in each town, and the City Council, with the approval of the Mayor, of each city, shall annually determine the percentage of the local tax levy to be borne by each class of property...”

The Board of Selectmen or City Council, with the Mayor's approval, must decide the percentages of the tax levy that each class of real property and personal property will bear. To do so, a residential factor is adopted. Municipalities may also consider whether to allow an open space discount, a residential exemption and a small commercial exemption.

- 1) Adopting a **Classification Factor** of 1 to 1.50. A factor of 1 would result in a single tax rate for all classes of property while any other selected factor would result in different tax rates for the different classes. It is this option which is the source of most of the debate.
- 2) A discount (25% maximum) for all property classified as **Open Space**. The effect of the discount must be borne by the residential class thus increasing the residential tax rate.
- 3) A **Residential Exemption** of up to 20% of the average assessed valuation of the residential class. The effect of the exemption must be borne by the residential class alone.
- 4) Adopting a **Small Commercial Exemption** (10% maximum), with specific limitations, and the effect of the exemption will be borne by the commercial and industrial classes. Thus, higher valued properties, in effect "subsidize" lower valued properties.

SUMMATION

Cities and towns that are certified by the Department of Revenue as assessing properties at full and fair cash value may elect to shift the tax burden among the major property classes within certain limits established by law. The adoption of different rates does NOT change the total property tax levy, rather it determines the share to be borne by each class.

The share of the levy raised by the commercial, industrial, and personal property classes may be increased by 50% as long as the residential and open space classes raise at least 65% of what they would have raised without the shift. The "Minimum Residential Factor" established by the Commissioner of Revenue is issued to make certain that the shift of the tax burden complies with the Classification Act. For Fiscal Year 2013 the maximum shift allowed would be 1.5.

A COMPARISON OF FISCAL 2013 VALUES BY CLASS

<u>CLASS</u>	<u>PARCELS</u>	<u>VALUE OF CLASS</u>	<u>% OF TOTAL VALUE</u>
RESIDENTIAL	12,489	\$4,547,193,970	88.92%
COMMERCIAL	583	\$ 295,165,012	
INDUSTRIAL	206	\$ 159,699,918	11.08%
PERSONAL PROPERTY (accts.)	1,653	\$ 111,716,260	
<hr/>			
TOTALS	14,931	\$5,113,775,160	100%

FISCAL YEAR PARCEL COUNTS, VALUES, AND % OF TOTAL TAXABLE CITY VALUE

YEAR	CLASS	PARCEL COUNT	VALUE	% OF VALUE	TOTALS
90	RESIDENTIAL	N/A	\$2,251,329,796	84.95}	84.95%
	COMMERCIAL	N/A	\$220,544,275	8.31	
	INDUSTRIAL	N/A	\$143,703,000	5.41}	15.05%
	PERS PROP	N/A	\$35,499,800	1.33	
91	RESIDENTIAL	N/A	\$2,063,036,400	84.60}	84.60%
	COMMERCIAL	N/A	\$207,258,371	8.48	
	INDUSTRIAL	N/A	\$133,189,700	5.45}	15.40%
	PERS PROP	N/A	\$36,113,064	1.47	
92	RESIDENTIAL	N/A	\$1,924,605,400	85.00}	85.00%
	COMMERCIAL	N/A	\$182,658,384	8.09	
	INDUSTRIAL	N/A	\$117,358,100	5.22}	15.00%
	PERS PROP	N/A	\$38,187,103	1.69	
93	RESIDENTIAL	11,827	\$1,686,649,400	84.40}	84.40%
	COMMERCIAL	556	\$163,331,964	8.16	
	INDUSTRIAL	131	\$110,058,600	5.50}	15.60%
	PERS PROP	2,047	\$38,866,300	1.94	
94	RESIDENTIAL	11,836	\$1,616,250,410	84.50}	84.50%
	COMMERCIAL	549	\$157,329,454	8.21	
	INDUSTRIAL	131	\$99,337,200	5.19}	15.50%
	PERS PROP	2,067	\$40,251,800	2.10	
95	RESIDENTIAL	11,810	\$1,619,446,500	84.90}	84.90%
	COMMERCIAL	542	\$148,798,000	7.82	
	INDUSTRIAL	142	\$95,907,800	5.04}	15.10%
	PERS PROP	1,679	\$42,805,480	2.24	
96	RESIDENTIAL	11,814	\$1,627,568,700	85.58}	85.58%
	COMMERCIAL	531	\$141,910,700	7.46	
	INDUSTRIAL	135	\$90,015,700	4.73}	14.42%
	PERS PROP	1,620	\$42,308,000	2.23	
97	RESIDENTIAL	11,814	\$1,637,879,934	85.94}	85.94%
	COMMERCIAL	543	\$144,245,766	7.57	
	INDUSTRIAL	137	\$85,305,200	4.48}	14.06%
	PERS PROP	1,581	\$38,345,500	2.01	
98	RESIDENTIAL	11,841	\$1,650,706,133	86.10}	86.10%
	COMMERCIAL	538	\$143,188,867	7.47	
	INDUSTRIAL	136	\$84,879,100	4.43}	13.90%
	PERS PROP	1,538	\$38,392,960	2.00	
99	RESIDENTIAL	11,870	\$1,951,678,700	87.39}	87.39%
	COMMERCIAL	536	\$150,142,600	6.72	
	INDUSTRIAL	130	\$86,418,700	3.87}	12.61%
	PERS PROP	1,543	\$45,058,740	2.02	
00	RESIDENTIAL	11,837	\$2,087,429,200	87.57}	87.57%
	COMMERCIAL	533	\$155,454,200	6.52	
	INDUSTRIAL	119	\$95,844,000	4.02}	12.43%
	PERS PROP	1,455	\$45,107,450	1.89	

01	RESIDENTIAL	11,863	\$2,527,469,296	88.85}	88.85%	
	COMMERCIAL	533	\$168,096,504	5.91		
	INDUSTRIAL	117	\$101,371,100	3.56}		11.15%
	PERS PROP	1,511	\$47,849,850	1.68		
02	RESIDENTIAL	11,897	\$3,132,421,435	89.72}	89.72%	
	COMMERCIAL	530	\$189,723,765	5.43		
	INDUSTRIAL	122	\$118,621,700	3.40}		10.28%
	PERS PROP	1,492	\$50,477,790	1.45		
03	RESIDENTIAL	11,929	\$3,420,253,244	90.00}	90.00%	
	COMMERCIAL	492	\$195,970,190	5.00		
	INDUSTRIAL	153	\$129,035,400	3.00}		10.00%
	PERS PROP	1,440	\$52,818,700	2.00		
04	RESIDENTIAL	11,963	\$4,097,688,565	90.84}	90.84%	
	COMMERCIAL	513	\$219,532,010	4.87		
	INDUSTRIAL	158	\$138,916,700	3.08}		9.16%
	PERS PROP	1,397	\$54,911,494	1.21		
05	RESIDENTIAL	11,975	\$4,653,335,965	90.93}	90.93%	
	COMMERCIAL	558	\$242,127,035	4.73		
	INDUSTRIAL	177	\$157,304,700	3.07}		9.07%
	PERS PROP	1,603	\$64,973,380	1.27		
06	RESIDENTIAL	12,041	\$5,083,284,811	91.30}	91.30%	
	COMMERCIAL	560	\$253,395,349	4.55		
	INDUSTRIAL	178	\$159,360,940	2.86}		8.70%
	PERS PROP	1,541	\$71,434,230	1.29		
07	RESIDENTIAL	12,275	\$5,360,688,724	91.41}	91.41%	
	COMMERCIAL	569	\$269,207,212	4.59		
	INDUSTRIAL	186	\$161,639,368	2.76}		8.59%
	PERS PROP	1,567	\$72,983,480	1.24		
08	RESIDENTIAL	12,358	\$5,242,429,165	90.91}	90.91%	
	COMMERCIAL	593	\$280,893,305	4.87		
	INDUSTRIAL	210	\$168,669,130	2.92}		9.09%
	PERS PROP	1,514	\$74,752,690	1.30		
09	RESIDENTIAL	12,398	\$5,131,715,937	90.43}	90.43%	
	COMMERCIAL	597	\$291,565,933	5.14		
	INDUSTRIAL	210	\$167,680,030	2.95}		9.57%
	PERS PROP	1,521	\$83,931,100	1.48		
10	RESIDENTIAL	12,428	\$4,823,470,706	89.63}	89.63%	
	COMMERCIAL	594	\$300,127,372	5.58		
	INDUSTRIAL	210	\$167,286,322	3.11}		10.37%
	PERS PROP	1,541	\$90,546,600	1.68		
11	RESIDENTIAL	12,452	\$4,722,167,330	89.30}	89.30%	
	COMMERCIAL	588	\$301,355,658	5.70		
	INDUSTRIAL	210	\$162,664,112	3.07}		10.70%
	PERS PROP	1,586	\$101,892,820	1.93		
12	RESIDENTIAL	12,465	\$4,568,213,394	88.95}	88.95%	
	COMMERCIAL	591	\$298,555,412	5.81		
	INDUSTRIAL	207	\$160,182,394	3.12}		11.05%
	PERS PROP	1,605	\$108,995,390	2.12		
13	RESIDENTIAL	12,489	\$4,547,193,970	88.92}	88.92%	
	COMMERCIAL	583	\$295,165,012	5.77		
	INDUSTRIAL	206	\$159,699,918	3.12}		11.08%
	PERS PROP	1,653	\$111,716,260	2.19		

**PREVIOUS CLASSIFICATION FACTORS
AND RESULTING TAX RATE**

FISCAL YEAR	TAX RATE @ FACTOR 1.0	SHIFT OF BURDEN FACTOR	TAX RATES AFTER SHIFT	% OF TOTAL VALUE BY CLASS	% OF TOTAL LEVY BY CLASS AFTER SHIFT
FY82	24.86	1.16	R 23.94 O 20.22 CIP 28.84	76.39 3.25 20.36	73.70 2.63 23.65
FY83	25.00	1.09	RO 24.43 CIP 27.25	79.87 20.13	78.06 21.94
FY84	22.72	1.09	RO 22.25 CIP 24.77	80.96 19.04	79.24 20.76
FY85	23.33	1.00	RO 23.33 CIP 23.33	81.12 18.88	81.12 18.88
FY86	23.88	1.12	RO 23.20 CIP 26.74	80.97 19.03	78.68 21.32
FY87	12.66	1.19	RO 12.13 CIP 15.06	82.15 17.85	78.76 21.24
FY88	13.07	1.19	RO 12.56 CIP 15.55	83.02 16.98	79.80 20.20
FY89	13.46	1.39	RO 12.39 CIP 18.71	83.11 16.89	76.53 23.47
FY90	9.52	1.39	RO 8.86 CIP 13.23	84.95 15.05	79.08 20.92
FY91	10.74	1.25	RO 10.25 CIP 13.43	84.60 15.40	80.71 19.29
FY92	12.00	1.25	RO 11.47 CIP 15.00	85.00 15.00	81.32 18.68
FY93	14.17	1.19	RO 13.67 CIP 16.87	84.40 15.60	81.41 18.59
FY94	15.36	1.20	RO 14.79 CIP 18.44	84.50 15.50	81.38 18.62
FY95	15.97	1.15	RO 15.54 CIP 18.37	84.90 15.10	82.65 17.35
FY96	16.65	1.13	RO 16.28 CIP 18.82	85.58 14.42	83.70 16.30
FY97	17.26	1.13	RO 16.90 CIP 19.51	85.94 14.06	84.11 15.89
FY98	17.85	1.37	RO 16.78 CIP 24.45	86.10 13.90	80.96 19.04
FY99	15.99	1.35	RO 15.18 CIP 21.60	87.39 12.61	82.97 17.03

FISCAL YEAR	TAX RATE @ FACTOR 1.0	SHIFT OF BURDEN FACTOR	TAX RATES AFTER SHIFT	% OF TOTAL VALUE BY CLASS	% OF TOTAL LEVY BY CLASS AFTER SHIFT
FY00	15.49	1.30	RO 14.83 CIP 20.14	87.57 12.43	83.84 16.16
FY01	13.79	1.30	RO 13.27 CIP 17.93	88.85 11.15	85.50 14.50
FY02	11.76	1.30	RO 11.36 CIP 15.29	89.72 10.28	86.64 13.36
FY03	11.26	1.25	RO 10.95 CIP 14.09	90.00 10.00	87.56 12.44
FY04	9.86	1.25	RO 9.61 CIP 12.32	90.84 9.16	88.55 11.45
FY05	9.11	1.12	RO 8.99 CIP 10.19	90.93 9.07	89.84 10.16
FY06	8.73	1.06	RO 8.68 CIP 9.25	91.30 8.70	90.78 9.22
FY07	8.66	1.06	RO 8.61 CIP 9.18	91.41 8.59	90.89 9.11
FY08	9.16	1.06	RO 9.10 CIP 9.70	90.91 9.09	90.36 9.64
FY09	9.66	1.06	RO 9.60 CIP 10.24	90.43 9.57	89.85 10.15
FY10	10.57	1.06	RO 10.49 CIP 11.20	89.63 10.37	89.01 10.99
FY11	11.48	1.06	RO 11.31 CIP 12.08	89.30 10.70	88.66 11.34
FY12	12.27	1.06	RO 12.18 CIP 13.01	88.95 11.05	88.28 11.72

CALCULATING THE MAXIMUM ALLOWABLE LEVY

FY2012 Levy Limit	\$60,964,990
Additional Amended FY2012 Growth	\$ 0
Prop 2 ½ Increase	\$ 1,524,125
Residential New Growth	\$ 433,198
CIP New Growth	<u>\$ 220,421</u>
FY2013 Levy Limit	\$63,142,734
Pole's Hill Debt Exclusion	\$ 130,685
Sewer Debt Shift	<u>\$ 1,768,538</u>
FY2013 Maximum Allowable Levy	\$65,041,957

<u>Maximum allowable levy</u>	<u>65,041,957</u>	= .01272
Total value of all parcels	\$5,113,775,160	

FY13 tax rate at a factor of 1: \$12.71 (rounded not to exceed the maximum allowable levy)

FY13 TAX RATE AT A FACTOR OF ONE = \$12.71
RESIDENTIAL CLASS REPRESENTS 88.92% OF LEVY, CIP 11.08%

SHIFT IN TAX RATE		SHIFT IN LEVY		
<u>SHIFT</u>	<u>R RATE</u>	<u>CIP RATE</u>	<u>RO%</u>	<u>CIP%</u>
101%	12.70	12.85	88.81%	11.19%
102%	12.69	12.97	88.70%	11.30%
103%	12.67	13.10	88.59%	11.41%
104%	12.66	13.23	88.48%	11.52%
105%	12.64	13.36	88.37%	11.63%
106%	12.62	13.48	88.26%	11.74%
107%	12.61	13.61	88.14%	11.86%
108%	12.59	13.74	88.03%	11.97%
109%	12.58	13.86	87.92%	12.08%
110%	12.56	13.99	87.81%	12.19%
111%	12.54	14.12	87.70%	12.30%
112%	12.53	14.25	87.59%	12.41%
113%	12.51	14.37	87.48%	12.52%
114%	12.50	14.50	87.37%	12.63%
115%	12.48	14.63	87.26%	12.74%
116%	12.47	14.75	87.15%	12.85%
117%	12.45	14.88	87.04%	12.96%
118%	12.43	15.01	86.93%	13.07%
119%	12.42	15.14	86.81%	13.19%
120%	12.40	15.26	86.70%	13.30%
121%	12.39	15.39	86.59%	13.41%
122%	12.37	15.52	86.48%	13.52%
123%	12.35	15.65	86.37%	13.63%
124%	12.34	15.77	86.26%	13.74%
125%	12.32	15.90	86.15%	13.85%
126%	12.31	16.03	86.04%	13.96%
127%	12.29	16.15	85.93%	14.07%
128%	12.28	16.28	85.82%	14.18%
129%	12.26	16.41	85.71%	14.29%
130%	12.24	16.54	85.60%	14.40%
131%	12.23	16.66	85.49%	14.51%
132%	12.21	16.79	85.37%	14.63%
133%	12.20	16.92	85.26%	14.74%
134%	12.18	17.04	85.15%	14.85%
135%	12.16	17.17	85.04%	14.96%
136%	12.15	17.30	84.93%	15.07%
137%	12.13	17.43	84.82%	15.18%
138%	12.12	17.55	84.71%	15.29%
139%	12.10	17.68	84.60%	15.40%
140%	12.08	17.81	84.49%	15.51%
141%	12.07	17.93	84.38%	15.62%
142%	12.05	18.06	84.27%	15.73%
143%	12.04	18.19	84.16%	15.84%
144%	12.02	18.32	84.04%	15.96%
145%	12.01	18.44	83.93%	16.07%
146%	11.99	18.57	83.82%	16.18%
147%	11.97	18.70	83.71%	16.29%
148%	11.96	18.82	83.60%	16.40%
149%	11.94	18.95	83.49%	16.51%
150%	11.93	19.08	83.38%	16.62%

COMPARISON OF LEVY BY CLASS AT VARIOUS SHIFT FACTORS

FY2013 MAXIMUM ALLOWABLE LEVY : \$65,041,957

<u>CLASS DESCRIPTION</u>	<u>UNIT COUNT</u>	<u>FY13 VALUE BY CLASS</u>	<u>FACTOR 1 TAX RATE</u>	<u>FY 13 FACTOR 1 LEVY</u>	<u>APPROXIMATE EXCESS LEVY CAPACITY</u>
RESIDENTIAL	12,489	\$4,547,193,970	\$12.71	\$57,794,835.36	
CIP	2,442	\$566,581,190	\$12.71	\$7,201,246.92	
=====		=====		=====	
TOTALS	14,931	\$5,113,775,160		\$64,996,082.28	\$45,874.72

OTHER TAX RATES AND LEVIES FOR VARIOUS SHIFT FACTORS

Tax rates adjusted when necessary based on the maximum allowable levy *

		<u>TAX RATE</u>	<u>LEVY BY CLASS</u>	<u>LEVY SHIFT FROM FACTOR 1</u>	
FACTOR 105	RESIDENTIAL	\$12.64	\$57,476,531.78	-\$318,303.58	
	* CIP	\$13.35	\$7,563,858.89	\$362,611.96	
			=====		
			\$65,040,390.67		\$1,566.33
FACTOR 110	RESIDENTIAL	\$12.56	\$57,112,756.26	-\$682,079.10	
	CIP	\$13.99	7,926,470.85	\$725,223.92	
			=====		
			\$65,039,227.11		\$2,729.89
FACTOR 115	RESIDENTIAL	\$12.48	\$56,748,980.75	-\$1,045,854.61	
	CIP	\$14.63	\$8,289,082.81	\$1,087,835.88	
			=====		
			\$65,038,063.56		\$3,893.44
FACTOR 120	RESIDENTIAL	\$12.40	\$56,385,205.23	-\$1,409,630.13	
	CIP	\$15.26	\$8,646,028.96	\$1,444,782.03	
			=====		
			\$65,031,234.19		\$10,722.81
FACTOR 125	RESIDENTIAL	\$12.32	\$56,021,429.71	-\$1,773,405.65	
	CIP	\$15.90	\$9,008,640.92	\$1,807,394.00	
			=====		
			\$65,030,070.63		\$11,886.37
FACTOR 130	RESIDENTIAL	\$12.24	\$55,657,654.19	-\$2,137,181.17	
	* CIP	\$16.53	\$9,365,587.07	\$2,164,340.15	
			=====		
			\$65,023,241.26		\$18,715.74
FACTOR 135	RESIDENTIAL	\$12.16	\$55,293,878.68	-\$2,500,956.68	
	CIP	\$17.17	\$9,728,199.03	\$2,526,952.11	
			=====		
			\$65,022,077.71		\$19,879.29
FACTOR 140	RESIDENTIAL	\$12.08	\$54,930,103.16	-\$2,864,732.20	
	CIP	\$17.81	\$10,090,810.99	\$2,889,564.07	
			=====		
			\$65,020,914.15		\$21,042.85
FACTOR 145	* RESIDENTIAL	\$12.00	\$54,566,327.64	-\$3,228,507.72	
	CIP	\$18.44	\$10,447,757.14	\$3,246,510.22	
			=====		
			\$65,014,084.78		\$27,872.22
FACTOR 150	* RESIDENTIAL	\$11.92	\$54,202,552.12	-\$3,592,283.24	
	CIP	\$19.08	\$10,810,369.11	\$3,609,122.18	
			=====		
			\$65,012,921.23		\$29,035.77

COMPARISON OF LEVY BY CLASS AT VARIOUS SHIFT FACTORS

FY2013 MAXIMUM ALLOWABLE LEVY \$65,041,957

<u>CLASS DESCRIPTION</u>	<u>UNIT COUNT</u>	<u>FY13 VALUE BY CLASS</u>	<u>FACTOR 1 TAX RATE</u>	<u>FY 13 FACTOR 1 LEVY</u>	<u>APPROXIMATE EXCESS LEVY CAPACITY</u>
RESIDENTIAL	12,489	\$4,547,193,970	\$12.71	\$57,794,835.36	
CIP	2,442	\$566,581,190	\$12.71	\$7,201,246.92	
=====	=====	=====		=====	
TOTALS	14,931	\$5,113,775,160		\$64,996,082.28	\$45,874.72

OTHER TAX RATES AND LEVIES FOR VARIOUS SHIFT FACTORS

Tax rates adjusted when necessary based on the maximum allowable levy*

		<u>TAX RATE</u>	<u>LEVY BY CLASS</u>	<u>LEVY SHIFT FROM FACTOR 1</u>	
FACTOR 101	RESIDENTIAL	\$12.70	\$57,749,363.42	-\$45,471.94	
	CIP	\$12.85	\$7,280,568.29	\$79,321.37	
			=====		
			65,029,931.71		\$12,025.29
FACTOR 103	RESIDENTIAL	\$12.67	\$57,612,947.60	-\$181,887.76	
	CIP	\$13.10	7,422,213.59	\$220,966.66	
			=====		
			65,035,161.19		\$6,795.81
FACTOR 106	RESIDENTIAL	\$12.62	\$57,385,587.90	-\$409,247.46	
	CIP	\$13.48	\$7,637,514.44	\$436,267.52	
			=====		
			\$65,023,102.34		\$18,854.66
FACTOR 108	RESIDENTIAL	\$12.59	\$57,249,172.08	-\$545,663.28	
	CIP	\$13.74	\$7,784,825.55	\$583,578.63	
			=====		
			\$65,033,997.63		\$7,959.37
FACTOR 111	RESIDENTIAL	\$12.54	\$57,021,812.38	-\$773,022.97	
	CIP	\$14.12	\$8,000,126.40	\$798,879.48	
			=====		
			\$65,021,938.79		\$20,018.21
FACTOR 113	RESIDENTIAL	\$12.51	\$56,885,396.56	-\$909,438.79	
	CIP	\$14.37	\$8,141,771.70	\$940,524.78	
			=====		
			\$65,027,168.27		\$14,788.73
FACTOR 118	RESIDENTIAL	\$12.43	\$56,521,621.05	-\$1,273,214.31	
	CIP	\$15.01	\$8,504,383.66	\$1,303,136.74	
			=====		
			\$65,026,004.71		\$15,952.29
FACTOR 123	RESIDENTIAL	\$12.35	\$56,157,845.53	-\$1,636,989.83	
	* CIP	\$15.64	\$8,861,329.81	\$1,660,082.89	
			=====		
			\$65,019,175.34		\$22,781.66
FACTOR 127	RESIDENTIAL	\$12.29	\$55,885,013.89	-\$1,909,821.47	
	CIP	\$16.15	\$9,150,286.22	\$1,949,039.29	
			=====		
			\$65,035,300.11		\$6,656.89
FACTOR 132	RESIDENTIAL	\$12.21	\$55,521,238.37	-\$2,273,596.99	
	CIP	\$16.79	\$9,512,898.18	\$2,311,651.26	
			=====		
			\$65,034,136.55		\$7,820.45

OPEN SPACE DISCOUNT

Currently, there are no parcels qualifying for the Open Space classification in the City of Gloucester.

Land maintained in open and natural condition which contributes to the benefit and enjoyment of the general public, can be discounted in a range from 1% to 25%.

By definition, the qualifying land cannot include:

- a) Forest land (Ch 61)
- b) Farm land (Ch 61A)
- c) Recreation land (Ch 61B)
- d) Conservation restricted land
- e) Land held for production of income

The Assessors of each community will determine the criteria for Open Space. If a discount is allowed, the Residential Class will absorb the discount given to Open Space.

Bedford is the only community that opted for the Open Space Discount in Fiscal Year 2012.

RESIDENTIAL EXEMPTION

1. At the option of the Mayor, with City Council approval, an exemption of not more than 20 percent of the average assessed value of all Residential parcels may be applied to residential parcels that are the principal residence of the property taxpayer as used by the taxpayer for state income tax purposes as of January 1, 2012. MGL Ch. 59 Section 5C.

2. Principal residence is ordinarily the residence in which a property taxpayer lives. It is the taxpayer's domicile: Fixed place of habitation, permanent home or legal residence. Therefore, residential parcels not eligible for the residential exemption would include accessory land, summer homes and apartment buildings.

3. The application of the residential exemption, in addition to any other exemptions allowable under GL Ch. 59 Section 5, may not reduce the taxable value of the property to less than 10 percent of its full and fair cash value.

4. There were 13 communities that adopted the residential exemption in Fiscal Year 2012: Barnstable, Boston, Brookline, Cambridge, Chelsea, Everett, Malden, Nantucket, Somerset, Somerville, Tisbury, Waltham and Watertown.

RESIDENTIAL EXEMPTION (cont.)**EXAMPLE**

Total value of residential class = \$4,547,193,970 and an estimated 65% of all residential parcels are qualified.

Rate = \$12.71 at a factor of 1
12,489 parcels are in Class 1

\$364,096 = average assessment of all Class 1 (residential) parcels
8,118 parcels are estimated to qualify

The following illustrates what would happen to taxes and the tax rate if the **maximum** residential exemption was given:

\$364,096 X .20 = \$72,819 exemption (72,800 rounded)

\$72,800 X 8,118 eligible parcels = \$590,990,400
exempted from Residential Class

The new Residential Class Total Value is: \$4,547,193,970 - \$590,990,400 = \$3,956,203,570

The new Residential Tax Rate at a factor of one is: $\frac{\$65,041,957}{\$3,956,203,570} \times 1000 = \14.62

Exemption Amount	\$72,800	New Rate:	\$14.62	Tax \$ Change
Factor of 1	\$250,000	@ \$12.71	\$3,177.50	
		with exemption:		
Qualified	\$177,200	@ \$14.62	\$2,590.66	-\$586.84
Not Qualified	\$250,000	@ \$14.62	\$3,655.00	\$477.50
Factor of 1	\$350,000	@ \$12.71	\$4,448.50	
		with exemption:		
Qualified	\$277,200	@ \$14.62	\$4,052.66	-\$395.84
Not Qualified	\$350,000	@ \$14.62	\$5,117.00	\$668.50
Factor of 1	\$450,000	@ \$12.71	\$5,719.50	
		with exemption:		
Qualified	\$377,200	@ \$14.62	\$5,514.66	-\$204.84
Not Qualified	\$450,000	@ \$14.62	\$6,579.00	\$859.50
Factor of 1	\$451,352	@ \$12.71	\$5,736.68	
<i>Gloucester's Average Single Family</i>		with exemption:		
Qualified	\$378,552	@ \$14.62	\$5,534.43	-\$202.25
Not Qualified	\$451,352	@ \$14.62	\$6,598.77	\$862.08

Break-even value is approximately \$557,500

Factor of 1	\$650,000	@ \$12.71	\$8,261.50	
		with exemption:		
Qualified	\$577,200	@ \$14.62	\$8,438.66	\$177.16
Not Qualified	\$650,000	@ \$14.62	\$9,503.00	\$1,241.50
Factor of 1	\$750,000	@ \$12.71	\$9,532.50	
		with exemption:		
Qualified	\$677,200	@ \$14.62	\$9,900.66	\$368.16
Not Qualified	\$750,000	@ \$14.62	\$10,965.00	\$1,432.50
Factor of 1	\$1,000,000	@ \$12.71	\$12,710.00	
		with exemption:		
Qualified	\$927,200	@ \$14.62	\$13,555.66	\$845.66
Not Qualified	\$1,000,000	@ \$14.62	\$14,620.00	\$1,910.00

RESIDENTIAL EXEMPTION (cont.)EXAMPLE

Total value of residential class = \$4,547,193,970 and an estimated 65% of all residential parcels are qualified.

Rate = \$12.71 at a factor of 1
12,489 parcels are in Class 1

\$364,096 = average assessment of all Class 1 (residential) parcels
8,118 parcels are estimated to qualify

The following illustrates what would happen to taxes and the tax rate if the **10%** residential exemption was given:

\$364,096 X .10 = \$36,410 exemption (36,400 rounded) \$36,400 X 8,118 eligible parcels = \$295,495,200
exempted from Residential Class

The new Residential Class Total Value is: \$4,547,193,970 - \$295,495,200 = \$4,251,698,770

The new Residential Tax Rate at a factor of one is: $(\$65,041,957 \times .8892) \times 1000 = \13.60
\$4,251,698,770

Exemption Amount	\$36,400	New Rate:	\$13.60	Tax \$ Change
Factor of 1	\$250,000	@ \$12.71	\$3,177.50	
		with exemption:		
Qualified	\$213,600	@ \$13.60	\$2,904.96	-\$272.54
Not Qualified	\$250,000	@ \$13.60	\$3,400.00	\$222.50
Factor of 1	\$350,000	@ \$12.71	\$4,448.50	
		with exemption:		
Qualified	\$313,600	@ \$13.60	\$4,264.96	-\$183.54
Not Qualified	\$350,000	@ \$13.60	\$4,760.00	\$311.50
Factor of 1	\$450,000	@ \$12.71	\$5,719.50	
		with exemption:		
Qualified	\$413,600	@ \$13.60	\$5,624.96	-\$94.54
Not Qualified	\$450,000	@ \$13.60	\$6,120.00	\$400.50
Factor of 1	\$451,352	@ \$12.71	\$5,736.68	
<i>Gloucester's Average Single Family</i>		with exemption:		
Qualified	\$414,952	@ \$13.60	\$5,643.35	-\$93.34
Not Qualified	\$451,352	@ \$13.60	\$6,138.39	\$401.70

Break-even value is approximately \$554,500

Factor of 1	\$650,000	@ \$12.71	\$8,261.50	
		with exemption:		
Qualified	\$613,600	@ \$13.60	\$8,344.96	\$83.46
Not Qualified	\$650,000	@ \$13.60	\$8,840.00	\$578.50
Factor of 1	\$750,000	@ \$12.71	\$9,532.50	
		with exemption:		
Qualified	\$713,600	@ \$13.60	\$9,704.96	\$172.46
Not Qualified	\$750,000	@ \$13.60	\$10,200.00	\$667.50
Factor of 1	\$1,000,000	@ \$12.71	\$12,710.00	
		with exemption:		
Qualified	\$963,600	@ \$13.60	\$13,104.96	\$394.96
Not Qualified	\$1,000,000	@ \$13.60	\$13,600.00	\$890.00

SMALL COMMERCIAL EXEMPTION

1. At the option of the Mayor, with City Council approval, an exemption of any percentage up to 10 may be applied to (class three) commercial, parcels that are:

(1) occupied as of January 1, 2012 by a business with an average annual employment of no more than ten during calendar year 2011, as certified by the Director of the Department of Labor and Workforce Development, and

(2) have a valuation of less than one million dollars. MGL Ch. 29 Section 5I.

2. An eligible business is one that is certified by the Director of Labor and Workforce Development as having had an average annual employment at all locations of ten or fewer people during calendar year 2011. The Director provides the assessors with a list of eligible business by July 1, 2012. MGL Ch. 151A Section 64A. The assessors are to rely exclusively on the Director's certification in determining whether a business qualifies.

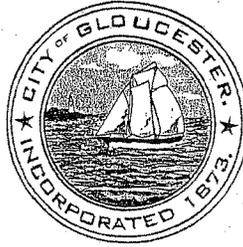
3. The commercial parcel does not have to be owned by the occupying business or any other eligible business. If a parcel has multiple commercial occupants or tenants, all occupants must be eligible. If a parcel is multiple use, such as a residential and commercial property, all occupants of the commercial portion must be eligible.

4. The parcel must have a valuation of less than one million dollars before the application of any small commercial exemption. The exemption applies to a specific parcel occupied by an eligible business, not to the eligible business itself. Therefore, if any particular eligible business occupies more than one parcel, each under one million dollars in value, each parcel would qualify for the exemption.

There were 10 communities that adopted the small commercial exemption in Fiscal Year 2012:

Auburn, with a CIP share of 29.23%
Avon, with CIP share of 48.08%
Bellingham, with CIP share of 31.30%
Braintree, with CIP share of 22.90%
Dartmouth, with CIP share of 16.39%
New Ashford, with CIP share of 18.89%
Seekonk, with CIP share of 25.04%
Somerset, with a CIP share of 35.70%
Westford, with a CIP share of 14.07%
Wrentham, with CIP share of 18.73%

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CITY OF GLOUCESTER
COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

TO: Mayor Carolyn A. Kirk
FROM: Greg Cadematori, Acting Community Development Director *GC*
CC: Deborah Laurie, CPC Senior Project Manager
RE: Recommendations from the Community Preservation Committee for Round 3, FY2012 Funds
DATE: July 10, 2012

The Community Preservation Committee has received, reviewed and made recommendations on the third round of project applications for the Community Preservation Act funding.

Please find attached the Committee's submission of recommended projects for your review, and for forwarding to the City Council for their review and appropriation.

Thank you.

The Community Preservation Committee recommends \$260,715 in funding for one-time projects. All recommended projects are subject to the terms and conditions imposed by the Community Preservation Committee. The following conditions are common to all recommended projects:

1. Projects financed with Community Preservation Act funds must comply with all applicable State and municipal requirements. Funds are administered and disbursed by the City of Gloucester.
2. Project oversight, monitoring, and financial control are the responsibility of the Community Preservation Committee or its designee.
3. The Community Preservation Committee will require quarterly project status updates from Community Preservation Act Fund recipients. Additionally, recipients shall also provide an interim report at the 50% Completion Stage along with budget documentation.
4. All projects will be required to state *"This project received funding assistance from the citizens of Gloucester through the Community Preservation Act"* in their promotional material and, where appropriate, on exterior signage.

Attached are:

1. Summary of Community Preservation Committee Recommendations
2. Project Summaries for each Recommendation
3. Criteria for Project Evaluation adopted and published by the Community Preservation Committee

Estimated Community Preservation Fund Revenue available for appropriation or reservation is \$554,725. This includes receipts for the local surcharge during FY 2012 and accumulated interest, and estimated receipts for FY 2012, plus the anticipated 26% state match. After administrative costs of \$27,736 and the dept service estimated at \$215,000 there is a balance of \$311,989. After reducing the balance by \$55,472, (10% reserve for Community Housing no applications) there is an approximate balance of \$256,517. The remaining \$4,198. will be allocated from unreserved balance.

Applications for all projects are available for review in the Community Development Office, Grants Division.

Submitted by: Community Preservation Committee

J.J. Bell, Co-Chair and At-Large
Bill Dugan, Housing Authority
Karen Gallagher, Planning Board
Charlie Crowley, Open Space and Recreation
Scott Smith, At-large

Sandy Dahl-Ronan, Co-Chair and At-Large
Rob Gulla, Conservation Commission
Tom O'Keefe, Historic Commission
Stacy Randell, At-large

**Summary of Community Preservation Committee Recommendations
For Round 3, FY2012 Funding**

Project No.	Applicant	Project Title	Category	Recommended Amount
1	North Shore Art Association	Window Replacement	Historic Preservation	\$15,000
2	Lanes Cove Fish Shack Building Committee	Fish Shack Restoration	Historic Preservation	\$20,000
3	Cape Ann Museum	Preservation & Digitization of Phillips & Holloran Architectural Plans	Historic Preservation	\$10,000
4	Magnolia Historical Society	Archives Manager	Historic Preservation	\$5,000
5	Maritime Gloucester	Restoration of Marine Railways & Mill Building	Historic Preservation	\$20,300
6	Phyllis A. Marine Association, Inc.	Restoration of stanchions, planking & rail caps	Historic Preservation	\$25,415
7	Friends of Good Harbor	Preservation of 70-74 Thatcher Road	Open Space	\$150,000
8	Community Development Department	North Gloucester Woods appraisals & surveys	Open Space	\$15,000
			TOTAL	\$260,715

**GLOUCESTER COMMUNITY PRESERVATION COMMITTEE
RECOMMENDATIONS FOR FY12, ROUND 3 APPROPRIATION**

The Gloucester Community Preservation Committee recommends that City Council appropriate \$260,715 from the Community Preservation Fund for the projects hereinafter described.

**PROJECT NO. 1
THOMAS E. REED BUILDING – WINDOW REPLACEMENT PROJECT
Project Sponsor: NORTH SHORE ART ASSOCIATION**

The Community Preservation Committee recommends the appropriation of \$15,000 to the North Shore Art Association for the purpose of replacing 22 (twenty-two) windows in the historic Thomas E. Reed Building, an historic asset located on Gloucester's Inner Harbor at 11 Pirates Lane, Gloucester, MA with the following conditions:

Following a favorable vote of the City Council, an agreement being executed by the City of Gloucester and the applicant, said agreement will be in a form acceptable to the Community Preservation Committee and will include, among other provisions governing the use of the award, the following :

1. The expiration of the award shall be December 31, 2013;
2. If applicable, in the case of an historic asset, a preservation or facade easement in a form acceptable to the Community Preservation Committee shall be executed.

The CPC asked Karen Gallagher, Treasurer, and Debbie Laurie, Project Manager, to work with Kenny Costa to determine the appropriate account(s) from which the funds shall be appropriated.

The Community Preservation Act spending purpose is to rehabilitate an historic resource.

Project Summary:

The North Shore Art Association needs to replace 22 (twenty-two) falling windows in the historic Thomas E. Reed Building, located on Gloucester's Inner Harbor at 11 Pirates Lane, Wonson's Wharf. The total cost of the project is estimated at \$36,500, of which 15,000 of CPA funds will be utilized.

The Thomas E. Reed building is a three-story wood frame gable-roofed structure originally designed as a warehouse. When first built c.1900 to serve Reed's stevedoring business, its clapboard exterior was punctuated by 82 (eighty-two) rectangular double-hung windows on all four sides, as well as numerous doors. On the southern side of the building is a broad porch that provides access to the main front door on the second level of the building.

Over the years, 60 (sixty) of the windows have been covered with permanent wood shutters, which are painted red to match the clapboards. These 60 (sixty) shutters block light from the interior

galleries, and are not part of this project. The remaining 22 (twenty-two) operating windows admit light into various areas of the building where natural light is desirable and necessary for office work and for viewing paintings hung on the walls. Many of these windows appear to be original to the building and are six-over-six (6/6) double-hung wood-frame construction. They are all well beyond their service life, are leaking, have extensive rot, and cannot be repaired. The NSAA has recently replaced its roof.

Because the Thomas E. Reed Building has no central heat or air conditioning, it is vital to the comfort of our staff, volunteers and visitors that the windows in the building be both airtight and functional.

The old windows will be replaced with compatible 6/6 double-hung windows that are double paned for insulation and have attachable screens. The intention is that the exterior appearance of the new windows be consistent with the current historic appearance.

**PROJECT NO. 2
LANES COVE FISH SHACK RENOVATION**

Project Sponsor: CITY OF GLOUCESTER, BUILDING COMMITTEE FOR LANES COVE FISH SHACK

The Community Preservation Committee recommends the appropriation of \$20,000 to the City of Gloucester, Lanes Cove Fish Shack Building Committee for Lane's Cove Fish Shack for the preservation and restoration of the Lanes Cove Fish Shack, an historical asset with the following conditions:

Following a favorable vote of the City Council, an agreement being executed by the City of Gloucester and the applicant, said agreement will be in a form acceptable to the Community Preservation Committee and will include, among other provisions governing the use of the award, the following :

1. The expiration of the award shall be December 31, 2013;
2. The project must include educational signage for public benefit, acceptable to the CPC, such signage indicating the cultural and historical significance of the property;
3. CPA funds shall not be used for the ongoing maintenance of the Fish Shack.

The CPC asked Karen Gallagher, Treasurer, and Debbie Laurie, Project Manager, to work with Kenny Costa to determine the appropriate account(s) from which the funds shall be appropriated.

The Community Preservation Act spending purpose for this appropriation is to restore historic resources.

Project Summary:

The historic fish shack at Lanes Cove has fallen into disrepair. The land is a public landing owned by the City of Gloucester and the shack itself is city owned property. Historical use has been as a storage and work space for commercial fishermen and as a subject of countless painting and photographs. The plan is to continue such use after repair of the structure.

Work on the shack will include structural members being removed and reused if possible or replaced with new timber. New wood for the task will be milled locally and used rough sawn. Traditional white cedar shingles siding will be used. The chimney will be rebuilt from the ground up. Roofing will copy the present red roll roofing as closely as possible. A carpenter member of the building committee has offered to construct traditional windows and doors and donations of siding and roofing has already been made.

The Committee has currently raised approximately \$6000. A project with strong grass roots enthusiasm, many skilled volunteers will donate their time to renovate the building. The overall budget for the project is \$80,000, which is part in-kind donations and labor.

PROJECT NO. 3
THE PRESERVATION AND DIGITIZATION OF THE COLLECTION OF PHILLIPS & HOLLORAN
ARCHITECTURAL PLANS, 1894-1960
Project Sponsor: THE CAPE ANN MUSEUM

The Community Preservation Committee recommends the appropriation of \$10,000 to the Cape Ann Museum for the purpose of preserving an historic asset by conserving and digitizing the collection of Phillips & Holloran Architectural plans, 1894 – 1960, including, but not limited to, unrolling, flattening and cleaning prior to digitization, with the following conditions

Following a favorable vote of the City Council, an agreement shall be executed by the City of Gloucester and the applicant, said agreement shall be in a form acceptable to the Community Preservation Committee and will include, among other provisions governing the use of the award, the following:

1. The expiration of the Award shall be December 31, 2013;
2. Funds to be utilized for plans for public buildings and shall make public aware of availability of same.

The CPC asked Karen Gallagher, Treasurer, and Deb Laurie, Project Manager to work with Kenny Costa to determine the appropriate account(s) from which the funds shall be appropriated.

The Community Preservation Act spending purpose for this appropriation is to restore historic resources.

Project Summary:

In 2011 the Cape Ann Museum received an extraordinary collection of more than 300 architectural plans of Gloucester business and municipal buildings and private homes from the estate of Robert Holloran, who was the last partner in the architectural firm of Phillip & Holloran. These plans had been stored, tightly rolled for over fifty years. Many are in fragile condition. The Museum is going to conserve (flatten, clean and repair) and digitize the plans so that they can be made available to researchers and the general public and to prevent further damage. This preservation will be done in multi phases. Total cost of the project is approximately \$120,000.

PROJECT NO. 4
MAGNOLIA HISTORICAL MUSEUM ARCHIVE DIGITIZATION
Project Sponsor: THE MAGNOLIA HISTORICAL SOCIETY

The Community Preservation Committee recommends the appropriation of \$5,000 to the Magnolia Historical Society toward the purpose of preserving historic archives by hiring a qualified archives manager to scan and identify each individual piece of the collection into the "past perfect" program and to store it on a hard drive, which will allow for future educational displays and ease of access for ancestral, historical and educational research, with the following conditions:

Following a favorable vote of the City Council, an agreement shall be executed by the City of Gloucester and the applicant, said agreement shall be in a form acceptable to the Community Preservation Committee and will include, among other provisions governing the use of the award, the following:

1. The expiration of the Award shall be December 31, 2013;

The CPC asked Karen Gallagher, Treasurer, and Deb Laurie, Project Manager to work with Kenny Costa to determine the appropriate account(s) from which the funds shall be appropriated.

The Community Preservation Act spending purpose for this appropriation is to restore historic resources.

Project Summary:

The Magnolia Historical Society manages the art, artifacts and information housed within the Fran Hines Historical Museum located in the Community Center known as the Magnolia Library Center. The Museum holds a large collection of Magnolia's most precious historical items and information that cannot be found elsewhere or replaced. In order to competently index, file, preserve and make readily available all of the information the Historical Society would like to organize, digitize, promote and grant easy access to their collection of history while simultaneously protecting those resources.

An "all-in-one" printer, scanner, copier and materials have been purchased with prior CPA funding. In order to utilize this printer/scanner, they need to hire a qualified archives manager that will be able to use the program and equipment properly in order to preserve their collection. Total cost of the project is approximately \$18,000.

PROJECT NO. 5
PRESERVATION AND RESTORATION OF MARINE RAILWAY MILL BUILDING AT MARTIME
GLOUCESTER
Project Sponsor: MARITIME GLOUCESTER

The Community Preservation Committee recommends the appropriation of \$20,300 to the Maritime Gloucester for the purpose of the restoration of the historic Mill Building, leading to an exhibit showcasing and describing the 19th century sawmill and machinery, with the following conditions:

Following a favorable vote of the City Council, an agreement shall be executed by the City of Gloucester and the applicant, said agreement shall be in a form acceptable to the Community Preservation Committee and will include, among other provisions governing the use of the award, the following:

1. The expiration of the Award shall be December 31, 2014;
2. If applicable, in the case of an historic asset, a preservation or facade easement, in a form acceptable to the Community Preservation Committee, shall be executed.

The CPC asked Karen Gallagher, Treasurer, and Deb Laurie, Project Manager to work with Kenny Costa to determine the appropriate account(s) from which the funds shall be appropriated.

The Community Preservation Act spending purpose for this appropriation is to restore historic resources.

Project Summary:

The railway at Maritime Gloucester is the oldest continuously operated working marine railway in the United States. It has been used since 1850 to haul and repair historic wooden vessels up to 350 tons. The machinery for running the railway is housed in the brick Mill Building, which stands to this day as a testament to the industrial past of the harbor front. It includes an operational 46" saw mill, planer and other traditional wood working equipment and railway machinery from the 19th century. Maritime Gloucester would like to preserve the building and create an exhibit within the mill building, showcasing and describing the saw mill and machinery. Total cost of the project is approximately \$27,300.

PROJECT NO. 6

PHYLLIS A. REBUILD OF STANCHIONS, PLANKING, AND RAIL CAPS FROM WATERLINE UP

Project Sponsor: PHYLLIS A. MARINE ASSOCIATION, INC.

The Community Preservation Committee recommends the appropriation of \$25,415 to the Phyllis A. Marine Association, Inc. for the purpose of restoring and rebuilding the stanchions, certain planking and rail caps on the Phyllis A., an historic asset, which will enable the reattachment of metal posts and rope lines allowing visitors on board for tours, with the following conditions:

Following a favorable vote of the City Council, an agreement shall be executed by the City of Gloucester and the applicant, said agreement shall be in a form acceptable to the Community Preservation Committee and will include, among other provisions governing the use of the award, the following:

1. The expiration of the Award shall be December 31, 2013;

The CPC asked Karen Gallagher, Treasurer, and Deb Laurie, Project Manager to work with Kenny Costa to determine the appropriate account(s) from which the funds shall be appropriated.

The Community Preservation Act spending purpose for this appropriation is to restore historic resources.

Project Summary:

The Phyllis A. is a 60' gill net fishing vessel built in 1925 by Captain Albert Arnold. Captain Arnold was the leader of a group of fishermen from the Great Lakes who brought the gill net fishing industry to the Atlantic East Coast in 1910, starting an industry which is still in use today. The vessel was fished by the Arnold family until the year 2000.

With the assistance of CPA funding in Round 2, the Phyllis A. has hauled and is in the process of restoring the hull of the vessel. The haul out will insure the integrity of the hull to keep her afloat and present her in a respectable manner. This third round of funding would consist of replacing and rebuilding of some planking, stanchions and the rail which will enable the reattachment of metal posts and rope lines to the rail cap to bring the rail height up to 42 inches, which the Coast Guard requires for a dockside attraction vessel. This will allow on board tours. Total cost is estimated at 35,415.

PROJECT NO. 7
GOOD HARBOR GATEWAY PROJECT
Project Sponsor: FRIENDS OF GOOD HARBOR, INC

The Community Preservation Committee recommends the appropriation of \$150,000 to the The City of Gloucester (working with the FRIENDS OF GOOD HARBOR, INC.) for the purpose of acquiring approximately 6 acres of property located at 70 – 74 Thatcher Road, Gloucester MA, in order to preserve open space, with the goal of restoring it as a salt marsh, restoring its natural vegetation and wildlife habitat and preserving it for public access, appreciation and education, with the following conditions:

Following a favorable vote of the City Council, an agreement shall be executed by the City of Gloucester and the applicant, said agreement shall be in a form acceptable to the Community Preservation Committee and will include, among other provisions governing the use of the award, the following:

1. The expiration of the Award shall be June 30, 2013, or at the expiration of the Purchase and Sales Agreement, whichever occurs first.

The CPC asked Karen Gallagher, Treasurer, and Deb Laurie, Project Manager to work with Kenny Costa to determine the appropriate account(s) from which the funds shall be appropriated.

The Community Preservation Act spending purpose for this appropriation is to preserve open space.

Project Summary:

The Friends of Good Harbor (FOGH) hope to preserve six acres of filled land, 70-74 Thatcher Road, across from the entrance of Good Harbor Beach, restore it as a salt marsh and preserve it for public access, appreciation and education. The current owners of three properties intend to develop it for housing under 40B. The FOGH and the owners of the property, Brier Neck Realty LLC, have reached agreement on a purchase price of \$720,000. The overall budget for the property acquisition is \$750,000 with intended tri-partite funding from the Community Preservation Act (City of Gloucester), from the Executive Officer of Energy and Environmental Affairs' LAND Grant, (Comm. of Mass), and from general fund raising from private individuals and foundations (FOGH), including a substantial tax credit contribution by the owners. FOGH has been working in cooperation with the City of Gloucester and it is the intention of FOGH and the City that the City of Gloucester will own the property with the vision that it will be restored to its natural vegetation and wildlife habitat, that it will become a gateway to the Good Harbor marsh and wetlands, that a pedestrian walkway will encourage public access to the area, and that appropriate signage will promote public awareness and sensitivity related to the preservation of one of Gloucester's prominent natural resources.

PROJECT NO. 8
NORTH GLOUCESTER WOODS APPRAISALS AND SURVEYS
Project Sponsor: COMMUNITY DEVELOPMENT DEPARTMENT

The Community Preservation Committee recommends that the City Council appropriate \$15,000 to the GLOUCESTER COMMUNITY DEVELOPMENT DEPARTMENT for the purpose of hiring certified appraisers and surveyors to determine the fair market value of privately-owned properties or easements deemed critical to the preservation of continuous trail system and open space area in Gloucester's North Woods area, prior to acquisition as required by law, with the following conditions:

Following a favorable vote of the City Council, an agreement shall be executed by the City of Gloucester and the applicant, said agreement shall be in a form acceptable to the Community Preservation Committee and will include, among other provisions governing the use of the award, the following:

1. The expiration of the Award shall be December 31, 2013;

The CPC asked Karen Gallagher, Treasurer, and Deb Laurie, Project Manager to work with Kenny Costa to determine the appropriate account(s) from which the funds shall be appropriated.

The Community Preservation Act spending purpose for this appropriation is to preserve open space.

Project Summary:

The Open Space and Recreation Committee (OSRC) has endorsed the North Gloucester Woods Preservation Plan funded for the first round of CPA funding. The plan or study conducted with the 1st round of funding from CPA, called for the creation of a core North Gloucester Woods Reservation, primarily from existing City-owned land and should be able to acquire through tax-title proceedings. In addition, the plan proposes for the City to establish a North Gloucester Woods Reservation and recommends the City take action to support the acquisition of four privately-owned parcels deemed critical to ensuring a preservation of a continuous trail system and open space area. The four privately owned properties have remained undeveloped primarily due to the high development cost due to steep slopes, lack of utilities and the presence of ledge. As a result, these properties have been assessed at relatively low values indicating that their acquisition could be very affordable for the City. Any acquisitions require appraisals, surveys and draft acquisition option documents, the proposed uses for this funding request. The total cost of which is \$20,000



GLOUCESTER POLICE DEPARTMENT
OFFICE OF THE CHIEF
197 Main Street
Gloucester, MA 01930

RECEIVED

OCT 4 2012

Mayor's Office

October 3, 2012

To: Jim Duggan, Chief Administrative Officer
From: Chief Leonard Campanello
Date: October 3, 2012
RE: U.S. DEA Overtime Grant FY 2013

Mr. Duggan,

As you are aware, the Gloucester Police Department has had a detective assigned to the Drug Enforcement Agency for the past four years. As part of the agreement, the DEA will reimburse the city for the first **\$17,202.25 in overtime for this officer in FY2013**. This is, and has been, the standard agreement between the DEA and all police departments that participate in the program.

As the City Auditors Office considers this funding a grant, I am requesting this letter and the attached paperwork is included in the Mayors Report for submittal to the City Council and the appropriate subcommittees for their consideration.

There is no matching requirement with this funding. I am requesting the City Council and appropriate subcommittee approves this funding allowing the City to accept \$17,202.25 for the reimbursement of overtime incurred by this officer for fiscal year 2013.

Please contact me or Stacie Couture, Financial Coordinator for the Police Department, with any questions.

Sincerely,

Leonard Campanello
Chief of Police



City of Gloucester
Grant Application and Check List

Granting Authority: State _____ Federal Other _____

Name of Grant: FY 13 Organized Crime Drug Enforcement Task Force

Department Applying for Grant: Police Department

Agency-Federal or State application is requested from: Drug Enforcement Admin (DEA)

Object of the application: Funds for over-time worked on federal drug enforcement

Any match requirements: none

Mayor's approval to proceed: *[Signature]* 10/17/12
Signature Date

City Council's referral to Budget & Finance Standing Committee: _____
Vote Date

Budget & Finance Standing Committee: _____
Positive or Negative Recommendation Date

City Council's Approval or Rejection: _____
Vote Date

City Clerk's Certification of Vote to City Auditor: _____
Certification Date

City Auditor:
Assignment of account title and value of grant: _____
Title Amount

Auditor's distribution to managing department: _____
Department Date sent

NOTE: A copy of all grant paperwork must be submitted to the Auditor's Office

FORM: AUDIT GRANT CHECKLIST – V.1

CITY OF GLOUCESTER

ACCOUNT BUDGET

DEPARTMENT NAME: Police Department
 ACCOUNT NAME: FY13 Organized Crime Drug Enforcement Task Force
 FUND NUMBER AND NAME: (N/A FOR NEW FUND)
 CFDA # (Required for Federal Grants): 16.004
 DATE PREPARED: 10/3/2012

APPROVED
 AMENDED BUDGET

OBJECT	ORIGINAL BUDGET	(IF APPLICABLE)	AMENDED REQUEST	REVISED BUDGET
REVENUE (4_____)	\$17,202.25			
				\$0.00
				\$0.00
				\$0.00
Total:	\$17,202.25	\$0.00	\$0.00	\$0.00
EXPENSE (5_____)				
51300	\$17,202.25			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total:	\$17,202.25	\$0.00	\$0.00	\$0.00

DEPARTMENT HEAD SIGNATURE _____

DATE ENTERED (AUDIT) _____ AUDITING DEPARTMENT INITIALS _____



City of Gloucester
Grant Application and Check List (Continued)

The following are documents needed by the Auditing Office for grant account creation:

1. Grant Application
2. Grant Award Letter/Standard Contract Approval Form
3. Council Order Approval
4. Original Grant Account Budget as approved by Grantor
5. Amended Grant Account Budget as approved by Grantor (if applicable)
6. Any additional information as requested by the Auditing Department

Note: All documents must be complete signed copies.

Please attach the following documents with the Grant Application and Check List and send to the Auditors' Office.

Appendix D

PROGRAM - FUNDED STATE AND LOCAL TASK FORCE AGREEMENT

This agreement is made this 30th day of September, 2012, between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and Gloucester Police Department (hereinafter "GPD"). The DEA is authorized to enter into this cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.

WHEREAS there is evidence that trafficking in narcotics and dangerous drugs exists in the New England area and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of Massachusetts, the parties hereto agree to the following:

1. The DEA Task Force will perform the activities and duties described below:
 - a. disrupt the illicit drug traffic in the New England area by immobilizing targeted violators and trafficking organizations;
 - b. gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and
 - c. conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the Task Force's activities will result in effective prosecution before the courts of the United States and the State of Massachusetts.
2. To accomplish the objectives of the DEA Task Force, the GPD agrees to detail one (1) experienced officers to the DEA Task Force for a period of not less than two years. During this period of assignment, the GPD officers will be under the direct supervision and control of DEA supervisory personnel assigned to the Task Force.
3. The GPD officers assigned to the Task Force shall adhere to DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the Task Force.
4. The GPD officers assigned to the Task Force shall be deputized as Task Force Officers of DEA pursuant to 21 U.S.C. Section 878.
5. To accomplish the objectives of the DEA Task Force, DEA will assign three (3) Special Agents to the Task Force. DEA will also, subject to the availability of annually appropriated funds or any continuing resolution thereof, provide necessary funds and equipment to support the activities of the DEA Special Agents and GPD officers assigned to the Task Force. This support will include: office space, office supplies, travel funds, funds for the purchase of evidence and information, investigative equipment, training, and other support items.

6. During the period of assignment to the DEA Task Force, the GPD will remain responsible for establishing the salary and benefits, including overtime, of the officers assigned to the Task Force, and for making all payments due them. DEA will, subject to availability of funds, reimburse the GPD for overtime payments made by it to GPD officers assigned to the DEA Task Force for overtime, up to a sum equivalent to 25 percent of the salary of a GS-12, step 1, (RUS) Federal employee (currently \$17,202.25), per officer. *Note: Task Force Officer's overtime "shall not include any costs for benefits, such as retirement, FICA, and other expenses."*
7. In no event will the GPD charge any indirect cost rate to DEA for the administration or implementation of this agreement.
8. The GPD shall maintain on a current basis complete and accurate records and accounts of all obligations and expenditures of funds under this agreement in accordance with generally accepted accounting principles and instructions provided by DEA to facilitate on-site inspection and auditing of such records and accounts.
9. The GPD shall permit and have readily available for examination and auditing by DEA, the United States Department of Justice, the Comptroller General of the United States, and any of their duly authorized agents and representatives, any and all records, documents, accounts, invoices, receipts or expenditures relating to this agreement. The GPD shall maintain all such reports and records until all audits and examinations are completed and resolved, or for a period of three (3) years after termination of this agreement, whichever is sooner.
10. The GPD shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H and I.
11. The GPD agrees that an authorized officer or employee will execute and return to DEA the attached OJP Form 4061/6, Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements. The GPD acknowledges that this agreement will not take effect and no Federal funds will be awarded to the GPD by DEA until the completed certification is received.
12. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with Federal money, the GPD shall clearly state: (1) the percentage of the total cost of the program or project which will be financed with Federal money and (2) the dollar amount of Federal funds for the project or program.
13. The term of this agreement shall be effective from the date in paragraph number one until September 30, 2013. This agreement may be terminated by either party on thirty days' advance written notice. Billing for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. DEA will be responsible only for obligations incurred by GPD during the term of this agreement.

For the Drug Enforcement Administration:

Kevin L. Lane 8/27/12

Date: 8/27/12

Name: Kevin L. Lane
Title: Acting Special Agent in Charge
New England Field Division

For the Gloucester Police Department

Michael W. Lane

Date: 6-28-12

Name: Michael W. Lane

Title: Chief of Police



GLOUCESTER POLICE DEPARTMENT
Office of the Chief of Police
197 Main Street
Gloucester, MA 01930

Chief Leonard Campanello
(978)281-9775

Memorandum

October 15, 2012

To: Mayor Carolyn Kirk

From: Leonard Campanello

Cc: Jim Duggan, Chief Administrative Officer

RE: PASEK Corporation Invoice

Mayor,

Attached is an invoice reflecting charges incurred in July 2012 from the PASEK Corporation. These services were retained immediately following a thunderstorm and a purchase order was not in place at the time.

I respectfully ask that this bill be presented to the City Council for payment.

Sincerely,

Leonard Campanello
Chief of Police
Gloucester Police Department

PASEK CORPORATION

Established 1876

9 West Third Street, So. Boston, MA 02127
Tel: (617) 269-7110 | (800) 628-2822
FAX: (617) 269-0547 | (800) 262-0547

The Security Company

*** DUPLICATE INVOICE ***

Invoice #: R 921048

Page #: 1

B GLOUCESTER POLICE DEPARTMENT W ATTN: JOE AIELLO
I 197 MAIN STREET O 978-283-1212
L GLOUCESTER, MA 01930 R
L K

213803

(27)

(59)

Date Your Order # Ship Via Terms
07/25/2012 J.AIELLO ROAD NET 30 DAYS

Quantity Description Unit Price Amount

TROUBLESHOT CUSTOMER'S OMNICAST VIDEO AFTER SEVERE THUNDERSTORM, RE-STARTED INSTRANSA SERVER & STORAGE - TESTED AS DIRECTED.

LABOR:

SERVICES RENDERED: 07/18/2012

TRIP CHARGE: \$ 103.00
SERVICE TECHNICIAN x 1.50 HR(S): \$ 162.00 265.00

Sub-Total: 265.00
Sales Tax: .00
Shipping: .00
TOTAL: 265.00



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: October 10, 2012
Subject: Mayor's Report to Council

RECEIVED

OCT 11 2012

Mayor's Office

Mayor Kirk,

Will you forward in your next Report to Council the two attached fee increases recommended by the Waterways Board at their last scheduled meeting of October 3, 2012.

Both fee increases were approved by an 8 to 1 vote.

I have additionally attached a fee comparison to neighboring communities.

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

Sincerely,

Jim Caulkett

Nineteen Harbor Loop
Gloucester, MA 01930



TEL 978-282-3012

FAX 978-978-281-4188

jcaulkett@gloucester-ma.gov

<http://gloucester-ma.gov/harbormaster>

CITY OF GLOUCESTER
HARBORMASTER'S OFFICE

MEMORANDUM

From: Gloucester Waterways Board
To: Gloucester City Council
Date: October 10, 2012
Subject: 10A Float Fee Increase

Council,

During the scheduled monthly Waterways Board meeting of October 3, 2012 the Board voted 8 in Favor and 1 Against to increase the 10A Float Annual Fee as follows;

Current City Ordinance Section 10-51 (c) Fees. Fee for 10A Float Permits shall be in the amount of \$50.00 per season.

Recommended change;

Fee for 10A Float Permits shall be in the amount of \$100.00 per season for float sizes up to 199 square feet, \$150.00 for 200 square feet up to 299 square feet, \$200.00 for 300 square feet up to 399 square feet, \$250.00 for 400 square feet up to 499 square feet, \$300.00 for 500 square feet up to 599 square feet and \$350.00 for any float system greater than 600 square feet.

Respectfully



Nineteen Harbor Loop
Gloucester, MA 01930

TEL 978-282-3012

FAX 978-978-281-4188

jcaulkett@gloucester-ma.gov

<http://gloucester-ma.gov/harbormaster>

CITY OF GLOUCESTER
HARBORMASTER'S OFFICE

MEMORANDUM

From: Gloucester Waterways Board
To: Gloucester City Council
Date: October 10, 2012
Subject: Mooring Permit Fee Increase

Council,

During the scheduled monthly Waterways Board meeting of October 3, 2012 the Board voted 8 in Favor and 1 Against to increase the Annual Personal Mooring Permit Fee as follows;

Current City Ordinance Section 10-51 (c) Fees. The fee for each type of mooring shall be established by city council. Fees for personal moorings shall be charged by length of vessel at the rate of four dollars (\$4.00) per foot for Gloucester residents and taxpayers and at the rate of six dollars (\$6.00) per foot for non-residents.

Recommended change;

The fee for each type of mooring shall be established by city council. Fees for personal moorings shall be charged by length of vessel at the rate of six dollars (\$6.00) per foot for Gloucester residents and taxpayers and at the rate of eight dollars (\$8.00) per foot for non-residents.

Respectfully

MOORING FEES

October 3, 2012

Manchester

Moorings: Res/Non Res: \$6.50/ft.
Going up to \$10 range
Water: No Transients: No
Bt. Ramp: No

Beverly

Moorings: Res/Non Res: \$5.50/ft.
Transients: No Bt. Ramp: No
Water: Harbor Authority

Essex

Moorings: Res/Non Res: \$90/ft. 1st 16 ft.
\$6 each ft. after
Water: No Transients: No
Bt. Ramp: No

Rockport

Moorings: \$7/ft.
Slips: \$14/ft. \$100/ft.
(water/electric)
Water: No Transients: No
Boat Ramp: No

Salem

Moorings: Res/Non Res: \$6/ft.
Water: No Slips: \$3/ft.
Bt. Ramp: \$5.00

Marblehead

Moorings: Res/Non Res: \$4/ft.
(Salem side) \$6.50 (Main harbor)
Water: No Transients: No
Dock Space (at office): \$3/ft.
Bt. Ramp: No

Newburyport

Moorings: Res/Non Res: \$3/ft. includes
Waterways Permit (must have)
Bt. Ramp: \$5
Transients: \$25 Slips: \$3/ft.

Danvers

Moorings: Res/Non Res: \$5/ft.
Water: No Transients: No
Bt. Ramp: \$5/Mass residents
\$10/Out of state
\$10/Commercial
Waterways Permit Fee:
Moorings: Res: \$1.00/ft.
Non Res: \$2.00/ft.
Slips: Res: \$1.00/ft.
Non Res: \$2.00/ft.

Sec. 10-51. - Regulation of moorings.

- (a) *Regulations.* The waterways board shall make regulations regarding the application process, size, type, construction and placement of all moorings within the city waterways. All moorings shall be placed under the direction of the harbormaster and are subject to inspection by the harbormaster prior to their initial placement and at intervals of three years.
- (b) *Permits.* No person shall establish a mooring within the city waterways without first obtaining a permit from the harbormaster to do so. Mooring permits shall be renewable each calendar year.
- (c) *Applications.* Applications for new permits shall be submitted on forms provided by the harbormaster. Applicants shall be placed on waiting lists by location preferred, in order of their receipt. The harbormaster shall keep the waiting lists updated by requiring applicants who wish to maintain their position on the waiting list to file an annual renewal prior to the last business day of December of each year. The harbormaster shall publicly post the waiting lists at the harbormaster's office and shall file a copy of same with the city clerk's office on April 30 of each year. The fee for such renewals shall be \$10.00. Failure to timely file the annual renewal shall result in the applicant's removal from the waiting list, provided however that an applicant may, prior to the last business day of February of the following year, request reinstatement to his/her previous position on the waiting lists by filing with the harbormaster a request for reinstatement together with a late fee of \$50.00 for a total of \$60.00.
- (d) *Types of moorings.* The harbormaster may issue permits for three types of moorings:
- (1) *Personal moorings* for sole use by the single vessel of an individual and his or her immediate family;
 - (2) *Municipal moorings* which may be approved by the waterways board for public purposes; and
 - (3) *Transient moorings* which may be used by waterfront businesses or yacht clubs for transient vessels.
- (e) *Fees.* The fee for each type of mooring shall be established by the city council. Fees for personal moorings shall be charged by the length of vessel at the rate of \$4.00 per foot for city residents and taxpayers and at the rate of \$6.00 per foot for nonresidents. The fee for transient moorings shall be \$200.00 each. A daily fee of \$25.00 shall be charged every vessel that utilizes a municipal mooring, used for transient boats, operated by the harbormaster. Fees for 10A float permits shall be in the amount of \$50.00 per season.
- (f) *[When application due; permit renewal.]* A completed renewal application by each mooring permit holder, including the renewal fee and proof of ownership, shall be returned to the harbormaster's office on or before the last business day in February of each year. After that time the mooring holder may renew the permit by filing a completed application, including the regular fee per foot, plus a late fee of \$50.00, prior to the last business day of May of that same year. Failure to do so will result in the mooring permit being revoked.
- (g) *New mooring areas.* The waterways board may, after a public hearing, designate new mooring areas. Moorings in those areas may be installed, maintained and operated by the harbormaster's office or by private businesses under license from the waterways board. The selection process for private operators shall include requests for proposals by the waterways board, submission of proposals and bids in conformance with M.G.L. c. 30B, and review of proposals and bids consistent with that law.