

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Whynott, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend to the City Council the reappointment of John Rando to the Licensing Board, TTE 05/13/19.

3. Memorandum from Mayor & Memorandum from Community Development Director re: Tourism Commission

Councilor Romeo-Theken asked Thomas Daniel, Community Development Director if he had a chance to look at some of the minutes from the P&D and O&A Committee meetings at which the Tourism Commission was discussed. She added that there was a nice workshop for the public last year. **Mr. Daniel** stated that he did not receive those minutes. **Councilor Romeo-Theken** stated there was a lot of good input given by the public and a lot of time was spent gathering that information and it should be reviewed as part of this process. **Linn Parisi, Discover Gloucester**, stated that an initial meeting of Discover Gloucester was held in February of 2012, they spoke before City Council for a combined O&A and P&D at the end of February, and in March an ad-hoc committee met to discuss recommendations for the new tourism ordinance. In total, 12 people met for 10 hours and made recommendations which were presented before P&D and O&A. These recommendations were passed August 8, 2012. **Mr. Daniel** stated that he was not aware that this process had taken place, but was aware of the revised recommendations and has met with some of the people who participated.

Councilor Romeo-Theken stated that she has previously requested a larger budget for Tourism, but it has actually decreased. A lot of people have given input and there has been a lot of back and forth on this issue. She added that if it was not for Linn Parisi's team, Discover Gloucester, we would not even be on the map anymore. **Councilor Romeo-Theken** discussed past initiatives to promote tourism and the fishing industry. **Mr. Daniel** stated that the revised ordinance written last year is setting the path. There are a lot of good efforts and programs that are being worked on, but there are also gaps and inefficiencies. The goal is to develop a five year plan for tourism and the Tourism Commission is the entity that is charged with developing that plan. Members of this Commission will be representing a sector and they should feel the responsibility to communicate back to the network they are representing. **Councilor Romeo-Theken** stated that this needs to happen and it may take someone who is paid staff to reign in the Commission. She asked **Mr. Daniel** how he arrived at these nine members. **Mr. Daniel** stated that it goes back to the ordinance and the various groups outlined. There are two cultural districts that are doing a lot of work and working together that should be included. Some communities focus their tourism entirely around arts and cultures, but the culture in Gloucester is what will generate repeat business. These cultural districts were a natural fit to support this idea of repeat business. What is not included is a representative from the DMO, but the Mayor has agreed to get a representative from the destination marketing organization (DMO) on the Commission. The DMO should be represented on here, but does not need to be a separate seat. There is an opportunity for up to eleven seats according to the ordinance. **Councilor Romeo-Theken** this ordinance has come from the Administration and City Council will change it and give eleven seats. She added that if a person has the power to vote they need to be a resident. **Mr. Daniel** stated that the ordinance that was approved previously states that two non-residents can serve as ex officio members, one of which may be the Cape Ann Chamber of Commerce.

Mr. Daniel stated that the call for volunteers goes out and ideally there will be two representatives from each sector presented to be chosen by the Administration. One name for each seat will be presented to the City Council for approval. The people chosen should have the right skill set and be able to liaise back to the community they represent. **Councilor Whynott** stated that if the Tourism Commission is not meeting because they cannot reach quorum they can lower the quorum. **Ms. Parisi** stated that Discover Gloucester is the Seaport Gloucester DMO. She stated that this organization has not ever been part of the City of the Chamber of Commerce. **Councilor Romeo-Theken** stated that the DMO kept going on despite obstacles, even from the City. Five years later we are still arguing about who is going on the Commission. **Mr. Daniel** stated that there are two different cultural districts and they both have strong identities, nationally and internationally. People come for arts and culture, spend money, and do so repeatedly. The Downtown is different and brings different partners. There are two separate networks that are valuable to have a seat at the table. **Councilor Romeo-Theken** asked how it was decided to have one representative for accommodations, when there are different types of accommodations in the City. **Mr. Daniel** said it is important to balance the number of seats. **Councilor Romeo-Theken** stated that she believes the seats should be changed. We need to promote people coming to the City and staying through avenues they did not already know existed. The hotels are the ones that pay for these initiatives with the taxes their establishments earn. We need to make sure there are other attractions and that they are well advertised. She added that **Mr. Daniel** should be working more closely with the Visitor's Center volunteer coordinator for the City.

Mr. Daniel stated there have been a lot of good ideas for ways to improve Tourism in the City. There was discussion about the local amenities and attractions. **Councilor Romeo-Theken** commented that there is not a seat on this Commission for parks and/or recreation. **Ms. Parisi** stated that when people met last summer they discussed the representatives who should be on the Commission. They were included in the recommendations presented to the Council. She also suggested that communication with and amongst various City departments needs to be improved. **Councilor Romeo-Theken** stated that there might need to be two representatives from accommodations and to better define tourist attractions. **Ms. Parisi** stated that the industry definition of tourist attraction includes a broad spectrum of categories including museums, galleries, and retail spaces so there is crossover among categories. **Councilor Romeo-Theken** stated that there needs to be clearer definitions of particular terms, especially tourist attractions. Rocky Neck has been around for a long time and has not stepped forward to participate with Tourism initiatives. **Mr. Daniel** reiterated that he is working from the previous ordinance and acknowledges that there are people who have worked very hard. This is an effort to have a Commission that reflects the hard work that went into the ordinance. One of the gaps is that there has not been a direct staff connection. **Councilor Romeo-Theken** stated that a staff representative for this Commission would need to work with the community and the City Council, not just the Administration. She stated that **Mr. Daniel** should call a meeting with a representative from each of the sectors listed in the ordinance to see what they could bring to the Commission. **Pauline Bresnahan, Pauline's Gifts**, stated that tourism should be for the entire City and sometimes when Rocky Neck is asked to be a representative their focus is on their section of Gloucester and not the City as a whole.

Councilor Romeo-Theken told **Mr. Daniel** to go back and talk to the people who have already been working on Tourism issues because they are the ones who will support you. **Councilor Hardy** stated that the City Council will support the Commission and any legislation it produces. **John Orlando, Harborview Inn**, asked as far as choosing representatives, will **Mr. Daniel** be involved in that process. Will he be making recommendations to the Mayor? **Councilor Romeo-Theken** confirmed that he will. **Mr. Daniel** stated that he will be involved in helping the Mayor determine from the applications received who should be part of the Commission. Then the appointments will be brought to the City Council. He added that the next step is getting names of people and reviewing them. Hopefully we will have a good group of people who are interested in serving. **Councilor Romeo-Theken** is asking **Mr. Daniel** to have more conversations various community members and come back with eleven seats that will be filled for the Tourism Commission. **Mr. Daniel** stated that we cannot get everything, but we can have a diverse representation. He will be vetting some people and seeing where that falls on the matrix. **Councilor Romeo-Theken** stated that the extra tax base from accommodations was supposed to support a separate Commission and hire a person to manage its members.

Councilor Cox stated that when she was appointed to the Tourism Commission she began actively recruiting people so there are several names on the Mayor's desk. **Councilor Romeo-Theken** does not expect miracles for this season, but wants to get ready for next season. She added that the DMO should be in the ordinance as a seat.

This matter is continued to July 15, 2013.

4. *CC2013-019 (LeBlanc) Amend GCO Chapter 22, Sec. 22-287 (Disabled Veteran, handicapped parking)
Re: Middle Street #15 (TBC 06/17/13)*

This matter is continued to June 17, 2013.

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:50 PM.

Respectfully submitted,
Jaimie Corliss
Principal Clerk

DOCUMENTS/ITEMS SUBMITTED AT MEETING:

- Memo from City Clerk dated 6/3/2013 with attached revised job descriptions and organizational chart

O&A

AUG 19, 2013

RE: Handicap Signage

Dana Jorgensson

Sent: Friday, June 07, 2013 10:56 AM

To: Linda Lowe

See pages 2 & 3 - moved to above date

Thank you. I've not created one that far out yet ,but I'll hold it in reserve based on this email.

Dana C. Jorgensson

Clerk of Committees

Please be aware that all communications pertaining to City of Gloucester matters, including e-mail sent or received, is a public record subject to disclosure under the Massachusetts Public Records Law. If requested, e-mail may be disclosed to another party unless exempt from disclosure. E-mails are retained by the City of Gloucester in compliance with Massachusetts Public Records Retention Schedule. All Electronic messages sent through the City of Gloucester system are archived in conformance with the Massachusetts and federal Public Records law.

From: Linda Lowe
Sent: Friday, June 07, 2013 10:48 AM
To: Dana Jorgensson
Subject: RE: Handicap Signage

She didn't say so I would go with the first one

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

From: Dana Jorgensson
Sent: Friday, June 07, 2013 10:28 AM
To: Linda Lowe
Cc: Sefatia Theken; Joanne Senos; Jackie Hardy; Michael Hale
Subject: Handicap Signage

Linda: There are two O&A meetings in August, the 5th and the 19th. Please advise as to which meeting Councilor Theken wishes to add the above to her Committee agenda. Thank you.

Dana C. Jorgensson

Clerk of Committees

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From: Linda Lowe
Sent: Friday, June 07, 2013 10:10 AM
To: Dana Jorgensson
Cc: Sefatia Theken; Joanne Senos; Jackie Hardy; Michael Hale
Subject: FW: RE:

Dana , Councillor Theken wants to discuss issues with handicapped signs and how they can be kept current. She would like it on an August O&A

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

From: Sefatia Romeo [SROME0@nhs-healthlink.org]
Sent: Friday, June 07, 2013 9:45 AM
To: Michael Hale
Cc: Linda Lowe
Subject: Fwd: RE:

Thank you Mike and Linda ask Dana to put on the O&A agenda in August to look at this it really does the one the DPW retiree put up in front of his house is one that the person who requested it moved we took it out of the ordinance and put it where he was moving so its an illegal sign?

>>> Michael Hale <MHale@gloucester-ma.gov> 6/7/2013 9:43 AM >>>

What we see on Millet St on 6/7 (below). We have found neighbors taken signs down throughout the city when the HC resident moves or passes away. There is no real follow up to specific sign placement and when it is appropriate to revisit the ordinance - perhaps this would be a good exercise.

Sent from my iPhone

Begin forwarded message:

From: Don Peavey <DPeavey@gloucester-ma.gov>
Date: June 7, 2013, 9:38:28 AM EDT
To: Michael Hale <MHale@gloucester-ma.gov>
Subject: RE:

Mike good morning. There are only two hc signs on millet st #32 & 38a & 38b . you have a great weekend also.

From: Michael Hale

Sent: Friday, June 07, 2013 9:04 AM

To: Don Peavey

Subject: Fwd:

Can you verify that only four HC signs are up on Millet St. They are described below.

Thanks - have a good weekend

Sent from my iPhone

Begin forwarded message:

From: Michael B Hale <michaelbhale@comcast.net>

Date: June 7, 2013, 8:53:12 AM EDT

To: Michael Hale <MHale@gloucester-ma.gov>

Millett Street #20, one space.

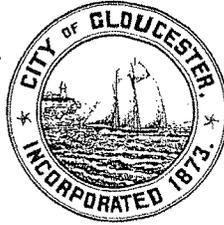
Millett Street, between #32 and #34, one space.

Millett Street, from a point 40 feet in a southerly direction from #38 with the parking space situated 22 feet in a northerly direction.

Millett Street, westerly side, beginning at a point 50 feet south of its intersection with Summit Street for a distance of 20 feet in a southerly direction.

This message and its contents are confidential and are intended for the use of the addressee only, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient, this serves as notice that any unauthorized distribution, duplication, printing, or any other use is strictly prohibited. If you feel you have received this email in error, please delete the message and notify the sender so that we may prevent future occurrences.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

August 1, 2013

Mr. Robert Gillis
31 Sayward Street
Gloucester, MA 01930

Dear Bob:

I am pleased to appoint you to a one year term as an Economic Development member on the **Waterways Board**. Your appointment will be sent to the City Council for their meeting of August 13, 2013. Confirmation of your appointment will be referred out to the next Ordinance and Administration subcommittee, and you will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

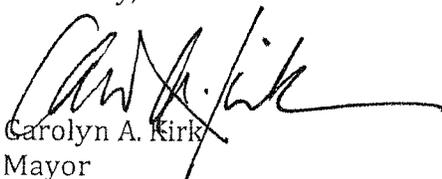
In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to working with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

Thank you again.

Sincerely,


Carolyn A. Kirk
Mayor

cc: Mayor's Report to the City Council
Tony Gross, Chair-Waterways Board

Enclosure
CAK/c

EFFECTIVE AUGUST 1, 2013

The City of Gloucester, Massachusetts

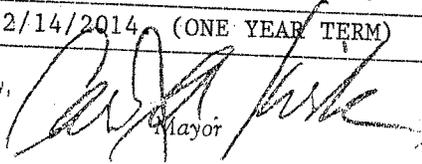
Dear Robert Gillis, 31 Sayward Street, Gloucester, MA 01930

It is my pleasure to inform you that I have this day appointed you
to the WATERWAYS BOARD

_____ of the City of
Gloucester, Massachusetts

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

Respectfully,



Mayor

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

Sworn in _____ By: _____

Christine Pantano

From: Robert Gillis <robert.gillis@casbank.com>
Sent: Wednesday, July 31, 2013 2:47 PM
To: Christine Pantano
Subject: Waterways Board
Attachments: Bob's Resume.doc

Dear Chris,

I hope you're well. I have been approached by Tony Gross and Ralph Pino about applying for an at large position on the City's Waterways Board. Please consider this my formal application letter. Also attached is a resume. I have been interested in waterfront activities through my work at the bank, through Chamber of Commerce activities, and as a concerned citizen. I have been reviewing the Waterways Board Policies, Rules, and Regulations and believe I could help the Board meet its goals for the benefit of the City.

Thank you for your consideration.

Robert J. Gillis, Jr.
31 Sayward Street
Gloucester, Ma. 01930
Tel-cell-978-290-8739
w-978-282-5723

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ROBERT J. GILLIS, JR.
31 SAYWARD STREET
GLOUCESTER, MA 01930
HOME: (978) 283-6568 OFFICE: (978) 282-5723
EMAIL: Robert.gillis@casbank.com

Banking Experience
1975 – Present

Cape Ann Savings Bank, Gloucester, MA
Vice-President (1990 – Present)

- Senior Lender.
- Responsible for bank's marketing along with Sr. Trust Officer.
- Serve as Community Reinvestment Act Officer.
- Serve on multiple bank committees
- Serve as a Trustee of the bank.

Assistant Vice President and Assistant Treasurer (1987 – 1990)

- Responsible for underwriting, origination, and sale of residential real estate mortgages including portfolio and secondary market loans.
- Participate in setting policies and procedures relative to mortgage consumer lending.
- Oversee planning and documentation of Community Reinvestment Act policies and activities and report periodically to the Board of Trustees' CRA Committee.
- Responsible for underwriting and closing consumer loans including home improvement loans, personal loans, auto loans, and loans secured by passbooks or other securities.

Loan Officer (1981 – 1987)

- Originated and closed consumer loans
- Assisted in credit and collections function
- Maintained files to insure that homeowners insurance was kept up to date.

Management Trainee (1978 – 1981)

- Assistant to the Credit and Collections Manager.
- Documented collection accounts and pursued loan delinquencies via phone calls, letters, personal contact and legal action.
- Represented the bank in Small Claims Court on several occasions.
- Managed the collection of delinquent student loans and processed claims with the Guarantee Agency.

Teller (1975 – 1978)

- Performed all teller services and also served as head teller in charge of vault cash and disbursements to tellers.
- Worked as a teller in the mortgage and loan department, processing new loans and handling payoffs and inquiries.

Education

Graduate: National School of Banking	2000
Northeastern University B.S. Finance	1990
American Institute of Banking A.B. Banking Studies	1985
Graduate: Savings Bank Association of Massachusetts School for Savings Banking Top 5% of Class	1980
National Association of Mutual Savings Banks Mortgage Lending I, II, and III	1981 – 1987



Gloucester City Council
CERTIFICATE OF VOTE
Certificate Number: 2011-222

The Gloucester City Council, at a meeting held on **Tuesday, September 27, 2011** at 7:00 p.m. in the Kyrouz Auditorium, City Hall, voted to approve the following:

IN CITY COUNCIL:

MOTION: On motion by Councilor Theken, seconded by Councilor Ciolino, the City Council voted BY ROLL CALL 5 in favor, 4 (Tobey, Verga, McGear, Mulcahey) opposed to AMEND c. 10 of the Code of Ordinances entitled Waterways Administration, §10-2(a) "Composition" by DELETING §10-2(a) in its entirety and by ADDING:

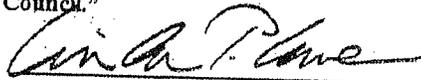
"The Gloucester Waterways Board shall consist of nine (9) citizens of Gloucester appointed by the Mayor and confirmed by the City Council. The appointees shall include three (3) persons who are directly involved with the fishing industry, two (2) persons who are recreational boaters, two (2) persons who are directly involved with economic development of the City, and two (2) persons at large who need not be involved with any marine-related activity."

MOTION: On motion by Councilor Theken, seconded by Councilor Ciolino, the City Council voted BY ROLL CALL 9 in favor, 0 opposed to AMEND c. 10 of the Code of Ordinances entitled Waterways Administration, Art. 1, §10-4(b) formerly §10-4(c) "Public Facilities Committee" by DELETING the second sentence and by ADDING:

"This Committee shall consist of three (3) members of the board; an advocate of public landings appointed by the Mayor; the Director of Public Works or his designee; and a member of the Tourism Commission as needed."

MOTION: On motion by Councilor Theken, seconded by Councilor Ciolino, the City Council voted BY ROLL CALL 9 in favor, 0 opposed to AMEND c. 10 of the Code of Ordinances entitled Waterways Administration, Art. 1, §10-4(c) formerly §10-4(d) "Operations and Finance/Safety Committee" by DELETING the third sentence and ADDING:

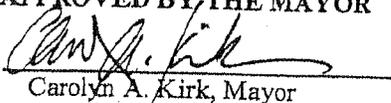
"This Committee shall consist of three (3) members of the Board; a member of the Fisheries Commission; and a member of the City Council."



Linda T. Lowe, City Clerk

Date: **SEP 29 2011**

APPROVED BY THE MAYOR


Carolyn A. Kirk, Mayor

VETOED BY THE MAYOR

Carolyn A. Kirk, Mayor

SIGNED THIS 29 DAY OF Sept, 2011

All Ordinances shall become effective 31 days after passage except:
Emergency Orders and Zoning Amendments shall become effective the next day

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

July 31, 2013

Ms. Susan Kelly
23 Biskie Head Point
Gloucester, MA 01930

Dear Susan:

Thank you for your interest in serving on the City of Gloucester's **Plantings Committee**. My administration is working towards reviving this important committee, and I am pleased to appoint you to a three year term. Your appointment will be sent to the City Council for their meeting of August 13, 2013 and will be referred out to the next Ordinance and Administration subcommittee meeting. You will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

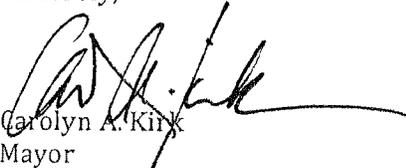
I have issued you a 90 day temporary appointment and would request that you report to the City Clerk's office to pick up your appointment card (*copy enclosed*) and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to continuing to work with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

Thank you again.

Sincerely,


Carolyn A. Kirk
Mayor

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

EFFECTIVE AUGUST 1, 2013

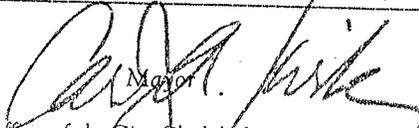
The City of Gloucester, Massachusetts

Dear Susan Kelly, 23 Biskie Head Point, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you
to the PLANTINGS COMMITTEE of the City of
Gloucester, Massachusetts

This is a 90 day temporary appointment. After City Council
approval, term to expire 2-14-2016. (THREE YEAR TERM)

Respectfully,


Mayor

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

Sworn in _____ By: _____

Hello Christine

As discussed, and via email below, it has been suggested by William Taylor that I chair a new group of members in the City Planting Committee that would include Hilarie Holdsworth and Bonnie Angus. Attached please find my resume and please accept this email as my letter of interest. I have cc'd Hilarie and Bonnie. I understand Bonnie was on the committee, so she can be reappointed, but Hilarie and I need to be appointed and approved. Please note that I use two different email addresses – skelly@microsearch.net is my main work email.

Best regards,
Susan Kelly
23 Biskie Head Point
Gloucester, MA 01930
781-346-1363

I have attached a brief resume. I haven't needed one for 18 years, so I just put one together for you. I am a good administrator and an avid gardener, so I think I can make a difference.

Susan Kelly

23 Biskie Head Point, Gloucester, MA 01930- 978-282-3306 -
susan@generousgardeners.com, skelly@microsearch.net

Experience

President

Generous Gardeners Inc. www.generousgardeners.com
Started website to sell, swap and donate plants online
January 2011 - present

President

Microsearch Corporation, Saugus, MA
1996 - present

Started Online Document Search Company to build large searchable databases. Initially a CD-ROM publishing company, Microsearch is now the leading provider of online contract search solutions to national labor unions.

Full P&L responsibility for 1.3 million dollar technology company with 15 employees

Law Clerk

Supreme Judicial Court, Boston, MA
1995 - 1996

Legal Clerk for Justice Neil Lynch

Drafted Opinions on a range of legal matters before the court.

Education

Law Degree

Boston College Newton, MA
1994

Law Review

Bachelor of Arts

Harvard College Cambridge, MA
1987 - Magna cum Laude in History and Literature

Interests

Gardening and more gardening

Hello Christine

As discussed, and via email below, it has been suggested by William Taylor that I chair a new group of members in the City Planting Committee that would include Hilarie Holdsworth and Bonnie Angus. Attached please find my resume and please accept this email as my letter of interest. I have cc'd Hilarie and Bonnie. I understand Bonnie was on the committee, so she can be reappointed, but Hilarie and I need to be appointed and approved. Please note that I use two different email addresses – skelly@microsearch.net is my main work email.

Best regards,

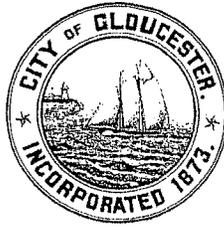
Susan Kelly

23 Biskie Head Point

Gloucester, MA 01930

781-346-1363

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

August 1, 2013

Mr. Charles Crowley
6 Eveleth Road
Gloucester, MA 01930

Dear Mr. Crowley:

I am pleased to reappoint you to a three year term on the **Community Preservation Committee**. Your appointment will be sent to the City Council for their meeting of August 13, 2013. Confirmation of your appointment will be referred out to the next Ordinance and Administration subcommittee meeting, and you will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

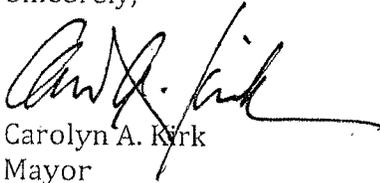
I have issued you a 90 day temporary appointment and would request that you report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to continuing to work with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

Thank you again.

Sincerely,



Carolyn A. Kirk
Mayor

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

EFFECTIVE AUGUST 1, 2013

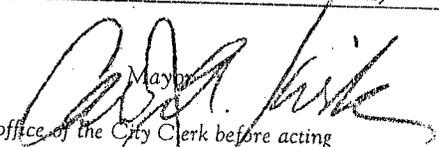
The City of Gloucester, Massachusetts

Dear Charles Crowley, 6 Eveleth Road, Gloucester, MA 01930

It is my pleasure to inform you that I have this day appointed you
to the COMMUNITY PRESERVATION COMMITTEE of the City of
Gloucester, Massachusetts

This is a 90 day temporary appointment. After City Council
approval, term to expire 2-14-2016. (THREE YEAR TERM)

Respectfully,


Mayor

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

Sworn in _____ By: _____

**Chapter XXXX
City of Gloucester
Community Preservation Act**

Section X	Establishment
Section XX	Membership and Terms
Section XXX	Terms of Office
Section XXXX	Authority, Duties and Responsibility
Section XXXXX	Quorum and Voting
Section XXXXXX	Severability

Section X Establishment

There shall be a Community Preservation Committee ("Committee"), in accordance with Chapter 267 of the Acts of 2000, Massachusetts Community Preservation Act, MGL chapter 44B, §1, et seq., which shall consist of nine (9) members as follows:

Section XX Membership and Terms

The community preservation committee shall consist of nine (9) members, all of whom shall be residents of the city. Committee members shall be appointed by the Mayor and confirmed by the city council for a period of three years expiring on February 15. Committee shall be composed of the following:

- 1) Four members shall be members of the boards and commission as required by the Community Preservation Act, GL c. 44B section 5 and appointed by the Mayor subject to confirmation of the City Council. If a statutory board or commission no longer functions or exists within the city then the Mayor shall appoint a member from the general public who has expertise or performs like duties as the board or commission. Each board or commission shall submit the name of one of its members to sit on the committee within 45 days of a vacancy of the statutory membership. The statute directs that a member from each of the following shall be designated as a member of the committee:
 - a) one member of the Conservation Commission as designated by the Commission.
 - b) one member of the Historical Commission as designated by the Commission.
 - c) one member of the Planning Board as designated by the Board.
 - d) one member of the Parks and Recreation Department.
 - e) one member of the Housing Authority as designated by the Authority.
- 2) There shall be four members of the general public not currently holding elected or appointed office, as appointed by the Mayor.
 - a) The At-Large members shall include at least one citizen who has expertise or demonstrated interest in open space, at least one citizen who has expertise or

demonstrated interest in recreation, at least one citizen who has expertise or demonstrated interest in historic preservation and at least one citizen who has expertise or demonstrated interest in affordable housing.

- b) To the extent possible the members of the committee will be selected so that the five wards are fairly represented.

The commission and boards which may designate a member for appointment shall do so within 45 days of the effective date of this ordinance and shall forward the names to the Mayor. Should a commission or board fail to designate a member for appointment within 45 days, the Mayor shall appoint the member from the general public.

Should a member from a designated commission or board be no longer able to serve on the Preservation Committee, the Mayor shall appoint a successor member.

Section XXX Terms of Office

- 1) The term of office for each member of the Committee shall be three years. No member shall serve more than two terms.
- 2) In order to stagger the terms of the members, the terms of the initial appointments shall be as follows:
 - a. the Historic Commission member, the Conservation Commission member, two At-Large member appointed by the Mayor shall serve for three (3) years;
 - b. the Housing Authority member, the Planning Board member and one At-Large member appointed by the Mayor shall serve for two (2) years;
 - c. the Parks and Recreation Member and one At-Large member appointed by the Mayor shall serve for one (1) year.
 - d. For purposes of this clause, the initial one (1) and two (2) year appointments shall be deemed not to constitute full terms.

Officers:

- 1) The committee shall annually elect one of its members to serve as chairperson and may elect such other officers, adopt procedural rules and regulations and establish any subcommittees as it deems appropriate.
- 2) A Committee member may serve as chairperson for 2 consecutive years, after which he/she shall not be eligible to be nominated for the same position. However, a two-thirds (2/3) vote of the Committee can waive this provision.

Vacancies:

Any vacancy shall be filled by the respective Board, Commission, Authority or Mayor for the remainder of the unexpired time.

- 1) In the event that a Committee member is unable for any reason to complete serving a term, whether by failure of reappointment to his or her underlying board, commission or authority, or otherwise, the board, commission or authority responsible for designating said committee member shall forthwith designate another of its members to complete the remainder of the term.
- 2) All committee members shall serve on the committee without compensation.

Section XXXX Authority, Duties and Responsibility

- 1) The Community Preservation Committee shall study the needs, possibilities and resources of the city regarding community preservation. The committee shall consult with the Mayor, the City Council, the Community Development Director, the Housing Authority Director, the Conservation Commission, the Historical Commission, the Zoning Board, the Parks and Recreation Director, the Chair of the Gloucester Housing Trust, Grants Director, Public Works Director and any persons acting in those capacities or performing like duties when conducting such studies.
- 2) As part of its study, the Committee shall hold one or more public information hearings annually on the needs, possibilities and resources of the City regarding the community preservation possibilities and resources, notice of which shall be posted publicly and published for each of the two weeks preceding a hearing in a newspaper of general circulation in the City and published electronically on the city's web site.
- 3) The Committee shall meet as necessary to carry out its duties, but in any fiscal year shall hold no fewer than three (3) meetings.
- 4) On or before November 1st of each year, the Committee shall make recommendations to the City Council for:
 - a. the acquisition, creation and preservation of open space;
 - b. the acquisition, preservation, rehabilitation and restoration of historic resources;
 - c. the acquisition, creation, preservation and support of community housing;
 - d. the acquisition, creation and preservation of land for recreational use; and
 - e. the rehabilitation or restoration of open space, land for recreational use and community housing that is acquired or created as provided in this section.
- 5) With respect to community housing, the Committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.
- 6) The Committee may include in its proposal to the City Council, a recommendation to set aside

for later spending funds for specific purposes that are consistent with community preservation but for which sufficient revenues are not then available in the Community Preservation Fund or to set aside for later spending funds for general purposes that are consistent with community preservation.

- 7) The Committee may recommend the issuance of general obligation bonds or notes, in accordance with the provisions of M.G.L., Chapter 44B, § 11, in anticipation of revenues to be raised pursuant to M.G.L., Chapter 44B, § 3, the proceeds of which shall be deposited in the Community Preservation Fund.
- 8) In every fiscal year, the Committee shall recommend that the City Council either spend, or set aside for later spending, not less than 10% of the annual revenues in the Community Preservation Fund for each of the following:
 - a. open space (not including land for recreational use);
 - b. historic resources
 - c. community housing
- 9) All recommendations and proposals submitted by the Committee to the City Council shall include the anticipated costs thereof.
- 10) No appropriation shall be made from the Community Preservation Fund without the approval of the City Council.
- 11) The Committee shall submit to the City Council, by March 1st of each year, an annual administrative and operating budget for the Committee for the next fiscal year, which shall not exceed five (5%) percent of that year's estimated annual Community Preservation Fund revenues.

Section XXXXX Quorum and Voting

- 1) Five (5) members shall constitute a quorum for the purpose of convening a meeting and of conducting the business of the Committee.
- 2) The Committee shall approve its actions by a majority vote of the quorum.

Section XXXXXX Severability

In the event any part of this Ordinance is for any reason declared invalid or unconstitutional by any court, the remainder of this Article shall continue in full force and effect.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

July 31, 2013

Mr. William F. Taylor
325 Concord Street
Gloucester, MA 01930

Dear William:

Thank you for agreeing to again volunteer your time as a member of the City of Gloucester's **Plantings Committee**. My administration is working towards reviving this important committee, and I am pleased to reappoint you to a three year term. Your appointment will be sent to the City Council for their meeting of August 13, 2013 and will be referred out to the next Ordinance and Administration subcommittee meeting. You will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

I have issued you a 90 day temporary appointment and would request that you report to the City Clerk's office to pick up your appointment card (copy enclosed) and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to continuing to work with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

Thank you again.

Sincerely,


Carolyn A. Kirk
Mayor

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

EFFECTIVE AUGUST 1, 2013

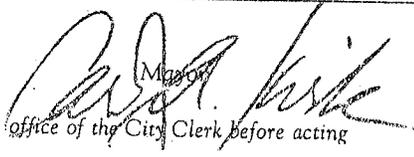
The City of Gloucester, Massachusetts

Dear William F. Taylor, 325 Concord Street, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you
to the PLANTINGS COMMITTEE _____ of the City of
Gloucester, Massachusetts _____

This is a 90 day temporary appointment. After City Council
approval, term to expire 2-14-2016. (THREE YEAR TERM)

Respectfully,


Mayor

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

Sworn in _____ By: _____

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

July 31, 2013

Ms. Bonnie Angus
5 Nashua Avenue
Gloucester, MA 01930

Dear Bonnie:

Thank you for agreeing to again volunteer your time as a member of the City of Gloucester's **Plantings Committee**. My administration is working towards reviving this important committee, and I am pleased to reappoint you to a three year term. Your appointment will be sent to the City Council for their meeting of August 13, 2013 and will be referred out to the next Ordinance and Administration subcommittee meeting. You will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

I have issued you a 90 day temporary appointment and would request that you report to the City Clerk's office to pick up your appointment card (copy enclosed) and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to continuing to work with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Carolyn A. Kirk".

Carolyn A. Kirk
Mayor

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

EFFECTIVE AUGUST 1, 2013

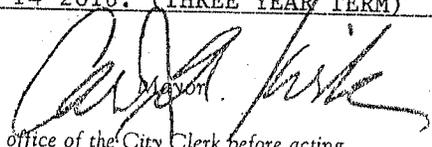
The City of Gloucester, Massachusetts

Dear Bonnie Angus, 5 Nashua Avenue, Gloucester, MA 01930

It is my pleasure to inform you that I have this day appointed you
to the PLANTINGS COMMITTEE _____ of the City of
Gloucester, Massachusetts _____

This is a 90 day temporary appointment. After City Council
approval, term to expire 2-14-2016. (THREE YEAR TERM)

Respectfully,



Mayor

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

Sworn in _____ By: _____

Sec. 24-20. Injury by placing or removal of poles.

No person shall place a pole within eight (8) feet of any tree on a public highway in the city, nor shall any person remove a pole where, in so doing, the roots of the tree will be in danger of being injured, without first notifying the tree warden of the removal.

(Code 1970, § 24-16)

Cross reference(s)--Poles and wires, § 23-75 et seq.

Sec. 24-21. Injuring by pouring salt water on highway.

No person shall pour salt water upon any public highway in such a way as to injure any tree planted or growing thereon.

(Code 1970, § 24-17)

Sec. 24-22. Protection when buildings are erected or repaired.

In the erection or repair of any building or structure, the owner thereof shall place such guards on all nearby trees on the public highways as shall effectually prevent injury to them.

(Code 1970, § 24-18)

Cross reference(s)--Buildings and building regulations, Ch. 5.

Sec. 24-23. Injuring or removing protective devices.

No person shall injure, misuse or remove any device placed to protect any tree placed on the public highway.

(Code 1970, § 24-19)

Sec. 24-24. Exemptions from article.

Nothing in this article shall be construed as applying to any highway now or hereafter within the jurisdiction of the state highway commissioners; nor as preventing the removal of any tree or part which endangers persons traveling on the highway or the removal of any tree if so ordered by the city council for the purpose of widening the highway.

(Code 1970, § 24-20)

State law reference(s)--Municipal authority to trim, cut or remove trees, etc., which endangers persons traveling on the highway or for purposes of widening any such highway, M.G.L.A. c. 87, § 5.

Secs. 24-25--24-40. Reserved.

ARTICLE II. CITY PLANTINGS COMMITTEE*

***Editor's note**--In keeping with the general format of the Code Art. II, §§ 24-41--24-44, have been redesignated as herein set out by the editor.

Sec. 24-41. Committee; established.

There is hereby established a Gloucester Plantings Committee, consisting of the director of public works or his designee, the tree warden, and not less than three (3) nor more than seven (7) additional members appointed by the mayor from the voters and residents of the city. Appointees shall serve staggered terms of three (3) years, and appointments shall be subject to Charter sections 3-3 and 2-10.

(Ord. No. 15-1991, 5-28-91)

Sec. 24-42. Chairman.

The Chairman of the Gloucester Plantings Committee shall be designated, from time to time, by the mayor. Members shall serve without compensation.

(Ord. No. 15-1991, 5-28-91)

Sec. 24-43. Duties.

It shall be the duty of the Gloucester Plantings Committee to plan and coordinate plantings on city land, in public parks, and on public land alongside roads and ways within the city; to foster programs for maintaining these; to coordinate with representatives of the state planting arrangements involving state highways and lands; to advise the city on questions of planting; and in general, to encourage and facilitate plantings which benefit the city. The committee has the duty to determine that any land to be planted is not privately controlled land.

(Ord. No. 15-1991, 5-28-91)

Sec. 24-44. Authority of tree warden or director of public works.

Nothing in this chapter shall be construed as reducing or abridging the authority of the tree warden or the director of public works as provided in this chapter and any other applicable provisions in this Code of Ordinances and under Massachusetts General Law Chapter 87.

(Ord. No. 15-1991, 5-28-91)

Chapter 25 VEHICLES FOR HIRE*

*Cross reference(s)--Traffic and motor vehicles, Ch. 22.

State law reference(s)--Municipal authority to regulate vehicles, M.G.L.A. c. 40, § 22; common carriers generally, M.G.L.A. c. 159; common carriers of passengers by motor vehicles, M.G.L.A. c. 159A.

ARTICLE I. IN GENERAL

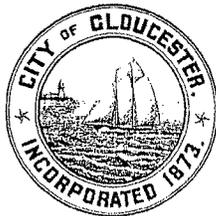
Secs. 25-1--25-14. Reserved.

ARTICLE II. TAXICABS AND PRIVATE LIVERY VEHICLES*

*Cross reference(s)--Use of taxicab stands, § 22-171.

DIVISION 1. GENERALLY

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

TO: Carolyn Kirk, Mayor
FROM: Mark Cole, Asst. Director of Public Works
DATE: August 5, 2013
SUBJECT: New Balance Track & Field at Newell Stadium
Rules and Regulations

Please submit the attached copy of the proposed rules and regulations for the New Balance Track & Field at Newell Stadium in the next Mayor's report to City Council.

Misc: MRNBRR

- F. The permit holder shall review all rules and regulations with all members of the group prior to the use of the Facility.
- G. The permit holder shall be present at all times during the activity and shall be responsible for the activities of all members of the group while using the Facility.
- H. The permit holder shall sign in with the facility supervisor.
- I. Any damage caused to the facility during the permit period will be the direct responsibility of the permit holding individual or organization. The City of Gloucester will collect from the permit holder any and all monies needed to repair the damage(s) over and above the amount of the security deposit.
- J. The individuals provided use of the Facility under the permit, including the permit holding group, event participants, spectators, visiting teams and coaches **must** make every effort to follow these Rules and Regulations and work with the facility supervisor or they may be asked to leave the Facility by the facility supervisor, and if necessary the Gloucester Police.
- K. Each permit holder is responsible for making sure the facility is trash free at the conclusion of the game or event and that all recyclables are placed in the appropriate containers.
- L. If the restroom is used, the permit holder is responsible for making sure the restrooms are clean with all trash picked up off the floor.
- M. When two or more applicants on equal footing apply for the same time frame, priority will be given to the traditional in season sport, as defined by the High School sports seasons, outlined as follows:
 - a. Fall Season – Football, Soccer
 - b. Spring – Lacrosse
 - c. Summer – per request

IV. User Fees

- A. Please see Appendix A
- B. All User fees, once paid, are non-refundable

V. Security Deposits

- A. Single event user - \$500.00 refundable security deposit
- B. Multi event user - \$1,000.00 refundable security deposit
- C. Concession Building - \$500.00 refundable security deposit
- D. Scoreboard and/or sound system – \$250.00 refundable security deposit

VI. General Rules and Regulations

- A. The following are not permitted on the track or field facilities:
 1. Dogs, pets or any other animals
 2. Food, peanuts, seeds or chewing gum
 3. Sports drinks, soda or any beverages other than water
 4. Glass bottles or containers of any kind
 5. Tobacco products of any kind
 6. Bicycles, tricycles, skateboards, roller blades, baby strollers or wheelchairs
 7. Unpermitted use of motor vehicles or heavy equipment of any kind
 8. Fireworks of any kind
 9. Sharp penetrating objects such as tent spikes or high heels
 10. Sharp tipped javelins
 11. Golfing
 12. Chemical ice bags
 13. Dumping of ice on the track or field
 14. Track spikes greater than 1/8"

15. Metal cleats
 16. Chairs or tables
 17. No materials, such as posters, etc. of any kind may be taped, stapled, glued or otherwise affixed to the bleachers or fences.
 18. Failure to adhere to the stated Rules and Regulations may result in termination of user privileges.
- B. Access to the turf and track:
1. Access to the turf and track will be limited to the players, coaches, officials, and site officials when an organized event is in progress.
 2. Anyone other than the above mentioned must have the approval of the facility supervisor.
 3. Access to the turf shall be via the protective mats placed by the facility supervisor.
- C. Use of the track by the general public:
1. Lanes 1 and 2 are to be used by runners and joggers
 2. Lanes 3,4,5 and 6 are to be used by walkers
- D. Liability Insurance:
1. A Certificate of Liability Insurance naming the City of Gloucester as an additionally insured party **must be** provided at the time of the permit application. Liability limits are required to be a minimum of \$1,000,000 per occurrence general liability coverage and \$2,000,000 Aggregate general liability coverage.
 2. All non-school permits **must be** covered by this insurance policy.
 3. There **must be** a signed "Hold Harmless" form absolving the City of Gloucester from any liability.
 4. The general liability insurance required for applicants shall also include a property damage provision.
- E. Use of the Concession Building:
1. Authorized written permission by the Department of Public Works must be presented at the time of the permit application request.
 2. An applicant proposing to serve prepared foods must submit a permit from the Board of Health at the time of the permit application request.
 3. All food and beverages offered for sale must meet the Gloucester Board of Health Healthy Concessions Policies.
 4. Concession Building will be opened by the facility supervisor.
 5. At the end of the event the facility supervisor will inspect the Concession Building for cleanliness prior to dismissing the group.
- F. Use of the Scoreboard and Sound System:
1. Only authorized and trained personnel will be allowed to operate the scoreboard and sound system.
 2. All personnel operating the scoreboard and sound system shall complete a training session with the facility supervisor.
 3. Once an operator has completed the training session his/her name will be added to the list of approved operators
 4. The facility supervisor will keep an authorized list of approved operators on site.

G. Consumption of food and beverages:

1. All consumption of food and/or beverages shall take place outside the fence surrounding the track and field areas.
2. Only food or beverages sold at the concession will be allowed at the facility.

H. Use of facility equipment:

1. Soccer Nets

- a. If the soccer nets are on wheels then the facility supervisor will be responsible for moving them into place prior to the event and moving them back to their storage location after the event.
- b. If the soccer nets are not on wheels then the groups using the nets **must** hand carry the nets back and forth from the playing field to the storage location.
- c. If the soccer nets are attached to the football goalposts then the facility supervisor will be responsible for putting them up before the event and taking them down after the event.

2. Field Hockey Nets

- a. If the soccer nets are on wheels then the facility supervisor will be responsible for moving them into place prior to the event and moving them back to their storage location after the event.
- b. If the soccer nets are not on wheels then the groups using the nets **must** hand carry the nets back and forth from the playing field to the storage location.

3. Football Markers

- a. Facility supervisor will be responsible for moving the yard makers, end zone markers, etc. out onto the athletic field.
- b. At the end of the event, the permit holder will be responsible for moving the equipment to a designated location specified by the facility supervisor.

I. Cancellations:

1. Events at the facility will be cancelled:

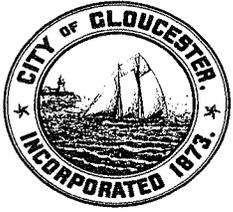
- a. On any Gloucester Public School day cancelled due to inclement weather
- b. During a weather emergency declared by the City
- c. When the facility supervisor (DPW Director) determines weather conditions pose risks of harm to facility users or the Facility.
- d. DPW Director or designee will be responsible for rescheduling the event(s) at the next available non-revenue producing time slot.

J. Security:

1. The facility supervisor and other staff do not provide security services.
2. A Police detail may be required as part of the permit.
3. Such details are paid for by the permit holder.

APPENDIX A

Group Type	Stadium rental	Lights	Sound System Scoreboard	Concession
Tier 1 Gloucester Public Schools City Sponsored events	No charge	No charge	No charge	No charge
Tier 1A 95% of participants Are Gloucester residents Includes youth and adult Organizations	No charge	\$15/hour	\$15/hour	\$100/day
Tier 2 50% of participants Are Gloucester residents Includes youth and adult Organizations	\$25/hour	\$20/hour	\$20/hour	
Tier 3 Less than 50% of the Participants are Gloucester based	\$50/hour	\$35/hour	35/hour	
Tier 4 Clinics, Camps Tournaments	\$1000/ Week \$200/ Day	\$35/hour	\$35/hour	negotiable



**CITY OF GLOUCESTER 2013
CITY COUNCIL ORDER**

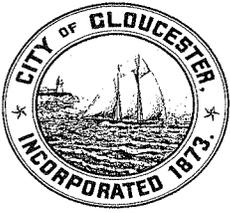
**ORDER: CC#2013-031
COUNCILLORS: Greg Verga**

**DATE RECEIVED BY COUNCIL: 08/13/13
REFERRED TO: TC & O&A
FOR COUNCIL VOTE:**

ORDERED that the Traffic Commission be requested to investigate the traffic flow on Englewood Road in Magnolia, which is a one-way, and determine and report if current signage is adequate or whether additional signage is required; and further

ORDERED that this matter shall be referred to the Ordinances and Administration Standing Committee for review and recommendation.

Greg Verga
Ward 5 Councillor



**CITY OF GLOUCESTER 2013
CITY COUNCIL ORDER**

ORDER: CC#2013-033
COUNCILLOR: Paul McGeary

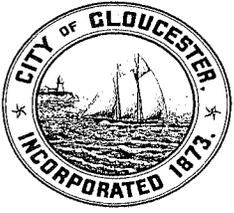
DATE RECEIVED BY COUNCIL: 08/13/13
REFERRED TO: TC & O&A
FOR COUNCIL VOTE:

ORDERED that Gloucester Code of Ordinances Chapter 22 "Traffic" Sec. 22-270 "Parking prohibited at all times" be amended by **deleting:**

"East Main Street, both sides, from Bass Avenue to the entrance to the Quincy Market Cold Storage building off East Main Street"; and further

ORDERED that this matter shall be referred to Traffic Commission and the Ordinances and Administration Standing Committee for review and recommendations.

Paul McGeary
Ward 1 Councillor



**CITY OF GLOUCESTER 2013
CITY COUNCIL ORDER**

**ORDER: CC#2013-034
COUNCILLOR: Steve LeBlanc**

**DATE RECEIVED BY COUNCIL: 08/13/13
REFERRED TO: TC & O&A
FOR COUNCIL VOTE:**

ORDERED that the Gloucester Code of Ordinances Chapter 22, Sec. 22-287 "Disabled veteran, handicapped parking" by adding

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

And further

ORDERED that this matter shall be referred to Traffic Commission and the Ordinances and Administration Standing Committee for review and recommendations.

Steve LeBlanc
Ward 3 Councillor