

**Budget & Finance Committee**  
Thursday, September 19, 2013 – 6:00 p.m.  
1<sup>st</sup> Fl. Council Committee Room – City Hall  
**Minutes**

**Present:** Chair, Councilor McGeary; Vice Chair, Councilor Joseph Ciolino; Councilor Melissa Cox

**Absent:** None

**Also Present:** Jeff Towne; Kenny Costa; Noreen Burke; J. J. Bell; Sandra Dahl-Ronan; Debbie Laurie; Mark Cole; Ralph Pino; Karen Carol; Maggie Rosa; Cate Banks

**The meeting was called to order at 6:00 p.m.**

*Regularly Scheduled Business:*

**1. CC2013-035 (Cox/McGeary) Regulations concerning off-season parking fees at city beaches for review And recommendation (Cont'd from 09/05/13)**

**Councilor McGeary** noted that in a discussion prior the meeting this evening, it was determined that this matter will be continued for one more meeting to iron out what exactly is needed and not needed related to the Council Order. He noted technically beach stickers do expire December 31, but is has been the DPW policy to honor those stickers until the new beach stickers are available for purchase. Councilor McGeary said it is a question of whether to change the regulations to conform to the policy. The matter will be further considered at the Committee's next regularly scheduled meeting.

**Councilor Ciolino** reminded the Committee of a conversation about creating and funding a revolving account for the rehabilitation and maintenance of Stage Fort Park. **Mr. Towne** said that discussion can start at any time, but it has to involve the DPW Director, and the Assistant DPW Director so that they have an outline of what is required, what capital improvements would be appropriate. He said revolving accounts are established, fiscal agent named and the high limit set which is done with the City's budget when it is passed; and the creation of a revolving fund should coincide with the next budget cycle as the revolving funds run from July 1 to June 30<sup>th</sup> each fiscal year and are funded when the budget is passed by the City Council. **Mr. Towne** added that this process has no impact on beach rules and regulations.

**This matter is continued to October 3, 2013.**

**2. Memorandum from Public Health Director re: Council acceptance of a Massachusetts Department of Public Health Medical Reserve Corps Grant in the amount of \$13,340**

**Noreen Burke**, Public Health Department Director introduced Karen Carol, Emergency Preparedness Coordinator, and said that she is asking the Committee to accept a grant award of \$13,340 to be received in four quarterly payments from the Massachusetts Department of Public Health (MDPH) to fund assistance to the North Shore/Cape Ann region in preparing for public health emergencies by enhancing the Medical Reserve Corps (MRC). The MRC, she said, is comprised of credentialed medical and non-medical volunteers who respond during public health emergencies within the region as well as in conjunction with the Community Emergency Response Team (CERT). She noted many MRC volunteers were in the medical tents triaging victims of the Boston Marathon bombing. These same volunteers help out with anything related to the health of the community such as assisting with running the City's flu clinics, help with setting up shelters or help with opening emergency medical dispensaries in medical pandemic situations. **Ms. Burke** noted that Jade Langley is the staff member in the Public Health Department who coordinates the volunteers, credentials them and does training. She added that Ms. Langley's position is part time; 18 hours a week. This grant pays for most of this position's salary and some fringe benefits. It is supplemented from some money in the Public Health Emergency Preparedness (PHEP) grant, which also funds the Emergency Preparedness Coordinator position. The department is also working on obtaining another grant which if awarded will help fund more hours for the MRC Coordinator's position. **Ms. Burke** also noted no match is required for this grant.

**Karen Carol**, responding to a question from **Councilor McGeary** said there about 50 to 70 active MRC volunteers who are from Gloucester.

**Councilor Cox** noted for the record she is a member of the MRC and CERT, but her membership in these volunteer groups does not affect her ability to vote.

**MOTION: On a motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council accept under MGL c. 44, §53A, a Mass. Department of Public Health Medical Reserve Corps Grant in the amount of \$13,340 for assisting the North Shore/Cape Ann Region in preparing for public health emergencies and enhance its Medical Reserve Corps capacity to respond in same.**

**3. Memorandum from Fire Chief re: Council acceptance of an Emergency Preparedness Grant in the amount of \$6,030**

**Councilor McGeary** said the Fire Chief was unable to attend the meeting, but recalled for the Committee that the Council is being asked to accept this Emergency Preparedness Grant which is a pass-through grant from the Federal Emergency Management Agency (FEMA) to the Massachusetts Emergency Management Agency (MEMA) in the amount of \$6,030. The funds will assist the Fire Department in deactivating the equipment in the Fuller Building Emergency Operations Center (EOC) and relocating that equipment to the space set aside for the same purpose at the O'Maley Middle School, as well as to wire the communications equipment into place in the new EOC. There is an in-kind match, which is met by the services provided by the contracted Emergency Management assistant.

**MOTION: On a motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to accept under MGL c. 44, 53A a U.S Department of Homeland Security/Federal Emergency Management Agency passed through the Massachusetts Emergency Management Agency (MEMA) Emergency Management Performance Grant (EMPG) in the amount of \$6,030 for the purpose of relocating and setup of the Gloucester Emergency Operations Center (EOC) to the O'Maley Middle School.**

**4. Memorandum from Harbormaster and pertinent material re: Draft Engineering & Market Feasibility Assessment for a Transient Marina**

**Ralph Pino**, Interim Chair of the Waterways Board, outlined the Waterways Board considerations in not moving forward with the construction of a Transient Floating Marina:

- The Board unanimously voted to not recommend moving forward with the floating transient marina project.
- The only proposed location viable out of four (see CLE Engineering Report on file) is the location behind Ten Pound Island. The proposed locations off of Pavilion Beach and off of the Fort Point playground both have ocean fetch and wave height issues and eel grass making those locations moot.
- The proposed location off of the State Fish Pier almost certainly cannot be permitted for a Chapter 91 license through the State Department of Environmental Protection (DEP) because of electrical power and water that would come through the State Fish Pier out to a marina for the purpose of a recreational transient marina. An informal opinion from the DEP has been requested on the possible permitting, and after a year there has been no response.
- Originally, looked upon favorably was a 10A float permit given by the Harbormaster but it has been since learned that this marina under a 10A float permit (which is a temporary permit by season) cannot be done in a DPA restricted harbor. Since the transient marina floats are not temporary the 10A permit option is also moot.
- The proposed site behind Ten Pound Island site would cost approximately \$1.7 million to construct. According to the analysis, it would probably make enough money to fund its operating costs, but would not bring in sufficient revenue to offset what would be about \$165,000 a year in bonding costs over 15 years. There is no funding in the specs to come up with that money to source bond payments. The biggest possible source for funding this project would be a federal recreational boating grant that is for boats over 26 feet in length, which requires a 50 percent match, so there would still be a need to bond. The grant would be less probable and less money if the Board used the State Fish Pier location because in very initial discussions with the DEP that agency said that the marina would have to be partially for commercial boat use, and that would not fit the criteria for the large grant which is for recreational boating only.

- Regarding the on-going DPA discussions at this time in the City, there are many places in the harbor where transient boating facility tied to land could go and would be very attractive to be developed but with the DPA in place, this is not a possibility at this time.

**Councilor Ciolino** said now that the transient marina is off the table, he asked about the rearranging of the mooring fields to accommodate more transient moorings. **Mr. Pino** said the Board has investigated in great detail how more mooring fields can be “re-gridded,” but there are not many more moorings that can be added safely. Current Waterways Board regulations require a 3:1 scope (the ratio of anchor line length to water depth) required on moorings. The board explored using helix type moorings, in the hope that the scope could have been brought down to 1.5:1 which would have expanded the ability to add moorings. Once the Board reviewed the study, he said, that the recommendation was not to make the mooring scope tighter because in reality the scope on the moorings is 1.5:1 naturally due to the topography of the harbor and its composition. **Mr. Pino** said there is a shortage of transient moorings on weekends and especially during big event weekends. He noted an example that comes up in discussions of the Board is the East Gloucester Americold facility where there is 1,000 feet of unused waterfront and enough water sheet inside the harbor line to allow for piers to be installed, which would give the City an enormous amount of transient facilities tied to land, but that property is still in the DPA. This location has the added attraction that there would be no need for wave attenuating floats there.

**Councilor McGeary** said it was his understanding that the proposed location for a transient marina behind Ten Pound Island would be break even in terms of maintenance and operation but not in terms of bonding, which **Mr. Pino** confirmed. He noted the bonding would be done over 15 years. **Mr. Pino** said the Board has a small amount of free cash; and the Waterways Boards accounts for maintenance of the facilities under its auspices are set up as revolving accounts, with the Dun Fudgin facility having funds that can only be spent on that one facility. **Mr. Pino** added that the new launch service is not yet breaking even after its first season.

**Cate Banks**, Waterways Board member, said that she the Board spent \$5,000 for a survey for the inner harbor, and as Chair of the Board’s facilities subcommittee she has been waiting for the floating marina concept to go through the Council before moving forward to look at the possibility of how to fit more transient moorings in the inner harbor. The Harbormaster is also doing a mooring survey, which is on-going as well as looking at adding moorings in other mooring fields.

**Councilor McGeary** asked whether changes in the city’s DPA might create more possibilities. **Mr. Pino** said the consultant had said that if the City could tie the transient marina to land it would be more cost effective and be more attractive, and would cost less to build as well.

**Councilor Ciolino** said that the Board needs to focus its attention on the Harbormaster’s wharf and needs to be a high priority as well as expanding the facilities contained in the Harbormaster’s building to include showers and laundry facilities for transient boaters. **Mr. Pino** said he agreed and that the new Harbormaster’s dock will also provide more dinghy space and transient tie up space but would not solve the overall transient boating issue.

**Councilor Ciolino** added that this is another example of the DPA is choking another area of possibility like a transient marina to attract larger numbers of transient boaters to the City.

**MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to accept the Memorandum from the Harbormaster and pertinent materials regarding the Draft Engineering & Marketing Feasibility Assessment for a City of Gloucester Transient Marina for its files.**

**5. *Memo from City Auditor regarding accounts having expenditures that exceed their authorization And Auditor’s Report***

**Mr. Costa** reviewed his documentation with the Committee (submitted and placed on file). He noted, in response to a recent query of the Committee that in FY2013 the Harbor Planning Director’s salary was 100 percent grant funded. In FY14 the salary of the Harbor Planning Director was supposed to be handled 50 percent General Fund and 50 percent Seaport Advisory Council grant. But the Seaport Advisory Council has still not met to vote on grant fund distribution, and so the position’s salary continues to be funded 100 percent from the General Fund.

***Community Preservation Committee Recommendations re: Review of Applicant Projects for Community Preservation Funding, Round 4, FY13:***

- Cape Ann Women’s Softball League (Mattos Field) \$10,075

Speaking for the Cape Ann Women's Softball League was **Patti Amaral**. She conveyed the following information:

The Cape Ann Women's Softball League working with the Department of Public Works is recommended to receive \$10,075 in Community Preservation Act (CPA) funds for the purpose of rehabilitation of recreational land by repairing and resurfacing areas of the infield and outfield with clay to create a safe and competitive playing field for the benefit of the community and the Veterans Memorial Elementary School children, which abuts Mattos Field. **Ms. Amaral** referred also to documentation she submitted previously to the Committee (on file), which gave a history of the sports field's development. She also pointed out that the uses of the field come under the criteria for the Get Fit! Gloucester mission, the Open Space and Recreation Plan, and the social service needs in the Consolidation Plan for the City of Gloucester 2010-2015 as well as the Annual Action Plan. The work to this field will also greatly improve drainage issues that have plagued the field for many years. She noted the bleachers will be repainted as the group has received a Community Development Block Grant. Total cost of this project is estimated at \$10,075.

**Councilor McGeary** commented that Mattos Field is a great community resource. **Councilor Cox** added she and Ms. Amaral have discussed ways to raise funds to maintain the field on an on-going basis. She, too, said this was a worthwhile investment for the City.

**Councilor Ciolino** added his approbation of the project and lauded Ms. Amaral's commitment.

**Ms. Amaral** noted that lights for the field are the next big issue and that she will be looking to write a grant for the purchase and installation of lights. She also discussed briefly the sign program to assist the fundraising efforts for maintaining the field as well.

**The Committee will not conduct a site visit to Mattos Field.**

- City of Gloucester Department of Public Works (Skate Park) \$25,000

Speaking for the Department of Public Works was **Mark Cole**, Assistant DPW Director. He conveyed the following information:

The Department of Public Works is recommended to receive \$25,000 in Community Preservation Act (CPA) funds for the purpose of rehabilitating and restoring a recreational resource by repairing and enhancing the Skate Park located at the O'Maley Middle School. The repairs and upgrades will consist of transition areas, new signage, new benches, new recycling and trash containers, lighting upgrades (low spotlights to illuminate the skate park after dark, which would be on a timer and off by 10 p.m.) and landscape improvements (on the two sides next to the road there will be shrubs replacing the fence), and possibly a picnic table. The fence will be removed because it is rusted and falling apart and is continually overgrown. Most skate parks being installed now are not enclosed by fences and are left as open space. This park was built in the 1990s and is in need of a facelift as minimal maintenance has been done over the years. Transition areas on to the apparatus need to be redone and are a safety issue; several of the structures are starting to crack and should be replaced; signage has either been vandalized or stolen, and there is no place for parents to sit and watch their children skate board so benches will be installed. **Mr. Cole** pointed out that the skate park is used when families are using other parts of the O'Maley sports facilities, such as the skating rink and fields. A small group of regular users of the skate park who have adopted the park as their own and have been policing it for the last several years approached the DPW and told them that the structures were fine; but there were safety issues including sharp edges on equipment that needed to be ground down. He said the group asked for an additional small apparatus which is basically a pipe railing that the DPW can do in-house. Signage will be replaced also, he said. The skate surface will have some crack sealant work done. Transition areas need work, he said, and the department has already spoken with a paving company about it. The old light structures at the skate park don't work. Those will be removed and new spot lights will be put up that will be on a timer so that they are off by 10 p.m.; and the spotlights will be positioned lower so as not to disturb neighbors. He noted that the DPW is planning to do the majority of the work on the skate park and are committed to making repairs on the existing structures and making several new ones. Total cost for this project is estimated at \$25,000.

**Councilor Cox** pointed out that in the initial proposal the fence would be either repaired or replaced completely. **Mr. Cole** said after talking the group of youths that is taking over the area and volunteering to help keep the skate park in good condition and safe, the fence is not being replaced and will save a great deal of money.

**J.J. Bell**, Co-Chair of the Community Preservation Committee (CPC) said the original estimate was \$60,000 which included the fence replacement but he confirmed that by not putting up a new fence that it saved a great deal

of money and is why the recommendation is \$25,000 which came about from the discussions Mr. Cole had with the group of regular users of the skate park. **Mr. Cole** said trash and recycling will be in enclosed containers that will be aesthetically pleasing. He pointed out that he did not initiate this proposal but took it on and put it forward on behalf of the group who are using the park. **Councilor Cox** expressed concern that it appeared the DPW initiated and is carrying out the request for this funding, and suggested that the group who came forward to ask about the funding for repair of the skate park through the DPW should come to the City Council public hearing. **Ms. Laurie** pointed out this is the same situation as Mattos Field and Stage Fort Park where the DPW is partnering with groups to improve City facilities.

**Councilor McGeary** asked about the insurance liability. **Mr. Cole** said the liability to the City for the skate park is no different than at any other facility in the City. **Councilor McGeary** asked if these planned equipment and apparatus are relatively vandal proof. **Mr. Cole** said the new installation and repairs are; they are mostly concrete structures.

**Councilor Ciolino** said he would look forward to the skate park being repaired and used more frequently to keep skateboarders there as opposed to being on city streets.

**The Committee will not conduct a site visit to view the Skate Park.**

- City Hall Restoration Committee (windows) \$36,000

Speaking for the City Hall Restoration Committee was **Maggie Rosa**. She conveyed the following information:

The City Hall Restoration Committee is recommended to receive \$36,000 in Community Preservation Act (CPA) funds for the purpose of rehabilitation and restoration of an historic asset by repairing City Hall windows on the second level of City Hall (Warren Street side). This project will continue the restoration of the exterior of City Hall, specifically repairs and restoration of the Kyrouz Auditorium windows and will represent three windows only. The approved 2010 application of CPA funding to restore the exterior of City Hall included these windows; however, the final project budget necessitated that the repairs of the windows south and east elevations be delayed until other funding was secured. **Ms. Rosa** submitted two documents, one entitled "City Hall Restoration Phase II Costs" and a schematic drawing of the Kyrouz Auditorium. She said the original \$2.6 million appropriation was not sufficient to complete all of the windows. What the \$2.6 million got was the base fee of the contractor plus three of the seven alternatives which then left a contingency fee of \$269,000. Working through the project there have been a few change orders: there were asbestos removal, the chimney issues, and on the advice of the architects there were other change orders that were approved for more structural work and significant masonry work on the windowsills, adding gutter guards and snow railings. Another change order was the first floor windows on the east elevation and basement windows because the windows were in such badly deteriorated shape. The City Hall Restoration Committee (CHRC) was then able to do the windows on the east side of the first floor which were just installed last week. There was money remaining from funds raised to extend the work to the second floor auditorium windows. Windows on the east and south elevations on the auditorium level still remain to be done. As of today there is \$9,000 in contingency fees remaining.

With the \$36,000 that the CPC has recommended, there would be enough money to do three windows on the Warren Street façade; with a fourth window may be able to be completed with \$13,000 that the City Auditor found from an old window account, **Mr. Bell** added. **Ms. Rosa** said the issue is \$150,000 is needed to complete the window project, which grant expires on Dec. 31, 2014. She said if the \$36,000 is awarded, it places the onus on the City to come up with the remaining funds in order to complete the project within the time frame. The CHRC doesn't have that kind of funding from private donations. She said that the difficulty is that every time a small job is done it is more costly and the small projects do not get the attention a larger order gets in terms of timely completion and priority. Total overall cost for this project is estimated at \$264,000.

**Councilor McGeary** said this funding was to give some money to the CHRC to keep the contractors on site. **Mr. Bell** said in the best of all possible worlds and the \$36,000 is released before the this contractor leaves the job and the CHRC can extend the contract for a month or two, the contractor would do the extra three or four more windows; but if not, the CHRC would it make sense to do it with the remaining windows and that may not be able to be done by December 31, 2014 which the CPC attached, thinking that the work would be done this fall.

The Committee then discussed the timing of the Committee's vote, the public hearing and the contractor and the extension of the contract and architectural issues with Ms. Rosa and Mr. Bell.

**Councilor Cox** asked if it was a concern that if the four windows on Warren Street with this part contract folks will forget and not finish the project. **Ms. Rosa** said she wanted to be sure the CHRC were not held to the expiration

date of December 31, 2014. **Mr. Bell** said the CPC would be willing to extend the deadline for this particular project and that it was a reasonable request.

**Debbie Laurie**, Senior Project Manager, said the deadline is a year, and it can be legally extended and is a part of the agreement. **Councilor McGeary** said the Community Preservation Committee recommendation will be taken into consideration. He suggested that the B&F Committee vote on the \$36,000. He also suggested that if it is found that the date cannot be extended, then he suggested that the \$150,000 could come forward in another CPA Fund application. **Councilor Ciolino** also offered the suggestion that the CHRC put in a request to the Mayor for a free cash allocation for the completion of the City Hall windows.

- George Roark and Susannah Wolfe (Stage Fort Park walking path) \$4,000

Speaking for Stage Fort Park Walking Path project was **George Roark**, representing the Friends of Stage Fort Park. He conveyed the following information:

The Stage Fort Park Walking Path Project sponsored by George H. Roark and Susannah Wolfe (Friends of Stage Fort Park or FSFP) is recommended to receive \$4,000 in Community Preservation Act (CPA) funds for the purpose of rehabilitation and restoration of recreational land by repairing and resurfacing a gravel path approximately 310 feet by 10 feet from the green gate at the Visitors Welcome Center at Stage Fort park on the left side to the intersecting paths towards the fort and ocean. This effort is to provide a safe travel path through a heavily traveled area of Stage Fort Park. **Mr. Roark** had submitted photographs and diagrams of the path proposed to be rehabilitated prior to the meeting (on file), which he reviewed with the Committee showing the need for the path's rehabilitation. He reviewed the 1897 plan of Stage Fort Park showing the original path which the FSFP are looking to improve and other points of interest. It was noted the Miles River landscaping and construction firm has donated its services to determine if the FSFP must go forward to the Conservation Commission. **Mr. Roark** noted that City vehicles and the recycling vehicle travel these paths and suggested that the City may wish to reconsider the use of heavy vehicles in the park and utilize golf carts or other lighter vehicles, to traverse the park paths. The entire park's paths are in poor shape, he said, and a safety hazard, he said, and that the goal is to put in a surface cover that doesn't move around much as is there now consisting of ground tarmac which is not stable. Total cost for this project is estimated at \$5,100.

**David Dow** read a letter to the Community Preservation Committee (placed on file and also a part of the CPA Fund application) that briefly described the current condition of the path to be restored by the Friends of Stage Fort Park. The letter noted that the project is supported by the Gloucester Board of Health, the Gloucester Rotary Club, the Gloucester Civic and Garden Club, and the Open Space and Recreation Committee. It also noted in the letter that the City's Department of Public Works would maintain the rehabilitated path.

**Councilor McGeary** asked if the Cyclo-Cross event used this path and if so would it be impactful. **Mr. Dow** said it is not used on the course, although path is crossed. **Councilor McGeary** said that when this path is done, he suggested the surface be bicycle resistant and once completed will be easier to walk. **Mr. Dow** said the surface they do not wish to use is recycled hot top and pointed out the Conservation Commission asked that the surface be pervious. It is to be made so that it is easier to walk on, he said.

**Councilor Ciolino** said he supported the FSFP funding for the path rehabilitation. He noted that the park can't be rehabilitated and worry about the Cyclo-Cross event. **Councilor McGeary** pointed out that particular event is only one event, and said that the public frequently traverses the paths of the park with their bicycles as well as on foot, and reiterated his suggestion that a surface to be laid down to be resistant to disturbance by bicycles.

**Councilor McGeary** also suggested perhaps the Friends might wish to see the path dedicated to Dr. John Wolfe whom Mr. Dow and Mr. Roark had mentioned was an advocate for the protection and rehabilitation of the park. **Mr. Dow** and **Mr. Roark** said they would talk with Mrs. Wolfe about the Councilor's suggestion.

**Mr. Roark** noted the other co-applicant for this funding was the Gloucester Rotary Club but was not listed, although they signed the application.

**Councilor McGeary** also pointed out there is no longer a City parks department, and that it is important to have advocates for the City's parks like this group whom he appreciated helping to raise these issues. The Cyclo-Cross event scheduled for next weekend is better for having a more rigorous permitting process, he said and that this funding is important to preserve a 60-acre City asset.

**The Committee would make its own visits to the area and would not conduct a formal site visit.**

- Magnolia Bike Club (Bike Park Bicycle Track) \$5,000

Speaking for Magnolia Bike Club for their Bike Park Bicycle Track project was **Chris Pester**, Treasurer, with Jon Bertolino, President, and Chris Quinn, Board Member. This group has a pending an application to become 501(3) C non-profit organization. **Mr. Pester** conveyed the following information:

The Magnolia Bike Club MBC) is recommended to receive \$5,000 in Community Preservation Act (CPA) funds for the purpose of obtaining technical assistance to aid in the planning, location, design, permitting and cost analysis of a proposed "Pump Track" at the Magnolia Woods field. This project consists of building a bicycle track known as a pump track in the area of the Magnolia Woods. A pump track is a continuous loop that can be ridden without pedaling. The rider gains speed by pumping rollers and berms much like how one gains momentum on a swing. Most pump tracks are roughly oval, with crossover lines. A few contain small jumps. This is a fast growing sport worldwide. The closest pump track to Gloucester is Chelmsford. The MBC believes this pump track will attract visitors to the City who will use this facility. **Mr. Pester** pointed to the Kingdom Trails Bike Park in Vermont. After opening ten years prior, this park, he said, now brings in over \$4 million annually to that area. The statistics show the average age of the Trails visitor is 37 years old, stays an average of two nights and spends an average of \$100 per day on food as well as visits other local attractions as well as provisioning. He added that particular area does not have the waterfront attractions and amenities that Gloucester has.

The MBC has identified the area of Magnolia Woods at the far end of the drive in the far rear end of the complex as the ideal site for such a track. The area is 100 feet by 150 feet which is currently overgrown with no requirement for digging into the ground; with the track to be made approximately 175 feet by 80 feet. There would be a perimeter of fence surrounding the track area. There would be 1,500 cubic yards of clean top soil and clay to create rollers and berms. He said MBC is aware of the delicate nature of working in and around the Magnolia Woods. The fill to be brought in would be clean uncontaminated fill as approved by City boards. **Mr. Pester** said his group believes they are a welcome addition to the City, noting that the school system is already supportive and interested. The group sees themselves, he said, as an integral part of the Get Fit! Gloucester initiative and will plan to work with other groups using the area. The MBC would provide personnel patrol the track to see that the track's integrity is preserved. Fundraising was reported to be underway and the MBC is applying for grants.

**Mr. Pester** said it was very important to note that this project is on the edge of the woods and is not at all in any way on the capped area of the former landfill. He noted that the only heavy equipment needed is a bobcat to move the fill, which will traverse on the tarmac only. **Mr. Pester** acknowledged there is a slight hill in the area being touted for the pump track which he said actually aids drainage, and additionally the incline adds to the pump track. The track itself is made from compacted dirt; although the top could be quickcreted but that would require more money. The MBC, he said, believes once the initial track is built they will need to bring in only small amounts of dirt annually for maintenance that will only require raking.

**Mr. Bertolino**, responding to an inquiry by **Councilor Ciolino** said that the MBC has a sign off from the Magnolia Woods Oversight and Advisory Committee (on file with the application) in which that Committee has said a fence should surround the pump track, although he pointed out that may not be optimal, and pointed to the example of the Skate Park's removal of a fence in favor of a shrub surround. In speaking with the DPW, **Mr. Bertolino** said they were told to provide documentation that the fill is clean of contaminants. He said the price of a cubic yard of dirt depends on the requirements imposed by the City boards. **Mr. Pester** added that this pump track will appeal to all ages and abilities and is also a great place to learn to ride a bike. He reiterated that the MBC is committed to handling the on-going pump track maintenance. He also reiterated that there will be no digging into the ground in the construction of the pump track, although it is permissible because it is not near the cap; and the entire installation will be above ground. Total cost for this project is estimated over \$25,000.

**The Committee will conduct a site visit on Wednesday, Sept. 25, at 5:15 p.m.**

- Friends of the Gloucester Dog Park (Improvements) \$15,000

Speaking for the Friends of the Gloucester Dog Park were **Louise Grinrod** and **Marie Demick**. They conveyed the following information:

The Friends of the Gloucester Dog Park improvements project is recommended to receive \$15,000 in Community Preservation (CPA) funds for the purpose of creating recreational space for an agility center for dogs. The proposed enhancement includes adding a section of fence, a gate and some outdoor agility equipment within the Dog Park located at Stage Fort Park. The Dog Park opened in May 2013 consisting of two acres of rehabilitated

land at Stage Fort Park. Additional funding is needed to enhance the park with agility equipment within the fenced dog park. Agility courses are very useful for developing dogs' physical and cerebral abilities and are quite popular with dog owners and dogs alike. New agility equipment, fencing and footing materials will be installed. **Ms. Demick** referred to a photographic rendering and a description of an agility area, which, she said, would benefit not only dogs but their owners as well (on file). The course area will be 45 to 55 feet wide and about 90 feet long. This will be adjacent to the training center of the Dog Park as a permanent installation. It will take about 3,000 pounds of concrete for the installation of the equipment. This will also encourage the owners to be more physically active with their dogs. Small and large dogs will be mixed in this part of the facility, which also encourages dog owners to interact with each other as they run their dogs through the course. Total cost for this project is approximately \$15,000.

**Ms. Demick** reported that the dog park has been heavily used since its opening this spring. She said weekend's sees very heavy usage and early evening hours are also very popular. **Ms. Grinrod** said that people come from all over, even Boston, specifically to use the dog park, and so the park is bringing people into town along with tourists who travel with their dogs. Feedback, she said, has been extremely positive. It was noted that there has been no vandalism at the Dog Park.

**The Committee will conduct a site visit to the Dog Park on Wednesday, Sept. 25, at 4:30 p.m.**

**A motion was made, seconded and voted unanimously to adjourn the meeting at 8:06 p.m.**

Respectfully submitted,

Dana C. Jorgenson  
Clerk of Committees

**DOCUMENTS/ITEMS SUBMITTED AT MEETING:**

- **Auditor's Reports: Actual Amount Overdrawn Report FY2014 and Projected Amount Overdrawn Report FY2014**
- **Statement by Chris Pester, Magnolia Bike Club to the B&F Committee**
- **Letter read to the B&F Committee by David Dow which part of the CPC presentation and is a part of the Friends of Stage Fort Park application**