



**GLOUCESTER CITY COUNCIL**  
**CITY COUNCIL STANDING COMMITTEE**  
**Ordinances & Administration**  
**Monday, October 28, 2013 – 5:30 p.m.**  
**1<sup>st</sup> Fl. Council Conference Rm. – City Hall**  
**AGENDA**

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

1. **Continued Business (all from the 9/30/13 meeting):**
  - A) New Appointments: Gloucester Cultural Council Karl Pulkkinen, Caroline Haines TTE 02/14/16
  - B) Memorandum from Mayor and Memorandum from Community Development Director re: Tourism Commission and New Appointments to the Tourism Commission:  
Susan Parent, Catherine Ryan TTE 02/14/14  
Pauline Bresnahan, Laura Dow, Paul Frontiero, John Orlando, Peter Webber TTE 02/14/15  
Lily Linquata Karen Ristuben, Zach Sears TTE 02/14/16
  - C) CC2013-026 (Cox) Amend GCO Sec. 22-267 (One Way Streets-Generally) re: Fort Square
  - D) CC2013-034 (LeBlanc) Amend GCO c. 22, Sec. 22-287 (Disabled veteran, handicapped parking) re: Riggs Street #6
  - E) CC2013-040 (Cox) Amend Chapter 22, Sec.22-282 Establish angle parking spaces in front of Commercial Street #27
  - F) CC2013-041 (Tobey) Request the O&A Committee reviews an ordinance for Council enactment: “that the City shall lease no property or structure unless funding is approved by 2/3<sup>rd</sup> majority of the City Council (Cont’d from 09/16/13)
2. **CC2013-043 (McGeary) Amend GCO c. 22, Sec. 22-287 “Disabled veteran, handicapped parking re: Herrick Court #5**
3. **CC2013-044 (Cox) Amend GCO c. 22, Sec. 22-287 “Disabled veteran, handicapped parking re: Liberty St. #14**
4. **CC2013-045 (Hardy) City Council review Gloucester Dog Park Regulations adopted March 22, 2011 for purpose of incorporating same into GCO c. 4 “Animals,” Art. II “Dogs,” Sec. 4-16(d) “Off Leash Dog Areas and adding enforcement to Sec. 1-15 “Penalty for Violation of Certain Specified Sections of Code**
5. **CC2013-046 (LeBlanc) Amend GCO c. 22, Sec. 22-287 “Disabled veteran, handicapped parking re: one space across from Washington St. #200 near Knowlton Square**
6. **CC2013-047 (Cox) Amend GCO Sec. 22-269 “Stop intersections” re: Center & Middle Streets intersections**
7. **CC2013-051 (LeBlanc) TBC 11/18/13**

COMMITTEE

**Councilor Sefatia Theken, Chair**  
**Councilor Robert Whynott, Vice Chair**  
**Councilor Steve LeBlanc, Jr.**

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

CC: Mayor Carolyn Kirk  
Jim Duggan  
Linda T. Lowe  
Suzanne Egan  
Fire Chief Eric Smith  
Police Chief Leonard Campanello  
Robert Ryan  
Tom Daniel

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

City 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

September 16, 2013.

Mr. Karl Pulkkinen  
19 Walker Street  
Gloucester, MA 01930

Dear Mr. Pulkkinen:

I am pleased to appoint you to a three year term on the **Gloucester Cultural Council**. Your appointment will be sent to the City Council for their meeting of September 24, 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.

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 do not hesitate to contact my office.

Thank you again.

Sincerely,



Carolyn A. Kirk  
Mayor

cc: Mayor's Report to the City Council  
Martin Ray, Chair-Gloucester Cultural Council

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 16, 2013

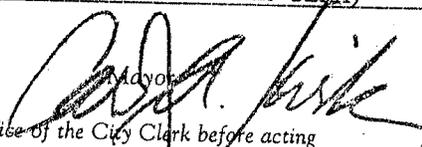
**The City of Gloucester, Massachusetts**

Dear Karl Pulkkinen, 19 Walker Street, Gloucester, MA 01930

It is my pleasure to inform you that I have this day appointed you  
to the GLOUCESTER CULTURAL COUNCIL 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: \_\_\_\_\_

September 13, 2013

Dear Mayor Kirk,

I am writing to express my interest in serving on the Cultural Council for the coming year. I have lived in Gloucester since 1982. I am actively involved in the theatre arts community, acting in a number of plays with Nan Webber's Theatre in the Pines community theatre group. In addition, both my wife and I support cultural activities within Gloucester by attending events at the Cape Ann Museum, Gloucester Writer's Center, Gloucester Stage Company and Cape Ann Symphony. We enjoy attending events at the Rocky Neck Cultural Center and patronizing various art and crafts galleries in Gloucester. I am interested in serving with others in our community to support artistic endeavors that enhance our community life. Thank you for your consideration.

Sincerely,

Karl Pulkkinen  
19 Walker Street Gloucester, MA 01930

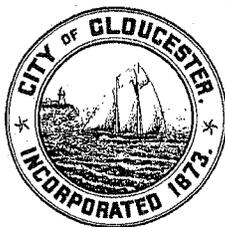
#### Resume

Work Experience: Landmark School 167 Bridge Street Manchester, MA 01944  
Public School Liaison/Guidance and Transition Coordinator 1985 to present  
Teacher, administrator, department head at Landmark School 1972-1984

Volunteer Positions: Member of Board of Directors, Cape Ann Waldorf School 170 Cabot Street Beverly, MA 01915 1984-1994; Middle School Basketball Coach, Cape Ann Waldorf School 1992-present; acting with Cape Ann Waldorf faculty in the annual Shepherd's Play 1990-present

Member of Board of Directors, House of Peace 1 High Street Ipswich, MA 01938 1993-present

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

September 16, 2013

Ms. Caroline Haines  
13 Lincoln Avenue  
Gloucester, MA 01930

Dear Ms. Haines:

I am pleased to appoint you to a three year term on the **Gloucester Cultural Council**. Your appointment will be sent to the City Council for their meeting of September 24, 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.

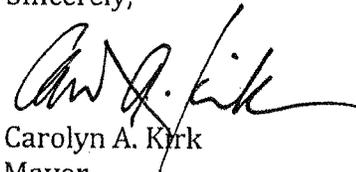
In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

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 do not hesitate to contact my office.

Thank you again.

Sincerely,



Carolyn A. Kirk  
Mayor

cc: Mayor's Report to the City Council  
Martin Ray, Chair-Gloucester Cultural Council

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 16, 2013

**The City of Gloucester, Massachusetts**

Dear Caroline Haines, 13 Lincoln Avenue, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you  
to the GLOUCESTER CULTURAL COUNCIL \_\_\_\_\_ 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,

*[Handwritten Signature]*  
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: \_\_\_\_\_

RECEIVED

SEP 16 2013

Mayor's Office

13 Lincoln Ave

Gloucester, MA 01930

September 12, 2013

Mayor Carolyn Kirk

City of Gloucester

Dale Ave

Gloucester, MA 01930

Dear Mayor Kirk:

I am pleased to submit my name for consideration as a new member of the Gloucester Cultural Council. Martin Ray has encouraged me to do so, and I will be informally attending a Council meeting on Saturday, September 14.

I am a longtime patron and participant in the arts on Cape Ann. Currently, I am performing with the *Honky Tonk Women of Gloucester*, the a cappella ensemble *'leven*, and the Theatre in the Pines' production of *Cabaret*. I'm also a church soloist, and have performed with *Chorus North Shore*, the *National Head Start Choir*, and the trio *John, Josh and Caroline*. I'm a volunteer at Rockport Music, and I recently spearheaded a drive to establish regular contra dancing on Cape Ann, which has resulted in bi-weekly dances being held. Although most of my work is as a vocalist, I also studied fine art in college.

To top it off, I was born in Gloucester, and have lived most of my life here. I'm familiar with Gloucester's diverse cultures, which I embrace. I have relationships with many other musicians and artists, and a strong interest in supporting the arts, particularly among our young people. Besides my busy arts avocation, I have a day job! I am the Chief Operating Officer at Pathways for Children, where I enjoy collaborating with Rockport Music and Cape Ann Museum to bring music and art to some of our community's most vulnerable children.

Thank you for considering my interest in being appointed to the Gloucester Cultural Council. I look forward to your response.

Yours truly,



Caroline Haines



THE 188<sup>TH</sup> GENERAL COURT OF

THE COMMONWEALTH OF MASSACHUSETTS

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<b>PART I</b>	<b>ADMINISTRATION OF THE GOVERNMENT (Chapters 1 through 182)</b>	<a href="#">PREV</a>	<a href="#">NEXT</a>
<b>TITLE II</b>	<b>EXECUTIVE AND ADMINISTRATIVE OFFICERS OF THE COMMONWEALTH</b>	<a href="#">PREV</a>	<a href="#">NEXT</a>
<b>CHAPTER 10</b>	<b>DEPARTMENT OF THE STATE TREASURER</b>	<a href="#">PREV</a>	<a href="#">NEXT</a>
<b>Section 58</b>	<b>Local and regional cultural councils</b>	<a href="#">PREV</a>	<a href="#">NEXT</a>

Section 58. Any city or town may establish a local cultural council and any consortium of cities and towns, with the approval of the council, may establish a regional cultural council. Local cultural councils shall consist of at least five and not more than twenty-two members to be appointed by the mayor of a city, the city manager in a city having a Plan D or E form of government, the board of selectmen of a town or the executive officer in a town having a town council form of government.

Regional cultural councils shall consist of an equal number of members to be appointed from each city or town within the consortium in the manner herein described. The regional cultural council may adopt, at its option, a proportional membership consistent with the population of each municipality; provided, however, that each municipality shall have at least one member; and provided, further, that the adoption of such option shall be by a two-thirds vote of the regional cultural council. Notwithstanding any provisions to the contrary, if the council deems it necessary or desirable in order to carry out the purposes of this section and sections fifty-six and fifty-seven, the council may certify for payment in accordance with the provisions of section fifty-six those applications for funds received from any local or regional cultural councils whose composition is determined by the council as not complying with the provisions of this section, provided that upon notice of such noncompliance, such local or regional cultural council, or its appointing authority, as the case may be, either cures such noncompliance or provides certification satisfactory to the council of how and by when such compliance will be achieved.

Members of the local and regional cultural council shall be appointed for staggered terms of three years and any such member shall not be appointed to more than two consecutive terms. Members shall have demonstrated scholarship or creativity in, or distinguished service to, the arts, humanities, or interpretive sciences.

Upon a vacancy, for any reason, the member's successor, if any, shall be appointed for a term of three years, and shall serve until the qualification of such member's successor. Members shall not be elected public officials. Members shall be considered to be special municipal employees for the purposes of chapter two hundred and sixty-eight A. For purposes of chapter two hundred and sixty-eight A, any local or regional cultural council member who is authorized thereby to make disclosure to such member's city or town clerk or appointing authority, or to request a determination from such member's appointing authority, or to seek approval from the local legislative body may in lieu thereof, disclose to, or seek such approval from the council, and the council is authorized to receive such disclosure and approve such exemptions. Local and regional cultural council members shall be classified as officers for purposes of section thirteen of chapter two hundred and fifty-eight. Members shall serve without compensation but shall be reimbursed for their expenses actually and necessarily incurred in the discharge of their duties. Local and regional cultural councils shall annually elect a chairman, secretary and treasurer.

Local and regional cultural councils may establish administrative units, but no such cultural council shall utilize more than five percent of the monies received from the State Arts Lottery Fund for administrative purposes, including member expenses.

Subject to rules, regulations, rulings or guidelines of the council, such local or regional cultural councils may decide the distribution of arts lottery funds or other funds that may be allocable to them, may also conduct other activities to promote and encourage the arts, may enter into contracts, subject to approval of town counsel or city solicitor as to form, and may do and perform any and all acts which may be necessary or desirable to carry out such powers and the purposes of sections fifty-six to fifty-eight, inclusive. Nothing in the provisions of section twenty-seven of chapter ten shall prevent a local or regional cultural council or an arts organization, or their agents or employees, from encouraging the sale of lottery tickets for the arts nor from being licensed as agents to sell lottery tickets for the arts. Notwithstanding the provisions of section fifty-three A of chapter forty-four, local and regional cultural councils may accept grants, contributions, gifts, bequests, devises, and other donations from all sources, including governmental bodies and shall deposit such monies and any other revenues, including revenues derived from local or regional cultural councils activities, in the revolving fund established under the provisions of this section. Funds received from sources other than the arts lottery fund may be disbursed at the discretion of the local or regional cultural council for the same purposes as arts lottery funds, including administrative expenses, provided, however, that the council may by rule, regulation, ruling or guideline establish further clarification of such purposes as well as procedures to assure that such funds are so used.

Notwithstanding the provisions of section fifty-three of chapter forty-four, any city, town or consortium of cities and towns otherwise pursuant to the provisions of section four A of chapter forty, shall establish in the city or town treasury, or in one of the cities or towns in the consortium a revolving account which shall be kept separate and apart from all other monies by the treasurer and in which shall be deposited all receipts from the state arts lottery fund, distributed under the provisions of section fifty-six, and any other receipts or donations to the

~~local or regional cultural council authorized by law. A treasurer of a city, town or regional~~

consortium as custodian may invest such portion of cash as deemed not required until such funds are to be expended and in such investments as are authorized under the provisions of section fifty-five of chapter forty-four. All such funds, including interest earned thereon, may be expended at the direction of the local or regional cultural council, without further appropriation, and such council may establish a subcommittee of no less than two members and may delegate thereto its authority to approve all payrolls, bills, requests for payment, or accounts prior to submission to the accountant, auditor or official performing similar functions; provided, however, that such subcommittee shall make available to such council at its next meeting, a record of such actions of such subcommittee; and provided further, however, that such funds as shall not have been expended twelve months after receipt shall be segregated and subject to further appropriation by the mayor, city council, city manager, board of selectmen or town manager for the purposes provided in sections fifty-six to fifty-eight inclusive. The city auditor, town accountant, or officer having similar duties, shall submit annually a report of said, revolving fund to the mayor, city council, city manager, board of selectmen, or town manager for their review and a copy of said report shall be submitted to the director of the bureau of accounts and the council.

## Tourism Commission Update

Tom Daniel

**Sent:** Thursday, October 24, 2013 9:29 AM

**To:** Jackie Hardy; Sefatia Romeo-Theken (sromeo@nhs-healthlink.org)

**Cc:** Carolyn Kirk; Jim Duggan; Christine Pantano; Linda Lowe; Dana Jorgensson

Dear Council President and Councilor Romeo-Theken,

Two candidates for the Tourism Commission have informed me that they are unable to serve at this time and need to withdraw their names. The two former candidates are Lily Linquata (Gloucester House) and Susan Parent (Toodeloo's). Both Ms. Linquata and Ms. Parent remain interested in the Tourism Commission but have concluded the timing is not right for them to serve.

Ms. Linquata was going to serve as a representative from the restaurant sector, and Ms. Parent was going to serve as a representative from the downtown retailer sector.

I am now working to secure to replacement candidates. To facilitate this work, I would like to reframe Zach Sears (manager from Latitude 43) from serving as the at large member to serving as a the representative from the restaurant sector. I have potential candidates for the at large seat and downtown retailer seat but do not have any candidates from the restaurant sector.

Please let me know if you have any questions.

Tom

Tom Daniel, AICP  
Community Development Director  
City of Gloucester  
3 Pond Road  
Gloucester, MA 01930  
978 281-9781 (o)  
978 281-9779 (f)  
[tdaniel@gloucester-ma.gov](mailto:tdaniel@gloucester-ma.gov)

City Hall Annex  
Three Pond Road  
Gloucester, MA 01930



Tel 978 281-9781  
Fax 978 281-9779  
tdaniel@gloucester-ma.gov

CITY OF GLOUCESTER  
COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

**TO:** Carolyn Kirk, Mayor  
**FROM:** Tom Daniel, Community Development Director *TMD*  
**CC:** Jim Duggan, Chief Administrative Officer  
**RE:** Tourism Commission  
**DATE:** September 12, 2013

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Over the course of the summer, I have been working to find members for the City's Tourism Commission. The membership must comply with the requirements of the Tourism Commission ordinance. In addition, I strove to find a group of individuals who would bring a diverse skill set and have qualities that would contribute to a high functioning team.

I spoke with all the individuals who had submitted their names for consideration as well as every person that was suggested to me. The process was a valuable experience for me because it allowed me to meet with people I hadn't had contact with before. I was impressed by the thoughtful consideration people gave to the opportunity. Some said yes, some decided the timing wasn't right, and some thought it just wasn't the right fit. Consistently, though, the conversations revealed the great level of care people have for the community. This is one of Gloucester's great assets.

**Commission Composition**

The revised Tourism Commission ordinance calls for the promotion of history, culture, and recreation throughout the year. It also calls for a five-year plan for tourism. The ordinance sets a minimum of seven and a maximum of eleven members. Individuals should have a vested interest in tourism and be distributed around several tourism sectors of restaurants, accommodations, tourist attractions, retailers, arts and culture. One member is to be an at large member and a City Councilor is to serve ex-officio. At least two members would serve for one year, at least three members would serve for two years, and at least two members would serve for three years. Two members may be non-residents; however, they would be non-voting members and can serve terms up to two years.

In addition to the requirements in the ordinance, you committed to having a member from Discover Gloucester, the Destination Marketing Organization (DMO) and from the Chamber of Commerce. As noted above, I attempted to ensure the group had a diverse and complementary skill set.

Consistent with the requirements and goals above, I recommend the following members for the Tourism Commission:

<b>Name</b>	<b>Affiliation</b>	<b>Term</b>
Pauline Bresnahan	Gifts from the Heart	2
Melissa Cox	City Councilor (ex-officio seat as named by Council President Hardy)	NA
Laura Dow	Vista Motel	2
Paul Frontiero	7 Seas Whale Watch	2
Lily Linquata	Gloucester House Restaurant	3
John Orlando	DMO	2
Susan Parent	Toodleloo's	1
Karen Ristuben	Rocky Neck Cultural District and Rocky Neck Art Colony	3
Catherine Ryan	Harbortown Cultural District and Committee for the Arts	1
Zach Sears	At Large Member	3
Peter Weber	Cape Ann Chamber of Commerce	2

The proposed membership ensures all tourism sectors are represented and fills all eleven seats. The composition creates some overlaps that can facilitate collaboration and coordination. For example, some proposed commissioners are members of the DMO, the Chamber of Commerce or both. In addition to representing the DMO, Mr. Orlando owns the Harborview Inn and can lend that expertise from the accommodations sector. Similarly, Mr. Sears is serving as an at large member but also works in the restaurant industry at Latitude 43 and offer that perspective. Although Ms. Ristuben is representing the arts and culture sector, many view Rocky Neck Art Colony as a tourist attraction so there is an overlap with that sector.

Ms. Parent and Mr. Webber are not Gloucester residents. As such, they would serve as non-voting members.

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

September 30, 2013

Ms. Susan Parent  
Toodeloos! Toy Store  
142 Main Street  
Gloucester, MA 01930

Dear Susan:

I am pleased to appoint you to a *one year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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.

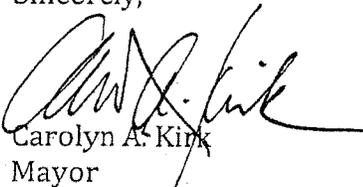
In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

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  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

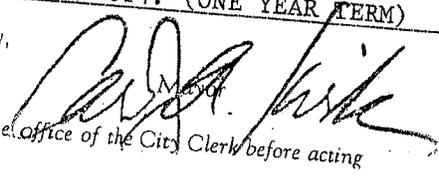
**The City of Gloucester, Massachusetts**

Dear Susan Parent, Toodeloos! Toy Store, 142 Main St., Gloucester

It is my pleasure to inform you that I have this day appointed you  
to the TOURISM COMMISSION \_\_\_\_\_ 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,

  
City Clerk

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

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

Susan Parent  
Toodeloos! Toy Store  
142 Main St.  
Gloucester MA 01930  
978-281-2011

09/26/2013

Dear Mayor Kirk,

I am interested in serving on Gloucester's Tourism Committee. As you know, I am a downtown Gloucester retailer operating two businesses on Main Street (Toodeloos! And Island Art And Hobby) with my fiance Don Boye. I invested in Gloucester because of the growth potential of this City undergoing a renaissance and that my efforts would be a contribution to a stronger community through a thriving Main Street and Downtown Shopping District.

I have been extremely involved in developing a revitalized Main Street image, both in retail, and as a community destination for fun gatherings, such as the Chocolate Tour, Black Friday Shopping, the Easter Parade, and the Children's Halloween Parties, just to name a few.

I am also a member of both the Downtown Gloucester Association and the Chamber of Commerce.

Please consider me in choosing applicants for this committee.  
Thank you for your time.

-Susan Parent

Susan Parent is a small business entrepreneur with two businesses on Main St. in Gloucester-  
Toodeloos! Toy Store and Island Art And Hobby.

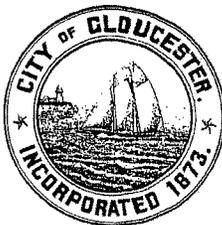
Her first business venture was Bean's Cafe in Groveland MA from 1996-1998, and she served on the  
Groveland Cultural Council from 2004-2010. Susan is also a singer/songwriter/guitarist who has  
entertained guests at many weddings and parties around the North Shore.

In previous years, Susan has been a nanny to four different families and their precious children.  
Her hobbies include sewing, jewelry making, cooking, sign painting and bicycling.

Susan resides in South Hamilton with her father, Edward Parent, the famous model ship builder,  
Edward's cat, Sevvy, her fiance, Don Boye (Island Art And Hobby owner) and their cat, Nathan.

She can be contacted at Toodeloos! 142 Main St. Gloucester MA 978-281-2011.

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

September 30, 2013

Ms. Catherine Ryan  
17 High Rock Terrace  
Gloucester, MA 01930

Dear Catherine:

I am pleased to appoint you to a *one year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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.

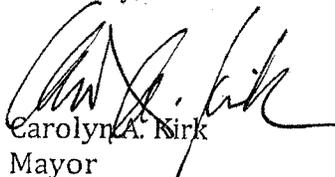
In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

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  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

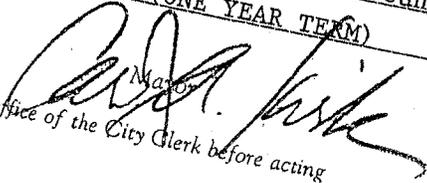
**The City of Gloucester, Massachusetts**

Dear Catherine Ryan, 17 High Rock Terrace, Gloucester, MA  
It is my pleasure to inform you that I have this day appointed you  
to the **TOURISM COMMISSION**

Gloucester, Massachusetts \_\_\_\_\_ of the City of

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: \_\_\_\_\_

September 14, 2013

Catherine Ryan  
17 High Rock Terrace  
Gloucester, MA 01930

Mayor Carolyn A. Kirk  
Office of the Mayor  
9 Dale Avenue  
Gloucester MA 01930

Dear Mayor Kirk,

I am very interested in serving on the Tourism Commission. It would be a privilege and pleasure to serve the community in this way.

I have come to appreciate many great opportunities to participate in Gloucester. I've relished the chance to serve on a few volunteer committees in town over the past several years whether informal or formal. I've enjoyed helping the Parent Teacher Organization of East Gloucester Elementary school, the HarborWalk, the new Harbortown Cultural District, Committee for the Arts, and the recent Downtown Work Plan group. I have found Gloucester staff, administration, city councilors, businesses, individuals, and public to be excellent, committed people.

By serving on the Tourism Commission, I believe I could help be a conduit for citizen input and could bring a focus on the role of arts and culture in tourism. I also see many natural connections with the work of the Harbortown Cultural District, HarborWalk, and the Committee for the Arts. Residents, too, are great visitors for their own city.

It's rewarding and stimulating to be one small part in gathering, analyzing and recommending options for the City. I would help contribute to a plan for both present and future tourism needs that would benefit the whole community.

There's always more to learn, but I believe I'm up to speed on content and ready to begin work. As a former bricks and mortar small business owner, arts advocate, and Gloucester booster, I would bring a combination of business, arts, and resident advocacy to this role.

Thank you for your consideration.

Sincerely,  
Catherine Ryan

## Biography

Catherine Ryan is a passionate Gloucester MA resident (her parents, too—they lived here for nearly 30 years), wife and mother of two. She has 3 decades of expertise in the art business as an art dealer in New York City, arts advisor, design consultant and independent curator/historian. A former gallery executive, Ryan now manages production and design of interiors/build outs, is an independent curator, and advises clients in art purchases. She has lectured, served on panels, and has written about or been interviewed on issues relating to the art market, collecting, individual artists, public art, and connections between people and space. In 2011 she compiled an on-line catalogue and interactive Google map with over 100 sites and images by Edward Hopper from his many visits to Gloucester which has been referenced including the new walking tour brochure produced by the Cape Ann Museum. (See Edward Hopper All Around Gloucester and <http://goo.gl/maps/DhoQ>). Ryan was appointed as the Mayor's representative on the Committee for the Arts in August 2012. She has been active with the steering committee for the Gloucester Harbortown Cultural District (GHCD) and the East Gloucester PTO. She has provided on-going expertise for the Gloucester HarborWalk since 2010. Recent projects have included city liaison for the management and production of 3 new large-scale, site specific public art installations for the *Gloucester 2013 HarborWalk Public Art Challenge*, and designing interiors for North Shore Gynecology, a private practice in Peabody, MA.

In 2006 Ryan relocated from New York City with her family to Gloucester, MA. Prior to founding a small consulting business, *Catherine Ryan art image design*, Ryan spent 18 of 22 years in the Manhattan art world running a successful art gallery with her sister, curating monthly exhibits for contemporary artists, historic exhibitions, and retrospectives of estates. She developed year round programming; maintained international reach with major museums including the MET, etc; produced primary research, wrote, lectured and published catalogues; designed corporate art programs; directed marketing and sales; developed commissions; and participated in numerous art fairs. Ryan earned a B.A. in Film and Art History from Tisch School of the Arts, New York University.

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

September 30, 2013

Ms. Pauline Bresnahan  
512 Essex Avenue  
Gloucester, MA 01930

Dear Pauline:

I am pleased to appoint you to a *two year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

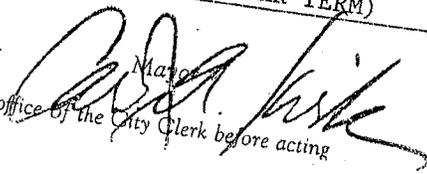
**The City of Gloucester, Massachusetts**

Dear Pauline Bresnahan, 512 Essex Avenue, Gloucester, MA  
It is my pleasure to inform you that I have this day appointed you  
to the TOURISM COMMISSION

Gloucester, Massachusetts \_\_\_\_\_ of the City of

This is a 90 day temporary appointment. After City Council  
approval, term to expire 2/14/2015. (TWO 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: \_\_\_\_\_

www.paulinesgiftshop.com



♥ GIFTS FROM THE HEART ♥

512 ESSEX AVENUE  
{ROUTE 133}  
GLOUCESTER, MASSACHUSETTS  
01930

PHONE 978-281-5558

FAX 978-281-7200

RECEIVED

JUL 25 2013

Mayor's Office

Dear Mayor Kirk,

I was honored when Joe Ciolino asked if I was interested in serving as a retail member on the tourism commission. Having owned and operated Pauline's Gifts from the Heart for the past 15 years in West Gloucester, I believe I can bring a unique perspective to the board. Gloucester is more than simply Main Street. It encompasses many smaller villages which make up the community of Gloucester; each offering varied reasons for visitors to stop and enjoy the local flavor.

There seldom is only one reason for a visit to Gloucester. People may take a day at one of our stunning beaches but will return time and again when the true beauty of our surroundings is discovered.

Promoting tourism in Gloucester requires cooperation and communication between the city management and the businesses that bring and retain our visitors. I believe I have the skills to work toward the common goal of increasing the exposure of our special part of Cape Ann to those seeking a diverse experience of life in New England.

Among my accomplishments, in 1999 I opened my studio and gift shop selling my hand painted items, local artisan crafts, flags and Gloucester themed gifts. I have been blessed by receiving the Pride of New England award presented by the Boston Gift Show in 2009 and was named one of the top "25 Gifted Retailers" in 2010 by Gifts and Decorative Magazine. I have also received the "Wicked Local Reader's choice" award in 2012.

I currently serve on the Board of the Seaport Gloucester Destination Marketing Organization which promotes Cape Ann to visitors and remain a member of the Rocky Neck Art Association and The Society of Decorative Painters. I would consider it a privilege to be considered for a position on the Gloucester tourism board representing the retail segment of our City. Thank you for considering my application.

Regards, Pauline Bresnahan

Pauline's Gifts

512 Essex Ave.

Gloucester. MA. 01930

987-281-5558

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

## **Pauline Burns Bresnahan**

### **Pauline's Gifts from the Heart**

**512 Essex Ave.**

**Gloucester, MA. 01930**

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

Born and raised in Gloucester, I graduated from Gloucester High School in 1974. I then attended North Shore Community College. In 1982, I married Glen Bresnahan of Wenham, MA, and have three wonderful children; Kate age 24, Michael & Meg both age 19.

During high school and in the summer months, I worked as a retail clerk from 1969 to 1974 at Serrin's Gifts on Bearskin Neck, Rockport and then, full-time from 1974 to 1982 at W.E. Blanchard Fine Jewelry as assistant manager on Main Street in Gloucester.

In 1982, I attended brushstroke and decorative painting classes and became a member of the Society of Decorative Painters. I taught classes in decorative painting and lampshade design in NH before moving back to Gloucester in 1994. In 1999, I opened my studio and gift shop in West Gloucester.

I currently serve on the Board of the Seaport Gloucester Destination Marketing Organization which promotes Cape Ann to all visitors. I am also a member of the Rocky Neck Art Association.

I am a member and currently serve on the advisory council at the West Gloucester Trinitarian church.

Pauline's Gifts from the Heart was awarded the Pride of New England award at the Boston Gift Show in 2009 and named one of the "25 Gifted Retailers" in Gifts and Decorative Accessories Magazine in 2010 as well as receiving a Reader's Choice awards in 2012 & 2013.

Pauline's Gifts

512 Essex Ave.

Gloucester, MA. 01930

987-281-5558

[Paulinebresnahan@gmail.com](mailto:Paulinebresnahan@gmail.com)

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

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

September 30, 2013

Ms. Laura Dow  
Vista Motel  
22 Thatcher Road  
Gloucester, MA 01930

Dear Laura:

I am pleased to appoint you to a *two year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

**The City of Gloucester, Massachusetts**

Dear Laura Dow, Vista Motel, 22 Thatcher Road, Gloucester, MA

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

This is a 90 day temporary appointment. After City Council  
approval, term to expire 2/14/2015. (TWO YEAR TERM)

Respectfully,

*[Handwritten Signature]*  
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: \_\_\_\_\_

Laura L. Dow  
Vista Motel  
22 Thatcher Road  
Gloucester, MA 01930

September 25, 2013

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

Dear Mayor Kirk,

I am writing to express my interest in becoming involved in the Tourism Commission of Gloucester. I am anxious to see the city move forward in tourism-related planning and I feel the newly (re)formed Tourism Commission is a great step in that direction. I believe that I have a strong connection with my colleagues in the industry and I will work hard to bring their thoughts and ideas to the table. I have attached my résumé for review and I welcome any questions you may have regarding my intentions.

Sincerely

Laura L. Dow  
via e-mail

## **Laura L. Dow**

E-mail: info@vistamotel.com

Telephone: (978) 281-3410

Vista Motel  
22 Thatcher Road  
Gloucester, MA 01930

### **Education**

1988, Bachelor of Arts, River College, Nashua, NH

### **Positions Held**

1986—1993 and 1996—1998 Dining Manager

Eastern Yacht Club, Marblehead, MA

Managed formal and informal dining on site as well as off-site catering. Trained, scheduled and supervised a staff of forty on a seasonal basis. Opened the restaurants each April and closed in October. From 1996 to 1998 also handled club mailings during the winter. Designed, produced and prepared for mailing flyers and news each month.

1991—1999 Owner/Operator

Northshore Paralegal Services, Danvers, MA

Performed various types of public record research for law offices, mortgage companies, banks and large national search companies. Company still operates in same family today.

1999—present Owner/Manager

Vista Motel, Gloucester, MA

Operates with husband Gary Dow the Vista Motel, a forty-room motel, open year round. Manages a staff of up to thirty in high season, processes weekly payroll, keeps all books, directs all marketing and advertising campaigns, interacts with review websites and on-line booking agencies, manages website and social media.

### **Board and Commissions**

2003 to 2010 Gloucester Tourism Commission, Chair from Fall of 2009 until Summer 2010

2007 to present Massachusetts Lodging Association

2008 to present Seaport Gloucester Destination Marketing Organization

2011 to present Cape Ann Chamber of Commerce, also member of the Chamber's Tourism Council

### **Volunteer Experience**

2012 and 2013 Season (May through October) Saturday volunteer at Stage Fort Park Visitor Welcoming Center

City Hall  
Nine Dale Avenue  
Gloucester, MA 01930



CITY OF GLOUCESTER  
OFFICE OF THE MAYOR

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

September 30, 2013

Mr. Paul Frontiero  
Seven Seas Whale Watch  
63 Rogers Street  
Gloucester, MA 01930

Dear Paul:

I am pleased to appoint you to a *two year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

**The City of Gloucester, Massachusetts**

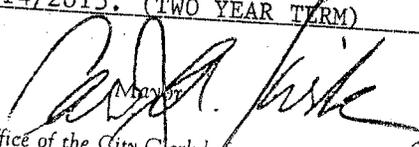
Dear Paul Frontiero, Seven Seas Whale Watch, 63 Rogers Street  
Gloucester, MA

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

to the TOURISM COMMISSION \_\_\_\_\_ of the City of  
Gloucester, Massachusetts \_\_\_\_\_

This is a 90 day temporary appointment. After City Council  
approval, term to expire 2/14/2015. (TWO YEAR TERM)

Respectfully,



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

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

Dear Mayor Kirk,

I would like to be considered for a position on the Gloucester Tourism Commission as a representative of one of Gloucester's tourism attractions.

### BIO

After being a social worker caring for disturbed children for 4 years at a Connecticut state institution in New Haven, CT., I chose to move back to Gloucester in 1974 to go fishing on my father's fishing vessel. It was there I became captain of the boat until 1983 when, with Michael Liguata and Nick Danikas, we started 7 Seas Whale Watch. I captained the whale watch vessel for many years and, as my partners eventually sold out of the business, I became the principle owner of the corporation in 1997. Throughout, I have been involved in promotion and general management of the business which now is completing it's 31st year. 7 Seas Whale Watch is presently one of the major tourist attractions on Gloucester's waterfront.

During that 31 year period, I have also owned and operated a small restaurant for a short time in East Gloucester, served on the board of directors of the Cape Ann Chamber of Commerce, been on the Chamber's tourism committee for 13 years, served on the city's listening committee for Gloucester's harbor development plan, and am a founding member and board member of Discover Gloucester, Gloucester's Destination Marketing Organization, (DMO), now starting our 7 th year.

I am very proud of being from Gloucester with it's incredible beauty and heritage. I am proud to be a part of the tourism community and share my home, as well as a very special natural resource we have so accessible off our coast.

### Purpose

I am passionate about Gloucester tourism and have been disturbed in recent years, as I have mentioned to you before, about the petty, uncooperative attitudes between the different group's agendas for pushing their own efforts to promote Gloucester. I know that we are all on the same team striving for the same goals. I envision that one of my main purposes on the commission would be acting as a bridge that considers every groups' efforts valuable and non threatening. I believe between the PR for Gloucester Group, the Chamber, and the DMO we have many dedicated people who know Gloucester and also know many successful avenues of marketing. These people should be assisted in their efforts to promote tourism by the city's commission. I am a strong believer that the city should view tourism an investment because it enhances revenues in parking fees, meals taxes, room taxes, and encourages commercial development in the city. I believe that we should adopt Salem's lead in appropriating a percentage of revenues ascertained by tourism to go back into tourism to create a stronger commission that can assist all of our good city's groups' efforts be more successful.

We have groups trying to fund their own efforts for Gloucester that, in the end, will not be sustainable. We have a DMO which, for 6 years, has been all volunteer. This will eventually end up disbanding, which will be a huge loss for Gloucester tourism. Their dedication and enthusiasm has been nothing short of heroic; especially in the case of Linn Parisi's efforts. You have a chamber which is floundering under financial pressure. We do not need a tourism commission that's going to duplicate the efforts of these other organizations by putting out another map. Let this commission use these organizations to assist it in its efforts. (For example push the harbor walk in their guides.) Let the Chamber get a Gloucester division and have the Tourism commission make sure that their efforts have some funding so that we can build a spirit of working together rather than all of us competing with each other. I see the city's tourism Commission to be the unifying force that keeps all the devoted organizations together for one common goal.

A friend of mine who works in Ethiopia for a U.S. funded organization know as PACT (Private Agencies Collaborating Together). This is a model that I see as useful for us in that, when a group in a third world country has an idea that they feel will benefit the country's population as a whole, they take it to PACT. They present it. PACT may, or may not, make modifications. But, when it meets the required criteria, PACT helps make it a reality. This model works. It's constructive. With some modifications I believe a model like this will make a tourism Commission a huge asset in making all our efforts more effective. A tourism Commission with little funding, trying to work independently and without regard to the bigger efforts of the other city's organized tourism groups, I believe would be futile and non productive.

I have felt this way for a long time and have wanted to share these views with you. It took this opportunity to get me to express this. If you feel this is an appropriate way to go forward with the newly formed Tourism Commission, I would very much like to be a part of it. Thank you for your consideration.

My Best Regards,

Paul Frontierro  
7 Seas Whale Watch

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

September 30, 2013

Mr. John Orlando  
112 Essex Avenue  
Gloucester, MA 01930

Dear John:

I am pleased to appoint you to a *two year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

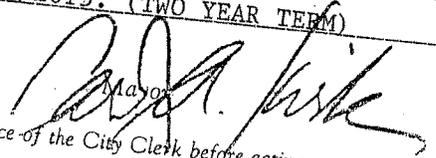
**The City of Gloucester, Massachusetts**

Dear John Orlando, 112 Essex Avenue, Gloucester, MA 01930

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

This is a 90 day temporary appointment. After City Council  
approval, term to expire 2/14/2015. (TWO 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: \_\_\_\_\_

September 19, 2013  
112 Essex Avenue  
Gloucester, MA  
01930

Dear Mayor Kirk,

I am writing to you in response to a request made by Tom Daniel, the City's Economic Development Director, of the Discover Gloucester Board of Directors. The Discover Gloucester Board was asked to submit the name of a candidate an Ex Officio seat on the Gloucester Tourism Commission. The Board nominated me, John Orlando, for the seat.

It would be my pleasure and honor to represent Discover Gloucester, its partners and the Gloucester tourism community if I were designated a seat on the reorganized Tourism Commission. My business has benefitted greatly by my partnering with Discover Gloucester, and now, I would like to work towards partnerships among all of the aforementioned.

Goals in my role as Ex Officio member of the Tourism Commission would be: to help plan and execute the important work that needs to be done to increase overnight visitation; to improve the visitor experience; and to become the best Gloucester that we can be for residents and visitors alike.

I feel that my numerous years of retail, managerial experience on Main Street combined with nineteen years owning and operating the Harborview Inn on the Boulevard provided me with skills and insight that would be valuable to the new Tourism Commission as it formulates a plan for Gloucester tourism.

My listening and communication skills would allow me to be an important sounding board during discussions and in decision making processes that are sure to be a part of the charge of the new Tourism Commission.

Please see my complete Resume', attached, and do not hesitate to contact me with questions.

Thank you for considering me for the Discover Gloucester Ex Officio seat on the Gloucester Tourism Commission.

Sincerely,

A handwritten signature in black ink, appearing to read "John Orlando", with a long horizontal flourish extending to the right.

**RESUME'**

**Of**

**John Orlando  
112 Essex Avenue  
Gloucester, MA 01930**

**Phone: 978-590-0052**

**E-Mail: [innman54@verizon.net](mailto:innman54@verizon.net)**

**GOAL:**

To use my experience, skills and knowledge to develop a plan to promote the City of Gloucester.

**EMPLOYMENT EXPERIENCE:**

1994 – Present  
Harborview Inn  
71 Western Avenue  
Gloucester, MA 01930

Owner

Owner and General Manager of the Inn. Responsible for all marketing, personnel, sales and accounting functions.

1999 – 2008  
Manor Inn  
141 Essex Avenue  
Gloucester, MA 01930

General Manager

Responsible for all marketing, personnel, sales and accounting functions.

1964 – 1999  
Art Jewelers  
117 Main St.  
Gloucester, MA 01930

Store Manager

Responsible for marketing, merchandising, display, personnel and sales functions.

**EDUCATION:**

Suffolk University – B.S., Education

Northshore Community College – Associates. Degree

Gloucester High School.

**CORE SKILLS:**

Recruit, train and management of employees.

Established background of inter-personal skills.

Ability to design and display merchandise to be of competitive advantage.

High function of business management.

**ACTIVITIES:**

Current Board Member Discover Gloucester.

Gloucester Downtown Association Coordinator.

Current member of North of Boston, CVB

**PAST ACTIVITIES:**

Chair, Downtown Development Commission

City/Cape Ann Chamber Parking Committee

Harbor Plan

Chair, Retail Division Cape Ann Chamber of Commerce

Board Member, Cape Ann Chamber of Commerce

Tourism Ordinance Review Committee

Member of City's 375<sup>th</sup> Anniversary Committee

**AWARDS:**

1992 Retailer of Year from Cape Ann Chamber of  
Commerce

**REFERENCES:**

Upon request.

**PERSONAL INTERESTS:**

Gardening and theater

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

September 30, 2013

Mr. Peter Webber  
Cape Ann Chamber of Commerce  
33 Commercial Street  
Gloucester, MA 01930

Dear Peter:

I am pleased to appoint you to a *two year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

**The City of Gloucester, Massachusetts**

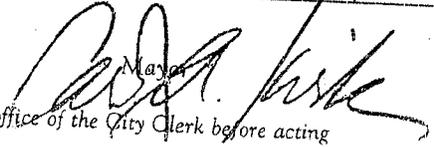
Dear Peter Webber, Cape Ann Chamber of Commerce,  
33 Commercial Street, Gloucester, MA

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

to the TOURISM COMMISSION \_\_\_\_\_ of the City of  
Gloucester, Massachusetts \_\_\_\_\_

This is a 90 day temporary appointment. After City Council  
approval, term to expire 2/14/2015. (TWO 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: \_\_\_\_\_

---

**From:** Peter Webber <petercwebber@gmail.com>  
**Sent:** Thursday, September 26, 2013 8:54 PM  
**To:** Tom Daniel  
**Subject:** My resume  
**Attachments:** PCW resume 09.26.13.pdf

Good evening, Tom. I would like to express my thanks to Mayor Kirk and you for considering my appointment to the City of Gloucester Tourism Commission as the designated representative of the Cape Ann Chamber of Commerce. If recommended by Mayor Kirk and confirmed by the City Council, I would welcome the opportunity to work with fellow commissioners to support and help advance the city's key role in promoting Gloucester as a "must experience" visitor destination.

Attached is a copy of my resume. Please let me know if you need any further information.

Very truly yours,

Peter Webber  
Senior Vice President and Interim C.E.O.  
Cape Ann Chamber of Commerce  
978-283-1601  
[peter@capeannchamber.com](mailto:peter@capeannchamber.com)  
[www.capeannchamber.com](http://www.capeannchamber.com)  
[www.capeannvacations.com](http://www.capeannvacations.com)

## **Peter C. Webber**

Email: [petercwebber@gmail.com](mailto:petercwebber@gmail.com)

Phone: 978-501-0980

### WORK EXPERIENCE:

#### **Cape Ann Chamber of Commerce, Cape Ann, MA**

*Senior Vice President*

2011-Present

- Launched and serve as liaison to Chamber's Tourism Council; manage production and distribution of all Chamber visitor publications
- Launched and serve as liaison to Chamber's Government Affairs Council; draft policy position statements on local and state public policy matters
- Support and assist Chamber C.E.O
- Serve as interim C.E.O. during periods of vacancy in C.E.O. position

*Manager of the Rockport Division*

2005-Present

- Effectively managed the transition of the Rockport Chamber from a separate organization to a fully-integrated division of the Cape Ann Chamber of Commerce
- Produced Rockport Visitors' Map and Guide (through 2009) and Rockport Walking Guide annually
- Coordinated multiple annual community and Chamber events, including annual dinners, Motif #1 Days, Chamber Auctions, Harvest Festivals, and Christmas in Rockport
- Managed Rockport office (through 2008) and seasonal operations of Rockport Information Booth

#### **Department of Conservation and Recreation, Boston, MA**

*Acting Director of the Division of State Parks and Recreation*

2003-2004

- Through the Secretary's Merger Task Force helped design and implement the consolidation of the state's two parks-managing agencies
- Researched and wrote a legislative report documenting the fiscal and service benefits derived from the long-term leasing of state-owned skating rinks

#### **Department of Environmental Management, Boston, MA**

*Commissioner*

1991-2003

- Chief Executive Officer for the Commonwealth's primary natural and cultural resources managing agency. Comprising over 320,000 acres of state forests, parks, and reservations, the Massachusetts park system is the ninth largest in the nation
- Established Historic Curatorship Program to enable restoration and preservation of historic state park buildings with private funding through long-term leases
- Increased the Commonwealth's inventory of permanently protected open spaces by more than 50,000 acres
- Developed the Universal Access Program and the Conservation Trust to make Massachusetts State Parks more fully accessible and more financially sustainable

#### **Commonwealth of Massachusetts, General Court**

*State Senator, Berkshire, Franklin, Hampden, and Hampshire Districts*

1981-1991

- Elected in 1980 in first run for elective office, and subsequently re-elected to four consecutive two-year terms. Opted not to seek re-election in 1990
- Served on Senate Ways and Means Committee and Committees on Banks and Banking and Health Care
- Named a Legislator of the Year for 1987 by Mass Municipal Association

*Administrative and Legislative Aide to Berkshire State Senator John H. Fitzpatrick*

1976-1981

EDUCATION/PROFESSIONAL TRAINING:

**Amherst College, Amherst, MA**

*Bachelor of Arts in American Studies, Magna cum Laude*

1974

**Miscellaneous Professional Training:**

- Tier IV Senior Executive Management Program, Harvard University, John F. Kennedy School of Government
- Governor's Leadership Seminar, MIT, Sloane School of Management
- Santa Fe Council for Environmental Excellence
- Entrepreneurial Training Program, Salem Harbor Community Development Corporation
- NEACCE and MACCE conferences

**COMMUNITY/CIVIC:**

- Chairman of the Rockport DPW Board of Commissioners
- Member of the Rockport Rotary Club
- Rockport Conservation Commission (2004-2006)
- Chairman of Rockport's MBTA Station Planning Advisory Committee (2005-2006)
- Rockport representative to MBTA Advisory Committee

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

September 30, 2013

Ms. Lily Linquata  
14A Pleasant Street  
Gloucester, MA 01930

Dear Lily:

I am pleased to appoint you to a *three year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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.

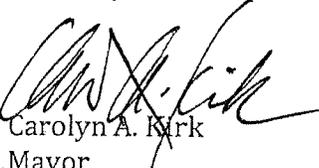
In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card (*copy enclosed*) and be sworn in.

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  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

**The City of Gloucester, Massachusetts**

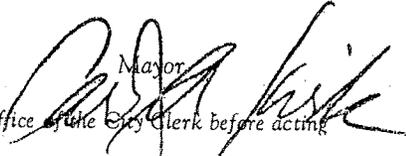
Dear Lily Liguata, 14A Pleasant Street, Gloucester, MA

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

to the TOURISM COMMISSION \_\_\_\_\_ 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: \_\_\_\_\_

LILY LINQUATA  
14A Pleasant Street  
Gloucester MA 01930  
(347) 803 9345  
lily.linquata@gmail.com

MAYOR CAROLYN A. KIRK  
Office of The Mayor  
9 Dale Avenue  
Gloucester, MA 01930

September 26, 2013

Dear Mayor Kirk:

This letter is to state my interest in serving on Gloucester's Tourism Commission. It is my belief -- providing that the city is willing to commit financial resources to the tourist industry -- that this Commission will play an important role in Gloucester's future, both as we establish a new, modern, and sustainable identity among Massachusetts's coast line, and as we honor and expand upon our rich tradition as a seaport.

I have attached my resume for review by members of the City Council's Ordinances and of the Licensing Committee.

Thank you in advance for your consideration.

Regards,

Lily Linquata

# LILY LINQUATA

lily.linquata@gmail.com // (347) 803 9345 // 14A Pleasant Street, Gloucester MA 01930

## WORK

Seven Seas Wharf, Inc. dba The Gloucester House Restaurant // Bar Manager, Office Administration // Gloucester MA June 2012 – Current  
Responsible for sourcing, selecting, and creating unique, value-forward, and cost-effective beverage menus featuring spirits, wine, bottled beer, and draft beer. Created training manuals for staff and hosted educational events to ensure quality service and to encourage an increase in beverage sales. Accountable for inventory on-hand, for placing weekly orders with vendors, and for meeting weekly pour count numbers as per budget. Managing bar – full-service restaurant offerings as well as beverage offerings – seven shifts a week with a focus on repeat business, customer satisfaction, and a welcoming, calm, and informative environment for tourists and locals alike. One to two shifts per week are spent in the office proving out prior day's accounting activity for posting in QuickBooks, processing accounts payable, booking functions and coordinating private party details, managing vendors and sales representatives, and planning and designing seasonal menus. Employing organization, efficiency, and customer service skills daily. TIPS certified, ServSafe certified.

PerkStreet Financial, Inc. // Operations // Boston MA August 2011 – May 2012  
Financial operations and office operations at online-only financial services startup focused on debit rewards as per partnership with The Bancorp Bank (TBBK). Approximate title of Operations Manager, reporting directly to COO and worked alongside interim CFO team. Continued professional experience with establishing (read: proposing / testing) efficiency systems and procedures, working with internal audit teams, managing of accounts payable and maintenance of Bill.com and QuickBooks files, implementing new and maintaining existing benefits packages (health insurance, 401K, FSA), administering and managing company payroll. Stood as cultural temperature sounding board (How are people feeling, why, and how can that be either remedied or furthered?) and continued establishing company cultural and wellness initiatives with COO as well as aided in planning philanthropic activities for the company's participation. Establishing of financial operations and office operations workflow documentation.

Locly, inc. // Founder // Gloucester MA April 2010 – Present  
High-level concepting, logistics, accounting planning, legal planning, and strategy for GloucesterGoods, the first franchise under Locly. Venture in aggregating locally produced artisan/craftsman items for e-commerce sales in destination, or otherwise unique communities. Efforts geared toward starting national conversation and commerce to supplement travel and toward the furthering of markets for domestically produced, high quality, beautiful, one-of-a-kind work by skilled artists and artisans. Opened and managed all aspects of retail space in Gloucester, MA from April through November of 2010. Managed all finances (AR, AP, taxes, cash flow) and two employees.

Super Web-O-Matic, LLC // Operations // Waltham MA November 2010 – July 2011  
Oversaw day-to-day operations of startup providing custom designed, quick-to-launch, WordPress websites for small businesses. Involved in branding, strategy, pricing, process development, and testing of such with CEO and executive team. Metric tracking on project efficiency and profitability, sales funnel process, and outbound marketing effectiveness for board members. Involved in initial web application concepting which aimed to establish an automated (touchless) sale to final product loop, with both client facing and internal, project management functionality. Responsible for approximately thirty concurrent projects and two employees at all times. Involved in formation of turnover/ exit strategy. Company acquired by Growth Spark in July of 2011.

DesignerAdvantage, Inc. // Senior Account Manager // Newton, MA March 2008 – April 2010  
High profile (Annual Rev > \$5MM) client service specialist at small business offering outsourced back office solutions to interior design firms. Worked with executive team to re-launch website on aesthetic and content platforms. Established internal "business identity" documentation to focus marketing and sales initiatives. Spearheaded creative and content aspects of various campaigns including direct mail and e-mail blasts. Participated in new business meetings, sales calls, and developmental events with CEO. Honed advanced skills in QuickBooks and Excel; experience in reading financial statements, managing to and reporting on short and long term cash flow requirements, liaising with CPAs regarding income taxes, and managing new hires and interns.

Ogilvy and Mather // Advertising Intern // New York, NY Summer 2007  
Worked with the Afiac Account and Project Management teams to implement various digital, creative, and strategic advertising tactics for the client. Responsible for an internal client promotion requiring the development of strategy, creative concepting, finance management, and production.

## EDUCATION

Villanova University, Villanova PA December 2007 Graduate (3 years) Degree: BSBA, Marketing, Magna Cum Laude GPA: 3.78 cum; 3.95 major Honors: Top 7 Finalist for the William G. McGowan scholarship, awarded to the premier business student.

## SKILLS

Writing (business communication, music), all things efficient, project management and high-level business organization and strategy planning, QuickBooks, Bill.com, Excel, WordPress CMS, mixed tapes

## OTHER EMPLOYMENT

Art Director's Assistant, Raneé Patone- Flynn, Beverly, MA, Spring 2006  
Intern, Remington Financial Group Inc., Philadelphia, PA, Fall 2005

## FUN

Creative writing, exploring and reviewing new music, painting lobster buoys in acrylic or painting abstractions in watercolor, singing while offending acoustic guitars, skiing, traveling

City Hall  
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Gloucester, MA 01930



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

CITY OF GLOUCESTER  
OFFICE OF THE MAYOR

September 30, 2013

Ms. Karen Ristuben  
4 Bickford Way  
Gloucester, MA 01930

Dear Karen:

I am pleased to appoint you to a *three year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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,

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

Carolyn A. Kirk  
Mayor

cc: Mayor's Report to the City Council  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

**The City of Gloucester, Massachusetts**

Dear Karen Ristuben, 4 Bickford Way, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you  
to the TOURISM COMMISSION \_\_\_\_\_ 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: \_\_\_\_\_

Karen Ristuben  
4 Bickford Way  
Gloucester MA 01930  
978-758-1210

Mayor Carolyn Kirk  
City Hall  
Gloucester MA 01930

September 17, 2013

RE: Arts & Culture representative on Tourism Commission

Dear Mayor Kirk,

I am sincerely interested in serving on Gloucester's Tourism Commission as a representative of the City's vibrant arts and cultural sector. We are so fortunate to have a city that is, in large part, identified by its rich maritime and artistic heritage. And, having so many artists today who ensure that Gloucester's story is told with its spirit of authenticity, grit, and collaboration, it's clear that we are not mired in history, but are leaning forward toward becoming an even more significant cultural destination. I believe that having a representative from the arts on the Tourism Commission is an excellent way to build our cultural infrastructure and advance our many offerings, supporting our essential identity and expanding our creative economy.

Thank you for this important opportunity.

Sincerely,

Karen Ristuben

# KAREN RISTUBEN

4 Bickford Way  
Gloucester, MA 01930  
(978) 758-1210  
karen.ristuben@gmail.com  
[www.karenristuben.com](http://www.karenristuben.com)

## Education:

M.F.A. 2011 Vermont College of Fine Arts, Montpelier, VT,  
Post-Bacc. 2009 School of the Museum of Fine Arts (SMFA), Boston MA  
M.A.T. 2004 SMFA, in affiliation with Tufts University, Medford MA  
J.D. *cum laude* 1987 Suffolk University Law School, Boston MA  
B.F.A. 1982 SMFA, in affiliation with Tufts University, Medford MA

## Employment:

Hamilton-Wenham Regional High School, Hamilton MA, *Faculty, Visual Arts, 2004 - present*  
Montserrat College of Art, Beverly MA, *Adjunct Faculty, Art Education 2007, 2008, 2013; Program Development, M.Ed in Community Arts & Leadership, 2013-14; Supervising Practitioner, Art Education Practicum, 2008*  
DeCordova Museum & Sculpture Park, Lincoln MA, *Faculty, 2006 -2010*  
North Shore Arts Association, Gloucester MA, *Assistant Gallery Director, 2002-2004*  
Meehan, Boyle, Black & Bogdanow, Boston MA, *Attorney 1987-2007 Principal; 2007-2010 Of Counsel*

## Public Lectures/Performances (interdisciplinary):

Vermont College of Fine Arts, Montpelier, VT *Aug. 2011*  
Cape Ann Museum, Gloucester, MA *Sept. 3, 2011*  
Hamilton-Wenham Regional High School, Hamilton, MA *Oct. 7, 2011*  
National Oceanographic & Atmospheric Administration, Gloucester, MA *Nov. 15, 2011*  
19th Biennial Conference on the Biology of Marine Mammals, Tampa, FL *Nov. 26, 2011*  
Miles River Middle School, Hamilton, MA *Jan. 20, 2012*  
Ipswich Performing Arts Center, Ipswich, MA *Feb. 15, 2012*  
2012 Ocean Sciences Meeting, Salt Lake City, UT  
*"Marine Science Through the Eyes of an Artist" Feb. 21, 2012*  
Endicott College, Rose Performance Center, Beverly, MA *March 5, 2012*  
Ipswich Middle School, Student Development Day keynote, Ipswich MA (500), *March 8, 2012*  
Manchester-Essex Regional High School, Manchester MA *April 3, 2012*  
Brookwood School, Manchester, MA *April 20, 2012*  
Blue Ocean Society, Portsmouth Public Library, Portsmouth, NH *April 25, 2012*  
Parker River Wildlife Refuge, Newburyport, MA *May 11, 2012*  
North Shore Community College, Lynn, MA *May 22, 2012*

North Shore Community College, Danvers, MA *May 23, 2012*  
 2012 National Marine Educators Association conference, Anchorage, AK *June 25, 2012*  
 Seabrook Beach Civic Association, Seabrook NH *July 16, 2012*  
 The Cultural Center at Rocky Neck, Gloucester MA *July 25, 2012*  
 Lesley University, Cambridge MA *July 29, 2012*  
 Boston Harbor Island Alliance, Boston, MA *August 5, 2012*  
 Maine Maritime Academy, Castine, ME *October 15, 2012*  
 North Shore Community College, Danvers, MA *October 20, 2012*  
 Bunker Hill Community College, Charlestown, MA *October 30, 2012*  
 Agents of Change: Art as Activism, Montserrat College of Art, Beverly, MA *October 26, 2012*  
 American Cetacean Society Annual Meeting, San Diego, CA keynote speaker *November 9, 2012*  
 Tufts School of Public Health, Boston, MA *March 5, 2013*  
 Museum of Science, Boston, MA Ocean Stories presentation *March 3, 2013*  
 High School Marine Science Symposium, Endicott College, Beverly MA *March 20, 2013*  
 The New England Whale Watch Naturalist Workshop, Provincetown MA *April 5, 2013*  
 Manchester Yacht Club at Essex Shipbuilding Museum, Essex MA *April 26, 2013*

### Selected Exhibitions of Studio Work:

Museum of Science, Boston MA Ocean Stories, in collaboration with Synergy Project, *Feb.-June 2013*  
 Vermont College of Fine Arts, Montpelier, VT Wood Gallery, *August, 2011*  
 Marblehead Arts Association, Marblehead, MA *March, 2010*  
 Salem State College, Glassworks Gallery, Salem, MA *March, 2007*  
 Rockport Art Association, Solo Show, Rockport, MA *March, 2007*  
 100 Cambridge St. Gallery, Solo Show, Boston, MA *December, 2006*  
 Cutler School Art Gallery, Solo Show, S. Hamilton, MA *May 2006*  
 Cape Ann Artisans, juried Open Studios *2004- 2009*  
 Rocky Neck Gallery, Gloucester, MA *2003-present*  
 Cambridge Art Association, Cambridge, MA *2005-2007*  
 Rockport Art Association, Rockport, MA *2003-present*  
 North Shore Arts Association, Gloucester, MA *2002-present*  
 Marblehead Festival of the Arts, Marblehead, MA *July, 2002*  
 Lynn Arts, Lynn, MA *2002*

### Leadership:

Rocky Neck Art Colony, Gloucester MA *President, 2009-present: oversight and long-range planning for all programs of historic art community including Artist Residency Program, Historic Art Trail, Rocky Neck Gallery, Rocky Neck Cultural District, Cultural Center at Rocky Neck, finance, fundraising, facilities, exhibitions and marketing.*  
 Cape Ann Artisans, Gloucester MA, *Chair, Marketing and Publicity Committee, 2005-2007.*  
 North Shore Arts Association, Gloucester MA, *Board of Trustees, 2004-2005; Budget & Finance Committee; Membership Jury and Exhibitions Jury.*  
 SeARTS, Gloucester MA, *Exhibitions Jury 2010.*  
 Rockport Art Association, Rockport MA, *2007-2009 Exhibitions Jury.*

Ristuben Jazz Combo: *band leader, singer, guitarist.*

Town of Rockport, Community Preservation Committee, 2000-2004.

School of the Museum of Fine Arts, Boston MA, *Board of Governors, 1993-94.*

Medical Malpractice Mediation Project, Boston MA, *Co-chair, 1994-1998: collaborated with leadership of Mass. Medical Society to develop and implement alternative dispute resolution system for medical malpractice claims.*

Massachusetts Bar Association, Boston MA, *Chair, Health Law Section, 1994-1997.*

Suffolk University Law School, Boston MA, *Editor-in-Chief, Suffolk Univ. Law Review, 1986-87.*

Artifactory, Boston MA, *Co-Director, 1980-82: project planning and development for environmental art organization.*

### **Research Interests:**

Artistic research, interdisciplinary arts practice, community arts and leadership

### **Licenses/Certifications:**

Massachusetts Teacher Certification: #391469, *Visual Art (5-12), 2004*

Dispute Resolution Certification: *Harvard School of Public Health, Program in Health Care Negotiation, 1998*

Massachusetts Board of Bar Overseers: #550453, 1987

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

September 30, 2013

Mr. Zachary Sears  
18 Russell Avenue  
Gloucester, MA 01930

Dear Zach:

I am pleased to appoint you to a *three year term* on the City of Gloucester's **Tourism Commission**. Your appointment will be sent to the City Council for their meeting of October 8, 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,

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

Carolyn A. Kirk  
Mayor

cc: Mayor's Report to the City Council  
Tom Daniel, Community Development Director

Enclosure  
CAK/c

EFFECTIVE SEPTEMBER 30, 2013

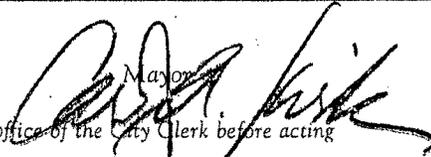
**The City of Gloucester, Massachusetts**

Dear Zachary Sears, 18 Russell Avenue, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you  
to the TOURISM COMMISSION \_\_\_\_\_ 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: \_\_\_\_\_

**Zach Sears**  
978-609-1651  
zach@latfortythree.com  
18 Russell Ave. Gloucester, MA, 01930

## EDUCATION

---

**North Shore Community College**, Danvers, Massachusetts 2004

- Associates Degree, Culinary Arts

## WORK EXPERIENCE

---

**Latitude 43 and Minglewood Tavern** Gloucester, MA January 2008-present  
**General Manager**

- Responsible for entire operation including FOH staff and BOH staff
- Providing leadership
- Budgeting, labor costs, beverage costs and food costs
- Responsibilities including building a regular clientele with guests and local business'

**Latitude 43 and Minglewood Tavern** Gloucester, MA January 2008-present  
**Head Chef**

- Responsible for daily and nightly kitchen operations
- Expediting at night for high volume restaurant
- Menu development and specials for Latitude and Minglewood menus
- Opening and closing restaurant
- Responsible for ordering products and quality control
- Hiring and evaluating all staff
- Training both FOH and BOH staff on menu changes and seasonal ingredients
- Inventory, food cost and labor cost
- Developing and training staff in new and improved systems

**Latitude 43 and Minglewood Tavern** Gloucester, MA January 2008-present  
**Sous Chef**

- Responsible on Chef's days off for daily and nightly kitchen operations
- Assisted head chef with menu development and specials for Latitude and Minglewood Menus
- Opening and closing restaurant
- Ordering product on Chef's days off
- Quality control
- Assisting Chef in hiring, firing, and evaluating of all staff
- Working all hot line stations including sauté, grill, expo, oven, fry, pantry, pizza, desserts and sushi

**Blue Marlin Grille**, Essex, MA June 2003-December 2007  
**Sous Chef**

- Responsible for kitchen on Chef's days off.
- Ordering and quality control.

- Worked all hot line positions including sauté, grill, fry, and oven.
- Menu writing and specials.
- Opening and closing restaurant.
- Training and developing new systems in the kitchen.

**Michaels Restaurant** Rockport, MA

2001-2005

Breakfast line cook

- Responsible for opening and closing restaurant.
- Worked all hot line positions including sauté, grill, and expo.
- Worked all functions in hotel.

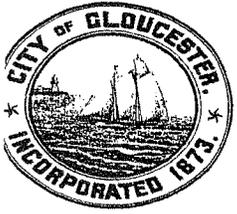
## **INTERESTS**

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- Cooking
- Sports
- Traveling

## **Bio: Zach Sears**

Like both my parents and grandparents, I have lived in Gloucester my entire life. Currently, I am the General Manager of Latitude 43 and Minglewood Tavern located in the heart of downtown Gloucester. I started my career in the restaurant business at a young age cooking breakfast at Michaels Restaurant at the Sandy Bay Motor Inn for my uncle. I soon realized after a short period of time that cooking was more than just a job to me. It became my passion. I pursued my passion by going to culinary arts school at North Shore Community College, where I graduated top in my class with Associate's Degree in 2005. After graduating I worked at the Blue Marlin Grill in Essex, MA. I was later offered a position in 2008 at Latitude 43 Restaurant. Being given this opportunity to not only follow my passion, but work and serve the city of Gloucester is something I have truly loved doing. Gloucester is a unique coastal city that embraces tradition and community, which I hope to continue to help build and be a part of. As a local resident of Gloucester my goal is to make Gloucester not just a place to vacation in the summer months, but a twelve month destination.



**Gloucester City Council**  
**CERTIFICATE OF VOTE**  
**Certificate Number: 2012-165**

The Gloucester City Council, at a meeting held on **Tuesday, August 14, 2012** 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 LeBlanc, the City Council voted BY ROLL CALL 9 in favor, 0 opposed, to Amend the GCO Chapter 2,"Administration",Art.V "Boards, Commissions, Councils, and Committees,"Div.6A "Tourism Commission,"sec.2-471 through 2-476 as follows:

"Sec.2-471 Purpose:

(a) In recognition of the continuing need for tourism in the city as a means to encourage economic revitalization and the promotion of history, culture and recreation , a tourism commission  
DELETE "is hereby recreated and reestablished" and ADD "has been established and shall be funded by the City;"

(b) It shall be the purpose of the tourism commission to encourage and promote tourism throughout the year and throughout the city. The Commission may undertake but not be limited to the following activities:

- (1) Recommend ADD "and implement" overall coordinated tourism and DELETE "program" and ADD "plan" that is related to the city's community and economic development activities, historical resources, recreational opportunities, ADD "visitor welcoming" and natural and scenic attractions;
- (2) Recommend the organization , creation and maintenance of tourist attractions ADD "and welcoming services;"
- (3) Recommend and implement DELETE "an advertising" ADD "a marketing program for the city;"
- (4) Coordinate public and private DELETE "efforts" ADD " a marketing program for the city;"

ADD

- (5) "With the assistance of the community development department staff implement and manage a grant program to help accomplish the purposes referenced in this section."

Sec.2-472 Tenure; composition

DELETE entire section and ADD new as follows:

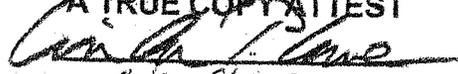
"The tourism commission shall consist of not less than seven members and may be up to eleven members if deemed necessary by the tourism commission. All members shall be appointed by the mayor and confirmed by the city council for the following terms:

- (1) at least two members for one year;
- (2) at least three members for two years;
- (3) at least two members for three years; and,

consideration shall be given so that members are chosen from persons with a vested interest in tourism who are distributed among the several tourism sectors of restaurants, accommodations, tourist attractions, retailers, arts and culture; and there shall be at least one at large member . One member shall be a City Councillor who shall be ex-officio."

Sec.2-473 Requirements

- (a) Residency requirements. All members shall be residents of the city,

A TRUE COPY ATTEST  
  
City Clerk

ADD "however, up to two members, who need not be residents, but who otherwise meet the requirements of this section and section 2-472, may be appointed as ex-officio members for a term of up to two years."

DELETE "(b) Membership requirement. One member of the commission shall be a member of the Cape Ann Chamber of Commerce."

Sec.2-474 Vacancies

"In case of resignation, death or disqualification of any member of the commission, for the purposes of filling the vacancy for any other reason, the appointment ~~DELTE~~ "of" ADD "for" the unexpired term ~~DELETE~~ "immediately" shall ADD "promptly" be made by the Mayor and forwarded to the city council for their approval."

Sec.2-475 Assistance of city officials, boards and employees

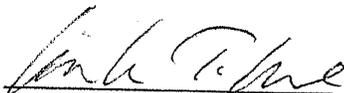
DELETE entire section and ADD as follows:

"The commission shall receive regular support and assistance from the community development department including but not limited to planning, implementation, communications and assistance on securing and managing tourism grants. Further, when the commission determines that it requires assistance, the commission may request, through the Mayor, and upon request shall receive the services of assistance from other city officials and boards on matters based on the performance of their duties."

Sec.2-476 ~~DELETE~~ "Semiannual reports" and ADD "Periodic Reports and Plans"

DELETE entire section and ADD new:

"Beginning in 201\_ the commission with the assistance of the community development department, shall prepare and submit a five year plan for tourism to the Mayor and the City Council; and in addition , based on the execution of the plan, the commission shall submit quarterly reports, with the assistance of the community development department as provided in sec. 2-475 , to the Mayor and to be forwarded by the Mayor to the City Council."

  
Linda T. Lowe, City Clerk

Date: 8/16/12

APPROVED BY THE MAYOR

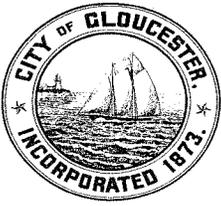
  
Carolyn A. Kirk, Mayor

VETOED BY THE MAYOR

\_\_\_\_\_  
Carolyn A. Kirk, Mayor

SIGNED THIS 16 DAY OF Aug, 2012

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



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

**ORDER:** CC#2013-026  
**COUNCILLOR:** Melissa Cox

**DATE RECEIVED BY COUNCIL:** 07/09/13  
**REFERRED TO:** O&A & TC  
**FOR COUNCIL VOTE:**

**ORDERED** that the Gloucester Code of Ordinances, Sec. 22-267 "One-Way Streets - Generally" be amended by **DELETING:** Fort Square, from that part of Fort Square which is about 300' southeasterly from Commercial Court and proceeding westerly, southerly, easterly and northerly to the end of the street at Commercial Street, which point is about 500' southeasterly of Commercial Court; and by **ADDING** One-Way Streets - Generally, Fort Square at a point beginning at its intersection with Commercial Street on the northerly side in a southwesterly direction for a distance of 500'. (**Note:** Fort Square where it intersects with Commercial Street on the south side will become **TWO-WAY** for a distance of 650' **AND** Fort Square where it intersects with Commercial Street on the north side will be **ONE-WAY** for a distance of 500'); and further

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

Melissa Cox  
Ward 2 Councillor



**OFFICE OF THE CITY CLERK**  
9 Dale Avenue • Gloucester, Massachusetts 01930  
Office (978) 281-9720 Fax (978) 282-3051

October 9, 2013

To: O&A Committee  
Councillor Theken, Chrp.

From: Linda T. Lowe  
City Clerk

Re: Council Order # 2013 -026  
Proposed Amendments to Chapt.22 "Traffic" sec. 22-267 "One Way Streets"  
Concerning Commercial St. and Fort Sq.

At the September 30, 2013 O&A meeting during the discussion and review of Council Order 2013-026 questions arose as to whether trailer trucks were prohibited from the Fort Sq./Commercial St. area which is under review for possible changes to one way streets(i.e. whether certain parts of streets should be two way traffic).

The question arose because during a site visit to the area on September 28<sup>th</sup> by O&A it was observed that city traffic signs were posted which read "No Tractor Trailers Allowed". The Committee was then concerned about whether there were Code of Ordinance restrictions which prohibited trailer trucks from the area. At the request of the Committee Chair I have checked the Code of Ordinances which is current through December 2012 and the Council Ordinance amendments since December 2012 and there have been no changes to the Code concerning trailer trucks in the past several years. The existing restrictions on trailer trucks which are pertinent to this order are found in Sections 22-173; 22-174; 22-197; 22-285 and 22-286. These sections allow trailer trucks to travel through this area and to make deliveries in the area while they restrict parking of trailer trucks in this area as listed in sec.22-285 and 22-286. It would seem that the city traffic signs in this area are referring to "no parking" of trailer trucks and not to a prohibition of trailer trucks in the area.

I have attached copies of the ordinance sections for the convenience of the Committee.

Attachments

Copy to:  
Traffic Commission  
Councillor Cox

**Sec. 22-173. Operation of trucks, trailer trucks and other commercial vehicles.**

- 
- (a) The operation of trucks, trailer trucks and other commercial vehicles is hereby regulated in the manner outlined and during the period of time set forth in section 22-285
- (b) Subsection (a) shall not apply to such vehicles when delivering goods to or taking goods from points located on the streets described in section 22-285, nor shall it apply to vehicles going to or coming from places upon such streets or adjoining streets or ways to which access cannot otherwise be gained, nor shall it apply to vehicles of municipal departments or public service corporations having emergency work to do on such streets or adjoining streets, or to U.S. mail vehicles collecting mail on such streets, or to police and fire department vehicles, or to ambulances.
- (c) Signs in such form and of such design as the director of public works shall determine, shall be placed on streets designated in subsection (a) of this section, and subsection (a) of this section shall be effective only during such times as a sufficient number of official traffic signs are in place and legible to warn approaching drivers of the restrictions.
- (d) No operator with a motor vehicle shall enter the bridge designated G59 at Route 127, Thatcher Road, if the vehicle has:
- (1) Two axles and weighs in excess of 15 tons;
  - (2) Three axles and weighs in excess of 19 tons; or
  - (3) Five axles and weighs in excess of 20 tons.

Signs shall be posted to that effect in accordance with state law.

*(Code 1970, § 21-64; Ord. of 11-24-1987, § 1)*

**Sec. 22-174. Operation of semitrailers and semitrailer units.**

- (a) The operation of any semitrailer or semitrailer unit is hereby regulated as provided in section 22-286. No person shall park or stand any semitrailer or semitrailer unit on any part of any street, way, highway or roadway under the control of the city unless such semitrailer or semitrailer unit is attached to a motor vehicle capable of towing it, except during actual loading or unloading of goods, wares, merchandise or other materials. In the event of construction, a special permit shall be obtained from the police department.
- (b) The police department is hereby authorized and directed to immobilize any detached trailer, by appropriate means, found parked in violation of subsection (a) of this section. The expense of the immobilization shall be collected from the owner, and any storage charges incurred shall be collected from the owners of the vehicle.

*(Code 1970, § 21-121; Ord. of 9-5-1974, § 1; Ord. of 8-19-1976, § 1; Ord. of 6-8-1977, § 1)*

**Sec. 22-285. Parking of trucks, trailer trucks and other commercial vehicles.**

- (a) *Over 2½ tons.* Trucks, trailer trucks and other commercial vehicles having a carrying capacity over 2½ tons are hereby prohibited from parking on the following streets or parts of streets when signs are in place giving notice thereof, in accordance with section 22-173  
*Main Street*, northerly side, from its intersection with Prospect Street to its intersection with Eastern Avenue.  
*Main Street*, trailer truck parking prohibited at 375 Main Street 90 feet either side of entrance.  
*Riverside Avenue*, for its entire length, at all times.  
*Rogers Street*, westerly side, between Manuel F. Lewis and Duncan Streets.
- (b) *Over three tons.* Trucks, trailer trucks and other commercial vehicles having a carrying capacity over three tons are hereby prohibited from parking on the following streets or parts of streets when signs are in place giving notice thereof in accordance with section 22-173  
*Rogers Street*, both sides, from a point 530 feet from its intersection with Manuel F. Lewis Street in a westerly direction to its intersection with Washington Street for its entire length from 6:00 p.m. to 8:00 a.m.  
*Manuel F. Lewis Street*, both sides at all times, for its entire length.
- (c) *Refrigeration units in operation.* Trucks are prohibited from parking on the following streets or parts of streets with their refrigeration units in operation from 7:00 p.m. to 7:00 a.m. on Mondays through Fridays and prohibited entirely on weekends:  
*Main Street*, both sides for its entire length.

Violators will be towed in accordance with section 22-242(12).

- (d) *Permitted parking of trailer trucks.* Trailer trucks shall be allowed to park on the following streets or parts of streets:  
*Harbor Loop*, easterly side, space shall be provided for the parking of one trailer truck from a point beginning 392 feet from its intersection with Rogers Street in a southerly direction for 142 feet.  
*Harbor Loop*, westerly side, from a point 265 feet from its intersection with Rogers Street in a southerly direction for a distance of 200 feet at all times.  
*Parker Street*, both sides, beginning at a point 25 feet from the pumping station for a distance of 230 feet in an easterly direction.
- (e) *Over three-quarter tons.* Trucks, trailer trucks, and other commercial vehicles, having a carrying capacity over three-quarter tons are hereby prohibited from parking on Stacy Boulevard (Western Avenue) both sides from the Blynman Bridge, in an easterly direction to the public landing at the eastern end of the Boulevard except for special events, holidays and by vehicles used by authorized fixed-site vendors.

(Code 1970, § 21-64; Ord. of 4-15-1976, § 1; Ord. of 9-16-1976, § 1; Ord. of 10-14-1976, § 1; Ord. of 1-17-1978, § 1; Ord. of 10-28-1980, § 1; Ord. of 1-24-1984, § 1; Ord. No. 26-1992, § 1, 8-4-1992; Ord. No. 48-1997, § 1, 7-8-1997; Ord. of 11-13-2007(03))

**Sec. 22-286. Parking of trailers, semitrailer and tour buses.**

- (a) *Prohibited on certain streets generally.* Except for the parts of streets listed in subsection (b) of this section, semitrailers and semitrailer units are prohibited from parking on the following

streets except to load and unload when signs are installed giving notice thereof in accordance with section 22-174

Alper Road	Marchant Street
Beach Court	Mason Court
Blackburn Place	Mason Street
Center Street	Middle Street
Chestnut Street	Parker Street
Chisholm Court	Parsons Street
Church Street	Pine Street
Columbia Street	Pleasant Street
Commercial Court	Porter Street
Commercial Street	Proctor Street
Cross Street	Prospect Square
Dale Avenue	Prospect Street
Elm Street	Rogers Street
Federal Street	Rowe Square
Fort Square	Scott Street
Gould Court	Short Street
Hancock Street	Spring Court
Harbor Loop	Spring Street
Loring Court	Warren Street
Main Street	Washington Street
Mansfield Street	Winchester Court
Manuel F. Lewis Street	Whittemore Street

- (b) Allowed; exception. Except between 12:00 midnight and 6:00 a.m. from December 15 to March 15, parking of semitrailers and semitrailer units are hereby allowed on the following parts of streets in accordance with section 22-174

*Rogers Street*, northerly side, at a point 260 feet from its intersection with Manuel F. Lewis Street, for a distance of 250 feet in an easterly direction.

*Rogers Street*, northerly side, from a point 195 feet from its intersection with Manuel F. Lewis Street for a distance of 150 feet in an easterly direction.

*Rogers Street*, southerly side, from a point 60 feet from its intersection with Rowe Square for a distance of 160 feet in a westerly direction.

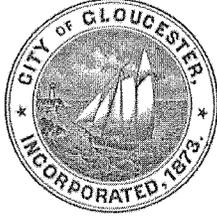
*Rogers Street*, southerly side, from a point 425 feet from its intersection with Rowe Square for a distance of 80 feet in a westerly direction.

*Rogers Street*, southerly side, beginning at a point 30 feet easterly from its intersection with the entrance to Quincy Market, for a distance of 140 feet in an easterly direction.

*Rogers Street*, southerly side, beginning at a point 260 feet easterly from its intersection with the entrance to Quincy Market for a distance of 140 feet in an easterly direction.

- (c) Parking allowed for trailer trucks and tour buses only. The section of Rogers Street, in the vicinity of Flannagan Square that is currently marked as "trailer truck parking only," includes both trailer trucks and tour buses.

(Code 1970, §§ 21-121, 21-155; Ord. of 6-8-1977, § 1; Ord. of 9-5-1978, § 1; Ord. of 11-13-1979, § 1; Ord. of 6-16-1981, § 1; Ord. of 12-1-1981, § 1; Ord. of 3-24-1987, § 1; Ord. No. 33-1991, § 1, 9-10-1991; Ord. of 1-13-2008(02))



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

CITY CLERK  
GLOUCESTER, MA

15 JUL 25 PM 2:22

Chief Leonard Campanello  
(978)281-9775

## *Memorandum*

July 25, 2013

**To: Councilor Theken, Chair Ordinances and Administration Subcommittee**

**From: Chief Leonard Campanello**

**RE: Council Order 2013-026**

Councilor,

As requested, I have reviewed the photographs, language and ordinances associated with the Fort Square/Commercial Street area proposal to make a section of the area a two-way street. I have also visited the site and observed traffic and parking for the area. I cannot recommend that the area be changed to a two way street. There is a dangerous blind spot right in the midst of the proposed area of change, and there is a park in which children in the area use for recreation. Making this area a two way street would exacerbate the public safety concerns related to these two issues. Additionally, I have concerns relating to safe access for emergency vehicles should this become a two way road, particularly with fire apparatus, both also with police vehicles.

Respectfully,

**Leonard Campanello**  
*Chief of Police*



Office of the Fire Chief  
Eric L. Smith  
CITY OF GLOUCESTER FIRE DEPARTMENT  
8 School St.  
Gloucester, MA 01930  
978-281-9760 office



## Memorandum

**TO:** Councilor Theken

**FROM:** Chief Smith

**RE:** CC 2013-026

**DATE:** 7/26/13

**cc:** Police Chief Leonard Campanello, Dana C. Jorgensson, Clerk of Committees

13 JUL 26 AM 11:19  
CITY CLERK  
GLOUCESTER, MA

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Councilor Theken.

Here is my opinion and finding to your request regarding City Council Order CC 2013-026.

Fort Square, currently a one-way street, has several very tight turns and narrowed areas which are difficult for large fire apparatus to traverse. Making any portion of Fort Square without improvements in width and turn radius at the corners will make this more difficult. Compounding this during the winter months are snow banks encroaching on the roadway and shoulders leaving less room for vehicles to maneuver out of the way of fire apparatus.

My recommendation regarding this would be to leave Fort Square as one-way traffic along its entire length unless significant improvements are made to allow for improved access by fire apparatus.

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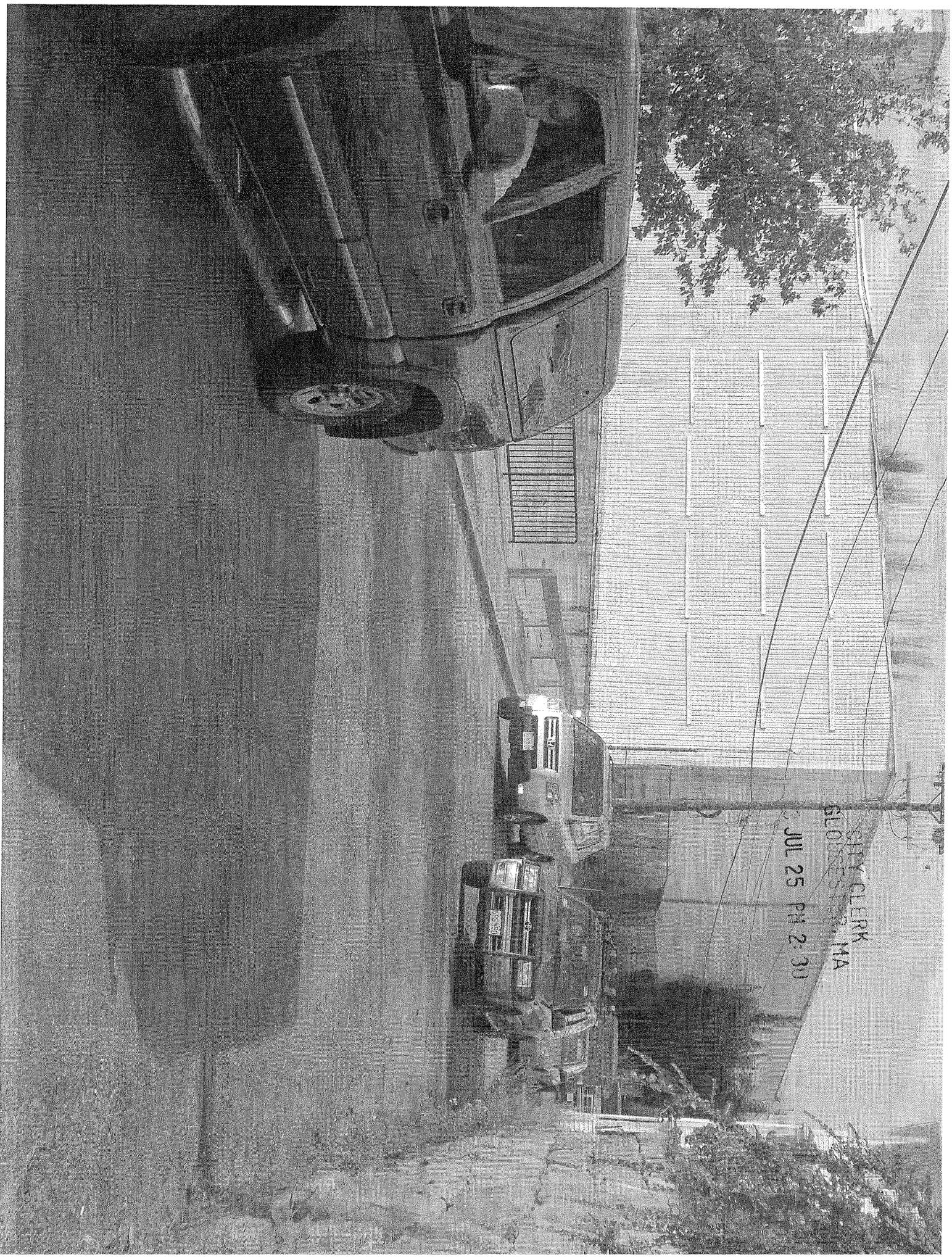
Fire Chief Eric L Smith



CITY CLERK  
GLOUCESTER, MA

13 JUL 25 PM 2:30





JUL 25 PM 2:30  
CITY CLERK  
GLOUCESTER, MA

**FW: Traffic Commission Order #CC2013-026**

Linda Lowe

**Sent:** Tuesday, July 23, 2013 10:36 AM  
**To:** Dana Jorgensson  
**Attachments:** TC 7-25-13.doc (28 KB) ; ATT00001.htm (233 B)

CITY CLERK  
GLOUCESTER, MA  
13 JUL 23 AM 10:35

fyi, I think this should go in the O&A packet when they get the traffic commis. report. For now you can print it and date stamp it please. thanks,

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

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**From:** Jen Johnson [jenins121681@yahoo.com]  
**Sent:** Tuesday, July 23, 2013 10:26 AM  
**To:** robertbruce1947@verizon.net; Sefatia Theken; Melissa Cox; Joe Ciolino; Bruce Tobey; Jackie Hardy; Robert Whynott; Paul McGeary; Steven LeBlanc; Greg Verga  
**Cc:** Linda Lowe  
**Subject:** Traffic Commission Order #CC2013-026

**Hello Mr. Ryan, Councillors, and Ms. Lowe,**

**I am writing in regard to the proposal (Order #CC2013-026 before the traffic commission on July 25) to make a portion of Fort Square a 2 way street.**

**Unfortunately I am not able to attend the meeting in person because I have a 3 week old baby that I can not leave at this time.**

**So, I am submitting my thoughts on this matter in writing. I have cc'd Linda Lowe so that it can be submitted for the record.**

**On paper making a portion of Fort Sq. a 2 way street sounds ok.  
However in reality it just isn't realistic or safe for the following reasons.**

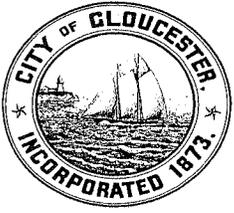
- 1) The Street is too narrow and is not wide enough to safely accommodate 2 cars at the same time.**
- 2) There is no visibility to see oncoming cars around the corner (by 16 Fort Sq.'s rock wall) thus causing increased risk for head on accidents.**

**3) In an area already lacking parking, 3-4 parking spaces across from the Fort Sq. entrance of Pavilion beach would have to be eliminated.**

**It is for the above reasons that I do NOT support Order #CC2013-026 to make a portion of Fort Sq. a 2 way street.**

**Thank you for your time,**

**Jennifer Johnson  
26R Fort Square**



**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:**

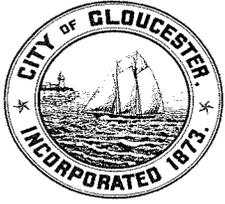
**ORDERED** that the Gloucester Code of Ordinances Chapter 22, Sec. 22-287 "Disabled veteran, handicapped parking" by adding

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



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

**ORDER:** CC#2013-042  
**COUNCILLOR:** Melissa Cox

**DATE RECEIVED BY COUNCIL:** 09/24/13  
**REFERRED TO:** O&A & TC  
**FOR COUNCIL VOTE:**

**ORDERED** that the Gloucester Code of Ordinances Chapter 22, Sec. 22-282 “Angle Parking” be amended by establishing angle parking spaces in front of 27 Commercial Street;

And further

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

Melissa Cox  
Ward 2 Councillor



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

**ORDER: CC#2013-041**  
**COUNCILLORS: Bruce Tobey**

**DATE RECEIVED BY COUNCIL: 09-10-13**  
**REFERRED TO: O&A**  
**FOR COUNCIL VOTE:**

**ORDERED** that the Ordinances and Administration Standing Committee review an ordinance for council enactment providing substantially as follows:

The City shall lease no property or structure unless the funding for that lease is expressly approved by a 2/3<sup>rd</sup> majority of the membership of the City Council; and further

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

Bruce Tobey  
Councillor at Large

2. *CC2013-040 (Verga) Request to review GCO Chapter 4 "Animals," Art. II "Dogs," Sections 4-15 to 4-22 and to consider whether to add the offense of "Running at large prohibited" to GCO Sec. 1.15 to allow for fines by non-criminal enforcement & signage to be placed in areas of concern*

Ms. Lowe said in Chapter 4 there is the "running at large" section. Councilor Verga, she said, wants this offense put into Sec. 1.15 and increase the fine, and it is now \$25.

Councilor Theken asked to be informed of how many tickets have been written for the "running at large" offense, and further asked for a list of all ticketing by the Animal Control in the for FY13 broken out by offense.

Councilor LeBlanc said he recently spoke with the Animal Control Officer and learned that 9 out of 10 times when dogs off leashes are reported, by the time the Animal Control Officer arrives, the dog is leashed, and so he cannot write a ticket.

**This matter is continued to September 30, 2013 and the Animal Control Officer will be asked to attend.**

3. *CC2013-041 (Tobey) Request the O&A Committee reviews an ordinance for Council enactment: "that the City Shall lease no property or structure unless funding is approved by 2/3<sup>rd</sup> majority of the City Council*

Councilor Theken said she would continue this and asked that the Administration forward all the leases entered into by the City as lessee/tenant over the last five years which Jim Duggan, CAO said no leases have been entered into by the City for private property in that time frame. Mr. Duggan said there are two leased buildings, the CATA building and the Harbormaster's office. He added that originally when the City entered into the lease for the CATA building, the lease required an appropriation which Council was able to vote on but only because of the appropriation of funds. This is entering into a contract for a lease, he said. He noted with the funding for the recent lease for the former Charter School building at the Blackburn Industrial Park which now houses the School Administration, its transportation department, and the City's Pre-school, that transaction for funding was an internal transfer in the DPW contractual services accounts, and the Harbormaster's office has been rented from National Grid for years.

Councilor Whynott expressed his agreement with Mr. Duggan's assessment of the funding process.

Mr. Duggan concluded his remarks by saying that that the Administration disagrees with what is being proposed by Councilor Tobey.

Councilor Theken reiterated the Committee wished to receive a list from the Administration indicating all City leases that are current and also to receive an opinion from General Counsel as to the legality of such a change in ordinance by the Council. She pointed out that what Councilor Tobey is proposing is that even if the funds were available in the City's budget that the Administration would have to come before the Council for a vote that would take two-thirds of the Council voting in favor for the transaction to move forward.

Councilor McGeary said the CATA building lease is already in the City's budget and has been for some time and that annual funding is by a simple majority of the Council as is an appropriation for funding, unless it is a special appropriation which requires a two-thirds majority.

Councilor LeBlanc expressed his concern that an act being adopted such as this by the Council would deter any forward City momentum and also asked what other communities require a vote by their legislative bodies on a the funding of a lease of property by a city entity.

**This matter is continued to November 4, 2013.**

**A motion was made, seconded and voted unanimously to adjourn the meeting at 6:30 p.m.**

**Respectfully submitted,**

**Dana C. Jorgensson  
Clerk of Committees**

**DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.**



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

**ORDER:** CC#2013-043  
**COUNCILLOR:** Paul McGeary

**DATE RECEIVED BY COUNCIL:** 10/08/13  
**REFERRED TO:** O&A & TC  
**FOR COUNCIL VOTE:**

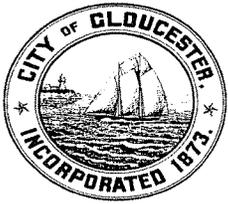
**ORDERED** that the Gloucester Code of Ordinances Chapter 22, Sec. 22-287 "Disabled veteran, handicapped parking" be amended by **ADDING:**

one (1) handicapped space adjacent to #5 Herrick Court

And further

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

Paul McGeary  
Ward 1 Councillor



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

**ORDER:** CC#2013-044  
**COUNCILLOR:** Melissa Cox

**DATE RECEIVED BY COUNCIL:** 10/08/13  
**REFERRED TO:** O&A & TC  
**FOR COUNCIL VOTE:**

**ORDERED** that the Gloucester Code of Ordinances Chapter 22, Sec. 22-287 "Disabled veteran, handicapped parking" be amended by **ADDING:**

one (1) handicapped space in front of Liberty Street #14

And further

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

Melissa Cox  
Ward 2 Councillor



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

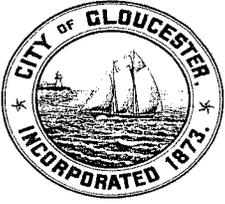
**ORDER:** CC#2013-045  
**COUNCILLORS:** Jackie Hardy

**DATE RECEIVED BY COUNCIL:** 10/08/13  
**REFERRED TO:** O&A  
**FOR COUNCIL VOTE:**

**ORDERED** that the City Council review the Gloucester Dog Park Regulations adopted by the City Council on March 22, 2011 for the purpose of incorporating the same into the Code of Ordinances, Chapter 4 "Animals", Article II "Dogs", Sec. 4-16(d) "Off Leash Dog Areas" and for purposes of adding enforcement of the incorporated Dog Park Regulations to Code or Ordinances Sec. 1-15 "Penalty for Violation of Certain Specified Sections of Code"; and further

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

Jackie Hardy  
Ward 4 Councillor



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

**ORDER:** CC#2013-046  
**COUNCILLOR:** Steven LeBlanc

**DATE RECEIVED BY COUNCIL:** 10/08/13  
**REFERRED TO:** O&A & TC  
**FOR COUNCIL VOTE:**

**ORDERED** that the Gloucester Code of Ordinances Chapter 22, Sec. 22-287 entitled "Disabled veteran, handicapped parking be amended by **ADDING:**

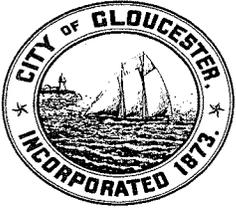
one (1) handicapped parking space across from 200 Washington Street near Knowlton Square

And further

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

Steve LeBlanc  
Ward 3 Councillor

(resubmission of CC2013-023)



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

**ORDER: CC#2013-047**  
**COUNCILLOR: Melissa Cox**

**DATE RECEIVED BY COUNCIL: 10/08/13**  
**REFERRED TO: O&A & TC**  
**FOR COUNCIL VOTE:**

**ORDERED** that the Gloucester Code of Ordinances Chapter 22, Sec. 22-269 entitled "Stop intersections" be amended by **ADDING** Center Street, northbound traffic on Center Street at Middle Street intersection;

And further

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

Melissa Cox  
Ward 2 Councillor



**CITY OF GLOUCESTER 2013  
CITY COUNCIL ORDER**

**ORDER: CC#2013-051**  
**COUNCILLORS: Steve LeBlanc**

**DATE RECEIVED BY COUNCIL: 10/22/13**  
**REFERRED TO: O&A & TC**  
**FOR COUNCIL VOTE:**

**ORDERED** that Chapter 22 "Traffic", Sec. 22-200-22-209 "Reserved" of the Gloucester Code of Ordinances be amended by **ADDING** new section 22-200 entitled "Reserved Parking Space for Bridge Draw Tender" as follows: The Draw Bridge Tender shall have in the vicinity of the Blynman Bridge House a space for the parking of a motor vehicle, an area marked "No-Parking-Draw Bridge Tender Only" when such area is marked, no person other than the draw bridge tender for whom it is marked shall park a vehicle therein; and further

**ORDERED** that Sec. 22-270 "Parking prohibited at all times" be amended by **ADDING**: Western Avenue, southerly side, from a point beginning 75' from the Blynman Bridge for a distance 22' in a westerly direction. (Designate/define space with a sign to read "No-Parking Bridge Tender only")

Steve LeBlanc  
Ward 3 Councillor