



GLOUCESTER CITY COUNCIL
Ordinances & Administration Committee
Monday, August 4, 2014 – 6:00 p.m.
1st Fl. Council Committee Room – City Hall
AGENDA

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

1. *Continued Business from 07/14/14:*

- A) CC2014-024 (Cox) Amend GCO Chapter 22, Sec. 22-270 “Parking prohibited at all times” and Sec. 22-291 “Tow-away zones” re: Pleasant Street
- B) CC2014-030 (LeBlanc) Amend GCO c. 22 Sec. 22-289 “Parking meter zones-On Street” and Sec. 22-216 “Hours of operation re: Washington Street in front of #8
- C) CC2014-028 (Cox) Amend GCO Chapter 22, Sec. 265 “Turning movements-Generally” & Sec. 22-159 “Same-Between certain hours and on certain days,” Sec. 22-270 “Parking prohibited at all times,” Sec. 22-283 “Bus stops and taxi stands” re: Pleasant Street & Smith Street

2. *New Appointment:*

Salvatore DiStefano, Sr. Chief Administrative Officer TTE 02/14/2015

3. *Memo from Shellfish Constable re: Amendments to Shellfish Management Plan*

COMMITTEE
Councilor Robert Whynott, Chair
Councilor Sefatia Theken, Vice Chair
Councilor Jacqueline Hardy

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

CC: Mayor Carolyn Kirk
Linda T. Lowe
Suzanne Egan
Chief Leonard Campanello
Robert Ryan/Larry Ingersoll
Dr. Richard Safier
Jonathan Pope
Salvatore DiStefano, Sr.
Dave Sargent

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



**CITY OF GLOUCESTER 2014
CITY COUNCIL ORDER**

**ORDER: CC#2014-024
COUNCILLOR: Melissa Cox**

**DATE RECEIVED BY COUNCIL: 06/10/14
REFERRED TO: O&A & TC
FOR COUNCIL VOTE:**

ORDERED that the GCO Chapter 22, Sec. 22-270 "Parking prohibited at all times" be amended by **ADDING** Pleasant Street, westerly side, at a point 120' from its intersection with Smith Street in a northerly direction for a distance of 50'; and further

ORDERED that the GCO Chapter 22, Sec. 22-291 "Tow-away zones" be amended by **ADDING** Pleasant Street, westerly side, at a point 120' from its intersection with Smith Street in a northerly direction for a distance of 50' and further

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

Melissa Cox
Ward 2 Councillor



**CITY OF GLOUCESTER 2014
CITY COUNCIL ORDER**

ORDER: CC#2014-030
COUNCILLOR: Steve LeBlanc

DATE RECEIVED BY COUNCIL: 07/08/14
REFERRED TO: O&A & TC
FOR COUNCIL VOTE:

ORDERED that the Gloucester Code of Ordinances Chapter 22 "Traffic" Sec. 22-289 "Parking meter zones-On streets" be amended by **ADDING** Washington Street in front of #8, two two-hour parking meters; and amend Sec. 22-216 "Hours of operation" as needed; and further

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

Steve LeBlanc
Ward 3 Councillor



CITY OF GLOUCESTER 2014 CITY COUNCIL ORDER

ORDER: CC#2014-028
COUNCILLOR: Melissa Cox

DATE RECEIVED BY COUNCIL: 06/24/14
REFERRED TO: O&A & TC
FOR COUNCIL VOTE:

ORDERED that the Gloucester Code of Ordinances Chapter 22 "Traffic" be amended as follows:

Amend Sec. 22-265 "Turning movements-Generally" by **ADDING**:

"While school is in session, Pleasant Street in a northerly direction, no left turn onto Smith Street between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:15 p.m.;

Amend Sec. 22-159 "Same-Between certain hours and on certain days" by **ADDING**:

(4) Pleasant Street. While school is in session, Pleasant Street, from a point beginning at its intersection with Prospect Street, westerly side, in a northerly direction to Smith Street, **no parking** between the hours of 8:30 a.m. to 9:30 a.m. and 2:30 p.m. to 3:15 p.m.

(5) Smith Street. While school is in session, Smith Street, southerly side, from its intersection with Pleasant Street in a westerly direction to Maplewood Avenue, **no parking** between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:15 p.m. Bus pick-up and drop-off only;

Amend Sec. 22-270 "Parking prohibited at all times" by **DELETING** Pleasant Street, westerly side, from Smith Street, southerly direction for a distance of 200 feet;

Amend Sec. 22-283 "Bus stops and taxi stands" by **DELETING** Pleasant Street, westerly side, beginning at the point 50' north of its intersection with Prospect Street for a distance of 120' in a northerly direction effective from 8:30 a.m. to 9:30 a.m. and 2:30 p.m. to 3:30 p.m. weekdays, excluding the months of July and August; and further

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

Melissa Cox
Ward 2 Councillor

Ordinances & Administration Committee

Extracts from the School Committee Minutes related to CC2014-028

March 26, 2014 – Page 6

April 9, 2014 – Page 6

May 14, 2014 – Page 5

VOTED: 0 in favor 6 opposed, to add December 22 and 23, 2014 as vacation days and to change the last day for students to June 18, 2015, subject to snow days. **(Motion failed)**

B. Building & Finance Subcommittee Meeting of March 19, 2014 – Kathy Clancy reported that the subcommittee discussed the following matters at its meeting on March 19, 2014:

- DPW Budget (see attachment to B&F minutes)
- Food Service Report
- Review of City/School Facilities MOU

C. Special Building & Finance Subcommittee Meeting of March 25, 2014 – Kathy Clancy reported that the subcommittee discussed budget process and procedures at its meeting on March 25, 2014. She indicated that a new budget timeline will be forthcoming.

X. ACTION

A. 2014-15 School Calendar – See Item IX.A.

B. Nurses Contract – After discussion, on a motion by Ms. Teixeira, seconded by Kathy Clancy, it was unanimously

VOTED: 6 in favor zero opposed, to approve the contract between the Gloucester School Committee and the Gloucester/Massachusetts Nurses Association effective September 1, 2013 through August 31, 2015 with the following change of salary: Steps 1 through 12 shall be in parity with the Gloucester Teachers Association, ranging from \$41,753.93 to \$68,092.84.

XI. DISCUSSION/OTHER COMMUNICATION/OLD AND NEW BUSINESS

A. MSBA Project Update – Dr. Safier updated the committee on the following matters with respect to the West Parish project:

- Transportation issues with respect to St. Ann’s, including “Do Not Enter” and “No Parking” signs
- Options for staff parking -- hardtop at St. Ann’s, lot next to Yellow Sub, Burnham’s Field lot, and property behind McDonald’s (grading work needed)
- Modular units at Beeman

Dr. Safier reported that the school building committee will be meeting at 2 Blackburn Drive tomorrow at 4:00 p.m.

B. Letter to the Editor – Mr. Gross stated that he would like to write a letter to the editor regarding the PARCC test to inform the community about what the test entails and requested the committee’s consent. Ms. Teixeira noted that approximately two

VOTED: 6 in favor zero opposed, to approve the job description of the Drama/Musical Theater Teacher as presented.

Finally, Chairperson Teixeira reported that the subcommittee discussed the School Committee Self-Evaluation.

On a motion by Ms. Teixeira, seconded by Ms. Sweet, it was unanimously

VOTED: 6 in favor zero opposed, to refer the School Committee Self-Evaluation to the School Committee Governance Workshop.

X. ACTION

- A. Approval of Revised Booster Organizations Policy, File KJAA – See Item IX.A.**
- B. Approval of Human Resource Director’s Job Description – See Item IX.B.**
- C. Approval of Drama/Musical Theater Teacher Job Description – See Item IX.B.**
- D. Acceptance of O’Maley Innovation Middle School School Improvement Plan – See Item VIII.B.**

XI. DISCUSSION/OTHER COMMUNICATION/OLD AND NEW BUSINESS

- A. MSBA Project Update** – Dr. Safier updated the committee on the following matters with respect to the West Parish project:
 - School Building Committee meeting tomorrow at 12:00 p.m. – Updates on St. Ann’s, modular setup at Beeman, and moving company procurement; review of West Parish interior design
 - Submittal of 100% design development drawings to MSBA
 - Discussion of layouts and room numbers at St. Ann’s
 - Request for signage around St. Ann’s
 - Parking areas for St. Ann’s/walkway across Burnham’s Field
- B. Letter to Representatives** – Kathy Clancy requested the committee’s agreement to send letters to Senator Tarr and Representative Ferrante to encourage their support of innovation school funding as a line item in the state budget. All committee members agreed.
- C. Teacher Certification** – Dr. Safier reported that 10-12 teachers still have not renewed their certification. He stated that teachers were notified about this in February and that another notification will go out soon.

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Nine Dale Ave
Gloucester, MA 01930



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CITY OF GLOUCESTER
OFFICE OF THE MAYOR

MEMORANDUM

TO: Gloucester City Council
FR: Mayor Carolyn A. Kirk
RE: Appointment of Sal Di Stefano as CAO
DT: July 16, 2014



After a comprehensive search, the Administration is pleased to announce the appointment of Salvatore Di Stefano as the city's Chief Administrative Officer, and we respectfully ask the City Council to confirm his appointment.

There were many qualified candidates that applied for the position with varying degrees of municipal experience, but Sal's economic development experience with the City of Boston distinguished him from all other candidates.

In performing his duties as an executive with the BRA and achieving the results he has, it has been necessary for him to manage through all aspects of municipal government including Public Works, Inspectional Services, Community Development, Planning, Permitting, the Mayor's office, City Council, and a myriad of Boards and Commissions.

We have many seasoned and strong department heads in this Administration, and the needs of the city today require that the CAO have the ability to support the work of the department heads, but most importantly to move the city forward or keep the city on track on a number of very important projects and initiatives such as the West Parish School building project, Commercial St. / Fort Square infrastructure work, hotel construction, redevelopment plans for the I4C2 and the Fuller sites, as well as any priorities the City Council might have.

I have every confidence that Sal Di Stefano can hit the ground running, and work seamlessly with my office, the City Council, and the department heads to move the city forward in a positive way. It is my hope that the Council enthusiastically confirms the appointment of Sal Di Stefano as the city's next Chief Administrative Officer. Thank you.

Salvatore (Sal) Di Stefano, Sr.

CHIEF ADMINISTRATIVE OFFICER

Confident, highly motivated and results-driven professional seeking a director level position. An internationally recognized expert in industrial economic development with a 10 year track record of success in Boston. Combines cross-functional expertise in all phases of policy, real estate, management and motivational leadership. Organized, efficient and precise with strong communication and liaison skills and unique problem resolution and time-management experience. Proven ability to adapt quickly to challenges and changing environments; enthusiastic and willing to assume increased responsibility when given the opportunity. Dependable, loyal and driven to succeed; consistently able to complete projects on time and under budget. Manager of highly complex political situations impacting the lives of residents in Boston.

KEY AREAS OF EXPERTISE:

Real Estate Brokerage | Complex Contract Negotiations | Fundraising Expertise | B2B Networking
Strategic Planning & Leadership | Creative Problem Solving | Team Training & Development
C-Level Relationship Building | Goal Setting & Prioritization | Program & Project Feasibility Analysis
Resource & Asset Planning | Cross-Sector Analysis | International Business Relations

PROFESSIONAL EXPERIENCE

Boston Redevelopment Authority/Economic Development Investment Corp., Boston, MA 2004-Present

► **Industrial and Commercial Sector Senior Manager**

Holds full strategic planning, development and leadership responsibility for the Mayor's Back Streets initiative, the city's industrial and commercial business retention program. This program assists hundreds of businesses in throughout Boston in permitting, real estate acquisition, financing and workplace development. Spearheaded initial approval process of over \$500,000 in loans to these businesses.

- Work with Mayor, Director of Boston Redevelopment Authority, and Director of Economic Development on key economic development policy.
- Represent Boston internationally and give lectures to audiences regarding urban manufacturing.
- Successfully created or retained over 2000 manufacturing jobs within over local 400 companies.
- Retained or attracted over 500,000 square feet of industrial users in the city of Boston.
- Work with the Director of Business Development to hire, train and mentor new staff; conduct performance reviews and resolve personnel issues.
- Serve as a resource on locational assistance to businesses seeking to relocate to Boston, as well as for current Boston businesses as they expand and require new sites.
- Personally established and maintain a strong social media presence for the BRA to communicate with business owners, advertise events and help with attracting resources.
- Conceptualized, developed and instituted a highly successful social media strategy, quarterly seminar series, electronic newsletter, and business to business directory.

Savio Preparatory High School, Boston, MA

2002-2004

► **Director of Development**

Planned, staffed and directed all aspects of fundraising for the school. Played a key role in the school's improved relationship and public perception with the overall community, which included local businesses, residents, and elected officials. Oversaw staff and volunteer committees to assist school in surpassing annual revenue goals.

- Raised over \$200,000 from various fundraising events and several grant awards.
- Instrumental in the management of consistent communication with over 3000 alumni across the country.

- Key media contact, public affairs, and image strategist for the school
- Built, established and nurtured strategic partnerships with multiple corporations to encourage the employment of graduating students.

Boston Business Technologies, Waltham, MA

2001-2002

▶ **Office Automation Consultant**

Hired as catalyst for the development and strategic marketing efforts in support of start-ups to Fortune 500 companies nationwide; created and implemented multiple creative sales and marketing initiatives.

- Successfully established new accounts with companies such as Agilent Technologies, Banco Popular de Puerto Rico, and Connecticut Yankee Nuclear Power Plant.

Loomis, Sayles & Company, L.P., Boston, MA

2000-2001

▶ **Portfolio Manager Assistant**

Close assistant to the highest regarded investment manager in the firm, Dan Fuss, in calculating performance of investments. Communicated daily with brokers, banks and investment managers to initial and settled trades.

- Held full responsibility for the reconciliation of \$500 million of assets.

New England Financial/MetLife, Boston, MA

1998-2000

▶ **Auditor**

- Audited financial records of real estate investments and securities dealers; reported findings to Board of Directors.
- Personally conducted onsite visits and met with senior management to assess controls.
- Introduced creative solutions to improve internal controls and presented recommendations to management.

ADDITIONAL ACHIEVEMENTS

- ✓ Featured speaker at 2012 and 2013 Urban Manufacturing Alliance conference in NYC and Oakland
- ✓ Featured speaker in upcoming Urban Manufacturing Summit in Hamilton, Ontario Canada
- ✓ Co-Author of Boston's Industrial Parcel Protection Policy
- ✓ Instrumental in launching the nation's first Industrial District Green Corridor (Newmarket)
- ✓ Own and operate six apartment buildings, and a self-storage building – recognized as "Landlord of the Year" 2013 by Metro Boston Housing Partnership
- ✓ Candidate for the CCIM (Certified Commercial Investment Member) certification in 2014
- ✓ YMCA East Boston Chairman of the Board

COMPUTER SKILLS

Salesforce.com | CoStar | Microsoft Office Suite

EDUCATION

Cardinal Stritch University, Milwaukee, WI
Bachelor of Arts (BA) in Accounting | 1998
Dean of Students "Outstanding Service Award" | 1998

CITY OF GLOUCESTER

Job Description

Title: Chief Administrative Officer

Supervisor: Mayor

Grade: M11

Civil Service: Provisional **Union:** N/A

Supervision Exercised: Provides direct supervision to 15 Department Heads and 1 clerical staff in the Mayor's Office. Provides indirect supervision to the operations of all City departments and personnel.

Responsibilities: Works closely with the Mayor in developing and supporting the City's management team, providing supervision to all City departments, developing City policies and programs, providing constituent services and bridging communications with the City Council, School Department and other agencies. The mayor may delegate any power or duty which he has under the charter other than the power to veto measures adopted by the City Council or the power to appoint or to remove City officers, members of multiple-member bodies and department heads.

Duties:

- Coordinates and supervises all City agencies.
- Submits reports at such times as may be required.
- Installs and maintains financial management and record keeping systems.
- Assists the Mayor in the preparation of an annual operating budget for all city agencies, and shall, in cooperation with the City Auditor, administer the operating budget throughout the year.
- Assists the Mayor and the heads of all city agencies in the development of a capital outlay program and the preparation of a capital improvement budget.
- Conducts a continuing study of the work of all City agencies and the preparation of management policies based on such studies.
- Prepares policy programs and ordinance recommendations affecting the management of the City.
- Handles any other powers, duties, and responsibilities as may be delegated by the Mayor.
- Responds to constituents and resolves individual problems.
- Working with Personnel Director, negotiates and administers all collective bargaining agreements.

Qualifications:

- **Master's degree in Public Administration, Political Science, Business Administration or related field with five years relevant municipal management experience.**

OR

- **Bachelor's degree with ten years municipal senior management experience.**
- **Excellent leadership, communication, conflict-resolution and computer skills required.**
- **Demonstrated skills in budgeting and financial management.**
- **Ability to set priorities and work independently.**
- **Ability to develop and support a high performance, effective management team, including linking City and School Department staff.**

Revised 2/10

CITY OF GLOUCESTER

GLOUCESTER • MASSACHUSETTS 01930

SHELLFISH

3 POND ROAD

24 HOUR SHELLFISH UPDATE: 978-281-9741

PHONE: 978-281-9781

EMAIL: dsargent@gloucester-ma.gov

To: Mayor Carolyn A. Kirk

From: Dave Sargent - Shellfish Constable

Date: July 8, 2014

Re: Amending the City of Gloucester Shellfish Management Plan for the cove section of the High Flat within Shellfish Growing Area N9.7

Dear Mayor Kirk:

The Gloucester Shellfish Advisory Commission, at their July 1, 2014 meeting, voted unanimously (5-0) to amend the Gloucester Shellfish Management Plan for the cove section of the High Flat within Shellfish Growing Area N9.7.

This area is presently closed to the harvesting of shellfish as part of a volunteer shellfish stock enhancement project. Netting is currently in place to protect soft-shell clams from predation. This netting will need to be removed and the 24 hour shellfish message updated before harvesting will be allowed.

In order to maximize potential yield from this project, the Gloucester Shellfish Advisory Commission proposes that: after netting has been removed, the cove section of the High Flat be open for shellfish harvesting one day per week - Saturdays only.

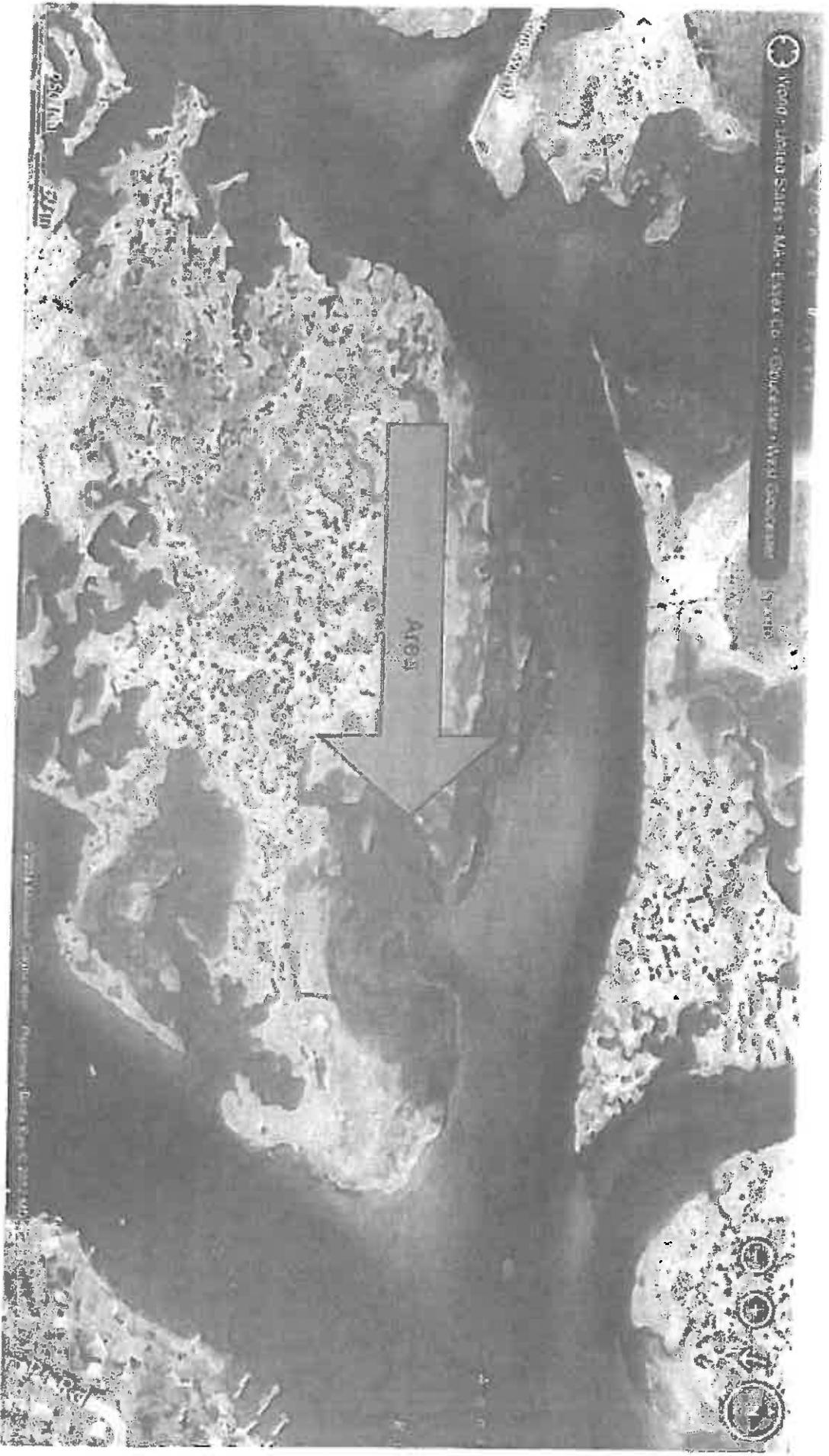
This area is approximately 1 acre in size and is located south of a line drawn between GPS coordinate 42.38 degrees 28.44 minutes north/ 70.41 degrees 15.85 minutes west and GPS coordinate 42.38 degrees 28.31 minutes north/70.41 degrees 13.04 minutes west. The area is well marked with appropriate signage.

This change is proposed under the authority of Gloucester Code of Ordinances Section 20-2 (d) which states: *"The commission may establish, subject to approval of the city council, a management plan with rules and regulations relating to the issuance of permits and taking of shellfish, seaworms, and eels."*

I respectfully submit this to you for your review and ask that this be submitted in the Mayor's Report to the City Council.

Sincerely:


Dave Sargent
Gloucester Shellfish Constable



**CITY OF GLOUCESTER
TRAFFIC COMMISSION**

**A meeting was held on Thursday June 26th, 2014 at 6:00 p.m.
in the third floor Conference Room
at Gloucester City Hall**

The meeting was opened by Chairman Robert B. Ryan at 6:00 p.m. Also attending were members Larry Ingersoll, Robert Francis, Michael Mulcahey, City Councilors Melissa Cox and Steven LeBlanc, and resident Ann Burbridge.

AGENDA

Approval of previous meeting's minutes.

A MOTION was made, seconded and PASSED to APPROVE the previous meeting's minutes.

Handicap Parking request for #2 Summit Street

After speaking to the requestor, a MOTION was made, seconded and PASSED to APPROVE the request. The requestor was reminded that handicap spaces are not assigned and are available to anyone with a placard. This designated handicap space is to be added to the list of handicap spaces as it is the first that does not require further City Council approval.

Order #CC2014-024 (Councilor Cox)

ORDERED that the GCO Chapter 22, Sec. 22-270 "Parking prohibited at all times" be amended by **ADDING** Pleasant Street, westerly side, at a point 120' from its intersection with Smith Street in a northerly direction for a distance of 50'; and further

ORDERED that the GCO Chapter 22, Sec. 22-291 "Tow-away zones" be amended by **ADDING** Pleasant Street, westerly side, at a point 120' from its intersection with Smith Street in a northerly direction for a distance of 50'.

After a discussion and speaking with Councilor Cox, A MOTION was made, seconded and PASSED to APPROVE the order. This will increase safety for vehicles entering and exiting Sheedy Park. (The area to be prohibited is the current spaces between the entrance and exit on Pleasant Street)

Order #CC2014-027 (Councilor Cox)

ORDERED that the Gloucester Code of Ordinances Chapter 22, Sec. 22-284 entitled “Service or loading zones” and Sec. 22-291 “Tow-away zones” be amended by **DELETING** Pleasant Street #27.

After a discussion, a MOTION was made, seconded and PASSED to APPROVE the order. A MOTION was then made, seconded and PASSED to APPROVE a handicap parking space at #27 Pleasant Street which had previously been there.

Order #CC2014-028 (Councilor Cox)

1. **ORDERED** that the Gloucester Code of Ordinances Chapter 22 “Traffic” be amended as follows:
2. Amend Sec. 22-265 “Turning movements-Generally” by **ADDING:**
3. “While school is in session, Pleasant Street in a northerly direction, no left turn onto Smith Street between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:15 p.m.;
4. Amend Sec. 22-159 “Same-Between certain hours and on certain days” by **ADDING:**
5. (4) Pleasant Street. While school is in session, Pleasant Street, from a point beginning at its intersection with Prospect Street, westerly side, in a northerly direction to Smith Street, **no parking** between the hours of 8:30 a.m. to 9:30 a.m. and 2:30 p.m. to 3:15 p.m.
6. (5) Smith Street. While school is in session, Smith Street, southerly side, from its intersection with Pleasant Street in a westerly direction to Maplewood Avenue, **no parking** between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:15 p.m. Bus pick-up and drop-off only;
7. Amend Sec. 22-270 “Parking prohibited at all times” by **DELETING** Pleasant Street, westerly side, from Smith Street, southerly direction for a distance of 200 feet;
8. Amend Sec. 22-283 “Bus stops and taxi stands” by **DELETING** Pleasant Street, westerly side, beginning at the point 50’ north of its intersection with Prospect Street for a distance of 120’ in a northerly direction effective from 8:30 a.m. to 9:30 a.m. and 2:30 p.m. to 3:30 p.m. weekdays, excluding the months of July and August.

After a discussion and speaking with Councilor Cox, a MOTION was made, seconded and PASSED to CONTINUE the order until the ward councilor can have a neighborhood ward meeting concerning the changes.

The TC has learned that there is already an ordinance in place for item #5 in the order, but no signs are present.. From looking at maps of the area, some on the TC feel that a better traffic flow would be for busses to drop off on Pleasant Street and parents to drop off on Smith Street. There was a big concern in the requested plan with school busses being able to make the left turn from Smith Street onto Pleasant Street. There was also a question concerning parking during church holy days that fall on school days during the week (ie: Ash Wednesday, Holy Thursday etc.). Also, the TC was concerned where teachers and other school workers would park.

Order #CC2014-029 (Councilor LeBlanc)

ORDERED that the GCO ch.22 (Traffic) sec. 22-270 (Parking Prohibited at all times) be amended by DELETING:

The reference to Emerson Avenue, northerly side from the easterly entrance of the City Home, and ADDING:

northerly side from the westerly corner of the intersection of Griffen Court and Emerson Avenue; and by ADDING:

Emerson Avenue, from the westerly end of driveway at #28 Emerson Avenue, to the beginning of the way to the City Boat Ramp past #30 Emerson Avenue and including to the end of Emerson Avenue.

Also, a request that the TC perform a speed study on Emerson Avenue from its intersection with Lincoln Avenue to its westerly end, and based on this study, suggest speed limits for Emerson Avenue.

This was an old ordinance on the books that needed the wording clarified and brought up to date. After a discussion and speaking with Councilor LeBlanc, a MOTION was made, seconded and PASSED to APPROVE the order. A speed study will also be done and the results given to Councilor LeBlanc.

Discussion concerning the answer from the state concerning speed bumps.

A message was received from the DPW director that said it would be doubtful that any support for speed bumps whether permanent, temporary or portable would be granted at this time. The TC will agree with this decision for the present time.

The meeting was adjourned at 6:55 p.m.

ROBERT B. RYAN, Chairman

LARRY INGERSOLL, Secretary

**CITY OF GLOUCESTER
TRAFFIC COMMISSION**

DRAFT

**A meeting was held on Thursday July 24th, 2014 at 6:00 p.m.
in the third floor Conference Room
at Gloucester City Hall**

The meeting was opened at 6:00 p.m. by Chairman Robert Ryan. Also attending were members Anthony Bertolino, Larry Ingersoll, Michael Mulcahey and Robert Francis. Also present were City Councilors Melissa Cox, Steven LeBlanc and Paul McGeary, Evan Moses (Speed bumps), Darleen Tait (HP space request), Joe & Renee Nicastro (Yellow Sub owners), Dr. Richard Safier (Supt. of Schools), Telena Imel (WP School Principal), Kathy Verga (School Transportation) and Jonathan Pope (School Committee).

AGENDA

Approval of minutes from meeting of 6/26/14

A MOTION was made, seconded and PASSED to APPROVE the minutes.

The following was continued at our previous meeting:

Order #CC2014-028 (Councilor Cox)

1. **ORDERED** that the Gloucester Code of Ordinances Chapter 22 "Traffic" be amended as follows:
2. Amend Sec. 22-265 "Turning movements-Generally" by **ADDING:**
3. "While school is in session, Pleasant Street in a northerly direction, no left turn onto Smith Street between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:15 p.m.;
4. Amend Sec. 22-159 "Same-Between certain hours and on certain days" by **ADDING:**
5. (4) Pleasant Street. While school is in session, Pleasant Street, from a point beginning at its intersection with Prospect Street, westerly side, in a northerly direction to Smith Street, **no parking** between the hours of 8:30 a.m. to 9:30 a.m. and 2:30 p.m. to 3:15 p.m.
6. (5) Smith Street. While school is in session, Smith Street, southerly side, from its intersection with Pleasant Street in a westerly direction to Maplewood Avenue, **no parking** between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:15 p.m. Bus pick-up and drop-off only;

7. Amend Sec. 22-270 "Parking prohibited at all times" by **DELETING** Pleasant Street, westerly side, from Smith Street, southerly direction for a distance of 200 feet;
8. Amend Sec. 22-283 "Bus stops and taxi stands" by **DELETING** Pleasant Street, westerly side, beginning at the point 50' north of its intersection with Prospect Street for a distance of 120' in a northerly direction effective from 8:30 a.m. to 9:30 a.m. and 2:30 p.m. to 3:30 p.m. weekdays, excluding the months of July and August.

*(June Meeting) After a discussion and speaking with Councilor Cox, a MOTION was made, seconded and PASSED to **CONTINUE** the order until the ward councilor can have a neighborhood ward meeting concerning the changes.*

The TC has learned that there is already an ordinance in place for item #5 in the order, but no signs are present.. From looking at maps of the area, some on the TC feel that a better traffic flow would be for busses to drop off on Pleasant Street and parents to drop off on Smith Street. There was a big concern in the requested plan with school busses being able to make the left turn from Smith Street onto Pleasant Street. There was also a question concerning parking during church holy days that fall on school days during the week (ie: Ash Wednesday, Holy Thursday etc.). Also, the TC was concerned where teachers and other school workers would park.

*(July Meeting) After a long discussion, questions and viewing maps of the area, the following MOTIONS were made, seconded and **PASSED** to **APPROVE** these recommendations: (Note: Each item was voted upon separately and passed unanimously)*

Amend Sec. 22-265 "Turning movements-Generally" by ADDING:

"While school is in session, Pleasant Street in a northerly direction, no left turn onto Smith Street between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:30 p.m.."

This allows the busses to travel freely on Smith Street with no vehicles coming towards them, in order to unload children on the correct side of the street. It may delay other traffic, but only for a short period of time. It allows for neighborhood parking to remain in place.

Amend Sec. 22-159 "Same-Between certain hours and on certain days" by ADDING:

Pleasant Street. While school is in session, Pleasant Street, from a point beginning at its intersection with Prospect Street, westerly side, in a northerly direction to Smith Street, no parking between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:30 p.m.

Also added to this order should be a request for a tow zone (22-291) to allow for proper enforcement.

This allows parents to drop off their kids on the westerly side of Pleasant Street in the morning while allowing regular parking during the other times.

Smith Street. While school is in session, Smith Street, southerly side, from its intersection with Pleasant Street in a westerly direction to Maplewood Avenue, **no parking** between the hours of 8:30 a.m. to 9:15 a.m. and 2:30 p.m. to 3:15 p.m. Bus pick-up and drop-off only;

This part of the order has been withdrawn by Councilor Cox and will allow current neighborhood parking to remain.

There is currently an order in place restricting parking on the north side of Smith Street, but there are no signs in place. The TC is requesting that signs be installed prohibiting parking on the northerly side of Smith Street. (Which is also a Tow Zone).

Amend Sec. 22-270 "Parking prohibited at all times" by **DELETING** Pleasant Street, westerly side, from Smith Street, southerly direction for a distance of 200 feet;

Amend Sec. 22-283 "Bus stops and taxi stands" by **DELETING** Pleasant Street, westerly side, beginning at the point 50' north of its intersection with Prospect Street for a distance of 120' in a northerly direction effective from 8:30 a.m. to 9:30 a.m. and 2:30 p.m. to 3:30 p.m. weekdays, excluding the months of July and August.

These current orders are to be deleted and be replaced by the new Pleasant Street parking restrictions above.

Current restrictions between the Yellow Sub and the entrance to the small lot owned by Holy Family on Pleasant Street (no parking on crosswalks, driveway entrances etc.), as well as no parking on the corners of Smith Street and Pleasant Street where they intersect, must be strictly enforced as it is necessary for the busses to operate smoothly.

The TC is requesting the DPW erect signs to help enforce the 'No Parking' within 20 feet of the intersections on Smith Street and Pleasant Street, and also white stripe the road to ensure cooperation with the restrictions.

All agreed that these restrictions may have to be adjusted after school opens and traffic can be observed.

A request for a handicapped parking space at 1 Flume Road has been received and will be discussed and voted on at this meeting.

After speaking to the requestor, A MOTION was made, seconded and PASSED to APPROVE the request.

The home has no driveway and there are no other handicapped spaces on Flume Road. The requestor was reminded that these spaces are for the use of anyone with a handicapped placard.

ORDER #CC2014-030 (Councilor LeBlanc) ORDERED that the GCO ch 22. (Traffic) and Sec. 22-289 (Parking Meter Zones) be amended by ADDING:

Washington Street in front of #8, two 2 hour parking meters; and amend Sec. 22-216 (Hours of Operation) as needed.

*After a discussion and speaking with Councilor LeBlanc, a MOTION was made, seconded and PASSED to **NOT RECOMMEND** the order.*

The request was made by the American Legion and was not supported by the Councilor or the area neighbors due to area congestion. The TC feels that installing meters at this location (In front of the Legion building facing the Joan of Arc statue) is not necessary.

The following items not on the agenda were discussed:

A communication as received from the city by a resident of Brightside Avenue concerning traffic safety on the street. A speed study will be done and the results given to the ward councilor for review.

*The TC spoke with **Evan Moses** concerning speed bumps on Friend Street. He will be provided with the results of the previous speed study, and a new study will be done now that the road has been fully paved. Evan was informed of the decision received by the state concerning the legality of speed bumps, (legal), as well as the communication from the DPW director and his feelings about them at this time. (Not in favor). The TC is concerned that if any speed bumps are installed on any street, many other requests will be forthcoming and it will cause problems for the DPW. The TC is also concerned about how a neighborhood will react to the noise created by speed bumps. Evan will meet with Councilor Cox who will discuss this with all parties concerned.*

*The TC made a MOTION that was seconded and **PASSED** to make a formal request to the DPW for a crosswalk to be painted on Main Street opposite Herrick Court (in front of #338) continuing in a southerly direction across to the other side of Main Street.*

This issue has the support of both Councilors Paul McGeary and Melissa Cox.

Also noted by the TC and Councilor Cox was the following order from October 2013 which was approved but never carried out. Recently, the DPW repainted the crosswalk which was to be removed.

ORDER #CC2013-049 (Councilor Cox) Ordered to request the removal of a crosswalk on Railroad Avenue at the intersection of School Street.

After a discussion, a MOTION was made, seconded and PASSED to APPROVE the order. The crosswalk to be removed is from the westerly corner of School Street, crossing to the opposite side of Railroad Avenue in a northerly direction. There is another existing crosswalk from the easterly corner of School Street that crosses into the entrance walkway to Shaw's Market making this other crosswalk unneeded.

The meeting was adjourned at 7:45 p.m.

ROBERT B. RYAN, Chairman

LARRY INGERSOLL, Secretary