



GLOUCESTER CITY COUNCIL  
**Ordinances & Administration Committee**  
Monday, October 6, 2014 – 6:00 p.m.  
**1<sup>st</sup> Fl. Council Committee Room – City Hall**  
**AGENDA**

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

1. *Memorandum from Harbormaster re: new parking area for resident only parking at Hodgkins Cove Public Landing*
2. *CC2014-038 (Cox) Amend GCO c. 22, Sec. 22-277 “One-hour parking-Generally” and Sec. 22-280 “Fifteen minute parking” re: Pleasant Street*
3. *CC2014-039 (Verga) Request P&D & O&A Standing Committees review the positions of Harbor Planning Director and the Executive Director of the Fisheries Commission*
4. *CC2014-040 (Verga) Request to review the matter of requiring that all meeting notices and agendas for all public meetings of all City boards, commissions and committees, including City Council and School Committee, be posted on the City’s website*

COMMITTEE

**Councilor Robert Whynott, Chair**  
**Councilor Sefatia Theken, Vice Chair**  
**Councilor Steven LeBlanc (Alternate)**

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

CC: Mayor Carolyn Kirk  
Salvatore DiStefano, Sr.  
Linda T. Lowe  
Suzanne Egan  
Chief Leonard Campanello  
Robert Ryan/Larry Ingersoll  
Harbormaster Jim Caulkett  
Sally Polzin  
James Pope

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.

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**CITY OF GLOUCESTER**  
**HARBORMASTER'S OFFICE**

**Memorandum**

**From:** Jim Caulkett, Harbormaster   
**To:** Mayor Carolyn Kirk  
**Date:** September 10, 2014  
**Subject:** New Parking Area for Resident Parking Only

Mayor Kirk,

In your next Mayor's Report to Council will you include the attached drawing of a new parking area created through improvements to Hodgkins Cove Public Landing. This parking area should be identified as "Resident Parking Only".

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

Respectfully

# Site Plan

In

## Gloucester, MA. Showing Proposed Parking Spaces Hodgkins Cove

SCALE: 1"=10'      0' 5' 10' 20'      APRIL 8, 2014

Hodgkins  
Cove

EXISTING STONE SEA-WALL

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# DRAFT

## CITY OF GLOUCESTER TRAFFIC COMMISSION

**A meeting was held on Thursday September 11th, 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. Attending were members Anthony Bertolino, Larry Ingersoll, Michael Mulcahey and Robert Francis. Also present were City Councilors Paul McGeary, Steven LeBlanc and Melissa Cox and residents Jennifer Dalhmer, Janet Gray, Elizabeth and William Hinckley, James Ciaramitaro, Dave Beeman and Paul Cote.**

### *AGENDA*

A moment of silence was held in honor of City Councilor Jackie Hardy and the victims of 9-11-01

Approval of minutes from meeting of 8-21-14

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

Handicap Parking Requests

1. 122 Centennial Avenue (Councilor LeBlanc)

*After a discussion and speaking to the requestor, a MOTION was made, seconded and PASSED to **APPROVE** the handicap space.*

2. 30 Cleveland Street

*After a discussion and speaking to the requestor, a MOTION was made, seconded and PASSED to **APPROVE** the handicap space.*

3. Vicinity of 85 Prospect Street

*At the request of the requestor, this space was **withdrawn** at this time.*

*As with all handicap approvals, the requestors are told that the handicap space is not theirs alone and anyone with a valid permit can park there.*

*The following was continued from our last meeting:*

**ORDER #CC2014-032 (Councilor LeBlanc) ORDERED** that the City Council amend the Code of Ordinances Chapter 22, "Traffic", Sec. 22-270.1 "Resident Sticker Parking Only" by adding a definition of "resident parking sticker" as follows: "Resident parking sticker shall mean a parking sticker for persons who demonstrate proof of Gloucester residency at one of the streets or areas listed in Sec. 22-270.1 and ownership of the vehicle to be stickered. The sticker shall differ in size, color and shape from a resident beach sticker and shall say "NOT FOR BEACH."

**FURTHER ORDERED** that this matter of distinguishing Resident Beach Stickers from Resident Parking Stickers and changing and improving signage at areas listed in Sec. 22-270.1 and adding the areas listed in Sec. 22-270.1 to Sec. 22-176(b) "Penalties for parking violations-in beach district"

*(August Meeting) After a discussion, a MOTION was made, seconded and PASSED to CONTINUE the matter until the next meeting in which Councilor LeBlanc can attend as the TC has numerous questions that need to be addressed.*

*(September meeting) After a discussion and speaking to Councilors LeBlanc and McGeary, a MOTION was made, seconded and PASSED to APPROVE the order, subject to City Council amendments. The order is to only affect the Witham Street parking area near Good Harbor Beach. The areas near Plum Cove and Niles Beaches are to remain as they are now with just a regular 'Resident Sticker' required.*

*A 'Beach Sticker' is used for entry into the paid parking lots at Wingaersheek, Good Harbor and Stage Fort. The TC recommended that the shape of the resident sticker should be a triangle, so as to differentiate it from the beach sticker which varies from square, circle and rectangle shapes. The resident sticker should state 'NOT FOR BEACH PARKING'.*

*This issue was brought up as some have been parking on Witham Street with a \$5 resident sticker instead of the yearly \$20 beach sticker. The use of resident stickers are now turning towards some neighborhood parking areas and the need to differ has become necessary.*

**ORDER #CC2014-036 (Councilor McGeary) ORDERED** that the City Council amend the Code of Ordinances Chapter 22 “Traffic”, Sec.22-287 entitled “Disabled Veteran, handicapped parking” by:

**ADDING:** a second paragraph as follows “all disabled veteran and handicapped person parking spaces listed and designated by address or location in this section shall be deleted from this section and from this Code of Ordinances effective with the 2014 code Supplement and shall be added to the City of Gloucester Traffic Commission Regulations known as the “List of Parking Areas Reserved for Handicapped Persons and Disabled Veterans in the City of Gloucester.”

**Further ORDERED** that the matter of deletion of the listing of handicapped spaces from Sec.22-287 be referred to the Traffic Commission for review and recommendation to the Ordinances and Administration Standing Committee.

*After a discussion and speaking to Councilor McGeary, a MOTION was made, seconded and PASSED to APPROVE the order. This order 'cleans up' some of the language in the handicap parking space ordinance changes that have been made giving the TC the authority to grant such spaces.*

**ORDER #CC2014-037 (Councilor Cox) ORDERED** that the City Council Amend the Code of Ordinances Chapter 22 “Traffic”, Sec.22-270 “Parking prohibited at all times” by:

**A: ADDING:** “Prospect Street, parking prohibited on the northerly side of Prospect Street from its intersection with Friend Street in a westerly direction to Taylor Street, from utility pole #976 to #978” and by:

**B: DELETING:** “Warner Street easterly side from its intersection with Prospect Street to a point 78 feet northerly thereof” and by:

**ADDING:** “Warner Street easterly side for a distance of 245 feet from its intersection with Prospect Street”.

*After a discussion and speaking with Councilor Cox, this order was separated into two sections, A & B. A MOTION was made, seconded and PASSED to CONTINUE the decision of section A until a group site visit can be conducted and the area neighbors can be contacted. The order wording also needs to be adjusted stating for a distance of 230 feet instead of the utility pole numbers.*

*Since the new sidewalks have been installed in this area, it has made the street narrower with cars parked. This is a heavily traveled area and some members of the TC have heard numerous complaints about the narrowness of this area. There is also some concern about the location of the yellow dividing line which may need to be adjusted if the order is later approved. There is also a concern with neighborhood parking as few of the residences in the area have off street parking available.*

*A MOTION was then made, seconded and PASSED to **APPROVE** section B of the order concerning Warner Street. This is also a narrow, heavily traveled street that is narrow, but the homes have off street parking available. Councilor Cox has not spoken to the residents of this area as of this decision.*

*The following is a draft order to be submitted to Council at their 9/23 meeting. Councilor Cox has asked the Council President if this order could be brought before the TC before it is referred and permission was given. The TC will discuss and vote on this order but was uncomfortable that the usual council channels were not followed and understand that the Pleasant Street area has had many new changes and these changes should be expedited for the benefit of the area businesses and residents.*

**ORDER #CC2014-038 (Councilor Cox) ORDERED** that the Code of Ordinances Chapter 22 “Traffic”, Sec.22- 277 “One-hour parking – Generally” be amended by

**DELETING** Pleasant Street, easterly side, from Prospect Street to Liberty Street, except Saturdays and Sundays; and by **DELETING** Pleasant Street, easterly side, 40 feet from the northerly corner of Liberty Street for 114 feet, except Saturdays and Sunday; and further

**ORDERED** to amend Sec. 22-280 “Fifteen-minute parking” by **DELETING** Pleasant Street, easterly side, 40 feet from the northerly corner of Liberty Street; and by **DELETING** Pleasant Street, easterly side at a point 155 feet from its intersection with Liberty Street in a northerly direction for a distance of 23 feet; and further

**ORDERED** to amend Sec. 22-279 “Thirty-minute parking” by **ADDING** Pleasant Street, easterly side, 40 feet from the northerly corner of Liberty Street; and by **ADDING** Pleasant Street, easterly side at a point 155 feet from its intersection with Liberty Street in a northerly direction for a distance of 23 feet; and further

*After a discussion and speaking with Councilor Cox, A MOTION was made, seconded and PASSED to APPROVE the order with the following changes to the last paragraph:*

**ORDERED** to amend Sec. 22-280“Fifteen-minute parking” by **ADDING** Pleasant Street, easterly side, 20 feet from the northerly corner of Liberty Street; and by **ADDING** Pleasant Street, easterly side at a point 155 feet from its intersection with Liberty Street in a northerly direction for a distance of 23 feet.

*This order affects the easterly (non school) side of Pleasant Street and following its passage will allow for unrestricted time parking from Prospect to Liberty Street, fifteen minute parking from Liberty Street to the northerly side of the Yellow Sub Shop and one hour parking for the remainder of Pleasant Street until its intersection with Shepherd Street.*

*Although not on the Agenda, the TC spoke with residents David Beeman and Paul Cote who are concerned about the crossing in front of McPherson Park at 31 Prospect Street. They watched the area at length and saw that few cars stop for the red light that allows pedestrians to cross and the ones that do stop, do not wait for the light to turn green before proceeding. They thanked the police department for recent stepped up attention to this area but said as soon as the police are gone, the same thing occurs again. Suggestions were made that a flashing pedestrian sign be installed to help remind vehicles that someone is crossing and also that the crosswalk be painted a bright yellow to remind vehicles it is there. The State DOT will be sent a letter asking them to look into this unsafe crossing area.*

**The meeting was adjourned at 7:11 p.m.**

**ROBERT B. RYAN, Chairman**

**LARRY INGERSOLL, Secretary**



**CITY OF GLOUCESTER 2014  
CITY COUNCIL ORDER**

**ORDER: CC#2014-038**  
**COUNCILLOR: Melissa Cox**

**DATE RECEIVED BY COUNCIL: 09/23/14**  
**REFERRED TO: O&A and TC**  
**FOR COUNCIL VOTE:**

**ORDERED** that the Code of Ordinances Chapter 22 “Traffic”, Sec. 22- 277 “One-hour parking – Generally” be amended by **DELETING** Pleasant Street, easterly side, from Prospect Street to Liberty Street, except Saturdays and Sundays; and by **DELETING** Pleasant Street, easterly side, 40 feet from the northerly corner of Liberty Street for 114 feet, except Saturdays and Sundays; and further

**ORDERED** to amend Sec. 22-280 “Fifteen-minute parking” by **DELETING** Pleasant Street, easterly side, 40 feet from the northerly corner of Liberty Street; and by **DELETING** Pleasant Street, easterly side at a point 155 feet from its intersection with Liberty Street in a northerly direction for a distance of 23 feet; and further

**ORDERED** to amend Sec. 22-280 “Fifteen-minute parking” by **ADDING** Pleasant Street, easterly side, 20 feet from the northerly corner of Liberty Street; and by **ADDING** Pleasant Street, easterly side at a point 155 feet from its intersection with Liberty Street in a northerly direction for a distance of 23 feet; and further

**ORDERED** that these amendments to Chapter 22 of the Code of Ordinances be referred to the Traffic Commission and the Ordinances and Administration for review and recommendation.

Melissa Cox  
Ward 2 Councillor



**CITY OF GLOUCESTER 2014  
CITY COUNCIL ORDER**

**ORDER: CC#2014-039**  
**COUNCILLOR: Greg Verga**

**DATE RECEIVED BY COUNCIL: 09/23/14**  
**REFERRED TO: P&D & O&A**  
**FOR COUNCIL VOTE:**

**ORDERED** that the City Council Planning & Development and Ordinances & Administration Standing Committees review the recently vacated position of Harbor Planning Director together with the position of Executive Director of the Fisheries Commission, which has been dormant for many years, to determine whether one or both of these positions should go forward as full or part time positions and if they should go forward, what are the future development needs of the City which these positions would be structured to meet;

**FURTHER ORDERED** that the O&A, following this review, should as appropriate, add these revised positions to the Personnel Ordinance Compensation and Classification schedules; and

**FURTHER ORDERED** that the matter be referred to the Planning & Development and Ordinances & Administration Standing Committees for review.

Greg Verga  
Councillor at Large



**CITY OF GLOUCESTER 2014  
CITY COUNCIL ORDER**

**ORDER:** CC#2014-040  
**COUNCILLOR:** Greg Verga

**DATE RECEIVED BY COUNCIL:** 09/23/14  
**REFERRED TO:** O&A  
**FOR COUNCIL VOTE:**

**ORDERED** that the City Council and Ordinances & Administration Standing Committee review the matter of requiring the meeting notices and agendas for all public meetings of all City of Gloucester boards, commissions, and committees, including the City Council and the School Committee, to be posted on the City of Gloucester website with the understanding that all boards, commissions, and committees must continue to comply with all applicable provisions of the state Open Meeting Law MGL c.30A, sec.18-25 and regulations thereunder, 940CMR29.00 et seq. The O&A shall also review requiring each board, commission, and committee to have an appropriate City staff liaison to assist them in placing each public meeting notice and agenda on the city website calendar system; and

**FURTHER ORDERED** that the matter be referred to O&A for review and recommendation and that O&A work closely with the IT Director to determine the feasibility of any changes to the City website and with the City Clerk as the official responsible under the Open Meeting Law with the posting and filing of public meeting notices and agendas; and

**FURTHER ORDERED** that any requirements recommended by O&A shall be put forth as an Amendment to the Code of Ordinances Chapter 2, Art. V, "Boards, Commissions, Councils, and Committees" Div.1, new section 2-401 "Posting to City website"

Greg Verga  
Councillor at Large