



GLOUCESTER CITY COUNCIL
Ordinances & Administration Committee

Monday, March 2, 2015 – 6:00 p.m.

Kyrouz Auditorium – City Hall

AGENDA

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

1. **Addendum to Mayor's Report: Appointment of Charles J. Payson, Esq. General Counsel TTE 02/14/16**
2. **New Appointments:**

Capital Improvements Advisory Board	Joel Favazza	TTE 02/14/19
Community Preservation Committee	Catherine Schlichte & Barbara Silberman	TTE 02/14/18
Committee for the Arts	Rebecca Reynolds	TTE 02/14/19
3. **Reappointments:**

Affordable Housing Trust	Ruth Pino, Michael Luster	TTE 02/14/17
Board of Health	Dr. Richard Sagall (Cont'd to 3/16) & Robert Harris	TTE 02/14/18
Board of Registrars	Mark Nestor	TTE 02/14/18
Cable TV Advisory Board	Karen Favazza Spencer (Cont'd to 3/16), Geoffrey Bradford	TTE 02/14/18
Capital Improvement Advisory Bd.	Joan Kimberly (Cont'd to 4/6)	TTE 02/14/18
Clean Energy Commission	Linda Brayton, Thomas Balf, John Moskal (Cont'd to 3/16), Samuel Cleaves	TTE 02/14/17
Committee for the Arts	Catherine Ryan	TTE 02/14/19
Community Preservation Comm.	John Feener (ConCom rep.) & David Rhinelander (Hist. Comm. Rep.)	TTE 02/14/18
Conservation Commission	John Feener, Barry Gradwohl	TTE 02/14/18
Council on Aging	Selma Bell, Barry McKay, Frederick Cowan, Lee Harty, Jay Gustafarro	TTE 02/14/18
Downtown Development Commission	Suzanne Silveira (Cont'd to 4/6)	TTE 02/14/18
Historic District Commission	Steven Goodick	TTE 02/14/18
Historical Commission	Amanda Nash, Jeff Crawford, Robert Whitmarsh, Thomas O'Keefe	TTE 02/14/18
Magnolia Woods Oversight & Advisory Comm.	Dean Sidell, Christine Rasmussen	TTE 02/14/18
Open Space & Recreation Committee	Noel Mann, Patricia Amaral, Heidi Wakeman	TTE 02/14/18
Planning Board	Mary Rudolph Black, Henry McCarl	TTE 02/14/20
Tourism Commission	Pauline Bresnahan (Cont'd 4/6), Laura Dow, Paul Frontiero (Cont'd to 3/16), John Orlando, Peter Webber	TTE 02/14/18
Traffic Commission	Robert Francis (Cont'd to 4/6)	TTE 02/14/18
Waterways Board of Appeals	Karen Tibbets (recreational), Ralph Pino (economic development)	TTE 02/14/18
Zoning Board of Appeals	James Movalli, Michael Nimon	TTE 02/14/18
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 (returned from City Council 12/16/14)(Cont'd from 02/03/15)**
5. **Development of an advisory ballot question under City Charter Sec. 9-7 for the November 2015 election as to whether the city should discontinue fluoridation of its public water supply and that whether under City Charter Sec. 9-7 the Council should submit a Home Rule Petition to the State Legislature for a Special Act authorizing the discontinuance of fluoridation notwithstanding MGL c.111, §8C**
6. **CC2015-004 (Whynott) Request Ordinances & Administration review the language of Charter Section 8-1 regarding municipal preliminary elections and determine whether to recommend to the Council that the City seek a Special Act to amend the Charter**
7. **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 (Cont'd from 11/10/14)**

8. *Other Business: Memorandum from Harbormaster re: request to increase the Transient Mooring Fee pursuant to GCO Chapter 10, Sec. 10-51(3)*

COMMITTEE
Councilor Robert Whynott, Chair
Councilor Sefatia Theken, Vice Chair
Councilor Robert Stewart

CC: Mayor Theken
Linda T. Lowe,
Jim Destino
Chip Payson
James Pope
Harbormaster Jim Caulkett

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
stheken@gloucester-ma.gov

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

CITY CLERK
GLOUCESTER, MA
15 JAN 22 PM 1:30

TO: City Council
FROM: Sefatia Romeo Theken, Mayor
DATE: January 23, 2015
RE: Addendum to the Mayor's Report for the January 27, 2015 City Council Meeting

Councilors:

We are pleased to announce that Charles J. Payson, Esq. accepted our offer of employment as the City's General Counsel. We feel fortunate to have been able to attract a candidate with Mr. Payson's credentials, and I encourage the City Council to extend him a warm welcome. It is with pleasure that I put Charles J. Payson, Esq. forward for the position of General Counsel for a one year term to expire February 14, 2016.

Included as **Enclosure 1** is a copy of Mr. Payson's resume as well as the job description for the General Counsel. *Please refer this matter to the **Ordinance and Administration** subcommittee for review and approval.*

January 21, 2015

Dear Mayor Romeo-Theken and Members of the Gloucester City Council,

I write regarding the General Counsel position for the city of Gloucester. I am interested in the position and it is my hope that you will give due consideration to my candidacy for it.

My career as an attorney has been focused on the intersection of public policy and law. During my time in the public sector, I worked on solutions to broad and specific policy questions through the creation and passage of statutes and regulations. While in the private sector, I worked with statutes and regulations, and the caselaw that assists lawyers in interpreting the law, to benefit my employers and clients. As a result, I have gained important insight into the creation of statutory and regulatory law, its impact on the public and how it may be utilized to address important policy questions.

On a personal note, while I am not a resident of Gloucester I am no stranger to the city. Over the years, my wife and I have built many lasting friendships and business relationships with those in the city. We always enjoy our time in Gloucester and have a fundamental appreciation for the city's historic past and its bright future.

I hope to get the opportunity to utilize my experience to the benefit of the city of Gloucester as its General Counsel. Thank you for your consideration of my candidacy. I look forward to speaking with you soon.

Sincerely,

Charles J. Payson, Esq.

CHARLES J. PAYSON, ESQ.

44 OBER STREET, BEVERLY, MASSACHUSETTS 01915
(617) 680-6683 | cjpaysn@gmail.com | www.linkedin.com/in/cjpaysn

EXPERIENCE

THE LIBERTY SQUARE GROUP, Boston, MA

2013-present

The Liberty Square Group (LSG) is a full-service strategic government affairs, communications, economic development, campaigns and grass roots mobilization firm. LSG provides legislative and executive branch issue development; liaison service; legislative advocacy; and federal, state and local marketing, positioning, and business development. LSG works on behalf of an array of interests including non-profits, municipalities, state and local governmental agencies, healthcare businesses, labor unions and Fortune 500 companies.

Senior Vice President

- Serves as a member of the senior leadership team at the Liberty Square Group.
- Maintains a growing and robust practice in the areas of government affairs, communications, economic development, community affairs and grassroots mobilization.
- Provides strategic advice to clients and other entities such as non-profits, labor unions, healthcare companies, political campaigns and others.
- Drafts legislation and conducts statutory and regulatory review for clients.

SETH MOULTON FOR CONGRESS (MA), Salem, MA

2013-present

Seth W. Moulton is a Democrat and an Iraq war veteran who successfully ran for and won a seat in Congress from the 6th Congressional District of Massachusetts. Against the odds, Mr. Moulton defeated incumbent nine-term Democratic Congressman John Tierney in the primary election by ten points and went on to defeat former Massachusetts State Senator Richard Tisei in the general election by thirteen points.

Senior Advisor and Political Director

- Serves as a key advisor to Mr. Moulton since the inception of his campaign for Congress.
- Provides counsel to Mr. Moulton on political matters in the 6th District, the Commonwealth and nationally.
- Drove strategy discussions pertaining to Mr. Moulton's transition to elected office.
- Worked with important constituent groups and local elected officials on behalf of Mr. Moulton.
- In two short months, secured over twenty endorsements that raised nearly \$100,000 from local and national labor unions for Mr. Moulton's general election campaign.
- Reviewed contracts and provided legal advice to the candidate and his campaign committee.

LAW OFFICE OF CHARLES J. PAYSON, Marblehead/Danvers/Beverly, MA

2004-present

Established a small law practice shortly after passing the bar and continued to practice law periodically.

- Provided legal advice on a myriad of civil matters.
- Drafted and/or reviewed documents such as contracts, wills, powers of attorney, legal opinions, legal memoranda, legal letters, mortgages.
- Conducted legal research into federal and state statutory and regulatory law as well as caselaw.

CONGRESSMAN JOHN F. TIERNEY (MA), Peabody, MA

2011-2012

Congressman John F. Tierney has served as a member of Congress since 1996. His district, the 6th Congressional District in Massachusetts, follows the coastline north of Boston to the New Hampshire border and includes nearly 40 cities and towns the largest of which are Lynn, Peabody, Beverly, Salem and Gloucester.

District Director

Served as Congressman Tierney's principal district advisor, his primary point person in the community and the director of the daily operation of his district office and its staff.

- Led the Congressman's efforts in the district on several high profile projects such as congressional re-districting and the preservation of the Bedford VA Hospital.
- Worked closely with 6th District businesses, education institutions and healthcare industries as well as labor unions and non-profit organizations to coordinate and advance the Congressman's priorities.
- Served as the Congressman's principle liaison with the rest of the congressional delegation as well as the state and local elected officials.
- Managed a staff of between eight to ten and directed all daily district office operations in the Congressman's two congressional offices (Peabody and Lynn) including scheduling, constituency casework, outreach strategy (design and implementation) and federal office coordination with the JFT for Congress campaign among others.
- Provided significant review and input into the office employee manual as well as contract review and advice to the chief of staff regarding miscellaneous legal matters.

NORTHEAST HEALTH SYSTEM (NHS), Beverly, MA

2007-2010

NHS is a 4,000-employee / \$450M community health system that includes three business divisions: senior health, behavioral health, and acute care (a business division that contains Beverly Hospital, BayRidge Hospital in Lynn, Addison Gilbert Hospital in Gloucester and an ambulatory care facility in Danvers).

Vice President, External Affairs

Recruited to serve as the principal strategic communications, government affairs, and community relations executive managing a four-member team and a budget of approximately \$1M.

- Guided the board of directors, several CEOs, and senior management through public relations and media crises such as the Gloucester High School contraception debate, the possible closing of the North Shore Birth Center, a CEO's ouster, and a new CEO's takeover of the organization.
- Advised the CEO on and guided his participation in the Boston Globe's Spotlight Series entitled "Unhealthy System" which was a several part exposé on healthcare in Massachusetts and was published in the winter of 2008-2009.
- Led the organization's advocacy efforts during the 2010 Massachusetts healthcare reform debate that included meetings with legislators such as the Senate Majority Leader and the Senate President, as well as the drafting of and advocacy for the inclusion of pilot program language in one of two healthcare reform packages.
- Led the organization's efforts to improve its working relationship with certain labor unions, specifically the building trades and the IBEW Local 103, in order to avoid significant and public labor unrest.
- Assisted inhouse legal counsel with the drafting and review of various legal documents including, without limitation, contracts, memoranda, opinions, letters etc.

SENATOR STEVEN TOLMAN, Boston, MA

2004-2007

Senator Tolman began his career as a legislator in the Massachusetts House of Representatives in 1994. In 1998, he was elected to the Massachusetts State Senate where he continues to serve today. Senator Tolman represented the 2nd Suffolk and Middlesex District that was comprised of the towns of Brighton, Watertown, Belmont, Northwest Cambridge, and the Back Bay and the Fenway areas of Boston.

Chief of Staff

Recruited to serve as Senator Tolman's chief of staff and principal advisor on all issues necessary to his work representing the 2nd Suffolk and Middlesex District in the Massachusetts State Senate.

- Served as the Senator's point person when he became the first Senate chair of the newly created Mental Health and Substance Abuse Committee.
- Worked closely with the Senator as he began his public campaign fighting for fair treatment for addicts and increased funding for substance abuse treatment facilities and services within the Commonwealth.
- Managed a staff of five and directed daily office operations, including policy creation, media strategy, legislation development, and constituency casework.
- Drafted legislation and provided statutory and regulatory as well as legal advice for the Senator.

THE WHITE HOUSE, Washington, DC

1997-2000

William J. Clinton was elected the 42nd president of the United States in November 1992. President Clinton served two consecutive four-year terms from January of 1993 until January of 2001. He was the first Democrat elected to serve two full terms as president since Franklin D. Roosevelt.

Associate Director of the Office of Public Liaison (06/99-07/00)

Assistant Director of Presidential Scheduling (1/99- 6/99)

Special Assistant to the Director of Presidential Scheduling (3/98- 1/99)

Director of Presidential Scheduling Correspondence (8/97- 3/98)

- Served as a primary point of contact for the agriculture, law enforcement, and sports communities and managed outreach efforts to those constituencies, including participating in the planning and execution of:
 - A Presidential event outside of Minneapolis where the President spoke about the importance of Permanent Normal Trade Relations with China and a meeting with then Senate Minority Leader Tom Daschle (SD) regarding R-CALF, a national cattle producer organization.
 - The President's participation in an event in Oklahoma City commemorating the 5th Anniversary of the Oklahoma City Bombing.
 - The President's participation in White House events honoring championship teams such as the 1999 Men's and Women's NCAA Basketball Champions (University of Connecticut and Purdue University), 1999 NHL Champions (Dallas Stars), 1999 NCAA Football Champions (Florida State), and the 1999 US Open Tennis Champions (Andre Agassi and Serena Williams).
- Briefed the President, Vice President, senior staff, and/ or Cabinet members prior to their participation in events or meetings.
- Traveled with the President to various events in presidential motorcades or aboard Air Force One.
- Served as the key coordinator of the social and personal schedules of the President.

SENATOR TOM HARKIN (IA), Washington, DC

1995-1997

Served as Staff Assistant; Office Manager; Legislative Correspondent; and Assistant to the Chief of Staff.

<u>HARKIN FOR SENATE CAMPAIGN</u>, Davenport and Muscatine, IA Volunteer	1996
<u>CLINTON-GORE RE-ELECTION CAMPAIGN</u>, Washington, DC Volunteer	1996
<u>REPRESENTATIVE PATRICK KENNEDY (RI)</u>, Washington, DC Volunteer-Staff Assistant	1995
<u>REPRESENTATIVE PHILIP SHARP (IN)</u>, Washington, DC Staff Assistant	1994-1995

CLERKSHIPS

<u>SHUTZER, LAURION & ASSOCIATES</u>, Lynn, MA Law Clerk	2003-2004
<ul style="list-style-type: none">• Drafted and reviewed, without limitation, legal memoranda, contracts, wills, trusts, motions, letters to clients, mortgages, .• Conducted case reviews and client interviews.• Conducted legal research which included federal and state statutory, regulatory and case law analysis.• Attended motion hearings on behalf of supervising attorney.• Drafted responses to interrogatories and participated in depositions.	
<u>SUFFOLK UNIVERSITY LAW SCHOOL</u>, Boston, MA Research Assistant for Professor Kathleen Elliott Vinson	2002-2003
<u>MASSACHUSETTS TEACHERS ASSOCIATION (MTA)</u>, Boston, MA Law Clerk	2002
<u>ATTARDO & MILLER LLP</u>, Marblehead, MA Law Clerk	2001-2002

EDUCATION

Juris Doctor, SUFFOLK UNIVERSITY LAW SCHOOL, Boston, MA, 2003
Bachelor of Arts, History, INDIANA UNIVERSITY, Bloomington, IN, 1995

PROFESSIONAL ASSOCIATIONS

Board Member, GORDON COLLEGE EMPLOYER ADVISORY BOARD (2013-present)
Board Member, ESSEX NATIONAL HERITAGE COMMISSION (2008-2010)
Board Member, HOSPICE OF THE NORTH SHORE (2007-2010)
Board Member, BRIDGE OVER TROUBLED WATERS (2006-2007)
Admitted, MASSACHUSETTS BAR (2004)

CITY OF GLOUCESTER Job Description

Title: General Counsel/City Solicitor
Department: Legal Office
Supervisor: Mayor
Supervision Exercised: Assistant General Counsel and Legal Secretary
Grade: M11
Civil Service: Exempt **Union:** Exempt

Responsibilities: Provides the City with all municipal legal services excepting certain School Department matters and municipal bond matters. Uses independent judgment in representing the City's interests and remains responsible for advising and guiding all departments within the municipality on matters of legal compliance.

Duties:

- Commences and prosecutes all actions by the City before any tribunal in the Commonwealth, whether in law or equity and whether State or Federal.
- Appears in, defends and advocates the rights and interests of the City wherein any estate, right, privilege, ordinance or act of the City government or any breach of any ordinance, may be brought into question.
- Appears before the legislature of the Commonwealth, or any committee thereof, whether either or both branches of the same, and there, in behalf of the City, to represent, answer for, defend and advocate the welfare and interests of the City wherever the same may be directly or incidentally affected, whether to prosecute or defend the same.
- Appears as counsel in the prosecution of violations of City ordinances and regulations in the District Court when requested by the City officials to do so.
- Drafts or reviews deeds, obligations, contracts, leases, agreements, conveyances and other legal instruments of whatever nature as requested by various officials.
- When requested, furnishes the City Council and any other officer of the City who may require it in the official discharge of his or her duties with a legal opinion on any subject relating to or affecting the duties of their respective offices. Attends meetings of City Boards and Commissions when requested.
- Manages all municipal legal affairs and in performing those duties, may refer

- particular matters to special counsel. Also responsible for the supervision and management of any matter in which a special counsel is required.
- Performs such other additional powers and professional duties as the City Council may prescribe, including attendance at City Council meetings when requested.
 - Supervises Assistant General Counsel and Legal Secretary.

Qualifications:

- ♦ Bachelor's and J.D. Degrees required.
- ♦ Must be admitted to the bar in Mass. for at least five years.
- ♦ Must be admitted to the United States District Court for Mass.
- ♦ Must have substantial professional experience in at least three of the following:
 - Civil trial practice
 - Appellate practice
 - Administrative law
 - Environmental law
 - Zoning and land use law
 - Public sector labor law
 - Workers' compensation
 - Public contract law
 - Public construction law
 - Drafting legislation and regulations
 - Municipal practice

• revised 02/09

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Catherine A. Schlichte, Esq.
14 Pleasant Street
Gloucester, MA 01930**

Dear Catherine:

Thank you for your interest in serving on the Community Preservation Committee. I have issued you a 90-day temporary appointment to serve on this committee, effective February 14, 2015, which will enable you to attend and vote at meetings. Please report to the City Clerk's office at your earliest convenience to be sworn in.

Your appointment will be forwarded to the City Council for their February 10, 2015 meeting. At that time, your appointment will be referred out to the 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.

Should you have any questions or if you require any additional information, please do not hesitate to contact my office.

Again, thank you for agreeing to serve on the Community Preservation Committee. I truly appreciate the hard work and dedication you and your colleagues on this important committee will offer on behalf of the City of Gloucester.

Sincerely,

**Sefatia Romeo Theken
Mayor**

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

SCHLICHTE & JOHNSTONE, P.C.
ATTORNEYS AT LAW
14 Pleasant Street
Gloucester, MA 01930

Miles J. Schlichte 1929 - 2009

CATHERINE A. SCHLICHTE
PATRICIA S. JOHNSTONE

PHONE 978-283-1413
FAX 978-283-4996
www.schlichtelawoffice.com

December 10, 2014

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

Dear Mayor Kirk;

I'm writing to request appointment to the Community Preservation Committee. It is my understanding that there will be two vacancies in February 2015 and I'd like you to consider me for appointment to one of the two at large seats.

I am seeking appointment on the Community Preservation Committee because I believe in its mission. Preserving open space and historic places and fostering community housing needs are vitally important endeavors that aid in our growth and prosperity. As a real estate attorney I have a good understanding of land use and financing issues that come before the committee. I am also familiar with the mechanics of city committees having served two terms on the Gloucester School Committee and two terms on the Zoning Board of Appeals.

It would be my pleasure to serve the City in this capacity and I hope you will favorably consider me for the post.

Very truly yours,



Catherine A. Schlichte

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Ms. Barbara Silberman
7 Bass Rocks Road
Gloucester, MA 01930**

Dear Barbara:

Thank you for your interest in serving on the Community Preservation Committee. I have issued you a 90-day temporary appointment to serve on this committee, effective February 14, 2015, which will enable you to attend and vote at meetings. Please report to the City Clerk's office at your earliest convenience to be sworn in.

Your appointment will be forwarded to the City Council for their February 10, 2015 meeting. At that time, your appointment will be referred out to the 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.

Should you have any questions or if you require any additional information, please do not hesitate to contact my office.

Again, thank you for agreeing to serve on the Community Preservation Committee. I truly appreciate the hard work and dedication you and your colleagues on this important committee will offer on behalf of the City of Gloucester.

Sincerely,

**Sefatia Romeo Theken
Mayor**

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

Christine Pantano

From: Barbara Silberman <barbsilberman@gmail.com>
Sent: Wednesday, December 24, 2014 11:10 AM
To: Carolyn Kirk; Christine Pantano; jbell@hotmail.com; Sandra Ronan
Subject: Community Preservation Committee
Attachments: BWS short resume 2014.docx

Dear Mayor Kirk,
I am interested in serving as an At-Large member of the Community Preservation Committee, beginning February 15, 2015.

I bring to the committee 30+ years of historic preservation experience. During that time, I spent 10 years as a program officer for a large foundation, founding and developing its program in history and historic preservation, which provided technical assistance as well as grant funds. As a program officer, I worked with potential applicants to help them develop their grant projects, evaluated their applications (for technical, programmatic and financial implications), worked with grantees to ensure that grants were properly implemented and that grant funds were spent appropriately. Many projects included easements so I am knowledgeable about building easements and have some background with land easements. My local volunteer experience includes serving as President of the Sargent House Museum and as a Commissioner for the Essex National Heritage Area.

Prior to my experience as a program officer, I have applied for and received dozens of grants from government, corporate and private sources so I am very familiar with that part of the process too.

I hope you will consider me for this appointment. I have attached a short resume for your review.

Thank you for considering this request.

**Barbara Silberman
7 Bass Rocks Rd.
Gloucester MA 01930**

Barbara Silberman

CAREER HISTORY

2011-Present	Adjunct Professor, Museum Studies, Tufts University
2006-Present	Principal, Barbara Silberman Consulting
2004-2007	Senior Program Advisor, Heritage Philadelphia Program The Pew Charitable Trusts, Philadelphia, PA
1998-2006	Executive Director, Heritage Philadelphia Program
1998	Director, Historic Places Program Funded by the Pew Charitable Trusts, William Penn Foundation, Philadelphia PA
1991-1998	Executive Director Germantown Historical Society, Philadelphia, PA

SELECTED CONSULTANCIES

- Elfreth's Alley Association. Facilitate community forum, develop interpretive subjects and themes, coordinate scholars and facilitate scholar workshop.
- Historic Rittenhousettown, first paper mill in America. Facilitate interpretive planning process involving community leaders.
- Le Petite Salon, oldest women's literary club in southern US. Fundraising research to determine feasibility of building preservation campaign.
- Newport Historical Society. Determine sustainable uses for seven historic properties.
- Preserve Rhode Island, Governor Henry Lippitt House and Historic Sites Coalition of Rhode Island. Facilitate board retreats for both groups to determine vision and mission, develop fundraising plans for both, and prepare grant proposals. Advise ED on strategies for working with audiences and other stakeholders.
- Stratford Hall. Plan conference on new interpretive strategies and direct project involving new interpretive technologies. Obtain grant funding for program to develop new interpretive strategies using technology at five sites, including Stratford Hall.
- Worcester Historical Museum. Plan conference on historic house museums in progress and in peril.

SELECTED PROFESSIONAL ACTIVITIES

2008-2013	Board President, Sargent House Museum.
2006-2008	Chair, Historic House Committee, American Association of State and Local History.
2005-2009	Trustee, Council of Trustees, American Association of State and Local History
2004	Member, Steering Committee, National Collaborative on Women's History Sites.
2002	Reviewer, Keystone Preservation Grants, PA Historical and Museum Commission.
2001	Member, Planning Committee: Conference on Historic Houses in the 21 st c. at Kykuit.
2000	Grant reviewer, Conservation Center for Art and Historic Artifacts. Chair, Awards Committee, PA Federation Museums and Historical Organizations.

SELECTED PRESENTATIONS

- "Sustaining Massachusetts History" *Annual History Conference* (Mass Humanities). Capstone Speaker.
- "Deaccessioning Strategies and Ethics" *Deaccessioning Conference* (Rosenbach Museum).
- "Dinner in the Dining Room" *Workshop for Graduate Public Humanities program, Brown University*
- "Sustaining Non-Profits Now" *Annual Conference* (Connecticut League of Historical Organizations). Keynote Speaker.
- "The Philadelphia Experience: Collaborations and Mergers" *CEO Forum* (American Association of State and Local History).
- "Standards and Practices for Historic Organizations and Properties" *Annual Stewardship Conference* (National Society of Colonial Dames).

AWARDS

- American Association of Museums: Highest recognition for strategic plan for Pennsbury Manor, William Penn's summer home, 2002.
- *Award of Merit*, Pennsylvania Federation of Museums and Historical Organizations, summer camp program, 1996.

SELECTED PUBLICATIONS

- "Characteristics of Sustainable Historic Houses," *History News*, Fall 2008 (American Association of State and Local History, Nashville).
- "Stumbling Toward Excellence," *History News*, Spring 2005 (American Association of State and Local History, Nashville).
- "Get Historic Houses in Order," *The Philadelphia Inquirer*, (Philadelphia, Feb. 8, 2005).
- "Living Germantown," *Studies in Education*, (Germantown Friends School, 1999, Philadelphia).
- "Maywood: Development of a Suburb, Birth of a Neighborhood," *Arlington Historical Magazine*, 1986 (Arlington).

EDUCATION

2013	Certificate, Preservation Environments, Northern States Conservation
2011	Graduate coursework, History, Harvard University Extension School
1998-1994	Graduate coursework, The Wharton School, University of Pennsylvania
1980	Master of Hospital Administration, The George Washington University
1973	BA, American History, University of Massachusetts, Amherst

Christine Pantano

From: Claudia Schweitzer and Sandra Dahl Ronan <famtherapy@gmail.com>
Sent: Tuesday, December 09, 2014 4:06 PM
To: Carolyn Kirk
Cc: Christine Pantano; J.J. Bell
Subject: recommendation for new Community Preservation Committee member

Dear Mayor Kirk,

As J.J. Bell and I come to the end of our terms on the Community Preservation Committee, we have been thinking about who would be a good fit for the committee to replace us. We have been talking with a number of qualified people and are recommending Catherine Schlichte as a very solid candidate to be an At Large representative. She loves this city, has served both on the Zoning Board and the School Committee and after a respite is wanting to return to serving the community. She would be a mature, thoughtful, and neutral member of the CPC. She would understand public/private partnerships, and bring the benefits of her legal background to protecting the public's interests.

In short we hope that you will consider her for this appointment.

Best regards,

Sandy Ronan, Co-chair of CPC

Christine Pantano

From: Sandra Ronan <sandraronan1@gmail.com>
Sent: Thursday, December 18, 2014 12:43 PM
To: Carolyn Kirk
Cc: Christine Pantano; j.j.bell@hotmail.com; Barbara Silberman
Subject: CPC recommendation

Dear Mayor Kirk:

J.J. Bell and I are making another recommendation for an At Large position on the CPC, beginning February 15, 2015. This is one of two that we are making to fill the two At Large positions that J.J. and I have filled. Our terms are coming to an end this February 15, 2015.

We recommend Barbara Silberman, whom we feel would be an excellent fit on the Community Preservation Committee. She brings strong experience from the historic preservation field, an understanding of preservation easements, and experience working with foundations that gave money to appropriate applicants in the Philadelphia area before moving to Gloucester. Since she has been in Gloucester, she has ably directed the preservation of The Sargent-Murray House. This includes opening this fine museum in a more visible way to the public.

We hope you will consider her for this appointment to the CPC.

Best regards,

Sandy Ronan, Co-chair of CPC

COMMUNITY PRESERVATION COMMITTEE

Chapter XXXX City of Gloucester Community Preservation Act

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

Section X Establishment

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

Section XX Membership and Terms

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

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

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

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

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

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

Section XXX Terms of Office

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

Officers:

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

Vacancies:

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

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

Section XXXX Authority, Duties and Responsibility

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

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

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

Section XXXXX Quorum and Voting

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

Section XXXXXX Severability

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

City Hall
Nine Dale Avenue
Gloucester, MA 01930



CITY OF GLOUCESTER
OFFICE OF THE MAYOR

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

February 13, 2015

Mr. Joel Favazza
25 Acacia Street
Gloucester, MA 01930

Dear Joel:

Thank you for your interest in once again serving on the **Capital Improvement Advisory Board (CIAB)**. I am pleased to appoint you to a three year term on this important board.

Your appointment will be sent to the City Council for their meeting of February 24, 2015. 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.

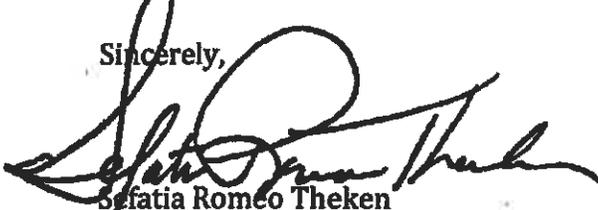
In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,



Safatia Romeo Theken
Mayor

Christine Pantano

From: Joel Favazza <joel.favazza@gmail.com>
Sent: Thursday, February 12, 2015 7:58 AM
To: Sefatia Romeo Theken
Cc: Christine Pantano
Subject: Volunteering for CIAB

Mayor Theken,

I am writing to volunteer for the Capital Improvement Advisory Board. As you may know, I served on the CIAB from 2010 to 2013. Although I would have happily served a second term, I was not reappointed. Should you wish to put me back on the CIAB, I would be grateful for the opportunity to contribute again.

Please let me know if you need anything further from me at this time. Thanks.

-Joel Favazza

DIVISION 3. CAPITAL IMPROVEMENTS

Sec. 2-585. Annual planning; capital improvements advisory board established.

A long range plan to serve as guidelines for capital improvements in the city shall be prepared each year in writing by the mayor subject to approval by the city council. Development of the plan shall take into account the recommendations made by a capital improvements advisory board, which is hereby established.

(Code 1970, § 2-18)

Sec. 2-586. Capital Improvements advisory board--Function, composition, appointment, terms of office.

(a) The capital improvements advisory board shall consist of seven (7) members appointed by the mayor from the community at large with due care for providing an optimum mix of background and expertise, whose terms of three (3) years shall be staggered. The mayor shall designate a chairman of the board, who shall serve for a term of one (1) year and may be reappointed. All the members of the board shall elect a vice chairman from the membership, again on a yearly basis. No member of the city council shall serve as a member of the board.

(b) The board shall be appraised of the preparation of the ten-year capital improvements program developed by the community development department on a continuing basis, shall review the final ten-year program and shall submit a report on its review to the mayor.

(c) Minutes of each meeting of the capital improvements advisory shall be forwarded forthwith to each member of the city council.

(Code 1970, § 2-21; Ord. of 8-6-85, § 1; Ord. No. 6-1991, § 1, 2-26-91)

Sec. 2-587. Capital improvement plan.

(a) The capital improvement plan shall be concerned with physical facilities, such as land, buildings or other structures, or pieces of equipment, which require a relatively large investment and have a relatively long useful life.

(b) The capital improvement plan shall specify a detailed program of capital expenditures over a period of ten (10) fiscal years from the date on which it becomes effective and shall specify the methods of financing the proposed capital improvements.

(c) Guidelines for the planning process, specifying minimum cost and useful life of capital improvements to be considered in the capital improvement plan, the maximum proportion of total budget to be devoted to capital improvements, and any restrictions on methods of financing, shall be established on recommendation of the mayor and approval by the city council.

(d) The capital improvement plan shall be submitted by the mayor to the city council no later than ninety (90) days before the first day of the fiscal year in which it is to take effect. The plan shall be updated annually during the time it is in effect.

(Code 1970, §§ 2-19, 2-20; Ord. No. 6-1991, § 1, 2-26-91)

Sec. 2-588. Scope of division.

Nothing in this division shall be construed as preempting or diminishing the statutory prerogatives of the city council or the mayor.

(Code 1970, § 2-22)

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 13, 2015

Ms. Rebecca Reynolds
29 Ferry Street
Gloucester, MA

Dear Ms. Reynolds:

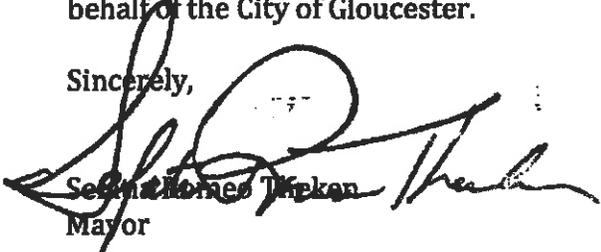
Thank you for your interest in serving on the **Committee for the Arts**. I have issued you a 90-day temporary appointment to serve on this committee which will enable you to attend and vote at meetings. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card and be sworn in.

Your appointment will be forwarded to the City Council for their February 24, 2015 meeting and will be referred out to the Ordinance and Administration subcommittee. You will be contacted by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

Should you have any questions or if you require additional information, please do not hesitate to contact my office.

Again, thank you for agreeing to serve on the Committee for the Arts. I truly appreciate the hard work and dedication you and your colleagues on this important committee offer on behalf of the City of Gloucester.

Sincerely,


Sebastian Thomas Thelen
Mayor

15 January 2015

The Honorable Sefatia Romeo Theken
Mayor of Gloucester
9 Dale Avenue
Gloucester, MA

Dear Mayor Theken,

Given my training and experience, Judith Hoglander has suggested that I would be a good fit for the Committee for the Arts. She has encouraged me to write to you to express my interest in serving as a volunteer on this board and to ask for your consideration.

During my career as a museum and arts professional, I have had many opportunities to work with municipalities and private organizations to preserve and protect historic structures and to develop and oversee projects that enrich the everyday experience of the public. The attached resume will introduce you to my background and provide a chronology of my education and service to the field.

Perhaps the most satisfying of my past projects was the award-winning sculpture exhibition in Kyrouz Auditorium initiated by former mayor Bruce Tobey. As a consequence of this event, we were able to inspire local children to spearhead an effort to conserve Anna Hyatt Huntington's Joan of Arc statue. Ultimately, these young preservationists won a national competition and full funding for this project, which also included a very important community engagement aspect.

Gloucester has a rich cultural heritage and can boast of many significant landmarks, as well as celebrated residents who contributed to the local community and whose influence extended beyond our fair city. It was partly because of their impact that I moved here and why I am keen to be a part of the important role the arts can play in building community and civic pride.

It would be an honor to serve on the Committee for the Arts and to offer Gloucester's leaders my expertise and advice when considering opportunities and challenges that arise. Please let me know if you would like to meet with me in person to discuss my interest further.

With gratitude for your ongoing service and great optimism for the future.

Most sincerely,



Rebecca Reynolds
29 Ferry Street
Gloucester, MA 01930
978-290-8438
rebecca@rebeccareynolds.com

Rebecca Reynolds • 29 Ferry Street • Gloucester, MA 01930 •
978.290.8438 • rebecca@rebeccareynolds.com

EDUCATION

Post Graduate Work in Art History

Boston University, Graduate School of Arts and Sciences

Luce Fellow

Dissertation Topic: "Preserving Her Nature: The Animal and Figurative Sculpture of Anna Hyatt Huntington (1876-1973)"

Master of Arts in Art History

New York University, Institute of Fine Arts

Jacob Javits Fellow

Masters Thesis: "The Patronage of the Bruges Madonna"

Bachelor of Arts in Art History and English

Georgetown University, College of Arts and Sciences

Graduated Magna cum laude, Phi Beta Kappa

PROFESSIONAL EXPERIENCE

Private Consultant, Gloucester, MA

January 2006 - Present

Consult with private collections and museums to appraise work and advise on acquisitions, de-accessions, and installations. Services include keeping records, supervising creation of archives, developing inventories, managing exhibitions from conception to de-installation, researching, writing, presenting lectures, directing conservation projects, marketing, and identifying and contracting other service providers. Advocate for placement of significant objects into appropriate public collections or for purchase by major private collections that are promised to specific museums. Involved with all variety of American material culture, including painting, sculpture, decorative arts, and works on paper.

Taft Museum of Art, Cincinnati, OH

March 2006 - August 2007

Curator of Hiram Powers: Genius in Marble

Guest curator for an exhibition on Cincinnati's adopted son, neoclassical sculptor Hiram Powers (1805-1873) that ran from May 18 to August 12, 2007. Involved with all facets of exhibition preparation and presentation such as locating and selecting objects, conducting research, and writing the essays and catalog entries for the seventy-two-page, four-color catalog. Helped write successful grant proposals to the Luce Foundation and state agencies. Fundraised for exhibition, which included identifying and developing new local patronage. Worked closely with registrar to coordinate local and out-of-state loans. Wrote press release and articles for national journals to publicize the exhibition. Responsible for determining exhibition layout with in-house designer and supervised the installation. Developed public programs with the education staff, conducted tours of the exhibition, and presented a public talk entitled "Bloodless Beheadings in the Queen City: Seizing a Likeness in the 19th Century." Also helped place works lent originally from private hands into public collections following the exhibition.

Museum of Fine Arts, Boston

October 1996 - August 2003

Jean S. and Frederic A. Sharf Fellow of American Sculpture

Curatorial focus on sculpture, also worked on decorative arts collection, and interfaced with other departments in developing exhibitions with all media represented. Responsibilities included donor relations such as developing new friends of the department and Museum and maintaining close ties with existing patrons; locating potential acquisitions and advocating for their relevance to the collection, management of special exhibitions and conservation projects; writing for catalogs, in-house publications, as well as wall text and labels. Involved with the re-installation of the American Art galleries and planning for the proposed new American Wing. Team leader on creation of new vault. Oversaw inventory of sculpture collection and move into new storage. Curatorial consultant to Information Resources on creation of collections database that eventually went museum-wide. Curatorial advisor for conservation of John Singer Sargent's rotunda. Assisted with all facets of organizing and installing Glass Today by American Studio Artists; also developed education programs with Museum's Education staff. Worked closely with Registrar's Department on incoming and outgoing loans and acted as a courier for works shipped within the US and abroad. Founding member of Museum's Diversity Council and departmental liaison with Product Development and the MFA Associates. Frequent guest lecturer on sculpture and decorative arts topics.

Museum of Fine Arts, Boston

May 1992 - October 1996

Silver Catalogue and Sculpture Research Assistant

Assisted in preparation of the publication of the Museum's American silver collection catalog. Inventoried silver objects and supervised photography. Wrote two chapters of the catalog and object entries for these sections. Responsible for the American sculpture collection. Conducted gallery talks on American silver, furniture, sculpture, studio furniture makers, and contemporary craft. Also co-curated two installations, cataloged and researched the numismatic collection, reviewed its current storage, and implementing a new system.

Forest Hills Educational Trust, Boston

July 1993 - August 2003

Curator of Collections

Managed a growing collection of art objects and artifacts relating to the history of Forest Hills Cemetery and its community, to the rural cemetery park movement, and to the Cemetery's permanent residents. Oversaw the creation of an archive of the historical records at the cemetery and crematory. Curated a contemporary outdoor sculpture exhibition to mark the cemetery's 150th anniversary in 1998 with accompanying catalog; also curated an on-going, permanent sculpture path begun in 2001. Introduced an annual lantern festival at Lake Hibiscus, which draws over 5000 participants. Also responsible for the development and presentation of public programs, for the conservation and maintenance of significant monuments, and the re-invigoration of the sculptural tradition for private and public memorials. Primary lecturer on collections and historic site.

North Shore Arts Association, Gloucester, MA

Curator and author

January - October 2003

An American Modern: George Aarons

Produced and authored the first retrospective exhibition and illustrated catalog of this 20th century sculptor. Responsible for all aspects of exhibition generation and execution, from selecting objects, conservation, fund raising, exhibition design and installation. Curated a smaller version of this exhibition for the St. Botolph Club, Boston, that ran from January 3 to March 6, 2005.

North Shore Arts Association, Gloucester, MA

Co-curator and editor

February - July 2000

The Manships: Paul, John, Margaret

Developed an exhibition of the art of two-generations of the Manship family. Coordinated all aspects of the exhibition with co-curator and exhibition committee. Also produced and wrote an illustrated catalog and authored an article on the exhibition for a national magazine.

City of Gloucester, MA

Co-curator, contributor, and editor

January 1998 - June 1999

America's Sculptural Heritage

Co-curated landmark exhibition of historic American figurative sculpture to celebrate the 375th anniversary of Gloucester, Massachusetts. Responsible for production of eighty-eight-page, illustrated catalog, including writing and editing entries by thirteen contributors. Assisted co-curator and local sculptor with designing space in Gloucester's historic City Hall. Coordinated insurance, shipment, security, installation of exhibition, and volunteer gallery sitters. Wrote press releases, helped create two documentary videos, and gave public tours of this award-winning exhibition.

International House, New York City

Art Gallery Director

September 1988 - June 1989

Responsible for operation of gallery including publicity, education of public, exhibition design, and mounting of shows. Curated three of seven exhibitions.

ADDITIONAL EXPERIENCE

- **Victorian Society of America, Newport Summer School, *Architecture/Material Culture Fellow*. June 2007**
- **Concord Museum, Concord, MA; *Probate Project Coordinator*. January 1990-May 1991**
- **Sturbridge Village Field School, Sturbridge, MA; *Archaeology Participant*. Summer 1990**
- **Metropolitan Museum of Art, NYC; *Museum Educator*. September 1988-June 1989**
Intern in American Art Department. Summer 1983
- **National Gallery of Art, Washington, D.C.; *Museum Educator*. September 1984-June 1985**
- **Corcoran Museum of Art, Washington, D.C.; *Assistant in Archives*. Spring 1981**

NON-PROFIT, VOLUNTEER SERVICE TO PROFESSION

- **Editorial Board Member** Sculpture Review, 2007-Present
- **Advisor to the Board** North Shore Arts Association, January 2002-December 2008
- **Board Member** North Shore Arts Association, January 2000-December 2001
Artspace, January 2004-May 2005
- **Exhibition Juror** Newburyport Art Association, Winter 2005
Tiverton Four Corners Art Center, RI; Summer 2003
Chesterwood, Stockbridge, MA; Summer 2001
National Sculpture Society, Fall 2000

- Awards Juror
Middlesex Beat Artist Open Studio Grant, October 2003
Constance Saltonstall Foundation, Spring 2001
Valentines for Artists, Spring 2001
- Fundraising & Preservation Work
Organizer; *PAINT! Plein Air Masters at Work at Elm Bank*,
Benefit Paint Off and Auction for Massachusetts
Horticultural Society, Wellesley, MA;
November 2005 – September 2006
Organizer; *Tithing Our Talents* Workshop; Benefit for Wellspring
House, Gloucester, MA; June – October 2003
Coordinated restoration of *Joan of Arc* statue by Anna Hyatt
Huntington; Gloucester, MA; 1999-2003
 - Grant writer and project coordinator for conservation
 - Grant writer for SOS! Preservation award to Gloucester
Girl Scouts, Spring 2002
 - Winner of a Massachusetts Preservation Award,
September 2003Advisor and Juror, SOS! Save Outdoor Sculpture, 1998-2003

SELECT PUBLICATIONS

- Contributor, "Aero Memorial," *Museum Without Walls*, Fairmont Park Art Association,
<http://museumwithoutwallsaudio.org/interactive-map/aero-memorial#audio>
- Online Tour Guide. *Forest Hills Cemetery Tour*. www.wbur.org/special/foresthills/.
- Contributor. "Hiram Powers," *Grove Encyclopedia of American Art*.
- "The Making of Bess and Victoria," *Archives of American Art Journal*. 48: nos. 3-4 (Fall 2009): 31-33.
- "No Ordinary Hands: 'Hiram Powers' Artistic and Professionally Related Family," *Sculptors, Painters, and Italy: Italian Influence on Nineteenth-Century American Art*. Saonara, Italy: Il Prado, 2009.
- Co-author. *Silver of the Americas. 1600-2000: American Silver in the Museum of Fine Arts, Boston*. Boston: Museum of Fine Arts, 2008.
- "'Furn-ART-ure: What Happens When One of America's Most Celebrated Sculptors Designs Everyday Objects,'" *Sculpture Review*. LVII, no. 1(Spring 2008): 26.
- "85 Years of the North Shore Arts Association," *American Art Review*. XIX, no. 5 (September-October 2007): 102-111.
- Co-author. *Hiram Powers: Genius in Marble*. Cincinnati, Taft Museum of Art, 2007.
- "Hiram Powers' Technique: The Art of Seizing a Likeness in Marble," *Antiques and Fine Art*. VII, no. 6 (Summer 2007): 142-147.
- "An Unbridled Passion: The Expression of Man's Relationship with the Horse" *Sculpture Review*. 55, no. 2 (Summer 2006): 14-19.
- Introduction to the Sculpture Invitational Catalogue. Richmond, Virginia: Artspace, 2005.

"American Sculptor Anna Hyatt Huntington," Women of Metal. Washington, D.C.: Antiques Show, 2004, 128-135.

An American Modern: George Aarons, Sculptor. North Shore Arts Association, 2003.

"Boston's Outdoor Sculpture Garden," Sculpture Review, 50, no. 4 (Winter 2002): 8-15.

Editor and Contributor. Manship: Paul, John, Margaret. Gloucester, Massachusetts: The North Shore Arts Association, 2000.

"Inner Visions Made Manifest: The Sculptural Realm of Andrew DeVries." Andrew DeVries. Middlefield, Massachusetts: The River Studio, 1999.

"Beaux-Arts: The American Debut," Sculpture Review, 48, no. 2 (Summer 1999): 18-23

Editor and Contributor. America's Sculptural Heritage. Gloucester, Massachusetts: Virtual Productions, 1998.

Art of the Spirit. 150th Anniversary Outdoor Sculpture Exhibition Catalogue. Boston: Forest Hills Educational Trust, 1998.

Co-authored with Jonathan L. Fairbanks. "The Art of Forest Hills Cemetery," The Magazine Antiques. 154, no.5 (November 1998): 696-703.

Co-authored with Landscape Architecture, Planning, & Historic Preservation, Preservation Plan for Johnson Park, Camden, NJ. April 1998.

Sec. 2-508. - Created.

(a)

This is hereby created and established a committee to be known as the committee for the arts.

(b)

No work of art, monument or ornament of art shall be placed on any public ways or on any public lands other than cemeteries and no work of art or object of decoration shall be placed in or upon any public or municipal building or be removed, relocated or altered unless the design thereof or the action to be taken therewith shall have been reviewed by the committee for the arts. For the temporary installation of a work of art, the committee shall make a written recommendation to the mayor within 45 days of its submission. For the permanent installation of a work of art, the committee shall make a written recommendation to the mayor within 90 days of its submission to the committee.

(c)

Temporary installations of art work of school age children shall be exempt from the provisions of this section.

(Ord. No. 112-2000, § I, 11-28-2000; Ord. of 5-16-2006(04); Ord. of 7-24-2012(03))

Sec. 2-509. - Composition; appointment and terms of members.

The committee for the arts shall consist of a minimum of five members and a maximum of seven members, one to be the mayor or his designee from time to time acting in his stead and the other four to be residents of the city appointed by the mayor to serve staggered terms of four years. The mayor in office shall continue his membership on the committee for the term for which he is elected.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-510. - Qualifications of members; city officers not eligible except as mayoral designee from time to time.

(a)

At least three of the appointed members of the committee for the arts shall have had experience in the arts by reason of vocation, avocation, or by membership in a private or public entity devoted to the arts.

(b)

None of the appointed members of the committee for the arts shall hold any elected office.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-511. - Chairperson.

The chairperson of the committee for the arts shall be elected by majority vote of the membership.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-512. - Assistance of city officials, board and employees.

The committee shall receive regular support and assistance from the community development department. Such department may undertake planning, implementation and review responsibilities on behalf of the committee. Further, the committee may request the services and assistance of any of the officials, boards, and through the mayor, employees of the city at all reasonable times when the committee determines that it requires the assistance and advice of such officials and employees in the performance of its duties.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-513. - Duties.

It shall be the duty of the committee for the arts:

(1)

To promote the arts, visual, written, performed and spoken;

(2)

To foster within the community, a knowledge and appreciation of artistic endeavors, commercial or otherwise;

(3)

To seek out private or public assistance by way of donations or grants;

(4)

To do all appropriate acts that encourage the continuation of artistic endeavors within the city; and

(5)

To establish premises and offices and to spread the fame of local artists and educate the public.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-514. - Poet laureate established.

(a)

The city shall designate a poet as the official poet laureate of the city. The poet laureate shall be

about:blank

designated by the mayor and confirmed by the city council. A poet laureate selection committee shall review applications and make a recommendation to the mayor for the designation. The committee shall be comprised of the following:

(1)

One member of the committee for the arts.

(2)

The mayor or one representative appointed by the mayor.

(3)

A member of city council or one representative appointed by the city council.

(4)

Two members chosen by the committee for the arts who have a demonstrated substantial expertise and knowledge of poetry and reside in the city.

(b)

The committee for the arts shall set forth the criteria for the selection of the poet laureate to the selection committee.

(c)

The selection committee will then review the applications and make a recommendation to the committee for the arts for the poet laureate candidates.

(d)

The committee for the arts shall forward the selection committee's recommendation for the position to the mayor for appointment with approval by the city council.

(e)

The responsibilities of the poet laureate shall be established by the committee for the arts and may include, but not be limited to, providing public poetry readings, encouraging poetry appreciation within the city, and composing and publishing poems. The poet laureate shall be an honorary title and shall not receive any monetary compensation from the city.

(f)

The committee for the arts shall assist and support the poet laureate whenever possible and both parties should meet on an annual basis.

The poet laureate shall be a domiciled resident of the city and shall serve a four-year term.

(Ord. of 12-15-2009(01))

Secs. 2-515—2-519. - Reserved.

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

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

February 4, 2015

**Ms. Ruth Pino
82 Wheeler Street
Gloucester, MA 01930**

Dear Ruth:

I am pleased to reappoint you to a two year term as a Trustee of the **Affordable Housing Trust**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

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

Enclosure

City Hall
Nine Dale Avenue
Gloucester, MA 01930



CITY OF GLOUCESTER
OFFICE OF THE MAYOR

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

January 13, 2014

Mr. Michael Luster
2 Michaels Lane
Gloucester, MA 01930

Dear Mike:

I am pleased to reappoint you to a two year term as a Trustee of the **Affordable Housing Trust**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

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

Enclosure

AFFORDABLE HOUSING TRUST

An Ordinance Creating the Gloucester Affordable Housing Trust Fund Article VI, Division 4, Sections 2-601 - 2-615

Sec. 2-601. Gloucester Affordable Housing Trust Fund - Purpose.

The Commonwealth of Massachusetts has recently enacted legislation clarifying the ability of municipalities to create Affordable Housing Trust funds by enacting Section 55C of Chapter 44 of the Massachusetts General Laws; and

due to the high cost of housing, it is becoming harder to maintain economic diversity in the housing stock of the City of Gloucester; and

this rising cost affects the ability of all ages of Gloucester residents to remain in Gloucester as well as affecting the ability of the City to attract new residents of all age ranges; and

the City of Gloucester is dedicated to providing diversity in housing, which diversity includes economic diversity; and

by adopting this Affordable Housing Trust Fund ordinance, it will allow flexibility in addressing the needs of the city in a regulatory and problematic fashion.

Section 2-602. Same - Policy of the City of Gloucester.

It is the policy of the City of Gloucester to support the creation, preservation and maintenance of affordable housing. In doing so, it is also the policy of the City of Gloucester to protect, preserve, and enhance the economic and social diversity of the City, to provide affordable rental and homeownership options for people of all ages and income levels, and to accommodate the changing housing needs of families and individuals. The Gloucester Affordable Housing Trust Fund is created to promote this policy.

Section 2-603. Same - Establishment of the Gloucester Affordable Housing Trust Fund.

There is hereby created the Gloucester Affordable Housing Trust Fund in accordance with Massachusetts General Laws Chapter 44, Section 55C, as now or hereafter amended or superseded. The Gloucester Affordable Housing Trust Fund shall hereinafter be known as the Trust.

Section 2-604. Same - Definition.

For the purposes of Sections 2-601 through and including 2-615, as well as for the Declaration of Trust for the Trust or any other documents, Board shall mean the Board of Trustees of the Trust. Board Members and Trustees shall both mean members of the Board of the Trust, which terms may be used interchangeably.

Section 2-605. Same - Membership.

Acting under the authority of M.G.L. Chapter 44 Section 55C, there is hereby created a Board of Trustees for the Trust established pursuant to Sections 2.604 through 2.615 of the Code of Ordinances of the City of Gloucester, Massachusetts for the purposes set out in the M.G.L. Chapter 44, Section 55C. The Board shall include no fewer than five (5) Trustees, including the Mayor, ex officio, or his or her written designee, ex officio. The remaining Trustees shall be appointed by the Mayor and approved by the City Council for a term not to exceed two years.

The Board Members shall have knowledge or expertise in areas including, but not limited to, affordable housing, real estate, real estate finance, or housing construction. The Mayor, however, shall not be required to appoint Board Members from all of these areas of knowledge or expertise, but shall only be required to make his or her best effort to find persons that meet this requirement. In addition, the City of Gloucester Community Development Director shall serve as an ex officio Trustee.

Section 2-606. Same - Terms of the Board Members; Election of Officers.

- (A) The terms of the Board Members set out in Sections 2-605 and 2-606 shall be two (2) year terms; provided, however, that for the appointment of the initial Board Members, three (3) members shall be appointed for one (1) year, and the remaining Trustees for two (2) years. The Board Members shall serve until their successors have been appointed and qualified. The Mayor, however, shall serve for his or her entire term of office as Mayor. The Mayor's written designee shall serve for the term of his or her written designation, which may be amended or revoked at any time in writing. The Community Development Director shall serve for the entire term of his or her employment as Community Development Director.
- (B) Pursuant to Section 7.5 of the Charter of the City of Gloucester, Massachusetts, every appointment to the Trust shall begin on the fifteenth day of February for the term specified in this Article and shall continue until a successor is chosen and qualified as specified in this Article, but in no case longer than six (6) months when the office shall be declared vacant.
- (C) The Board shall, annually, elect a Chairman and Vice-Chairman of the Board at the first regularly scheduled meeting after February 15.

Section 2-607. Same - City Board.

The Trust is a board of the City for purposes of M.G.L. Chapter 30B (Uniform Procurement Act) and Section 15A of M.G.L. Chapter 40 (Transfers of Land); but agreements and conveyances between the Trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the City shall be exempt from said Chapter 30B.

Section 2-608. Same - Removal of Trustees.

Pursuant to Section 7.14 of the Charter of the City of Gloucester, Massachusetts, any Trustee may be removed from the Board and have his or her place declared vacant for the reasons set out in and under the procedures set out in said Section 7.14.

Section 2-609. Same - Meetings of the Trust; Notice; Quorum.

- (A) The Trust shall meet monthly as long as there is business requiring the attention of the Trust; provided, however, that the Trust shall meet at least on a quarterly basis. The meetings of the Trust shall be at such time and at such place as the Trustees shall determine. Notice of all meetings of the Trust shall be given in accordance with the provisions of the Open Meeting Law, M.G.L. Chapter 39, Sections 23A, 23B and 23C.
- (B) A quorum at any meeting shall be a majority of the Trustees qualified and present in person.

Section 2-610. Same - Powers and Duties.

The Trust, acting through the Trustees, shall have the powers and duties set out in M.G.L. Chapter 44, Section 53C, as now or hereafter amended or superseded, which include but are not limited to the following:

(A) General Powers

- (1) with the approval of the City Council, to accept and receive property, whether real or personal, by gift, grant, devise, or transfer from any person, firm, corporation or other public or private entity, including without limitation, grants of funds or other property tendered to the trust in connection with provisions of any zoning ordinance or any other ordinance. Acceptance or receipt of funds shall require City Council approval pursuant to M.G.L. Chapter 44, Section 55C;
- (2) with the approval of the City Council to the extent required by ordinance and M.G.L. Chapter 30B, to purchase and retain real or personal property, including without restriction, investments that yield a high rate of income or no income;
- (3) with the approval of the City Council, to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertakings relative to Trust property as the Trustees deem advisable notwithstanding the length of any such lease or contract;
- (4) to employ advisors and agents, such as accountants, appraisers and lawyers as the Board deems necessary;
- (5) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Board deems advisable;
- (6) with the approval of the City Council, to comprise, compromise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of M.G.L. Chapter 44, Section 55C, to continue to hold the same for such period of time as the Board may deem appropriate;

(B) Real Estate Related Powers:

- (1) with the approval of the City Council to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Board engages for the accomplishment of the purposes of the Trust; and
- (2) to own, manage or improve real property and, with the approval of the City Council, to sell or transfer any property which the Trustees determine not to be worth retaining;

(C) Financial Powers:

- (1) with the approval of the City Council, to disburse trust funds for the purpose of making loans or grants in furtherance of the creation or preservation of affordable housing in the City of Gloucester upon such terms as the Trustees shall deem most appropriate to carry out such purposes;
- (2) to incur debt;
- (3) to apportion receipts and charges between income and principal as the Board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;

- (4) with the approval of the City Council, to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution, to vote any securities or certificates of interest, and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- (5) with the approval of the City Council, to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Board, with the approval of the City Council, may deem necessary and appropriate;
- (6) to carry property for accounting purposes other than acquisition date values;
- (7) with the approval the City Council, to borrow money on such terms and conditions and from such sources as the Trust deems advisable, and to mortgage and pledge trust assets as collateral;
- (8) to make distributions or divisions of principle in kind;
- (9) to hold all or part of the trust property uninvested for such purposes and for such time as the Board may deem appropriate; and
- (10) to extend the time for payment of any obligation to the Trust.

Section 2-611. Same - Funds Paid into the Trust.

Pursuant to M.G.L., Chapter 44, 55C.(d), and notwithstanding any general or special law to the contrary, all moneys paid to the Trust in accordance with the Gloucester Zoning Ordinance, exaction fee, or private contributions shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust. General revenues appropriated into the Trust become Trust property and these funds need not be further appropriated to be expended. All moneys remaining in the Trust at the end of any fiscal year, whether or not expended by the Board within one year of the date they were appropriated into the Trust, remain Trust property.

Section 2-612. Same - Custodian of the Funds.

The City Treasurer will be the custodian of the funds.

Section 2-613. Same - Taxes.

The Trust is exempt from M.G.L. Chapters 59 and 62, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth or any political subdivision thereto.

Section. 2-614. Same - Governmental Body.

The Trust is a governmental body for purposes of Sections 23A, 23B and 23C of M.G.L. Chapter 39.

Section 2-615. Same - Reports to the Mayor and City Council; Annual Audits.

- (A) The Trust shall, on a quarterly basis, provide written reports to the Mayor and City Council on each and every aspect of the business conducted by the Trust. The reports shall be provided on or before the 15th day of the month following the first day of a calendar quarter.

(B) Pursuant to M.G.L. Chapter 44, Section 55C(h), the books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices for municipalities. The Trust shall forward a copy of the audit to both the City Council and the Mayor. The auditor shall work for the City Treasurer. However, the costs of the audit shall be paid from the Trust.

Secs. 2-616 - 2-649. Reserved.

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Richard Sagall, M.D.
35 Starknaught Heights
Gloucester, MA 01930**

Dear Doctor Sagall:

I am pleased to reappoint you to a three year term on the **Board of Health**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

**cc: Mayor's Report to the City Council
Noreen Burke, Public Health Director**

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. Robert Harris
3 ½ Williams Court
Gloucester, MA 01930**

Dear Mr. Harris:

I am pleased to reappoint you to a three year term on the **Board of Health**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

**cc: Mayor's Report to the City Council
Noreen Burke, Public Health Director**

(Code 1970, § 2-187)

State law reference(s)--Selection of board chairman, M.G.L.A. c. 41, § 24.

Sec. 2-417. Duties of secretary.

The secretary of the board of assessors shall keep a full and complete record of the doings of the board, and shall have in his custody the official records to be kept by assessors and he likewise shall perform the duties required of a secretary of a board of assessors by law or as may be required by the commissioner of the department of revenue of the commonwealth.

(Code 1970, § 2-188)

State law reference(s)--Selection of secretary, M.G.L.A. c. 41, § 24.

Sec. 2-418. Books and records.

The board of assessors shall cause to be carefully protected and preserved all books, records and papers belonging to the assessor's department and a detailed and accurate record in permanent form shall be kept relating to all the official acts of the board of assessors.

(Code 1970, § 2-189)

Secs. 2-419--2-424. Reserved.

DIVISION 3. BOARD OF HEALTH*

*State law reference(s)--City and town boards of health generally, M.G.L.A. c. 111, §§ 26--32.

Sec. 2-425. Composition; appointment, term and removal of members.

The board of health shall consist of five (5) members all of whom shall be appointed by the mayor, subject to the approval of the city council, staggered terms of three (3) years each.

(Code 1970, § 2-297; Ord. No. 4-1891, § 1, 2-26-91)

State law reference(s)--Similar provisions, M.G.L.A. c. 111, § 26.

Sec. 2-426. Members not compensated.

Members of the board of health shall receive no compensation for their services.

(Code 1970, § 2-298)

State law reference(s)--Members of board of health to receive such compensation as council determines, M.G.L.A. c. 111, § 26.

Sec. 2-427. Selection of chairman.

The board of health shall organize annually by the selection of one (1) of its members as chairman.

(Code 1970, § 2-299)

State law reference(s)--Similar provisions, M.G.L.A. c. 111, § 27.

Sec. 2-428. Rules and regulations.

The board of health may make rules and regulations for its own government and for the government of its officers, agents, and assistants.

(Code 1970, § 2-303)

State law reference(s)--Similar provisions, M.G.L.A. c. 111, § 27.

Sec. 2-429. Appointment of physician to take and examine cultures and school physician.

The board of health may appoint a physician to the board, who shall take and examine all cultures, and shall appoint a school physician, neither of whom shall be a member of the board. Such physicians shall hold their offices according to the provisions of the civil service laws and regulations governing such offices.

(Code 1970, § 2-300)

Cross reference(s)--Duty of school physician relative to vaccination of pupils, § 18-4.

State law reference(s)--Appointment of physician to board, M.G.L.A. c. 111, § 27; appointment of school physician, M.G.L.A. c. 71, § 53.

Sec. 2-430. Employment of clerk and other assistants.

The board of health may appoint a clerk according to the provisions of the civil service laws and regulations governing such an office, which clerk shall not be a member of the board. The board may also employ the necessary officers, agents and assistants to execute the health laws and the board's regulations.

(Code 1970, § 2-301)

State law reference(s)--Similar provisions, M.G.L.A. c. 111, § 27.

Sec. 2-431. Compensation of clerk and assistants.

The board of health may fix the salaries or compensation of its clerk and other agents and assistants.

(Code 1970, § 2-302)

State law reference(s)--Similar provisions, M.G.L.A. c. 111, § 27.

Secs. 2-432-2-439. Reserved.

DIVISION 4. COUNCIL FOR THE AGING

Sec. 2-440. Established; composition; appointment and terms of members.

There is hereby established a council for the aging consisting of the director of public works, the chairman of the board of health, or their respective representatives, and not less than three (3) nor more than seven (7) additional members appointed by the mayor from the voters and residents of the city. Appointees shall serve staggered terms of three (3) years, commencing at the date of the appointment.

(Code 1970, § 2-343; Ord. of 2-22-77, § 1; Ord. of 5-27-86, § 1)

**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**

February 4, 2015

**Mr. Mark Nestor
15 Long Hill Road
Gloucester, MA 01930**

Dear Mark:

I am pleased to reappoint you to a three year term on the **Board of Registrars**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

BOARD OF REGISTRARS

M.G.L. - Chapter 51, Section 15

Page 1 of 1

The General Laws of Massachusetts

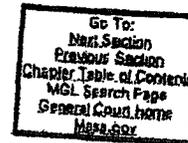
Search the Laws

PART I. ADMINISTRATION OF THE GOVERNMENT

TITLE VIII. ELECTIONS

CHAPTER 51. VOTERS

REGISTRARS OF VOTERS



Chapter 51: Section 15. Board of registrars in certain cities and towns; appointment; term of office

Section 15. Except as provided in section seventeen, there shall be in every city, other than one having a board of election commissioners or an election commission, and in every town a board of registrars of voters consisting of the city or town clerk and three other persons who shall, in a city, be appointed by the mayor, with the approval of the aldermen, and in a town, by a writing signed by the selectmen and filed with the town clerk. When a board of registrars is first appointed, the registrars shall be appointed in February or March for terms respectively of one, two and three years, beginning with April first following. In February or March in every year after the original appointment, one registrar shall be appointed for the term of three years, beginning with April first following.

As the terms of the several registrars expire, and in case a vacancy occurs in the board of registrars of voters, the selectmen or the appointing authority shall so appoint their successors that as nearly as possible the members of the board shall represent the two leading political parties, as defined in section one of chapter fifty; provided, that a city or town clerk need not be enrolled in a political party; and provided further, that in no case shall an appointment be made as to cause a board to have more than two members, including the city or town clerk, of the same political party. Every such appointment shall be made in a town by the selectmen or the appointing authority from a list to be submitted to them by the town committee of the political party from the members of which the position is to be filled, containing the names of three enrolled members of such party resident in the town, selected by a majority vote at a duly called meeting, at which a quorum is present, of such committee; and every member of a board of registrars of voters shall serve until the expiration of his term and until his successor has qualified; provided, however, if the chairman of the town committee has not submitted such list to the selectmen or the appointing authority within forty-five days after a notification to said chairman by certified mail, the selectmen or the appointing authority shall make said appointment without reference to such a list.

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Ms. Karen Favazza Spencer
67 Langsford Street
Gloucester, MA 01930**

Dear Karen:

I am pleased to reappoint you to a three year term on the **Cable TV Advisory Committee**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to 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.

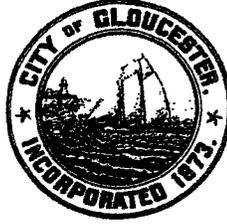
Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. Geoffrey Bradford
123 Mt. Pleasant Avenue
Gloucester, MA 01930**

Dear Mr. Bradford:

I am pleased to reappoint you to a three year term on the **Cable TV Advisory Committee**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to 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,

**Sefatia Romeo Theken
Mayor**

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

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

February 4, 2015

**Ms. Joan Kimberley
546 Washington Street
Gloucester, MA 01930**

Dear Joan:

I am pleased to reappoint you to a three year term on the **Capital Improvement Advisory Board (CIAB)**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expired. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

**cc: Mayor's Report to the City Council
Kersten Lanes, Chair-CIAB**

DIVISION 3. CAPITAL IMPROVEMENTS

Sec. 2-585. Annual planning; capital improvements advisory board established.

A long range plan to serve as guidelines for capital improvements in the city shall be prepared each year in writing by the mayor subject to approval by the city council. Development of the plan shall take into account the recommendations made by a capital improvements advisory board, which is hereby established.

(Code 1970, § 2-18)

Sec. 2-586. Capital Improvements advisory board—Function, composition, appointment, terms of office.

(a) The capital improvements advisory board shall consist of seven (7) members appointed by the mayor from the community at large with due care for providing an optimum mix of background and expertise, whose terms of three (3) years shall be staggered. The mayor shall designate a chairman of the board, who shall serve for a term of one (1) year and may be reappointed. All the members of the board shall elect a vice chairman from the membership, again on a yearly basis. No member of the city council shall serve as a member of the board.

(b) The board shall be appraised of the preparation of the ten-year capital improvements program developed by the community development department on a continuing basis, shall review the final ten-year program and shall submit a report on its review to the mayor.

(c) Minutes of each meeting of the capital improvements advisory shall be forwarded forthwith to each member of the city council.

(Code 1970, § 2-21; Ord. of 6-6-85, § 1; Ord. No. 6-1991, § 1, 2-26-91)

Sec. 2-587. Capital Improvement plan.

(a) The capital improvement plan shall be concerned with physical facilities, such as land, buildings or other structures, or pieces of equipment, which require a relatively large investment and have a relatively long useful life.

(b) The capital improvement plan shall specify a detailed program of capital expenditures over a period of ten (10) fiscal years from the date on which it becomes effective and shall specify the methods of financing the proposed capital improvements.

(c) Guidelines for the planning process, specifying minimum cost and useful life of capital improvements to be considered in the capital improvement plan, the maximum proportion of total budget to be devoted to capital improvements, and any restrictions on methods of financing, shall be established on recommendation of the mayor and approval by the city council.

(d) The capital improvement plan shall be submitted by the mayor to the city council no later than ninety (90) days before the first day of the fiscal year in which it is to take effect. The plan shall be updated annually during the time it is in effect.

(Code 1970, §§ 2-19, 2-20; Ord. No. 6-1991, § 1, 2-26-91)

Sec. 2-588. Scope of division.

Nothing in this division shall be construed as preempting or diminishing the statutory prerogatives of the city council or the mayor.

(Code 1970, § 2-22)

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. David Rhinelander
16 Pine Street
Gloucester, MA 01930

Dear David:

I am pleased to appoint you to a three year term as the Historical Commission's representative on the **Community Preservation Committee**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 effective February 14, 2015, the date on which your current appointment expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to City Council

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. John Feener
45B Warner Street
Gloucester, MA 01930**

Dear John:

I am pleased to appoint you to a three year term as the Conservation Commission's representative on the **Community Preservation Committee**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 effective February 14, 2015, the date on which your current appointment expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

COMMUNITY PRESERVATION COMMITTEE

Chapter XXXX City of Gloucester Community Preservation Act

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

Section X Establishment

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

Section XX Membership and Terms

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

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

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

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

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

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

Section XXX Terms of Office

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

Officers:

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

Vacancies:

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

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

Section XXXX Authority, Duties and Responsibility

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

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

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

Section XXXXX Quorum and Voting

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

Section XXXXXX Severability

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

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. John Feener
45B Warner Street
Gloucester, MA 01930

Dear John:

I am pleased to reappoint you to a three year term on the **Conservation Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. Barry Gradwohl
142 Hesperus Avenue
Gloucester, MA 01930**

Dear Barry:

I am pleased to reappoint you to a three year term on the **Conservation Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

ARTICLE III. CONSERVATION COMMISSION*

***Cross reference(s)--**Boards, commissions, councils and committees, § 2-400 et seq.; conservation commission to promulgate rules and regulations relating to marshlands, § 12-19.

Sec. 16-30. Created.

There is hereby created a conservation commission under the authority of M.G.L.A. c. 40, § 8C.

(Code 1970, § 2-328)

Sec. 16-31. Composition; appointment; terms of members.

The conservation commission shall consist of seven (7) members, all of whom shall be residents of the city and all of whom shall be appointed by the mayor, subject to approval of the city council, to staggered terms of three (3) years.

(Code 1970, § 2-329)

State law reference(s)--Similar provisions, M.G.L.A. c. 40, § 8C.

Sec. 16-32. Powers and duties.

The conservation commission shall have all the duties and powers given to conservation commissions by M.G.L.A. c. 40, § 8C.

(Code 1970, § 2-330)

Sec. 16-33. Condemnation of land or water upon commission's request.

(a) For the purposes of this article, the city may, upon the written request of the conservation commission, take, by eminent domain under M.G.L.A. c. 79, the fee or any lesser interest in any land or waters located in the city, provided the taking has first been approved by two-thirds vote of the city council, which land and water shall thereupon be under the jurisdiction and control of the conservation commission.

(b) No action taken under this section shall affect the powers and duties of the state reclamation board or any mosquito control or other project operating under or authorized by M.G.L.A. c. 252, or restrict any established public access.

(c) Lands used for farming or agriculture, as defined in M.G.L.A. c. 128, § 1A shall not be taken by eminent domain under the authority of this section.

(Code 1970, § 2-331)

State law reference(s)--Similar provisions, M.G.L.A. c. 40, § 8C.

Sec. 16-34. Rules and regulations; penalty for violations thereof.

The conservation commission may adopt rules and regulations governing the use of land and waters under its control, and prescribe penalties, not exceeding a fine of one hundred dollars (\$100.00), for any violation thereof.

(Code 1970, § 2-332)

State law reference(s)—Similar provisions, M.G.L.A. c. 40, § 8C.

Secs. 16-35—16-44. Reserved.

ARTICLE IV. RESERVED*

***Editor's note**—An ordinance of May 27, 1986, § 1, repealed Art. IV, §§ 16-45--16-48, pertaining to the downtown development commission, as derived from Code 1970, §§ 2-414--2-417.

Secs. 16-45—16-59. Reserved.

ARTICLE V. HISTORIC DISTRICT*

***State law reference(s)**—Historic districts, M.G.L.A. c. 40C.

Sec. 16-60. Purpose.

The purpose of this article is to promote the educational, cultural, economic and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings and places significant in the history or architecture of the city, and through the maintenance and improvement of settings for such buildings and places and the encouragement of designs compatible therewith.

(Ord. of 5-24-77, § 2)

State law reference(s)—Similar provisions, M.G.L.A. c. 40C, § 2.

Sec. 16-61. Created.

There is hereby established under the provisions of M.G.L.A. a historic district to be known as the Gloucester Historic District, which district shall include the area as shown on the plan on file in the city clerk's office.

(Ord. of 5-24-77, § 3)

State law reference(s)—Municipal authority to establish historic districts, M.G.L.A. c. 40C, § 3.

Sec. 16-62. Historic district commission—Established; membership; term of office; office.

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Ms. Selma Bell
2 Shapley Road
Gloucester, MA 01930**

Dear Selma:

I am pleased to reappoint you to a three year term on the **Council on Aging**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expired. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 4, 2015

Mr. Barry McKay
26 High Popples Road
Gloucester, MA 01930

Dear Barry:

I am pleased to reappoint you to a three year term on the **Council on Aging**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expired. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. Frederick Cowan
660R Washington Street
Gloucester, MA 01930**

Dear Fred:

I am pleased to reappoint you to a three year term on the **Council on Aging**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expired. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 4, 2015

Ms. Lee Harty
9 Marina Drive
Gloucester, MA 01930

Dear Lee:

I am pleased to reappoint you to a three year term on the **Council on Aging**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expired. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. Jay Gustafarro
9 Starknaught Road
Gloucester, MA 01930

Dear Jay:

I am pleased to reappoint you to a three year term on the **Council on Aging**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expired. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

Sec. 2-428. Rules and regulations.

The board of health may make rules and regulations for its own government and for the government of its officers, agents, and assistants.

(Code 1970, § 2-303)

State law reference(s)--Similar provisions, M.G.L.A. c. 111, § 27.

Sec. 2-429. Appointment of physician to take and examine cultures and school physician.

The board of health may appoint a physician to the board, who shall take and examine all cultures, and shall appoint a school physician, neither of whom shall be a member of the board. Such physicians shall hold their offices according to the provisions of the civil service laws and regulations governing such offices.

(Code 1970, § 2-300)

Cross reference(s)--Duty of school physician relative to vaccination of pupils, § 18-4.

State law reference(s)--Appointment of physician to board, M.G.L.A. c. 111, § 27; appointment of school physician, M.G.L.A. c. 71, § 53.

Sec. 2-430. Employment of clerk and other assistants.

The board of health may appoint a clerk according to the provisions of the civil service laws and regulations governing such an office, which clerk shall not be a member of the board. The board may also employ the necessary officers, agents and assistants to execute the health laws and the board's regulations.

(Code 1970, § 2-301)

State law reference(s)--Similar provisions, M.G.L.A. c. 111, § 27.

Sec. 2-431. Compensation of clerk and assistants.

The board of health may fix the salaries or compensation of its clerk and other agents and assistants.

(Code 1970, § 2-302)

State law reference(s)--Similar provisions, M.G.L.A. c. 111, § 27.

Secs. 2-432--2-439. Reserved.

DIVISION 4. COUNCIL FOR THE AGING**Sec. 2-440. Established; composition; appointment and terms of members.**

There is hereby established a council for the aging consisting of the director of public works, the chairman of the board of health, or their respective representatives, and not less than three (3) nor more than seven (7) additional members appointed by the mayor from the voters and residents of the city. Appointees shall serve staggered terms of three (3) years, commencing at the date of the appointment.

(Code 1970, § 2-343; Ord. of 2-22-77, § 1; Ord. of 5-27-86, § 1)

State law reference(s)--Municipal authority to establish council for the aging, M.G.L.A. c. 40, § 8B.

Sec. 2-441. Members not compensated.

The members of the council for the aging shall serve without compensation.
(Code 1970, § 2-344)

Sec. 2-442. Designation of chairman.

The chairman of the council for the aging shall be elected for a two-year term by vote of the membership.
(Code 1970, § 2-345; Ord. No. 25-1996, § J, 4-18-95)

Sec. 2-443. Supervision.

The council for the aging shall be under the administrative supervision of the mayor.
(Code 1970, § 2-346)

Sec. 2-444. Duties.

It shall be the duty of the council for the aging to carry out programs designed to meet problems of the aging in coordination with programs of the council for the aging established under M.G.L.A. c. 6, § 73.

(Code 1970, § 2-347)

Secs. 2-445--2-449. Reserved.

DIVISION 5. MARINERS MEDAL COMMITTEE

Sec. 2-450. Created.

There is hereby created and established a committee to be known as the mariners medal committee.

(Code 1970, § 2-385)

Sec. 2-451. Composition; appointment and terms of members.

The mariners medal committee shall consist of five (5) members, one to be the mayor and the other four (4) to be residents of the city appointed by the mayor to serve staggered terms of four (4) years. The mayor in office shall continue his membership on the committee for the term for which he is elected.

(Code 1970, § 2-386)

Sec. 2-452. Qualifications of members; city officers not eligible.

(a) At least three (3) of the appointed members of the mariners medal committee shall have had experience on the high seas as master of some commercial vessel.

(b) None of the four (4) appointed members of the mariners medal committee shall hold any elective or appointive office within the government of the city when appointed, and should they

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Ms. Suzanne Silveira
33 Maplewood Avenue
Gloucester, MA 01930

Dear Suzanne:

I am pleased to reappoint you to a three year term on the **Downtown Development Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

DOWNTOWN DEVELOPMENT
COMMISSION



CERTIFICATE OF VOTE

The Gloucester City Council, at a meeting held on, **TUESDAY, September 04, 2007**, at 7:00 p.m. In the Fred J. Kyrouz Auditorium, City Hall voted to approve the following action:

IN CITY COUNCIL:

MOTION: On motion of Councilor Tobey, seconded by Councilor Hardy the City Council voted 9 in favor, 0 opposed that Division 7, entitled "Downtown Development Commission", Section 2-492, entitled "Created; membership; terms" be amended by **DELETING:** (a) There is hereby recreated and reestablished in the City of Gloucester a commission to be known as the downtown development commission consisting of seven (7) members, all of whom shall be appointed by the mayor of the city and shall be confirmed by the Gloucester City Council and by **ADDING:** (a) There is hereby recreated and reestablished in the City of Gloucester a commission to be known as the downtown development commission consisting of nine (9) members, one (1) member shall be a City Councilor, who shall serve ex officio, all of whom shall be appointed by the mayor of the city and shall be confirmed by the Gloucester City Council.

Robert D. Whynott

Robert D. Whynott, City Clerk

APPROVAL OF THE MAYOR

John P. Bell

John P. Bell, Mayor

VETOED BY THE MAYOR

John P. Bell, Mayor

SIGNED THIS 6 DAY OF Sept, 2007

All Ordinances shall become effective 31 days after passage except:
Emergency Orders shall become Effective Next Day
Zoning Changes shall be Effective Next Day.

purpose of filling a vacancy for any other reason, the appointment of the unexpired term immediately shall be made by the mayor and forwarded to the city council for their approval.
(Ord. No. 21-1991, 6-18-91)

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

The commission shall receive regular support and assistance from the community development department. Such department may undertake planning, implementation and review responsibilities on behalf of the commission. Further, the commission may request the services and assistance of any of the officials, boards; and through the mayor, employees of the city at all reasonable times when the commission determines that it requires the assistance and advice of such officials, boards and employees in the performance of its duties.

(Ord. No. 21-1991, 6-18-91)

Sec. 2-476. Semi-annual reports.

The tourism commission shall submit semi-annually a report to the mayor and the city council of its activities.

(Ord. No. 21-1991, 6-18-91)

Secs. 2-477--2-490. Reserved.

DIVISION 7. DOWNTOWN DEVELOPMENT COMMISSION*

*Editor's note--Inasmuch as Ord. No. 28-1991, adopted July 7, 1991, did not specify manner of codification, inclusion herein as Division 7, §§ 2-491--2-495, was at the discretion of the editor.

Sec. 2-491. Purpose.

In recognition of the continuing need for preservation, revitalization and improvement of Gloucester's central business district and its environs, a downtown development commission is hereby recreated and reestablished.

(Ord. No. 28-1991, 7-7-91)

Sec. 2-492. Created; membership; terms.

(a) There is hereby recreated and reestablished in the City of Gloucester a commission to be known as the downtown development commission consisting of seven (7) members, all of whom shall be appointed by the mayor of the city and shall be confirmed by the Gloucester City Council. Upon the establishment of this commission the mayor shall appoint three (3) members for three (3) years; two (2) members for two (2) years; and two (2) members for one (1) year; and as each term expires the mayor in like manner shall appoint members to serve for three (3) years.

(b) In the case of resignation, death or disqualification of any member of the commission, or for the purpose of filling a vacancy for any other reason, the appointment for the unexpired term shall immediately be made by the mayor.

(Ord. No. 28-1991, 7-7-91)

Sec. 2-493. Mission.

It shall be the mission of the downtown development commission to encourage economic revitalization within a context of historic preservation, community involvement and activities, a strong identity and tourism. The commission shall undertake, but not be limited to, the following activities:

- (1) Examine and evaluate conditions on an on-going basis.
- (2) Propose and promote physical improvements.
- (3) Coordinate public and private efforts.
- (4) Encourage, in cooperation with the Cape Ann Chamber of Commerce, a creative marketing plan, coordinated advertising, promotions and special events.
- (5) Promote the establishment of new businesses.
- (6) Encourage the establishment of special committees, composed of municipal officials, bankers, merchants, industrialists, preservationists, chamber of commerce officials, downtown residents, design professionals, developers, real estate brokers, and others concerned with downtown.
- (7) Promote and encourage the proper mix of goods, services, housing, recreation and entertainment.
- (8) Coordinate, through the community development department, the activities related to downtown of the historical commission, the historic district commission, the waterways commission, the planning board, the tourism commission, the economic development and industrial corporation, the redevelopment authority, and the housing authority.

(Ord. No. 28-1991, 7-7-91)

Sec. 2-494. Assistance of city officials, boards and employees.

The commission shall receive regular support and assistance from the community development department. Such department may undertake planning, implementation and review responsibilities on behalf of the commission. Further, the commission may request the services and assistance of any of the officials, boards and, through the mayor, employees of the city at all reasonable times when the commission determines that it requires the assistance and advise of such officials, boards and employees in the performance of its duties.

(Ord. No. 28-1991, 7-7-91)

Sec. 2-495. Annual report.

The downtown development commission shall submit an annual report of its activities to the city council.

(Ord. No. 28-1991, 7-7-91)

DIVISION 8. HUMAN RIGHTS COMMISSION**Sec. 2-496. Policy.**

It is hereby declared to be the public policy of the city, including its employees, agents and officials, to protect and promote the constitutional, civil and human rights of all people within the city. Further, the city asserts that:

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Linda Brayton
527 Washington Street
Gloucester, MA 01930

Dear Linda:

I am pleased to reappoint you to a three year term on the **Clean Energy Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 4, 2015

Mr. Thomas Balf
15 Brierwood Court
Gloucester, MA 01930

Dear Tom:

I am pleased to reappoint you to a three year term on the **Clean Energy Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. John Moskal
16 Leonard Street
Gloucester, MA 01930**

Dear John:

I am pleased to reappoint you to a three year term on the Clean Energy Commission. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. Samuel Cleaves
1111 Washington Street
Gloucester, MA 01930

Dear Sam:

I am pleased to reappoint you to a three year term on the Clean Energy Commission. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

DIVISION 11

SECTION 2-514 **CLEAN ENERGY COMMISSION**

Be It enacted by the City Council assembled and by the authority of the same as follows:

Sec. 2-514 The Gloucester Clean Energy Commission is created to promote clean energy options in Gloucester, including energy efficiency, conservation and the development of clean and renewable energy.

Sec. 2-515 The Commission shall pursue the following tasks:

- a) Propose and develop strategies to reduce energy costs of city-owned facilities and vehicles through energy conservation, efficiency and renewable energy measures. The strategies may include electricity, vehicle fuel, natural gas and oil conservation and may identify innovative cost-saving measures.
- b) Recommend city-wide programs including participation in federal or state-wide energy initiatives, such as the Green Communities Program, to promote and facilitate smart energy strategies for Gloucester citizens on both public and private real property.
- c) Work with appropriate city departments to track energy usage and costs associated with key assets and operations of the City.
- d) Identify climate adaptation and mitigation issues and strategies to safeguard the long-term economic and cultural vitality of the City.
- e) Follow emerging federal and state mandates, as well as initiatives and funding opportunities for energy conservation, renewable energy, or climate adaptation and mitigation strategies. Recommend strategies to comply with applicable mandatory or voluntary standards.
- f) Provide guidance, in the form of education or information, to the Mayor, City Council and key city departments and personnel, to support their decision-making on recommended strategies and clean energy opportunities.
- g) Serve as a communications and information resource on clean energy issues and city initiatives for the public through:
 - i) Meetings and sponsored events;
 - ii) Maintenance of an active web site;
 - iii) Regular communications to interested parties; and
 - iv) Public/private partnerships.

Sec. 2-516

a) The Commission shall consist of seven (7) members. Members shall be appointed by the Mayor and approved by the City Council, subject to the provisions of the City Charter. Appointees shall serve staggered terms of two years beginning at the date of appointment and ending on February 14 as required by the city charter. Commission members shall be Gloucester residents and may include representation by appropriate city employees as determined by the Mayor. Members will be selected based on relevant experience and knowledge in energy management strategies, renewable and alternate energies, energy efficiency and/or community sustainability. A vacancy occurring other than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment.

b) The terms of the members shall be staggered, as such, the initial members shall be for the following terms:

- i. Three members for one year;
- ii. Four members for two years.

c) The Commission shall:

- i. Meet on a monthly basis and retain meeting minutes;
- ii. Report to the Mayor on a quarterly basis; and
- iii. Beginning six months after its initial formation, the Commission shall submit to the Council on a semi-annual basis a report of its activities and its progress in achieving its mission.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. Stephen Goodick
24 Thurston Point Road
Gloucester, MA 01930

Dear Steve:

I am pleased to reappoint you to a three year term on the **Historic District Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council
Enclosure

**HISTORIC DISTRICT
COMMISSION**

(Code 1970, § 2-331)

State law reference(s)--Similar provisions, M.G.L.A. c. 40, § 8C.

Sec. 16-34. Rules and regulations; penalty for violations thereof.

The conservation commission may adopt rules and regulations governing the use of land and waters under its control, and prescribe penalties, not exceeding a fine of one hundred dollars (\$100.00), for any violation thereof.

(Code 1970, § 2-332)

State law reference(s)--Similar provisions, M.G.L.A. c. 40, § 8C.

Secs. 16-35--16-44. Reserved.

ARTICLE IV. RESERVED*

*Editor's note--An ordinance of May 27, 1986, § 1, repealed Art. IV, §§ 16-45--16-48, pertaining to the downtown development commission, as derived from Code 1970, §§ 2-414--2-417.

Secs. 16-45--16-59. Reserved.

ARTICLE V. HISTORIC DISTRICT*

*State law reference(s)--Historic districts, M.G.L.A. c. 40C.

Sec. 16-60. Purpose.

The purpose of this article is to promote the educational, cultural, economic and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings and places significant in the history or architecture of the city, and through the maintenance and improvement of settings for such buildings and places and the encouragement of designs compatible therewith.

(Ord. of 5-24-77, § 2)

State law reference(s)--Similar provisions, M.G.L.A. c. 40C, § 2.

Sec. 16-61. Created.

There is hereby established under the provisions of M.G.L.A. a historic district to be known as the Gloucester Historic District, which district shall include the area as shown on the plan on file in the city clerk's office.

(Ord. of 5-24-77, § 3)

State law reference(s)--Municipal authority to establish historic districts, M.G.L.A. c. 40C, § 3.

Sec. 16-62. Historic district commission--Established; membership; term of office; office.

(a) There is hereby established, under M.G.L.A. c. 40C, a historic district commission with

all the powers and duties of a historic district commission specified in M.G.L.A. c. 40C.

(b) The historic district commission shall consist of seven (7) regular members and two (2) alternate members, appointed by the mayor, subject to confirmation by the city council who shall serve staggered terms of three (3) years. The commission shall include one (1) regular member appointed from two (2) nominees submitted by the Cape Ann Historical Association, one (1) regular member appointed from two (2) nominees submitted by the Boston chapter of the American Institute of Architects and one (1) regular member appointed from two (2) nominees submitted by the Cape Ann Board of Realtors. Two (2) regular members of the commission shall be owners of property within a historic district in the city. All members of the commission, with the exception of that member nominated by the Boston chapter of the American Institute of Architects, shall be residents of the city. Vacancies shall be filled by appointment for the unexpired term. In case of the absence, inability to act or unwillingness to act because of self-interest on the part of a member of the commission, his place shall be taken by an alternate member designated by the chairman. Each member and alternate shall continue in office after the expiration of his term until his successor is duly appointed and qualified. All members shall serve without compensation.

(c) The historic district commission shall elect annually a chairman and vice-chairman from its own number and a secretary from within or without its number.

(Ord. of 5-24-77, § 4)

Cross reference(s)--Boards, commissions, councils and committees, § 2-400 et seq.

State law reference(s)--Municipal authority to establish historic district commission, M.G.L.A. c. 40C, § 4.

Sec. 16-63. Same--Duties.

(a) In passing upon matters before it, the historic district commission shall consider, among other things, the historic and architectural value and significance of the site, building or structure, the general design, arrangement, texture, material and color of the features involved, and the relation of such features to similar features of buildings and structures in the surrounding area. In the case of new construction or additions to existing buildings or structures, the commission shall consider the appropriateness of the size and shape of the building or structure both in relation to the land area upon which the building or structure is situated and to buildings and structures in the vicinity, and the commission may in appropriate cases impose dimensional and set-back requirements in addition to those required by applicable Code section, ordinance or by-law. The commission shall not consider interior arrangements or architectural features not subject to public view.

(b) The historic district commission shall not make any recommendation or requirement except for the purpose of preventing developments incongruous to the historic aspects or the architectural characteristics of the surroundings and of the historic district.

(Ord. of 5-24-77, § 5)

State law reference(s)--Similar provisions, M.G.L.A. c. 40C, § 7.

Sec. 16-64. Same--Limitations on authority.

(a) Notwithstanding any contrary provision of this article, the authority of the historic district commission shall not extend to control of the following categories of buildings, structures, or exterior architectural features:

(1) Terraces, walks, driveways, sidewalks, and other similar structures, provided the structure is at grade level;

(2) Storm doors and windows, screen doors and windows, window air conditioners, lighting fixtures, antennas, and similar appurtenances;

(3) The color of paint;

(4) Temporary signs and structures, provided, however, that the commission shall have authority to define "temporary signs" and "temporary structures;"

(5) The repair or reconstruction of a building, structure, or exterior architectural feature damaged or destroyed by fire, storm, or other disaster, provided that: the exterior design is found by the commission to be substantially similar to the original and the repair or reconstruction is begun within one (1) year after the damage occurred and is carried on with due diligence.

(b) The authority of the historic district commission shall, however, extend to parking areas used by three (3) or more vehicles, provided any such area is visible from any public or private way within the district.

(Ord. of 5-24-77, § 7; Ord. of 1-22-80, § 1; Ord. of 2-21-84, § 1)

State law reference(s)--Similar provisions, M.G.L.A. c. 40C, § 8.

Sec. 16-65. Appeals from determinations of historic district commission.

Any applicant aggrieved by a determination of the historic district commission may, within twenty (20) days after the filing of the notice of the determination contested with the city clerk, file a written request with the commission for a review by a person of competence and experience in such matters, designated by the Metropolitan Area Planning Council. The finding of the person or persons making such review shall be filed with the city clerk within forty-five (45) days after the filing of the request and shall be binding on the applicant and on the commission, unless an appeal is sought in court as provided in M.G.L.A. c. 40C, § 12A.

(Ord. of 5-24-77, § 6)

State law reference(s)--Similar provisions, M.G.L.A. c. 40, § 12.

Chapter 17 POLICE*

*Cross reference(s)--Offenses generally, § 14-1 et seq.; alarm systems, § 14-26 et seq.; Ch. 14; traffic and motor vehicles, Ch. 22.

State law reference(s)--Police generally, M.G.L.A. c. 147.

ARTICLE I. IN GENERAL

Sec. 17-1. Administration of waterways.

(a) *Police department.* [The following duties shall be the responsibility of the police department in the administration of waterways:]

(1) Enforce all Massachusetts Commonwealth laws while patrolling the city waterways.

(2) Operate, maintain and manage equipment and vessels assigned (Police boat/fire boat).

(3) Investigate, prosecute criminal activity on waterways and waterfront in

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Ms. Amanda Nash
18 Norman Avenue
Gloucester, MA 01930**

Dear Amanda:

I am pleased to reappoint you to a three year term on the **Historical Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

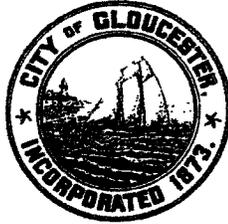
Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. Jeff Crawford
646 Washington Street
Gloucester, MA 01930

Dear Jeff:

I am pleased to reappoint you to a three year term on the **Historical Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. Jeff Crawford
646 Washington Street
Gloucester, MA 01930

Dear Jeff:

I am pleased to reappoint you to a three year term on the **Historical Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. Robert Whitmarsh
2 Blueberry Lane
Gloucester, MA 01930**

Dear Bob:

I am pleased to reappoint you to a three year term on the **Historical Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

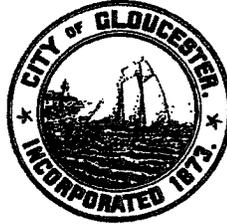
Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. Thomas O'Keefe
31 Leonard Street
Gloucester, MA 01930

Dear Tom:

I am pleased to reappoint you to a three year term on the **Historical Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

Section 8D. A city or town which accepts this section may establish an historical commission, hereinafter called the commission, for the preservation, protection and development of the historical or archeological assets of such city or town. Such commission shall conduct researches for places of historic or archeological value, shall cooperate with the state archeologist in conducting such researches or other surveys, and shall seek to coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which it deems necessary for its work. For the purpose of protecting and preserving such places, it may make such recommendations as it deems necessary to the city council or the selectmen and, subject to the approval of the city council or the selectmen, to the Massachusetts historical commission, that any such place be certified as an historical or archeological landmark. It shall report to the state archeologist the existence of any archeological, paleontological or historical site or object discovered in accordance with section twenty-seven C of chapter nine, and shall apply for permits necessary pursuant to said section twenty-seven C. Any information received by a local historical commission with respect to the location of sites and specimens, as defined in section twenty-six B of chapter nine, shall not be a public record. The commission may hold hearings, may enter into contracts with individuals, organizations and institutions for services furthering the objectives of the commission's program; may enter into contracts with local or regional associations for cooperative endeavors furthering the commission's program; may accept gifts, contributions and bequests of funds from individuals, foundations and from federal, state or other governmental bodies for the purpose of furthering the commission's program; may make and sign any agreements and may do and perform any and all acts which may be necessary or desirable to carry out the purposes of this section. It shall keep accurate records of its meetings and actions and shall file an annual report which shall be printed in the case of towns in the annual town report. The commission may appoint such clerks and other employees as it may from time to time require. The commission shall consist of not less than three nor more than seven members. In cities the members shall be appointed by the mayor, subject to the provisions of the city charter, except that in cities having a city manager form of government, said appointments shall be by the city manager, subject to the provisions of the charter; and in towns they shall be appointed by the selectmen, excepting towns having a town manager form of government, in which towns appointments shall be made by the town manager, subject to the approval of the selectmen. When a commission is first established, the terms of the members shall be for one, two or three years, and so arranged that the terms of approximately one third of the members will expire each year, and their successors shall be appointed for terms of three years each. Any member of a commission so appointed may, after a public hearing if requested, be removed for cause by the appointing authority. A vacancy occurring otherwise than by expiration of a term shall in a city or town be filled for the unexpired term in the same manner as an original appointment. Said commission may acquire in the name of the city or town by gift, purchase, grant, bequest, devise, lease or otherwise the fee or lesser interest in real or personal property of significant historical value and may manage the same.

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. Dean Sidell
16 Starknaught Heights
Gloucester, MA 01930**

Dear Dean:

I am pleased to reappoint you to a three year term on the **Magnolia Woods Oversight and Advisory Committee**. Your reappointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to 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,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Ms. Christine Rasmussen
82 Woodward Avenue
Gloucester, MA 01930**

Dear Christine:

I am pleased to reappoint you to a three year term on the **Magnolia Woods Oversight and Advisory Committee**. Your reappointment will be sent to the City Council for their meeting of February 4, 2015. 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 continue to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to 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,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

MAGNOLIA WOODS
OVERSIGHT & ADVISORY COMMITTEE



Gloucester City Council
CERTIFICATE OF VOTE
Certificate Number: 2011-194

The Gloucester City Council, at a meeting held on **Tuesday, August 23, 2011** at 7:00 p.m. in the Kyrouz Auditorium, City Hall, voted to approve the following :

IN CITY COUNCIL:

MOTION: On motion by Councilor Theken, seconded by Councilor Whynott, the City Council voted BY ROLL CALL 9 in favor, 0 opposed to AMEND the Gloucester Code of Ordinances by ADDING the following:

Chapter 2 Administration, Art. V Boards, Commissions, Councils and Committees,
Division 15, Magnolia Woods Oversight and Advisory Committee

Section 2-555 - Purpose.

In recognition of the continuing need for oversight in the city's ownership, operation and maintenance of Magnolia Woods so its full recreational utilization can be sustainably realized and its integrity as an environmental remediation project and as a natural resource for the entire community can be fully protected, the Magnolia Woods Oversight and Advisory Committee is hereby created and established.

The committee shall undertake but not be limited to the following activities:

- (1) Recommend an overall and coordinated program for the use of the recreational facilities at the Magnolia Woods that balances the competing needs for the various recreational and sports programs seeking to use those facilities.
- (2) Review and make recommendations upon plans for proposed maintenance of or capital improvements to any of the facilities or property contained within the Magnolia Woods and provide advisory oversight to the execution of any such plans.
- (3) Recommend programs and activities which can generate revenue streams which can be dedicated to the maintenance or improvement of any of the facilities or property contained within the Magnolia Woods.

Section 2-556 - Tenure; composition; requirements.

The Magnolia Woods Oversight and Advisory Committee shall consist of nine (9) members, one of whom will be the Gloucester School System Athletic Director (or his/her designee), two of whom shall be the Director of Public Works (or his/her designee) and the ward councilor representing Ward 5, who shall serve so long as they hold the aforementioned positions. The six remaining members shall initially be appointed by the mayor of the city and approved by the city council under §2-10 of the city charter for the terms listed below and shall be residents of Gloucester:

- 1) Two (2) members for one (1) year;
- 2) Two (2) members for two (2) years; and
- 3) Two (2) members for three (3) years.

The successors to these initial appointees shall serve for a term of three years. The six appointed members shall represent the following interests:

- 1) The Cape Ann Youth Soccer Association;
- 2) The Cape Ann Youth Lacrosse Association;
- 3) The Cape Ann Model Airplane Flying Association;
- 4) The neighborhood abutting the Magnolia Woods; and
- 5) The Magnolia community at large provided, however, that this member shall be a resident in Ward 5 of the City; and provided, further, that the member initially appointed to represent this interest shall have been a member of the Magnolia Woods Ad Hoc Committee, as indicated in the records of the City Clerk;
- 6) A representative from the community at large, provided that this member, however, will be a registered voter of the City.

Section 2-557 – Vacancies.

In case of resignation, death or disqualification of any member of the committee, or for the purpose of filling a vacancy for any other reason, the appointment of a new member to fill the unexpired term of such previous member immediately shall be made by the mayor and forwarded to the city council for its approval.

Section 2-558 – Assistance of city officials, boards and employees.

The committee shall receive regular support and assistance from the Department of Public Works.



Linda T. Lowe, City Clerk

Date: AUG 25 2011

APPROVED BY THE MAYOR



Carolyn A. Kirk, Mayor

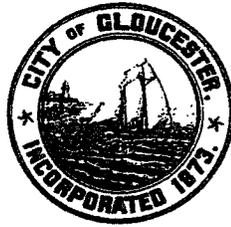
VETOED BY THE MAYOR

Carolyn A. Kirk, Mayor

SIGNED THIS 25 DAY OF Aug, 2011

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

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Noel Mann
12 Dorset Drive
Gloucester, MA 01930**

Dear Noel:

I am pleased to reappoint you to a three year term on the **Open Space and Recreation Committee**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Ms. Patricia Amaral
14 Myrtle Square
Gloucester, MA 01930

Dear Patty:

I am pleased to reappoint you to a three year term on the **Open Space and Recreation Committee**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Ms. Heidi Wakeman
7 Wise Place
Gloucester, MA 01930**

Dear Heidi:

I am pleased to reappoint you to a three year term on the **Open Space and Recreation Committee**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

OPEN SPACE AND RECREATION COMMITTEE



Gloucester City Council CERTIFICATE OF VOTE Certificate Number: 2009-183

The Gloucester City Council, at a Special City Council meeting held on, **TUESDAY, AUGUST 25, 2009** at 7:00 p.m. in Fred J. Kyrrouz Auditorium, City Hall, voted to approve the following action:

IN CITY COUNCIL:

MOTION: On motion of Councilor Foote, seconded by Councilor Devlin, the City Council voted 8 **IN FAVOR** 0 **OPPOSED** to **AMEND** Chapter 2 "Administration" by **ADDING** "Open Space and Recreation Advisory Committee" Sections 2-517 through 2-520 as follows:

Be it enacted by the City Council assembled and by the authority of same as follows:

Section 2- 517 - Establishment; composition; appointment and terms of members

There is hereby established an Open Space and Recreation Committee which is created to formulate and implement an Open Space and Recreation Plan (OSRP) for the City of Gloucester. The Open Space and Recreation Committee will assist the city in its future actions with regard to open space parcels within the city. The committee shall consist of seven (7) members who shall be appointed by the Mayor from the residents of the city and confirmed by the City Council. The members shall serve for three-year staggered terms beginning on the date of appointment and ending on February 14 as required by City Charter.

Section 2 - 518 Purpose

The Committee shall create and implement an OSRP which shall:

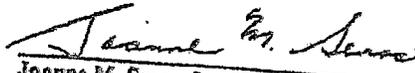
- a. Ensure the existence, smart use and access to open space in perpetuity.
- b. Ensure that contiguous areas and functions and values that depend on them are maintained
- c. Propose a process for agreements with abutters with shared use/conservation interests for enhancing open space.
- d. Recommend planned city growth and business development in a way that fully contemplates and strives to maintain the functions, values, uses and vision for open space in Gloucester.
- e. Establish a criteria and process for ceding open space to development or dedicated use
- f. Promote awareness and use of open spaces through a descriptive inventory of open spaces.

Section 2 - 519 Process

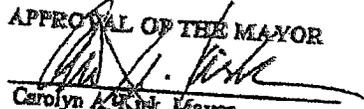
The former open space plans shall be used to create the plan which shall be submitted to the Commonwealth.

Section 2-520 Authorities and Responsibilities

- a. The Open Space and Recreation Committee shall act as an advisory committee to the Mayor, City Council, municipal boards, and the general public on matters concerning open space and recreation and shall have no budgetary powers.
- b. A majority of appointed members serving on the committee shall constitute a quorum and no meeting shall be continued without a quorum being present, unless a subcommittee has been established.
- c. The committee shall submit a summary of its activity and its progress on semiannually basis in the months of September and April.
- d. The Open Space and Recreation Committee may promote ad-hoc committees to develop stewardship for public open spaces. Such activities shall be coordinated with the Parks Department and Conservation Commission.

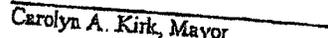

Joanne M. Senot, Interim City Clerk

APPROVAL OF THE MAYOR


Carolyn A. Kirk, Mayor

SIGNED THIS 31 DAY OF Aug 2009

VETOED BY THE MAYOR


Carolyn A. Kirk, Mayor

*All Ordinances shall become effective 31 days after passage except:
Emergency Orders shall become Effective Next Day
Zoning Changes shall be Effective Next Day.*

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

Mr. Henry McCarl
28 Old Nugent Farm Road
Gloucester, MA 01930

Dear Hank:

I am pleased to reappoint you to a five year term on the City of Gloucester's Planning Board. Your appointment will be sent to the City Council for their meeting of February 10, 2015 and will be referred out to the Ordinance and Administration subcommittee. You will be contacted by the Clerk of Committees as to the date on which your appointment will be reviewed.

In order for you to attend and continue to vote at meetings until your appointment confirmation is finalized, I have issued you a 90-day temporary appointment effective February 14, 2015, the date on which your current appointment expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to 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,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council
Michele Harrison, Chair-Licensing Board

meeting, the applicant may not the grant application without prior city council approval. The applicant must immediately seek city council approval at the next regularly scheduled city council meeting following the application deadline and filing of the application.

(Ord. of 10-5-93, § 1)

Secs. 16-2--16-14. Reserved.

ARTICLE II. PLANNING BOARD*

*Charter reference(s)--Planning board; section 5-2.

Cross reference(s)--Boards, commissions, councils and committees generally, § 2-400 et seq.

State law reference(s)--Planning boards, M.G.L.A. c. 41, §§ 70--72, 81A--81GG.

Sec. 16-15. Composition; appointment; and terms of members.

There shall be a planning board to consist of seven (7) members, appointed by the mayor and confirmed by the city council to staggered terms of five (5) years. Members of the planning board shall be residents of the city.

(Code 1970, § 15-13)

Sec. 16-16. Vacancies.

Vacancies occurring in the board shall be filled by appointment by the mayor. Appointees to fill vacancies shall hold office for the unexpired term.

(Code 1970, § 15-14)

Sec. 16-17. Officers.

The planning board shall annually elect a chairman and vice-chairman from its members and give notice to the city clerk of such election.

(Code 1970, § 15-15)

Cross reference(s)--Officers and employees generally, § 2-40 et seq.

Sec. 16-18. Powers and duties.

The planning board shall exercise such duties and have such powers as are given to planning boards by law.

(Code 1970, § 15-16)

Sec. 16-19. Study of conditions and recommendations to city council.

It shall be the duty of the board to make a careful study of the city as provided by M.G.L.A. c. 41, relating to planning boards, and to report its findings to the city council with such recommendations and suggestions as in its judgment it believes best adapted to the present conditions and the future needs of the city; provided, however, that no expenditures shall be made or contracts awarded until first there shall have been obtained an appropriation fully sufficient to cover the same from the city council.

(Code 1970, § 15-17)

State law reference(s)--Similar provisions, M.G.L.A. c. 41, § 70.

Sec. 16-20. Annual report.

The planning board shall annually make a written report of its activities to the mayor.
(Code 1970, § 15-18)

State law reference(s)--Similar provisions, M.G.L.A. c. 41, § 71.

Secs. 16-21--16-29. Reserved.

ARTICLE III. CONSERVATION COMMISSION*

***Cross reference(s)**--Boards, commissions, councils and committees, § 2-400 et seq.; conservation commission to promulgate rules and regulations relating to marshland, § 12-19.

Sec. 16-30. Created.

There is hereby created a conservation commission under the authority of M.G.L.A. c. 40, § 8C.
(Code 1970, § 2-328)

Sec. 16-31. Composition; appointment; terms of members.

The conservation commission shall consist of seven (7) members, all of whom shall be residents of the city and all of whom shall be appointed by the mayor, subject to approval of the city council, to staggered terms of three (3) years.

(Code 1970, § 2-329)

State law reference(s)--Similar provision, M.G.L.A. c. 40, § 8C.

Sec. 16-32. Powers and duties.

The conservation commission shall have all the duties and powers given to conservation commissions by M.G.L.A. c. 40, § 8C.

(Code 1970, § 2-330)

Sec. 16-33. Condemnation of land or water upon commission's request.

(a) For the purposes of this article, the city may, upon the written request of the conservation commission, take, by eminent domain under M.G.L.A. c. 79, the fee or any lesser interest in any land or waters located in the city, provided the taking has first been approved by two-thirds vote of the city council, which land and water shall thereupon be under the jurisdiction and control of the conservation commission.

(b) No action taken under this section shall affect the powers and duties of the state reclamation board or any mosquito control or other project operating under or authorized by M.G.L.A. c. 252, or restrict any established public access.

(c) Lands used for farming or agriculture, as defined in M.G.L.A. c. 128, § 1A shall not be taken by eminent domain under the authority of this section.

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Pauline Bresnahan
512 Essex Avenue
Gloucester, MA 01930**

Dear Pauline:

I am pleased to reappoint 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 February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card 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,

**Sefatia Romeo Theken
Mayor**

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

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

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

February 4, 2015

**Ms. Laura Dow
22 Thatcher Road
Gloucester, MA 01930**

Dear Laura:

I am pleased to reappoint 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 February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card 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,

**Sefatia Romeo Theken
Mayor**

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

City Hall
Nine Dale Avenue
Gloucester, MA 01930



CITY OF GLOUCESTER
OFFICE OF THE MAYOR

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

February 4, 2015

Mr. Paul Frontiero
63 Rogers Street
Gloucester, MA 01930

Dear Paul:

I am pleased to reappoint 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 February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card 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,

Sefatia Romeo Theken
Mayor

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

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

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

Dear John:

I am pleased to reappoint 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 February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card 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,

**Sefatia Romeo Theken
Mayor**

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

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

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

February 4, 2015

**Mr. Peter Webber
33 Commercial Street
Gloucester, MA 01930**

Dear Peter:

I am pleased to reappoint 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 February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office at your earliest convenience to pick up your appointment card 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,

**Sefatia Romeo Theken
Mayor**

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



**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 Councilor who shall be ex-officio."

Sec. 2-473 Requirements

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

A TRUE COPY ATTEST
[Signature]
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

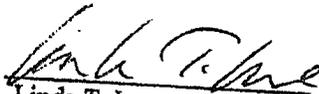
DELETE entire section and ADD as follows:

"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

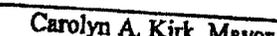
Date:

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 Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. Robert Francis
21 Old Ford Road
Gloucester, MA 01930**

Dear Bob:

I am pleased to reappoint you to a three year term on the **Traffic Commission**. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

**cc: Mayor's Report to the City Council
Robert Ryan, Chair-Traffic Commission**

required to be accomplished in the interest of public betterment.

(c) Whenever signs are in place giving notice that any street or highway has been closed pursuant to this section, it shall be unlawful for any person to drive any vehicle on any such closed street or highway.

(Code 1970, § 21-4; Ord. No. 4-96, § 1, 2-28-96)

Cross reference(s)—Streets, sidewalks and other public places, Ch. 21.

Sec. 22-23. Experimental regulations.

For purposes of trial, the city vehicle may make temporary rules regulating traffic. No such experimental rule regulating traffic shall remain in effect for a period of time longer than thirty (30) days.

(Code 1970, § 21-5)

Secs. 22-24--22-29. Reserved.

DIVISION 2 TRAFFIC COMMISSION*

*Cross reference(s)—Boards, commissions, councils and committees, § 2-400 et seq.

Sec. 22-30. Created; purpose.

As a continuation of planning board work and for the purpose of promoting the health, safety, convenience and general welfare of the inhabitants of the city, to lessen congestion and confusion in the streets, to lessen the danger from fire and assist the fighting of it and to facilitate the creation of more adequate provision for transportation and parking, there is hereby created a traffic commission. The commission shall have as its primary purpose the making of studies and presenting of recommendations to the mayor in the matter of regulating traffic and parking in the city.

(Code 1970, § 21-22)

Sec. 22-31. To act in official capacity under control of mayor.

The traffic commission shall act in an official capacity for the city and shall be under the over-all control and authority of the mayor.

(Code 1970, § 21-25)

Sec. 22-32. Composition; appointment; terms of members.

The traffic commission shall consist of five (5) members appointed by the mayor and confirmed by the city council. Appointments to the commission shall be for terms of three (3) years. In case of the resignation, death or disqualification of any member of the commission, or for the purpose of filling a vacancy for any other reason, an appointment for the unexpired term shall immediately be made by the mayor.

(Code 1970, § 21-23)

Sec. 22-33. Organization meeting; officers.

As soon as possible after the membership of the traffic commission is determined in each year, the commission shall meet and elect from its own membership a chairman and secretary-treasurer to

**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**

February 10, 2015

**Ms. Karen Tibbetts
14 Wonson Street
Gloucester, MA 01930**

Dear Karen:

I am pleased to appoint you to a three year term as a Recreational Boating member of the **Waterways Board**. Your appointment will be forwarded to the City Council for their February 10, 2015 meeting. 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 effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

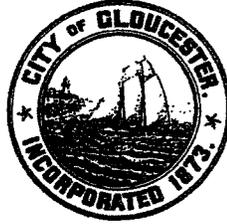
Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

**cc: Mayor's Report to the City Council
Ralph Pino, Chair-Waterways Board**

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

February 10, 2015

Mr. Ralph Pino
56 Ye Olde County Road
Gloucester, MA 01930

Dear Ralph:

I am pleased to appoint you to a three year term as a Economic Development member of the **Waterways Board**. Your appointment will be forwarded to the City Council for their February 10, 2015 meeting. 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 effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

Sefatia Romeo Theken
Mayor

cc: Mayor's Report to the City Council

WATERWAYS BOARD



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

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

IN CITY COUNCIL:

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

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

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

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

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

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


Linda T. Lowe, City Clerk

Date: SEP 29 2011

APPROVED BY THE MAYOR


Carolyn A. Kirk, Mayor

VETOED BY THE MAYOR


Carolyn A. Kirk, Mayor

SIGNED THIS 29 DAY OF Sept, 2011

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

**City Hall
Nine Dale Avenue
Gloucester, MA 01930**



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 4, 2015

**Mr. James Movalli
27 Woodward Avenue
Gloucester, MA 01930**

Dear Jim;

I am pleased to reappoint you to a three year term on the **Zoning Board of Appeals. Your appointment will be sent to the City Council for their meeting of February 10, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

**Sefatia Romeo Theken
Mayor**

cc: Mayor's Report to the City Council

ZONING BOARD OF APPEALS

General Laws: CHAPTER 40A, Section 12

Page 1 of 1

PART I ADMINISTRATION OF THE GOVERNMENT
(Chapters 1 through 182)

TITLE VII CITIES, TOWNS AND DISTRICTS

CHAPTER 40A ZONING

Section 12 Boards of appeal; membership; rules

 Print

Section 12. Zoning ordinances or by-laws shall provide for a zoning board of appeals, according to the provisions of this section, unless otherwise provided by charter. The mayor subject to confirmation of the city council, or board of selectmen shall appoint members of the board of appeals within three months of the adoption of the ordinance or by-law. Pending appointment of the members of the board of appeals, the city council or board of selectmen shall act as the board of appeals. Any board of appeals established hereunder shall consist of three or five members who, unless otherwise provided by charter, shall be appointed by the mayor, subject to the confirmation by the city council, or by the selectmen, for terms of such length and so arranged that the term of one member shall expire each year. Each zoning board of appeals shall elect annually a chairman from its own number and a clerk, and may, subject to appropriation, employ experts and clerical and other assistants. Any member may be removed for cause by the appointing authority upon written charges and after a public hearing. Vacancies shall be filled for unexpired terms in the same manner as in the case of original appointments. Zoning ordinances or by-laws may provide for the appointments in like manner of associate members of the board of appeals; and if provision for associate members has been made the chairman of the board may designate any such associate member to sit on the board in case of absence, inability to act or conflict of interest on the part of any member thereof, or in the event of a vacancy on the board until said vacancy is filled in the manner provided in this section.

The board of appeals shall adopt rules, not inconsistent with the provisions of the zoning ordinance or by-law for the conduct of its business and for purposes of this chapter and shall file a copy of said rules with the city or town clerk. In the event that a board of appeals has appointed a zoning administrator in accordance with section thirteen said rules shall set forth the fact of such appointment, the identity of the persons from time to time appointed to such position, the powers and duties delegated to such individual and any limitations thereon.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



CITY OF GLOUCESTER
OFFICE OF THE MAYOR

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

February 13, 2015

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

Dear Catherine:

I am pleased to reappoint you to a four year term on the **Committee for the Arts**. Your appointment will be sent to the City Council for their meeting of February 24, 2015. 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.

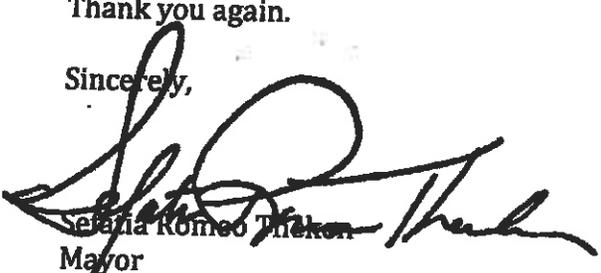
In order for you to continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expired. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,


Stefania Romeo Thelen
Mayor

cc: Mayor's Report to the City Council

Sec. 2-508. - Created.

(a)

This is hereby created and established a committee to be known as the committee for the arts.

(b)

No work of art, monument or ornament of art shall be placed on any public ways or on any public lands other than cemeteries and no work of art or object of decoration shall be placed in or upon any public or municipal building or be removed, relocated or altered unless the design thereof or the action to be taken therewith shall have been reviewed by the committee for the arts. For the temporary installation of a work of art, the committee shall make a written recommendation to the mayor within 45 days of its submission. For the permanent installation of a work of art, the committee shall make a written recommendation to the mayor within 90 days of its submission to the committee.

(c)

Temporary installations of art work of school age children shall be exempt from the provisions of this section.

(Ord. No. 112-2000, § I, 11-28-2000; Ord. of 5-16-2006(04); Ord. of 7-24-2012(03))

Sec. 2-509. - Composition; appointment and terms of members.

The committee for the arts shall consist of a minimum of five members and a maximum of seven members, one to be the mayor or his designee from time to time acting in his stead and the other four to be residents of the city appointed by the mayor to serve staggered terms of four years. The mayor in office shall continue his membership on the committee for the term for which he is elected.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-510. - Qualifications of members; city officers not eligible except as mayoral designee from time to time.

(a)

At least three of the appointed members of the committee for the arts shall have had experience in the arts by reason of vocation, avocation, or by membership in a private or public entity devoted to the arts.

(b)

None of the appointed members of the committee for the arts shall hold any elected office.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-511. - Chairperson.

The chairperson of the committee for the arts shall be elected by majority vote of the membership.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-512. - Assistance of city officials, board and employees.

The committee shall receive regular support and assistance from the community development department. Such department may undertake planning, implementation and review responsibilities on behalf of the committee. Further, the committee may request the services and assistance of any of the officials, boards, and through the mayor, employees of the city at all reasonable times when the committee determines that it requires the assistance and advice of such officials and employees in the performance of its duties.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-513. - Duties.

It shall be the duty of the committee for the arts:

(1)

To promote the arts, visual, written, performed and spoken;

(2)

To foster within the community, a knowledge and appreciation of artistic endeavors, commercial or otherwise;

(3)

To seek out private or public assistance by way of donations or grants;

(4)

To do all appropriate acts that encourage the continuation of artistic endeavors within the city; and

(5)

To establish premises and offices and to spread the fame of local artists and educate the public.

(Ord. No. 112-2000, § I, 11-28-2000)

Sec. 2-514. - Poet laureate established.

(a)

The city shall designate a poet as the official poet laureate of the city. The poet laureate shall be

about:blank

designated by the mayor and confirmed by the city council. A poet laureate selection committee shall review applications and make a recommendation to the mayor for the designation. The committee shall be comprised of the following:

(1)

One member of the committee for the arts.

(2)

The mayor or one representative appointed by the mayor.

(3)

A member of city council or one representative appointed by the city council.

(4)

Two members chosen by the committee for the arts who have a demonstrated substantial expertise and knowledge of poetry and reside in the city.

(b)

The committee for the arts shall set forth the criteria for the selection of the poet laureate to the selection committee.

(c)

The selection committee will then review the applications and make a recommendation to the committee for the arts for the poet laureate candidates.

(d)

The committee for the arts shall forward the selection committee's recommendation for the position to the mayor for appointment with approval by the city council.

(e)

The responsibilities of the poet laureate shall be established by the committee for the arts and may include, but not be limited to, providing public poetry readings, encouraging poetry appreciation within the city, and composing and publishing poems. The poet laureate shall be an honorary title and shall not receive any monetary compensation from the city.

(f)

The committee for the arts shall assist and support the poet laureate whenever possible and both parties should meet on an annual basis.

(g)

The poet laureate shall be a domiciled resident of the city and shall serve a four-year term.

(Ord. of 12-15-2009(01))

Secs. 2-515—2-519. - Reserved.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 13, 2015

Ms. Mary Rudolph Black
7 Riverside Avenue
Gloucester, MA 01930

Dear Mary:

I am pleased to reappoint you to a five year term on the City of Gloucester's **Planning Board**. Your appointment will be sent to the City Council for their meeting of February 24, 2015 and will be referred out to the Ordinance and Administration subcommittee. You will be contacted by the Clerk of Committees as to the date on which your appointment will be reviewed.

In order for you to attend and continue to vote at meetings until your appointment confirmation is finalized, I have issued you a 90-day temporary appointment effective February 14, 2015, the date on which your current appointment expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to 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 "Sefatia Romeo Theken".

Sefatia Romeo Theken
Mayor

meeting, the applicant may not grant application without prior city council approval. The applicant must immediately seek city council approval at the next regularly scheduled city council meeting following the application deadline and filing of the application.

(Ord. of 10-5-93, § 1)

Secs. 16-2--16-14. Reserved.

ARTICLE II. PLANNING BOARD*

*Charter reference(s)--Planning board; section 5-2.

Cross reference(s)--Boards, commissions, councils and committees generally, § 2-400 et seq.

State law reference(s)--Planning boards, M.G.L.A. c. 41, §§ 70--72, 81A--81GG.

Sec. 16-15. Composition; appointment; and terms of members.

There shall be a planning board to consist of seven (7) members, appointed by the mayor and confirmed by the city council to staggered terms of five (5) years. Members of the planning board shall be residents of the city.

(Code 1970, § 15-13)

Sec. 16-16. Vacancies.

Vacancies occurring in the board shall be filled by appointment by the mayor. Appointees to fill vacancies shall hold office for the unexpired term.

(Code 1970, § 15-14)

Sec. 16-17. Officers.

The planning board shall annually elect a chairman and vice-chairman from its members and give notice to the city clerk of such election.

(Code 1970, § 15-15)

Cross reference(s)--Officers and employees generally, § 2-40 et seq.

Sec. 16-18. Powers and duties.

The planning board shall exercise such duties and have such powers as are given to planning boards by law.

(Code 1970, § 15-16)

Sec. 16-19. Study of conditions and recommendations to city council.

It shall be the duty of the board to make a careful study of the city as provided by M.G.L.A. c. 41, relating to planning boards, and to report its findings to the city council with such recommendations and suggestions as in its judgment it believes best adapted to the present conditions and the future needs of the city; provided, however, that no expenditures shall be made or contracts awarded until first there shall have been obtained an appropriation fully sufficient to cover the same from the city council.

(Code 1970, § 15-17)

State law reference(s)--Similar provisions, M.G.L.A. c. 41, § 70.

Sec. 16-20. Annual report.

The planning board shall annually make a written report of its activities to the mayor.
(Code 1970, § 15-18)

State law reference(s)--Similar provisions, M.G.L.A. c. 41, § 71.

Secs. 16-21-16-29. Reserved.

ARTICLE III. CONSERVATION COMMISSION*

***Cross reference(s)**--Board, commissions, councils and committees, § 2-400 et seq.; conservation commission to promulgate rules and regulations relating to marshlands, § 12-19.

Sec. 16-30. Created.

There is hereby created a conservation commission under the authority of M.G.L.A. c. 40, § 8C.
(Code 1970, § 2-328)

Sec. 16-31. Composition; appointment; terms of members.

The conservation commission shall consist of seven (7) members, all of whom shall be residents of the city and all of whom shall be appointed by the mayor, subject to approval of the city council, to staggered terms of three (3) years.

(Code 1970, § 2-329)

State law reference(s)--Similar provision, M.G.L.A. c. 40, § 8C.

Sec. 16-32. Powers and duties.

The conservation commission shall have all the duties and powers given to conservation commissions by M.G.L.A. c. 40, § 8C.

(Code 1970, § 2-330)

Sec. 16-33. Condemnation of land or water upon commission's request.

(a) For the purposes of this article, the city may, upon the written request of the conservation commission, take, by eminent domain under M.G.L.A. c. 79, the fee or any lesser interest in any land or waters located in the city, provided the taking has first been approved by two-thirds vote of the city council, which land and water shall thereupon be under the jurisdiction and control of the conservation commission.

(b) No action taken under this section shall affect the powers and duties of the state reclamation board or any mosquito control or other project operating under or authorized by M.G.L.A. c. 252, or restrict any established public access.

(c) Lands used for farming or agriculture, as defined in M.G.L.A. c. 128, § 1A shall not be taken by eminent domain under the authority of this section.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

February 13, 2015

Mr. Michael Nimon
20 Myrtle Square
Gloucester, MA 01930

Dear Mr. Nimon:

I am pleased to reappoint you to a three year term on the **Zoning Board of Appeals**. Your appointment will be sent to the City Council for their meeting of February 24, 2015. 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 continue voting at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment, effective February 14, 2015, the date on which your current term expires. Please report to the City Clerk's office to pick up your appointment card and be sworn in at your earliest convenience.

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

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

Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Stefania Komar Theken". The signature is fluid and cursive, with a large initial "S".

Stefania Komar Theken
Mayor

ZONING BOARD OF APPEALS

General Laws: CHAPTER 40A, Section 12

Page 1 of 1

PART I ADMINISTRATION OF THE GOVERNMENT
(Chapters 1 through 182)

TITLE VII CITIES, TOWNS AND DISTRICTS

CHAPTER 40A ZONING

Section 12 Boards of appeal; membership; rules



Section 12. Zoning ordinances or by-laws shall provide for a zoning board of appeals, according to the provisions of this section, unless otherwise provided by charter. The mayor subject to confirmation of the city council, or board of selectmen shall appoint members of the board of appeals within three months of the adoption of the ordinance or by-law. Pending appointment of the members of the board of appeals, the city council or board of selectmen shall act as the board of appeals. Any board of appeals established hereunder shall consist of three or five members who, unless otherwise provided by charter, shall be appointed by the mayor, subject to the confirmation by the city council, or by the selectmen, for terms of such length and so arranged that the term of one member shall expire each year. Each zoning board of appeals shall elect annually a chairman from its own number and a clerk, and may, subject to appropriation, employ experts and clerical and other assistants. Any member may be removed for cause by the appointing authority upon written charges and after a public hearing. Vacancies shall be filled for unexpired terms in the same manner as in the case of original appointments. Zoning ordinances or by-laws may provide for the appointments in like manner of associate members of the board of appeals; and if provision for associate members has been made the chairman of the board may designate any such associate member to sit on the board in case of absence, inability to act or conflict of interest on the part of any member thereof, or in the event of a vacancy on the board until said vacancy is filled in the manner provided in this section.

The board of appeals shall adopt rules, not inconsistent with the provisions of the zoning ordinance or by-law for the conduct of its business and for purposes of this chapter and shall file a copy of said rules with the city or town clerk. In the event that a board of appeals has appointed a zoning administrator in accordance with section thirteen said rules shall set forth the fact of such appointment, the identity of the persons from time to time appointed to such position, the powers and duties delegated to such individual and any limitations thereon.

Councilors Verga, Theken and LeBlanc discussed with **Councilor Cox** the background of the development of “The Ab Khambaty Extraordinary Performance/Service Award” in honor of former Councilor Ab Khambaty, who passed away last year. **Councilor Verga** explained that this award is being established to highlight the extraordinary actions and achievements by an average person in the community who puts themselves forward on behalf of the city. He said this award was crafted similar to the extraordinary service award established by the School Committee, named in honor of Al Swekla and Margaret Wilmot who were also the first recipients of the award. He noted the School Committee’s award is not given annually, and has been given to several outstanding individuals in service to the community, Jonathan Pope and Kim Norman, and Pat Earl. He said this is a fitting tribute to former Councilor Khambaty

MOTION: On a motion by **Councilor Verga**, seconded by **Councilor LeBlanc** the **Ordinances & Administration Committee** voted 3 in favor, 0 opposed, to recommend that the **City Council** establish “The Ab Khambaty Extraordinary Performance/Service Award.” This shall be awarded, from time to time as seen fit by the **City Council**, to an individual or group that has contributed to the civic improvement of the **City of Gloucester**. In recognition of this extraordinary performance or service, a “master” plaque shall hang in the **Kyrouz Auditorium** describing the name and purpose of the award, and name of the recipients added continually to the plaque.

Further, the **City Council** will award a personalized certificate to the individual or group. Nominations for the award may be made by **City Councilors** as well as members of the general public and will be reviewed for consideration by the **City Council**. Following a vote by the **Council** to name an award recipient, a recognition ceremony will be held at a regularly scheduled **City Council** meeting.

8. *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 (returned from City Council 12/16/14)*

Councilor Verga noted that the **City Council** had been ready to take up this matter at public hearing at their Dec. 16 meeting but that it was learned that **General Counsel** had some concerns but that he didn’t know what the concerns were.

Speaking on behalf of the Administration, **Mr. DiStefano** said that in light of **General Counsel’s** resignation, he was requesting that this matter be continued to the next **O&A Committee** meeting. He acknowledged there were concerns on this matter by the former **General Counsel** although he didn’t know the specifics and would explore what they might be. **James Pope**, **IT Director**, offered that the technology is available, and the actions of posting information on the city’s website are feasible, but that the issues are operational as to where responsibility lies.

This matter is continued to February 2, 2015.

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

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

There was a discussion amongst the Councilors and then agreement that the shape and color of the two types of vehicle resident parking stickers could be handled administratively.

MOTION: On a motion by Councilor Stewart, seconded by Councilor LeBlanc, the City Council voted by ROLL CALL 7 in favor, 0 opposed, 2 (Whynott, Theken) absent, to Amend GCO Sec. 22-270.1 "Resident Sticker Parking Only," by ADDING a definition of "Resident Parking Sticker and Resident Beach Sticker" as follows:

"Resident Parking Sticker shall mean a parking sticker for persons who demonstrate proof of Gloucester residency and ownership of the vehicle on which the sticker is to be displayed. Resident Parking Stickers shall be valid for parking on any of the streets or areas listed in Sec. 22-270.1. Resident Parking Stickers shall be good for a period of five years beginning in 2012 and every five years thereafter.

Resident Beach Sticker shall mean a parking sticker for persons who demonstrate proof of Gloucester residency and ownership of the vehicle on which the sticker is to be displayed. Resident Beach Stickers shall be valid for a period of one year and permit entry into Good Harbor Beach, Stage Fort Park and Wingersheek Beach in accordance with Beach and Stage Fort Park Regulations of the Department of Public Works.

Further, Resident Beach Stickers and Resident Parking Stickers shall be different in size, shape or color so as to make them easily distinguishable.

5. PH2014-079: Amend c. 2, Art. V "Boards, Commissions and Committees," Div. 1, Sec. 2-401 "Posting to city website"

Council President McGeary announced that this public hearing is opened but continued at the request of the Administration and the matter would go back to the O&A Committee for further discussion and upon conclusion of that discussion would return to the Council's ~~set~~ of public hearings.

This matter is continued when returned from the O&A Committee.

6. PH2014-080: Amend GCO c. 2, Art. V, Div. 12, Sec. 2-535 re: Community Preservation Act

This public hearing is opened at 10:45 p.m.

Those speaking in favor: None.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 10:45 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor Theken, seconded by Councilor Stewart, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO c.10, Art. V, Div. 12, Sec. 2-535 as follows:

Amend Section 2-535(a) by DELETING the period following the words regarding community preservation in the first sentence and by INSERTING in its place a comma followed by the words: ", including the consideration of regional projects."

DELETE subsections (d)(4) and (d)(5) of Section 2-535 in their entirety and REPLACE them with the following new subsections:

"(d)(4) The acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use;" and

"(d)(5) The rehabilitation or restoration of open space and community housing that is acquired or created as provided in this section."

DELETE the period following the last sentence in Section 2-535 (f) and insert a semi-colon in its place followed by the words, "; provide however, that funds expended pursuant to this chapter shall not be used for maintenance."

DELETE the word "every" in the first sentence of Section 2-535 (h) and REPLACE it with the word, "each".



3. *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 (Co:it'd from 10/06/14)*

City Clerk, Linda T. Lowe, briefly discussed a motion with the Committee referenced from the previous O&A meeting for consideration with regard to amending the Code of Ordinances on the matter of posting agendas and minutes on the city's website. She noted that she is conducting a survey of city boards, committees and commissions about this matter at the behest of Councilor Theken, and would have the results for the Council before the public hearing. She added that one of the reasons this ordinance amendment is reflecting only the website posting is that it is the third option for posting, and so if there is a posting error, it will not compromise anything with the Open Meeting Law.

MOTION: On a motion by Councilor Stewart, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend the Code of Ordinances by ADDING a new Section 2-401 to GCO Chapter 2, "Administration," Art. V, "Boards, Commissions and Committees" to read as follows:

Chapt. 2, Art. V, "Boards, Commissions and Committees, Div. 1, Sec. 2-401 "Posting to city website"

"The meeting notices and agendas of all city boards, commissions and committees, including the City Council and the School Committee, shall be posted on the city of Gloucester website or the Gloucester School Department website at least 48 hours in advance of all meetings 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, §18-25 and all regulations thereunder 940 CMR 29.00 et. seq. Each board, commission, and committee shall have assigned to them an appropriate city staff liaison to assist them in posting timely notices and agendas on the city or School Department website."

This matter will be forwarded for public hearing.

4. *Memorandum from Assistant General Counsel re: revision to the Community Preservation Committee ordinance*

Ms. Egan briefly explained that the suggested amendments before the Committee to the Community Preservation Act ordinance were brought forward to reflect the changes in state law and bring the Gloucester Code of Ordinances up to date. She pointed out that these changes allow for CPA funds to be used for the rehabilitation and restoration of recreational property uses and set money aside for that purpose, and prohibits CPA funds being used for maintenance purposes.

After a brief discussion with Ms. Egan, the O&A Committee voted to recommend the changes as follows:

MOTION: On a motion by Councilor Theken, seconded by Councilor Stewart, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO c.10, Art. V, Div. 12, Sec. 2-535 as follows:

Amend Section 2-535(a) by DELETING the period following the words regarding community preservation in the first sentence and by INSERTING in its place a comma followed by the words: ", including the consideration of regional projects."

DELETE subsections (d)(4) and (d)(5) of Section 2-535 in their entirety and REPLACE them with the following new subsections:

"(d)(4) The acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use;"
and

"(d)(5) The rehabilitation or restoration of open space and community housing that is acquired or created as provided in this section."

c. 22, 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.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO c. 22, 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.

These matters will be advertised for public hearing.

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

Councilor Verga noted that his Council Order would be taken up by the Planning & Development Committee the following evening, and he asked that the O&A Committee to continue this matter to its November meeting to give his Committee time to fully discuss this matter and make a recommendation to O&A which he anticipated would take at least two meetings to review.

The Committee indicated its unanimous consent to continue the matter to November 10.

This matter is continued to November 10, 2014.

 **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.**

Councilor Verga explained this Council order is based on a request from a constituent. He said that the School Committee and the Council do a good job of getting their agendas and minutes onto the city's website in a timely fashion. But this is an attempt to get the majority of city boards, committees and commissions whom he noted the vast majority of their members are volunteers, to post their agendas and minutes on the city's website in a timely fashion for public view.

Councilor Whynot commented it is a good idea but the logistics would take some work. Councilor Verga noted the presence of the IT Director and the City Clerk who could each speak to the matter. Councilor Theken asked who would take up the task of posting all these boards, committees and commissions' agendas and minutes. Councilor Verga said that in putting the Order forward, it was with the understanding that there is a lack of city staff to do the required data entry and oversee compliance.

James Pope, IT Director, informed the Committee logistically it is a simple process to post agendas and minutes on the city's website, and is about a five-minute process per document. There is, he said, no technical barrier to the postings, however, if this process is to adhere to the Open Meeting Law requirements regarding a calendar piece as well to be posted as a public service due to the number of boards, committees and commissions, it is about resource allocation. He suggested that with all technology training, the less often one does a particular technology function, the more assistance is required, particularly for boards, committees or commissions that meet less frequently. He reiterated that it is trying to get volunteer boards to adhere to the updating and following up to assure posting compliance will also be an issue.

Councilor Whynot suggested there could be a memorandum detailing what Mr. Pope has put forward and find out how many boards, committees and commissions are willing to take on this responsibility. He asked the City Clerk if there were any alternatives.

Linda T. Lowe, City Clerk, pointed out that there are dozens of city boards, committees and commissions, with the vast majority composed of unpaid volunteers, adding that many of these boards, committees and commissions have no direct link to any paid city staff. She said that if the Council is to be responsible for coordinating this effort, staff will have to be dedicated for this community service. She noted there is very little dialog between the various city departments and city boards, committees and commissions which have no connection to city systems. She also noted that there needs to be assurance that there are no Open Meeting Law violations in terms of the postings.

Ms. Lowe reviewed that according to and required by the State Ethics Commission, as directed by the State's Attorney General, that the city must officially have two posting sites, the City Hall board in the hall across from the

City Clerk's office, and the Police Station lobby, in a glassed-in locked bulletin board, which is open to the public 24/7. She said that unless the website has the capabilities of times-stamping something visually when it is posted automatically, then that posting couldn't count as a second official site and would be a third place to view documents and calendars of meetings. Councillor Whynott commented that the website is more of an auxiliary access for the city with regard to agendas and minutes.

Councillor Theken suggested if there could be a part-time person hired, such as some of the city's capable seniors who have computer backgrounds who would simply need a computer and some training on the city's system. She suggested that all these senior volunteers would require liability coverage and come under the city's umbrella. Ms. Lowe pointed out that the various meeting notices received by her office can have compliance issues with the Open Meeting Law requirements and need to be returned and amended by the board, committee or commission that wishes to post their meeting, all of which takes staff time. Councillor Theken further suggested this new team of dedicated volunteers would be able to manage this function dedicated to the tracking and posting of all agendas and minutes and with minimal supervision once trained to assure Open Meeting Law compliance and consistently handle such a function.

Councillor Verga said that there should be an attempt to reach out to all the boards, committees and commissions first to ascertain whether they would have someone who would be willing to take on the function to put their agendas and minutes on the City's website on a timely and consistent basis, especially those with connections to city staff. Councillor Whynott reiterated his earlier suggestion to send a memo to the boards, committees and commissions informing them of what was under consideration by O&A and their willingness to take on the function.

Councillor Cox said volunteers on the boards, committees and commissions when appointed knew going in what was involved with their appointment and the posting of agendas and keeping minutes is part of the responsibilities. She reiterated that there are some boards, committees and commissions that only meet once a month, some twice a month. Ms. Lowe clarified that it is not a requirement to post agendas and minutes on the City's websites, but to file the minutes with her office in a timely manner and post agendas according to the Open Meeting Law in the two designated areas – at City Hall and at the Police Department lobby.

Councillor LeBlanc recounted his experience with the Dog Ad Hoc Committee, where no volunteer member was willing to step forward to take the minutes of that committee which meant he had to run the meeting and take minutes simultaneously which was difficult at best. Councillor Cox said with the Tourism Committee, which she sits on as Council representative, there is a volunteer within the Committee for each meeting that takes their minutes, and that volunteer rotates amongst its members with an appointed chair and co-chair.

At the request of Councillor Whynott, Ms. Lowe read to the Committee draft motion language to amend GCO Chapter 2, Art. V., Div. 1, Boards, Commissions, Councils and Committee, by adding a new Sec. 401.

Councillor Verga said at the very least the more high profile committees, boards and commissions should have their agendas and minutes posted on the City's website, and should work to take responsibility to keep the city's website current on their activities on behalf of the community.

Joel Favazza, 25 Acacia Street, said some significant boards such as the Capital Improvements Advisory Board (CIAB) and the Economic Development Industrial Corporation (EDIC) meet irregularly and that it is hard to know when these meetings take place unless one makes the attempt to pursue the information by physically viewing the posting boards on a regular basis. He said that in an attempt to get young adults to take an interest in their city's goings-on, there should be a greater awareness of meetings take place. The higher profile boards and commissions, he suggested, like the EDIC and CIAB do not regularly meet, but their meetings are important and impactful to city life.

Councillor Verga, Councillor Cox and Ms. Lowe briefly discussed the issue of the posting of a higher profile board's minutes on the city's website and their minutes' composition, and what is actually filed with the City Clerk's office.

Ms. Lowe was asked by the Committee to forward the draft motion language to them for their consideration.

This matter is continued to October 20, 2014.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:47 p.m.

Respectfully submitted,
Dana C. Jorgenson, Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.



**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



**CITY OF GLOUCESTER 2015
CITY COUNCIL ORDER**

ORDER: CC#2015-004
COUNCILLOR: Robert Whynott

DATE RECEIVED BY COUNCIL: 01/27/15
REFERRED TO: O&A
FOR COUNCIL VOTE:

ORDERED that the Ordinances & Administration Committee review the language of Charter section 8-1 which requires that municipal preliminary elections shall be held on the fifth Tuesday preceding every regular city election to determine whether to recommend to the Council that the City seek a Special Act from the state legislature to amend the Charter to provide that municipal preliminary elections shall be held no later than the sixth Tuesday preceding a regular or special municipal election with the date to be fixed for each preliminary election by a vote of the City Council which shall be taken no later than the sixtieth day before the date so fixed.

FURTHER ORDERED that the Ordinances & Administration together with the City Clerk and the Board of Registrars review the reasons for and the advantages of holding preliminary elections earlier than allowed by Charter section 8-1.

FURTHER ORDERED that the matter be referred to the Ordinances & Administration for review.

Robert Whynott
Councillor at Large



CITY CLERK
GLOUCESTER, MA

15 JAN 26 AM 10: 09

**CITY OF GLOUCESTER
FISHERIES COMMISSION**

January 24, 2015

**Gloucester City Council
O & A Sub Committee**

Dear Councilor Whynott,

At a previous Fisheries Commission meeting in September, Councilor Verga brought up the subject of restoring the position of Executive Director of the Gloucester Fisheries Commission. A new administration is now in place and this Commission believes it is the proper time to fund a full-time position of Executive Director. The current state of the industry has some fisheries doing well but the ground fish industry is in a declared disaster, it is too much to ask of a totally volunteer commission. There is a tremendous amount of time required to attend these Federal Council meetings, Mass Marine Fisheries meetings, emergency action area closures, and whale closure meetings, just to name a few.

The Commission formed a sub committee on this matter and we are forwarding you a job description and recommended qualifications to help guide you as you consider this request.

Thank you for your attention on this matter,

**Mark Ring, Chair
Gloucester Fisheries Commission**



**CITY OF GLOUCESTER
FISHERIES COMMISSION**

JOB DESCRIPTION

Title: Executive Director Gloucester Fisheries Commission

Supervisor: Economic Development Director

Responsibilities: Advocate to preserve, protect, and enhance the development of all fisheries related waterfront resources and infrastructures

Duties:

1. Act as a liaison between the Gloucester Fisheries Commission in conjunction with the local, state and federal agencies as well as any other groups regarding fisheries and maritime issues.

2. Coordinate all activities of Gloucester Fisheries Commission. Attend all fisheries meetings both state and federal that the Commission or the current administration deems necessary.

3. Provide support to the Economic Development Director to aid in permitting and assisting current and new businesses as it relates to the fisheries and maritime infrastructure.

4. Explore and support efforts to improve any and all fishery related facilities and related utilities.

5. Explore an apprentice program and business incubator to enhance seafood marketing and replenish the fisheries workforce.

Qualifications:

- 1. Bachelors Degree in Marine Fisheries preferred not required.**
- 2. Five years experience in management relevant to fisheries and marine industrial business.**
- 3. Excellent skills in public relations and negotiations.**
- 4. Demonstrate excellent written and oral skills with a proficiency in computer.**
- 5. Demonstrate an ability to work independently and take initiative as well as mediate between many groups and organizations to reach a consensus.**
- 6. Demonstrate a strong knowledge of government, economic development, and all facets of the fishing industry and maritime activities.**
- 7. The candidate must demonstrate a full knowledge of the Magnuson Stevens Act.**



**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

MOTION: On a motion by Councilor Lundberg, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council permit the Harbormaster's Department to apply for a federal grant of \$90,000 Massachusetts Clean Vessel Act Pumpout Grant through the Mass. Division of Marine Fisheries in order to construct a 8 foot by 40 foot float with shore side pumpout station for boaters to pull alongside to use at Solomon Jacobs Park to be installed upon the completion of the National Grid Remediation project.

C) Memorandum from Harbormaster re: request to increase the Transient Mooring Fee pursuant to GCO Chapter 10, Sec. 10-51(3)

Harbormaster Caulkett reviewed with the Committee that the last time the transient mooring fee was increased was in 2002, moving from \$20.00 per night to \$25.00 per night by a vote of the City Council in April 2002. He referenced an email on file submitted to the Committee which outlined what local surrounding communities currently charge and what they would charge for that service and if they had a launch service included. He noted the Town of Rockport doesn't have dedicated transient moorings like Gloucester. In the Waterways Board Public Facilities subcommittee, it had been conveyed that in the Nantucket/Martha's Vineyard area fees are \$50 to \$100 a night because of the services provided in association with the transient mooring. The request, he noted, is not only based on what local communities do, but is also based on the cost of maintaining and installing annually of the transient moorings that has increased substantially since 2002.

Councilor Cox suggested this is the transient mooring fee should be reassessed every five years by the Board. She asked if anything was included for the \$35 fee. Harbormaster Caulkett said if they added the launch service to the fee it would raise it much higher.

Councilor Fonvielle reconfirmed these fees are for those boats who moor overnight with the Harbormaster.

MOTION: On a motion by Councilor Fonvielle, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Chapter 10 Waterways, Sec. 10-51 Regulations of Moorings, Subsection (e) Fees, by DELETING, "A daily fee of \$25.00 shall be charged....," and by ADDING, "A daily fee of \$35.00 shall be charged...."

This matter will be advertised for public hearing.

4. Department of Public Works:

A) Memorandum from Assistant Director of Public Works requesting permission to pay expenses incurred without a Purchase Order in place

Mr. Hale explained that this matter was before the Committee of expenses incurred without a Purchase Order in place because of a miscommunication between Larry Durkin, the DPW's Environmental Engineer, and the DPW bookkeeper. The paperwork was submitted, and the fee was paid on time by Mr. Durkin, but he didn't realize he needed to open a separate Purchase Order for his expenses in order to attend the New England Water Works Association Annual Conference from 9/21/14 through 9/23/14. He noted that Mr. Durkin is a member of this Association and a past officer. The Committee paid note to the fact that the DPW has not been before the Committee in some time for a problem of such a nature.

MOTION: On motion by Councilor Lundberg, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to reimburse Lawrence Durkin, DPW for travel and hotel expenses related to the New England Water Works Association Annual Conference from 9/21/14 through 9/23/14, for \$912.96 to be paid from the FY15 Water Enterprise Department budget without a Purchase Order in place.

B) Memorandum from Director of Public Works and two Loan Authorization requests for CSO & Water related capital projects in the amounts of \$3,300,000 and \$700,000

Mr. Hale then reviewed that the DPW is requesting two loan orders totaling \$3,823,018 for capital Combined Sewer Outflow (CSO) and water projects for the spring of 2015. He said at this time the city is virtually done with the CSO Consent Order but some work remains to be done. These funds will be used for (per memo on file):