

Ordinances & Administration Committee
Monday, February 1, 2016 – 6:00 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Steve LeBlanc; Vice Chair, Councilor Jamie O’Hara; Councilor Sean Nolan
Absent: None.

Also Present: Mayor Theken; Councilor Lundberg; Councilor Joseph Ciolino; Linda T. Lowe; Jim Destino; Donna Compton; Tom Daniel; John Dunn; Paul Keane; Chip Payson; Bill Sanborn; Mike Hale; Mark Cole; Nancy Papows

The meeting was called to order at 6:00 p.m. Matters were taken out of order. There was a quorum of the City Council until 6:47 p.m. when Councilor Lundberg left the meeting.

Prior to taking up the matters on the Committee agenda, Chair, **Councilor LeBlanc** announced that as with City Council meetings, Standing Committee meetings are no different in that complaints as to an individual’s performance is not acceptable in a public forum.

1. A. New Appointments:

Zoning Board of Appeals H. Sage Walcott-Alternate Member TTE 02/14/18

Mr. Walcott said he has lived in Gloucester for forty years and is a former General Counsel under City Manager, Paul Talbot; and Mayor Leo Alper and so he understands city processes.

Councilor LeBlanc said the city is fortunate to have such a good resource as Mr. Walcott on the ZBA, and although he would be acting as an alternate member, he would likely be sitting in more frequently than he might expect.

Councilors O’Hara and **Councilor Nolan** thanked Mr. Walcott for stepping forward as a volunteer.

Mayor Sefatia Theken said the Administration believes this is a great appointment and that Mr. Walcott is a needed asset for the ZBA as an alternate member, as well as being willing to attend all meetings.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint H. Sage Walcott an Alternate Member of the Zoning Board of Appeals, TTE 02/14/18.

Historical Commission Sandy Barry-Alternate Member TTE 02/14/18

It was noted there was a memorandum issued by the Mayor to the Committee dated today’s date (on file) expressing that the Administration is asking Ms. Barry to be appointed as a regular member of the Historical Commission.

Ms. Barry said that she has lived in Gloucester for 18 years and is very appreciative of the city’s history supports its historic preservation. She reviewed she is a volunteer for Cape Ann Animal Aid, a member of the board and of the Cape Ann Trail Stewards, and a member of the Historical Burial Grounds subcommittee. She said through her work with the Historical Burial Grounds subcommittee is where she got to know members of the Historical Commission.

Councilor Nolan said he was pleased Ms. Barry wanted to build a Historical Commission website as well as her continuing to work to preserve the city’s historic burial grounds. **Councilor LeBlanc** added his approval of Ms. Barry’s appointment especially in light of her interest to establish a Historical Commission website and her continuing to work for the preservation of the city’s historic burial grounds.

Chief Administrative Officer, **Jim Destino**, clarified for **Ms. Barry** in response to her inquiry, that she can be a member of the Historical Commission and the Historical Burial Grounds subcommittee as they are related, which was confirmed by City Clerk, **Linda T. Lowe**.

COMMITTEE RECOMMENDATION: On a motion by Councilor Nolan, seconded by Councilor O’Hara, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint Sandy Barry to the Historical Commission, TTE 02/14/18.

Council on Aging

Greg Verga

TTE 02/14/19

Former City Councilor, **Greg Verga** recounted he has lived in Gloucester almost 48 years, and that after his Council term was up in December 2015 he consulted with the Mayor who suggested his joining the Council on Aging, that it would be a good fit for him. Noting that at times the COA has difficulty reaching a quorum, he said his appointment will help in that he is able to adjust his schedule to attend meetings.

Councilor Nolan expressed his appreciation as did **Councilor O'Hara** for Mr. Verga's continuing spirit of volunteerism.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint Greg Verga to the Council on Aging, TTE 02/14/19.

Conservation Commission

William Cook

TTE 02/14/19

Mr. Cook, said he has lived on Coffins Beach during the summer in a family owned home since 1955, excepting during his Army service, and three years ago moved to Gloucester full time. Noting that he has been actively involved in that area's beach community, he said the Wingersheek Beach Association actually rewrote their bylaws so he could become an officer in the various associations there. He said he has a desire to become more active in the community as a whole, not just within the beach community.

He advised that he is Vice President of one of the smaller beach associations within the Wingersheek Beach Association and on the Board of Directors for the overall Beach Association. He pointed out when taking the state's on-line ethics training course it brought up a possible conflict of interest and he contacted the State Ethics Commission advising them of this possibility. He was told to file an Ethics Determination as required under G.L. c. 268A, §19(c) and had done so (disclosure form on file). The Wingersheek coastal marshland and shore area is large, and so falls under the purview of the Conservation Commission, he said. He added that as a result when a matter comes up before the Conservation Commission involving this area he would have to declare that under MGL c. 268A this information and that he has no financial interest that would be compromised unless the Beach Association did something to increase the property values, according to the State Ethics Commission.

Councilor Nolan thanked Mr. Cook for his service to his country expressing appreciation for his overall experience and willingness to step forward as a city volunteer.

Councilor Ciolino said the Conservation Commission is a difficult Commission for applicants to come before and asked that Mr. Cook be helpful to these applicants so that the process is less daunting to them.

COMMITTEE RECOMMENDATION: On a motion by Councilor Nolan, seconded by Councilor O'Hara, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint William Cook to the Conservation Commission, TTE 02/14/19.

B. Management Reappointments:

Purchasing Agent	Donna Compton	TTE 02/14/17
Community Development Director	Tom Daniel	TTE 02/14/17
Chief Administrative Officer	James Destino	TTE 02/14/17
Chief Financial Officer	John Dunn	TTE 02/14/17
City Engineer	Paul Keane	TTE 02/14/17
General Counsel	Charles "Chip" Payson	TTE 02/14/17
Building Inspector	William Sanborn	TTE 02/14/17
Director of Public Works	Michael Hale	TTE 02/14/18
Assistant Director of Public Works	Mark Cole	TTE 02/14/18
Principal Assessor	Nancy Papows	TTE 02/14/19

Councilor O'Hara clarified that he had prior to this meeting asked for the resumes of the management reappointees to help him become better acquainted with the background of each manager as he was new to the Council. He expressed his confidence in the Mayor and her CAO, Jim Destino, and looked forward to getting to know and work with all city department managers.

Mayor Sefatia Theken reviewed for the Committee the Management Reappointments clarified she has no specific right or left hand person, rather she has a team in place she's worked with some for thirteen years as a City Councilor and as Mayor, some of whom she worked with even longer as a community advocate. She said the management team works closely together to ensure accountability in everything they do. She was pointed out that there had been a manager's workshop last year with more programs to come forward to ensure the best practices and efforts comes from all city employees to benefit the city. She acknowledged Chief Administrative Officer, Jim Destino as her chief adviser. She expressed her confidence that the managers before the Committee for reappointment make the city better by their employ.

Councilor LeBlanc advised his fellow Councilors to take the time to meet with the managers who were present in order to become familiar with them and their purview.

Donna Compton, Purchasing Agent

TTE 02/14/17

Councilors Nolan and **O'Hara** extended their thanks to Ms. Compton for her continued service to the city.

MOTION: On a motion by Councilor Nolan, seconded by Councilor O'Hara, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to reappoint Donna Compton as Purchasing Agent, TTE 02/14/17.

Tom Daniel, Community Development Director

TTE 02/14/17

Councilors O'Hara and **Nolan** offer their thanks to Mr. Daniel for his dedication to his job. **Councilor LeBlanc** added that Mr. Daniel is always helpful and that if he doesn't have a ready answer he seeks out an answer and conveys it promptly.

MOTION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to reappoint Tom Daniel as Director of Community Development, TTE 02/14/17.

Jim Destino, Chief Administrative Officer

TTE 02/14/17

Councilor O'Hara advised he had met with Mr. Destino that morning at the early hour of 5:00 a.m. and thanked him for it.

Councilor LeBlanc thanked Mr. Destino for taking the time to help the new Council make the adjustment with so many new members and participating in a recent Council workshop on procedures. He said that as a city moving forward it is essential that the Council and the Administration work together. As the Mayor has, the Council has to give the city back to its residents and stand up for them, he noted. He said he was pleased Mr. Destino is returning for another term as CAO and expressed his appreciation for all his hard work on behalf of the city.

MOTION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint James Destino as Chief Administrative Officer, TTE 02/14/17.

John Dunn, Chief Financial Officer

TTE 02/14/17

MOTION: On a motion by Councilor Nolan, seconded by Councilor O'Hara, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint John Dunn as Chief Financial Officer, TTE 02/14/17.

Paul Keane, City Engineer

TTE 02/14/17

Councilor LeBlanc said he has dealt with Mr. Keane numerous times over the past several years and expressed his appreciation for his responsiveness. **Councilor O'Hara** offered his thanks to Mr. Keane for his service to the city. **Councilor Nolan** said he looked forward to spending time with Mr. Keane to learn more about his work, and asked how the city's GIS system was working. **Mr. Keane** said it works very well.

MOTION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Paul Keane as City Engineer, TTE 02/14/17.

Charles "Chip" Payson, General Counsel

TTE 02/14/17

Councilor Nolan said that he has observed that Mr. Payson has become more hands on during his short tenure with the city, and that he looks forward to working with him. **Councilor O'Hara** thanked Mr. Payson for participating in the Council workshop several weeks ago. **Councilor LeBlanc** expressed his appreciation for Mr. Payson's open door policy with the Council.

MOTION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Charles "Chip" Payson as General Counsel, TTE 02/14/17.

William Sanborn, Building Inspector

TTE 02/14/17

Councilor O'Hara said he knew that contractors, he being one as well, who work in the city appreciate Mr. Sanborn's responsiveness along with the rest of his department. He said Mr. Sanborn has a difficult job and thanked him for his hard work. **Councilor Nolan** said that many contractors speak highly of Mr. Sanborn, that he has a firm grasp of the law and is fair in enforcing the building codes. **Councilor LeBlanc** added his appreciation for Mr. Sanborn's work and his responsiveness to Councilor inquiries.

MOTION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint William Sanborn as Building Inspector, TTE 02/14/17.

Michael Hale, Public Works Director

TTE 02/14/18

Councilor Nolan said he appreciated Mr. Hale's grasp of the city's issues adding that Mr. Hale has one of the hardest jobs in the city balancing the needs of the municipal buildings, school properties, and city infrastructure and is doing a good job. **Councilor O'Hara** also expressed his appreciation for Mr. Hale's leadership and said he supported his efforts and that of his department wholeheartedly. **Councilor LeBlanc** said he also appreciated having such a good working relationship with Mr. Hale and thanked him for his continued responsiveness. He said that the employees of the DPW department say good things about their working for Mr. Hale and their work environment which is a direct reflection of Mr. Hale's leadership.

MOTION: On a motion by Councilor Nolan, seconded by Councilor O'Hara, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to reappoint Mike Hale as Director of Public Works, TTE 02/14/18.

Mark Cole, Public Works Assistant Director

TTE 02/14/18

Councilor O'Hara said that Mr. Cole as Mr. Hale's right hand also has a tough job managing the city's beaches and parks, expressing his appreciation for his work. **Councilor Nolan** said he has known Mr. Cole for some time and has heard only positive things about him. **Councilor LeBlanc** said that the DPW is doing a great job and encouraged Mr. Cole to keep up the good work.

MOTION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Mark Cole as Assistant Director of Public Works, TTE 02/14/18.

Nancy Papows, Principal Assessor

TTE 02/14/19

Councilor O'Hara thanked Ms. Papows for her years of service to the city. **Councilor LeBlanc** highlighted that Ms. Papows' good staff is a reflection of Ms. Papows leadership.

Mr. Destino invited all the Councilors to meet with Ms. Papows for a primer as she is the in-house expert on tax classification before that matter comes before the Council this coming fall.

Councilor Ciolino said that the Assessor's has a tough job and that Ms. Papows' department does a very good job with customer service. He said that everyone he has sent to her department for assistance always comments favorably as to the service they received.

MOTION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Nancy Papows as Principal Assessor, TTE 02/14/19.

Mayor Theken thanked her staff for their continuing dedication to the city. She noted that now as Mayor versus working as a Councilor that these managers work hard and expressed her appreciation for having a strong team behind her. She encouraged people to thank their city staff who work hard for the entire community and its betterment. She encouraged the Councilors to get to know the staff, many of whom have worked for the city for years, not because it is a job because they love the city and what they do.

Councilor Lundberg said this is a high quality management team and the city is lucky to have them.

2. CC2015-044 (Verga, Cox) Amend GCO Sec. 9-12 re: Prohibition of plastic checkout bags (Cont'd from 12-07-15)

Councilor LeBlanc informed the Committee that he has been asked by Councilor Cox to have this matter continued to April 4. **Councilor Ciolino** said that he would appreciate that the managers of the three main food chain stores were invited to that Committee meeting. **Councilor LeBlanc** said the Committee is in the process of this review and that nothing will be done quickly to ensure that this ordinance amendment, should it be recommended, be done well.

This matter is to be continued to April 4, 2016.

3. CC2015-046 (McGeary) Amend GCO Sections 21-84 (c) (g) and Section 21-85 (b) to consider the recommendation of the Planning & Development Committee

The Clerk of Committees recounted for the Committee that the Planning & Development Committee had voted down the changes to GCO Sections 21-84 (c) (g) and Section 21-85 (b) and had recommended that the O&A Committee endorse the same. The P&D Committee wants to see this matter referred to General Counsel for review at City Council so that the ordinance sections pertaining to private ways repair and subsequent taking as city roadways can be holistically reviewed and then any changes offered to the Committee and Council or its consideration.

The Committee voiced its agreement with the P&D Committee's assessment of the Council Order.

This matter has been advertised for public hearing.

4. CC2016- 001 (Cox) Amend GCO Sec. 22-269 "Stop Intersections" by adding stop signs at the intersection of Perkins & Mt. Vernon Streets

Councilor LeBlanc advised that Councilor Cox has asked that the O&A Committee continue this matter to its February 29 meeting.

This matter is continued to February 29, 2016.

5. CC2016-002 (Cox) City Council requests the Traffic Commission to conduct a study of tractor trailer parking on Rogers Street

Councilor LeBlanc said that Councilor Cox has asked the O&A Committee to continue this matter to March 14. **Councilor Ciolino** pointed out that this review should also include buses which is a part of the ordinance section as tour buses do park on Rogers Street as well and are currently permitted to do so.

This matter is continued to March 14, 2016.

6. CC2016-003 (Gilman) Request that the soon-to-be rehabilitated baseball/softball field adjacent to Wilson Field (Dr. Osman Babson Road) be dedicated to a long-tenured Board Member and volunteer of the Gloucester Little League

Dean Murray, 216 Bray Street, Assistant Vice President of Cape Ann Bank, and a member of the Board of the for the Cape Ann Little League, explained that the field between Wilson and Nate Ross Field is being rehabilitated and that funds are being raised, \$90,000 in a joint project with the Public Works Department. He said the Gloucester Little League is asking that the City Council approve the naming of the rehabilitated baseball/softball field in honor of Harold “Bucky” Rogers, II, in order to recognize his 40 years of dedicated service to the Gloucester Little League.

Councilor Nolan offered, as did **Councilor O’Hara**, that he would support this dedication being well acquainted Mr. Rogers through their participation with the Gloucester Little League.

Councilor LeBlanc and **Ms. Lowe** briefly clarified for **Councilor Ciolino** and **Mayor Theken** that the Council Order didn’t name Mr. Rogers per the wishes of Councilor Gilman until Mr. Rogers was informed of the honor. They also clarified that this matter would come out of the O&A Committee report at the Feb. 9 Council meeting.

MOTION: On a motion by Councilor O’Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, recommends that the City Council dedicate and name the baseball/softball field adjacent to Wilson Field on Dr. Osman Babson Road in honor of 40-year member of the Board of Directors of the Gloucester Little League, Harold J. “Bucky” Rogers, II.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:55 p.m.

Respectfully submitted,

Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.