



**AMESBURY**  
CITY HALL  
62 Friend Street  
Amesbury, MA 01913  
978-388-8100

City Council Meeting Minutes  
VIRTUAL MEETING  
Tuesday, February 8, 2022  
7:00pm

This meeting was conducted under S. 2475, An act relative to extending certain COVID-19 measures adopted during the state of emergency, signed on June 16, 2021

The public was able to view this meeting on:

- ACTV Channel 12
- the ACTV website: [amesburyctv.org/channel-12-live](http://amesburyctv.org/channel-12-live)
- or the ACTV Facebook Page: [www.facebook.com/AmesburyCommunityTelevision](https://www.facebook.com/AmesburyCommunityTelevision)

Public comment was able to be made by:

- Emailing your comment in **advance** to [clerk@amesburyma.gov](mailto:clerk@amesburyma.gov). Your comment will be read aloud at the appropriate time in the agenda and entered into the public record.
- Commenting on the Facebook Live stream on Amesbury Community Television's Facebook page, <https://www.facebook.com/AmesburyCommunityTelevision>. Please begin your comment with PUBLIC COMMENT if you would like it to be read aloud. If the public hearing for the item you wish to speak on has already been closed, your comment will be added to the record but not read aloud

**Members of the public were able to dial in to GoToMeeting at +1 (646) 749-3122 Access Code: 932-249-605** Copies of agenda items (first and second readings) can be found online at [www.amesburyma.gov/city-council/pages/2022-council-bills](http://www.amesburyma.gov/city-council/pages/2022-council-bills)

The meeting was called to order 7:02pm.

The Pledge of Allegiance was led by Councilor Frey.

Members present were Councilors Frey, Hickok, Hogg, Lennon, Mandeville, Rinaldi, Stanganelli and Deschenes. Councilor Wheeler was absent.

Minutes:

Councilor Stanganelli moved to approve the minutes of February 6, 2020, with a list of priorities to be added.

Councilor Hogg seconded.

Roll Call was taken, and it was voted IN FAVOR (5) ABSTAINED (3) Frey, Hickok, and Deschenes.

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Councilor Stanganelli moved to approve the minutes of August 1, 2020, as presented.  
Councilor Hogg seconded.  
Roll call was taken, and it was voted IN FAVOR (5) ABSTAINED (3) Frey, Hickok, and Deschenes.

Councilor Rinaldi moved to approve the minutes of June 1, 2021, as presented.  
Councilor Mandeville seconded.  
Roll call was taken, and it was voted IN FAVOR (5) ABSTAINED (3) Frey, Hickok, and Deschenes.

Councilor Stanganelli moved to approve the minutes of November 9, 2021, as presented.  
Councilor Hogg seconded.  
Roll call was taken, and it was voted IN FAVOR (6) ABSTAINED (2) Hickok and Deschenes.

Councilor Stanganelli moved to approve the minutes of December 14, 2021, as presented.  
Councilor Hickok seconded.  
Roll call was taken, and it was voted IN FAVOR (6) ABSTAINED (2) Hickok and Deschenes.

Councilor Stanganelli moved to approve the minutes of January 11, 2022, as presented.  
Councilor Rinaldi seconded  
Roll call was taken, and it was vote IN FAVOR (8)

Mayoral Appointments – None

**Joint Meeting with the Planning Board:**

Planning Board opened their meeting at 7:19pm.  
Members present were Keith Ratner, Robert LaPlante, Scott Kelley, Joel Nice, David Frick and Pascal Rettig

2022-003- Planning Board Vacancy (2 year)- vote to fill one vacancy

- Applicants

Lorri Krebs

Ms. Krebs stated that she has been on this board before and now has time again to devote her service.

David Frick nominated Lorri Krebs.

Keith Ratner seconded.

Planning Board Roll Call for Lorri Krebs, IN FAVOR (6)

City Council Roll Call for Lorri Krebs, IN FAVOR (8)

Robert LaPlante moved to adjourn the Planning Board meeting at 7:26pm.

David Frick seconded.

Roll call was taken, and it was voted IN FAVOR (6)

### **Joint Meeting with the Library Board of Trustees:**

Library Board of Trustees opened their meeting at 7:27pm

Members present were Pam Gilday, Delia Rinaldi, Laurie Cameron, Gale Brown, Bethany Sullivan, Audrey Proctor and Anne Campbell

2022-004- Library Board of Trustees Vacancy (2 year)- vote to fill one vacancy

- Applicants  
Nora Belmore  
Jessica Ducrow

Ms. Ducrow stated she is excited to serve the community.

Ms. Belmore was not present, having withdrawn her application via email on Feb 6<sup>th</sup>.

Bethany Sullivan nominated Jessica Ducrow.

Pam Gilday seconded.

Library Board of Trustees Roll Call for Jessica Ducrow, IN FAVOR (7)

City Council Roll Call for Jessica Ducrow, IN FAVOR (7) ABSTAINED (1) Stanganelli

Bethany Sullivan moved to adjourn the Library Board of Trustees Meeting at 7:32pm.

Pam Gilday seconded

Roll Call was taken, and it was voted IN FAVOR (7)

### **Joint Meeting with the Amesbury Housing Authority:**

Housing Authority opened their meeting at 7:37pm.

Members present were Lyndsay Haight, Phil Dandurant and Ralph Noon.

2022-005- Housing Authority Vacancy (2 year)- vote to fill one vacancy

- Applicants  
Sandra Clark  
Kelly Sullivan

Ms. Clark stated she has been attending meetings since September and has learned a great deal on various topics regarding public housing and the roles and responsibilities of Housing Authorities. She is committed to the mission of the Amesbury Housing Authority. She believes she is qualified to fill the position that is open until December 31, 2023, and thanked everyone for their consideration.

Ms. Sullivan was not present.

Lyndsey Haight nominated Sandra Clark

Phil Dandurant seconded.

Housing Authority Roll Call was taken, and it was voted IN FAVOR (3)

City Councilor Roll Call was taken, and it was voted IN FAVOR (7) Recused (1) Rinaldi

Phil Dandurant moved to adjourn the Housing Authority meeting at 7:44pm.

Lyndsay seconded.

Roll Call vote was taken, and it was voted IN FAVOR (3)

### **Monthly list of licenses - None**

### **Correspondence**

· President/Vice President Communications

Councilor Wheeler has requested a meeting with Mr. Gorman of Maples Crossing for an update on the project. He is hoping for either the March or April meeting, once the ConCom and Planning Board reviews are completed.

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He is also looking for an update from the mayor on the state of the city finances to satisfy the requirements of Section 5-1 of the City Charter as the annual city process is about to begin. Because of transitions in the Finance Department, the Mayor has asked that they delay that presentation to the Council until our Finance Committee meeting on February 22, 2022. Councilor Stanganelli requested that we schedule a Special City Council meeting for that presentation. He mentioned that new city level redistricting was completed a few weeks ago which took effect on New Year's Eve. This work will be completed under the last session in conjunction with bill 2021-146. The City Clerk has been asked to update the district map which is found on the City Council tab of the City website. Regarding the City Charter, council bills 2021-023 and 2021-146 have been passed into law however the omnibus act containing the formatting, typographical and other changes for the Charter under 2021-023 have not been adopted through the state legislature yet. The City Clerk has sent a certified copy of the Charter to the Senate Council last week and as far as we know the ball is in their court. He reminded that the provisions for remote meetings will end on or about April 1, 2022. He updated on 2022-012; the resolution that was voted through at the last city council meeting on January 11, 2022. The Board of Health met and declined to take up the mask issue. Councilor Wheeler was the only Councilor to attend that meeting. He quoted the statistics of the City's Covid 19 dashboard and in the 9 days between the City Council meeting and the Board of Health meeting the dashboard for Covid death totals updated were up 5, rising approximately 11% from the previous week's indicated total; 46-51 where it currently stands as of last week. He was then notified that the statistics had accrued over a period of several months, since apparently September, and subsequently asked the mayor that the disclaimer be added to the website which was done and now reflects that Covid deaths are not necessarily updated weekly along with the total case count rather they are updated when reported to the city which as the case has been might be weeks or months after the fact.

Councilor Lennon stated that as Councilors, if we are going to draft resolutions to request other board to meet, we should follow our legislation and attend those meetings.

**- Communication from Elected Officials, Boards and Commissions**

None

**- List of grants, gifts, and donations**

Mayor Gove stated there is one item that was received by Mary Boland at Anchorage Media. She put together our branding video. The estimated value is \$4,000.00. That was the only item this month under the threshold of \$5,000.00.

**- CDBG-CV program update**

(Presentation attached)

**- Council Communications, Announcements and Committee Reports**

Councilor Stanganelli gave a Finance Committee report. He stated they will be looking at our OPEB Investment Policy Statement shortly. He questions of where the Woodsom

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Farm Resolution stands from our last session. He stated that Per City Charter the presentation of the City Financial Condition Report should be at a City Council meeting and he encourages President Wheeler to call a Special Meeting the same night as the Finance Committee meeting. He stated that there will be a Housing Trust meeting on February 9, 2022, and the last meeting was held on January 12, 2022. There is \$90,440.00 in the account with expectation of receiving \$6,000.00 which is due from the Amesbury Heights which is part of a Housing Monitoring agreement. The priority now is to try to find the use of funds coming from the North Shore Home Consortium which is an additional \$37,000.00. He commented on having gone through a couple of difficult storms. Snow removal has been difficult. He reminded the public that they should see Section 400-5 of the Municipal Code which indicates that the owner or occupant is responsible for removing snow. He also noted that state roads are handled by the state and further that they city does provide some snow plowing of sidewalks. We have a limited DPW. People don't want to pay more for staff. It is very hard to plow 73 miles of streets much less 73 miles of sidewalks. He noted that City Councilors are not responsible for snow removal or trash, or cleaning windows or painting and it is inappropriate for Business owners to accost City Councilor demanding that they remove snow from in front of their own business that they are responsible for.

Councilor Hogg stated that a date for the Joint Education Committee meeting had not been set as of yet. They hope to kick it off on the third Thursday in March and the establish a schedule from there.

### **Public Comment**

Tracy Chalifour asked via Facebook why minutes of 2020 are being approved.

### **Council Response to Public Comment**

None

### **Second Readings**

Public Hearings:

**2022-008** An order to authorize the transfer of \$46,679 from the FY 22 reserve fund to various general fund city departments in order to fund mid-year salary and wage adjustments for FY 22 **Summary:** Ordered that \$46, 679 be transferred from the FY 22 Reserve Fund which has a current balance of \$200,000 to fund mid-year salary adjustments which were settled after the adoption of the FY 22 operating budget. – Mayor Sponsor

Councilor Stanganelli read the Finance Committee recommendation of January 25, 2022 in which it was sent back to the City Council with a positive recommendation.

Councilor Lennon opened and closed the public hearing.

**Councilor Stanganelli moved to accept 2022-008 for the following items, \$30,350.00 to Purchasing Agent to make that position full time as of July 1, 2021; \$6,143.00 to a mid-year salary increase for the Assistant Assessor; \$1,998.00 for**

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**the Chief of Staff hired on January 4, 2022, and \$8,189.00 to restore the mayor salary effective on January 3, 2022, which was voluntarily reduced during Covid. Councilor Frey seconded  
Roll Call Vote was taken, and it was vote IN FAVOR (8)**

**2022-009** An Order to authorize the Mayor to expend a Community Compact Cabinet (CCC) Information Technology Grant from the Commonwealth of Massachusetts. **Summary:** This \$156,000 state grant from the CCC will fund technology improvements for the City of Amesbury. – Mayor Sponsor

Councilor Stanganelli read the Finance Committee recommendation of January 25, 2022 in which 2022-009 was sent back to the City Council with a positive recommendation.

Councilor Lennon opened and closed the public hearing.

**Councilor Stanganelli moved to accept 2022-009 as presented.  
Councilor Hogg seconded  
Roll call vote was taken, and it was voted IN FAVOR (8)**

**2022-010** An Order to authorize the Mayor to expend a FY 2022 Body Worn Cameras (BWC) Grant from the Executive Office of Public Safety & Security (EOPSS) Office of Grants and Research (**OGR**). **Summary:** This \$48,000 state grant from EOPSS/OGR will fund a portion of the BWC program for the City of Amesbury. – Mayor Sponsor

Councilor Stanganelli read the Finance Committee recommendation of January 25, 2022, in which 2022-010 was sent back to the City Council with a positive recommendation.

Councilor Lennon opened and closed the public hearing.

Councilor Rinaldi requested an expected implementation timeline for the BWC Program. Acting APD Chief Bailey responded saying that he expects the program to be implemented well before the grant's October 2022 deadline.

**Councilor Stanganelli moved to accept 2022-010 as presented.  
Councilor Frey seconded.  
Roll call vote was taken, and it was voted IN FAVOR (8)**

**2022-011** An Order to authorize the Mayor to expend a FY 21 604B Water Quality Grant from the Commonwealth of Massachusetts, Department of Environmental Protection (Mass DEP) **Summary:** This \$70,540 state grant from Mass DEP will fund development of a City-wide plan of prioritized water quality restoration recommendations to be used as a road map over the next decade. Watershed-Based Plans (WBPs) will be developed or updated for the Powwow River, Lake Gardner, Back River, and Lake Attitash. Additionally, a preliminary Green Streets

survey will be completed for downtown Amesbury, which will focus on improving water quality, reducing storm water flows, and controlling storm water volume. The total project cost will be \$75,820; the city will provide \$5,280 to match the \$70,540 grant. – Mayor Sponsor

Councilor Stanganelli read the Finance Committee recommendation of January 25, 2022, in which 2022-011 was sent back to the City Council with a positive recommendation.

Councilor Lennon opened and closed the public hearing.

**Councilor Stanganelli moved to accept 2022-011 as presented.  
Councilor Frey Seconded  
Roll call was taken, and it was voted IN FAVOR (8).**

#### 11. First Readings

**2022-022** An Order to transfer \$4,320 from Community & Economic Development Salaries & Wages to Community & Economic Development Expenses. - Mayor Sponsor

**Summary:** This order requests a budget transfer in the amount of \$4,320 from Community & Economic Development Salaries & Wages to Community & Economic Development Expenses in order to replenish the expense appropriation for a one-time cost incurred in FY 22 which was to pay for the disposal of the Trader Allen's septic tank.

**Councilor Stanganelli moved to send 2022-022 to the Finance Committee and hold a public hearing on March 8, 2022  
Councilor Hogg seconded.  
Roll Call was taken, and it was voted IN FAVOR (8)**

**2022-023** An Ordinance to amend the City Zoning Bylaw by inserting the previously enacted Short-Term Rental Unit Bylaw into Section XI, Special Conditions, as Subsection U; to update the Zoning Code to change the term Town to City; and rename the Zoning Bylaw as the Zoning Ordinance. – Mayor Sponsor **Summary:** These revisions are intended as ministerial non-substantive amendments to the City Zoning Bylaw. The previously enacted Short-Term Rental Unit Bylaw (2021-105) needs to be assigned a section number to be officially inserted into the final zoning code. Further, since Amesbury has a city form of government, we should be referred to as a city (not a Town), the City's zoning code should be entitled a Zoning Ordinance, and not a Zoning Bylaw, and the internal references should be to ordinances and not bylaws. This amendment will render the code consistent with the city form of government.

**Councilor Rinaldi moved to send 2022-023 to the Ordinance Committee and the Planning Board and hold a public hearing on April 12, 2022.  
Councilor Hogg seconded  
Roll Call was taken, and it was voted IN FAVOR (8)**

**2022-024** An Order to authorize the Mayor to accept and expend a \$100,000 Grant

from the Department of Conservation and Recreation (DCR) for Special Projects in Parks and Recreational Areas specifically Lake Gardner. -Mayor Sponsor  
**Summary:** This \$100,000 grant from DCR is awarded to the City of Amesbury to fund improvements to the parking lot and curb renovations at Lake Gardner Beach.

**Councilor Stanganelli moved to send 2022-024 to the Finance Committee and hold a public hearing on March 8, 2022.**

**Councilor Hogg seconded**

**Roll call was taken, and it was voted IN FAVOR (8)**

**2022-025** An Order to accept the Transfer of Vehicle Ownership between the Merrimack Valley Regional Transit Authority a subdivision of the Commonwealth of Massachusetts and the City of Amesbury for use by the Amesbury Council on Aging (COA) a community program. -Mayor Sponsor **Summary:** The Merrimack Valley Regional Transit (MVRTA) Authority is proposing the transfer of ownership of their surplus E-2 350 Ford van, VIN # 1FDEE3FL7FDA34685, valued at \$4,998.00 for use by the City of Amesbury, Council on Aging. The City of Amesbury would acquire sole ownership of the vehicle at the cost of zero dollars; \$0.00. Per M.G.L. Ch. 44, Sec 53 A1/2:

“A city council, with the mayor's approval if the charter so provides, or a board of selectmen, or prudential committee or town council may, in its sole discretion and authority, accept gifts of tangible personal property on behalf of the city, town or district from the federal government, a charitable foundation, private corporation, individual, or from the commonwealth or any political subdivision thereof, and may, in its sole discretion and authority, use said gifts, without specific appropriation thereof, for the purpose of such a gift or, if no restrictions are attached to the gift, for such other purposes as it deems advisable.”

**Councilor Stanganelli moved to send 2022-025 to the Finance Committee and hold a public hearing on March 8, 2022.**

**Councilor Rinaldi seconded.**

**Roll call was taken, and it was voted IN FAVOR (8)**

**2022-026** An Order to authorize the Mayor to expend FY22 American Rescue Plan Act (ARPA) Spending Bill Earmark No. 28000111 for Amesbury Lake Gardner Recreational Improvements in the amount of \$25,000. -Mayor Sponsor

**Summary:** This earmark provides that not less than \$25,000 shall be expended toward recreational improvements for the City of Amesbury. Pending funding availability, projects may include the installation of kayak racks and amenities, building and bathroom improvements, storage lockers, tables, and shade, games and sporting equipment and outdoor safety equipment at Lake Gardner.

**Councilor Stanganelli moved to send 2022-026 to the Finance Committee and hold a public hearing on March 8, 2022.**

**Councilor Hickok seconded.**

**Roll call was taken, and it was voted IN FAVOR (8)**



**2022-027** An Order to authorize the Mayor to expend FY22 American Rescue Plan Act (ARPA) Spending Bill Earmark No. 28000111 for Amesbury Outdoor Seating in the amount of \$50,000. – Mayor Sponsor **Summary:** In 2020 and 2021, in order to help restaurants adjust to COVID-19 conditions, the City of Amesbury developed and implemented an Outdoor Dining Permit process. Further, the city worked with restaurants to construct temporary outdoor dining installations in the Central Business District. Given the success of the installations, we would like to create permanent outdoor dining facilities. The city will utilize the \$50,000 of ARPA Spending Bill Earmark to secure consulting services to design and construct permanent outdoor dining facilities in the Central Business District in the City of Amesbury.

**Councilor Stanganelli moved to send 2022-027 to the Finance Committee and hold a public hearing on March 8, 2022.**

**Councilor Frey seconded.**

**Roll call was taken, and it was voted IN FAVOR (8)**

**Councilor Stanganelli moved to adjourn at 8:41pm.**

**Councilor Rinaldi seconded.**

**Roll call was taken, and it was voted IN FAVOR (8)**

**Respectfully submitted,**

**Sharon Dunning**

**Assistant City Clerk**

CITY OF AMESBURY

# CDBG-CV UPDATE TO THE CITY COUNCIL

FEBRUARY 8, 2022



# What is CDBG and CDBG-CV?

- CDBG = Community Development Block Grant. Program of the U.S. Housing and Urban Development
- CDBG-CV = CV (Coronavirus). CARES Act funding. Established by the MA Department of Housing and Community Development



## Amesbury/Newburyport Small Business Relief Grant

- Partnership with City of Newburyport
- \$800K total awarded, \$709,000 for grants
- Focused on microbusinesses
  - Businesses with 5 > employees (incl. owner)
  - Low/moderate income based on family size
- Rolling applications have been accepted since August 14, 2020.
- Deadline is March 31, 2022



# Amesbury/Newburyport Small Business Relief Grant

**Provided grants up to \$10K/20K per business to support:**

1. Operating expenses
  - Payroll, rent/mortgage
2. Secure services of Technical Assistance Provider
  - Legal (employee rights, landlord/tenant)
  - Accounting (tax prep, completing applications for assistance)
  - Marketing
  - Create/update a website
  - Inventory

The CDBG-CV Grant **cannot** cover: *major equipment purchases, purchase of real property, construction activities, business expansion, or lobbying.*

# Small Business Relief Grant Stats To-Date

- Original Goal for Businesses to be assisted: 70
- Total Applications received: 70 (Amesbury: 29)
- Approved Applications: 51 (Amesbury: 23)
- Total Ineligible Applications from Amesbury: 6
- Funding committed to-date: \$602,349
- Amesbury funding committed to-date: \$281,944
- Average Amesbury grant: \$12,258
- Amesbury funding remaining: \$61,583



# Successful Amesbury Grantees

- Toy Soldier Games
- Color Me Happy
- Coastal Home Cleaning
- Kate Donovan Photography
- Ebacher Photography
- Kitchen Local (2)
- Giggles
- Amy Vander Els
- Dynamic Balance (2)
- Jennifer Davis
- Jenny's Wedding Cakes (2)
- Stillwaters (2)
- Bernadette's Day Spa
- Salt Marsh Canvas, Inc.
- Kaha Coffee Roasters, Inc
- Foley Vision Center
- Wicked Cool Sea Glass
- Christine Green Consulting
- Tabitha Hair/Two Crow Jewelry



# Common Funding Requests

- Mortgage/Rent
- Inventory
- Utilities
- Payroll
- Web development/Content creation
- Marketing
- Training
- POS Systems





## Reasons for Ineligibility

- Business is too new (<October 2019)
- Do not meet income limits
- More than 5 employees
- Cannot document loss
- Duplication of benefits