

NORTH SHORE – CAPE ANN EMERGENCY PREPAREDNESS COALITION  
EXECUTIVE AGENDA

Thursday, June 9th 2016

2:00 PM

Peabody DPW

50 Farm Ave

- Call to order
- Minutes Approval
- Budget Review
- Deliverables Update
- Workplan for BP5
- HMCC Transition Update
- Spending Request(s)/Invoices
  - June Meeting Agenda Review
- Old/New Business
  - Purchasing
- Items that could not be reasonably anticipated by Chair
- Next Meeting: **TBD**
- Adjourn

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2016 JUN - 7 AM 8:12  
TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS



TOWN OF ROCKPORT

Notice of Meetings of Town Committees, Commissions, Boards and Departments  
As Required by M.G.L., Chapter 39, Section 23A

Name of Committee, Board, Commission or Department  
Rockport Housing Authority

Town Clerk Use Only

RECEIVED  
2016 JUN -2 PM 2:21  
TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS

DATE & TIME: Thursday, June 9, 2016 6 PM

PLACE: RHA Office, 13 Millbrook Park, Rockport, MA.

ROOM: Community Room

David S Houlden  
Clerk/Board Member

AGENDA  
ROCKPORT HOUSING AUTHORITY  
Board Meeting – June 9, 2016 6 PM

CALL TO ORDER

ROLL CALL: Bethany Brosnan, Kaye Hapshe, Paula Murphy, Jonathan Ring, Matthew Wigton  
and David Houlden ex-officio

TENANT PARTICIPATION:

APPROVAL OF MINUTES: May 12, 2016 – Regular Meeting  
May 26, 2016 – Special Meeting

TREASURER'S REPORT: May 2016

REPORT FROM CPC

NEW BUSINESS:

1. Review & Approval of Amendment to Contract for Financial Assistance for State Modernization Grants
2. Consideration of Renewal of Management Services Agreement with Gloucester Housing Authority
3. DHCD Maintenance System Standards

OLD BUSINESS:

1. Update on Millbrook Park Walkway & Parking Area Paving Project
2. Update on 18 Millbrook Park Porch Repairs

DIRECTOR'S REPORT:

1. Vacancies
2. FY2017
3. FY 2017 Capital Improvement Plan
4. FY 2017 Budget Update
5. Kitefield Inspection Update
6. Other Management Issues

ADJOURNMENT

RECEIVED

Essex North Shore Agricultural and Technical School District  
Regular School Committee Meeting Thursday, June 9, 2016 7:00 p.m.

Essex Technical High School, 565 Maple Street Hathorne, Massachusetts 01937 Media Center (Upper Level)

Agenda

1. *Call to Order*
  2. *Approval of Meeting Minutes*
  3. *Approval of the Bond Anticipation Note Sale and Signing of Associated Documents*  
Mr. Peter Frazier, Senior Vice President, First SouthWest Financial
  4. *Communications*
    - a. Notice of Retirement Received from Mrs. Janice G. Kersker, School Nurse (effective June 30, 2016)
    - b. Peas in the Pod Lease Agreement (Posted on the District Website at <http://diw1nsuw6lkzf.cloudfront.net/wp-content/uploads/2016/06/Peas-in-the-Pod-Lease.pdf>)
  5. *Superintendent Report*
  6. *Principal Report*
    - a. Mr. Ronald Vercellone, Associate Principal (Academy E) will present an overview of the Construction Technology Programs
    - b. The Administration will present the addition of new courses for the 2016-2017 school year for approval:
      - Grade 9  
Academic Skills Seminar (English/mathematics/biology)
      - STEM  
Mathematics Seminar, Computer Automated Design (CAD), Advance Placement Biology, Probability & Statistics
      - Humanities  
English / Language Arts Seminar, Honor Literature, American Presidency, World Cultures, Genocide Studies, Modern European History, Contemporary Issues
    - c. Out of State Field Trip Request
      - To approve the Out of State Field Trip Request for FFA members and chaperones to attend the National FFA Convention in Louisville, Kentucky from October 18 -22, 2016.
      - To approve the Out of State Field Trip Request for Skills/USA members and chaperones to attend the Skills/USA National Competition in Louisville, Kentucky from June 20-25, 2016.
- Finance Subcommittee
- a. Financial Statements  
Recommendation: To approve the financial statements for March 31, 2016 and place on file for audit.
  - b. FY2015 End of the Year Audit Report  
Recommendation: To accept the Summary of Procedures and Findings of the FY2015 End of the Year Financial Audit Report.
  - c. Individually Contracted Employee Salary Adjustments  
Recommendation: To approve a 1% increase for all individually contracted employees, retroactive to July 1, 2015.
  - d. Acceptance of Donations
    - Recommendation:  
To accept the donation of a 1999 Nissan Pathfinder from Mr. Michael F. Thomassen of Topsfield to the Automotive Technology program.
    - To accept the donation of a 2001 Saab from Mr. David Lucier, Jr. of Beverly to the Automotive Technology program.
    - To accept the donation of the following miscellaneous materials for the Masonry & Tile Setting Program and Landscape & Turf Management Program:
      - Mortar Net Solutions, Hats and Line Blocks from Mortar Net of Burns Harbor, Indiana with an estimated value of \$1,000
      - 4,200 Bricks from Spaulding Brick of Wilmington, Massachusetts with an estimated value of \$3,150
      - 100 bags of Lime from W.S. Simpson of South Easton, Massachusetts with an estimated value of \$1,100
      - 10 Tons of Fine Sand from M. O'Mahoney of Lawrence, Massachusetts with an estimated value of \$600
      - 1,944 Pavers and Retaining Wall Block from Ideal Block of Waltham, Massachusetts with an estimated value of \$4,189.75
      - 600 - 8" Concrete Block from Genest Concrete of Sanford, Maine with an estimated value of \$1,323
  - e. Wakefield Movers  
Recommendation: To approve payment to Wakefield Movers in the amount of \$110,000. This payment will settle all outstanding claims.
  - f. Vote to Incur Debt  
Recommendation: The District Treasurer is hereby authorized under the provisions of General Laws, Chapter 71, Section 16 (g), as amended by Chapter 463 of the Acts of 2004, Chapter 9 of the Acts of 2006, Chapter 304 of the Acts of 2008, and Chapter 130 of the Acts of 2010, and with the approval of the Chair of the District Committee, to borrow money from time to time in anticipation of revenue for the fiscal year beginning July 1, 2016, and to issue a note or notes thereof, payable within one year, and to review any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.  
Next Meeting: To be determined

Policy Subcommittee Next Meeting: Thursday, June 9, 2016 (6:00 p.m.)

Personnel Subcommittee Next Meeting: To be determined

8. *Old Business*

9. *New Business*

a. School Building Committee membership for the Essex North Shore Agricultural & Technical School District (*Massachusetts School Building Authority*)

b. Proposed 2016-17 Meeting Schedule for Finance Subcommittee and School Committee Meetings

c. Superintendent-Director Vacation Buy Back

10. *Warrant*

11. *Discussion Items That Were Not Reasonably Anticipated by the Chairperson (M.G.L., Chapter 30A – Section 18-25)*

12. *Adjourn*

PLEASE POST - NOTICE OF PUBLIC MEETING

RECEIVED

Essex North Shore Agricultural & Technical School District  
District Policy Subcommittee

2016 JUN -3 AM 11:36

TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS

Essex Technical High School  
665 Maple Street, Hathorne, Massachusetts 01937  
Media Center

Thursday, June 9, 2016  
6:00 p.m.

Agenda

1. *Call to Order*
2. *Review of the Guidelines for Outside Projects*
3. *Review of the Essex North Shore Agricultural & Technical School District By-Laws*
4. *Discussion items that were not reasonably anticipated by the Chairperson (M.G.L., Chapter 30A – Section 18-25)*
5. *Adjourn*

**PERSONNEL BOARD**

**Town of Rockport**

MASSACHUSETTS 01966-0329  
TOWN OFFICE BUILDING

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2016 JUN -8 PM 12: 27

TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS

DAVID W. KEARNS, CHAIRPERSON  
SUSAN C. CROWN  
JAMES B. KING  
AILEEN S. MORRISSEY  
ELWIN R. RICHTER

**Agenda**

Police Station – Community Room  
Monday, June 13, 2016 @ 7:30 PM

<b>Item:</b>	<b>Action:</b>
Meeting Minutes (5/25/16)	Approve
<b>Old Business</b>	
Employee Compensation Report	Deferred
Article 13 – Paid Sick Time	Deferred
Paid Time Off & Benefits Survey	Deferred
Personnel Regulations Reorganization	Deferred
<b>New Business</b>	
FY16 Performance Review Process Evaluation Form Review	Discussion & Approval
HR Director's Report	Discuss
Other Business	
Next Meeting	



**TOWN OF ROCKPORT**  
**Notice of Meetings of Town Committees, Commissions, Boards and Departments**  
**As Required by M.G.L., Chapter 30A, Section 18-25B**

Name of Committee, Board, Commission or Department

**Finance Committee**

Town Clerk Use Only

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2016 JUN -6 AM 11:42

TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS

<b>Date &amp; Time:</b>	6/22/2016-7:00PM
<b>Place:</b>	Town Hall Annex
<b>Room:</b>	Conference Room
	Laurene Wessel
	Chairman

**AGENDA**

- 1. Approval of prior minutes.**
- 2. Reserve Fund Request.**
- 3. New Business.**
- 4. Meeting Adjourns.**



**TOWN OF ROCKPORT**  
**Notice of Meetings of Town Committees, Commissions, Boards and Departments**  
**As Required by M.G.L., Chapter 39, Section 23A**

Name of Committee, Board, Commission or Department

Open Space & Recreation Committee

Town Clerk Use Only

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2016 JUN -8 AM 10: 03

TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS

<b>Date &amp; Time:</b>	<b>June 13 , 2016 – 7:30 P.M.</b>
<b>Place:</b>	<b>Town Hall Annex</b>
<b>Room:</b>	<b>Lobby</b>
	<b>L. Neal (Chair)</b>
	<b>Clerk/Board Member</b>

*Agenda for Meeting Monday June 13, 2016*

**1. Up to 10 minutes Open Session for the public to address the committee.**

**2. Approval of May 2016 OSRC meeting minutes.**

**3. Review existing ongoing GIS Trail data and mapping. Add recent experienced trail quality and usage level to help establish the priorities for trail maintenance and right of way protection needed.** (LN) review information we have on trails OSRC member's regularly walk, type "path" or "road", general condition and observed frequency of usage. (SC) to walk trails for the Kiosk trail map for Pine Pit. Discuss meeting held with Cape Ann Trails about information for Waring Field Kiosk.

**4. Discuss the updating of draft 2016 ODR Plan update. Wage data PV, Section 4 and deep rock well updates LN, and Section 2 updates SC.**

**5. LN will need money from BOS to advertise public meetings and publish a few hard copies of Updated plan. Will need comments and review by town boards.**

**6. Committee updated OSR short list of parcels of high interest for protection and review OSR Plan goals**

**7. New Business**

**8. The next meeting scheduled 2<sup>nd</sup> Monday in July 11, 2016**

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the Town Clerk's hours of operation (Monday, Wednesday, Thursday, 8:00 am to 4:00 pm., Tuesday 8:00am -6:00 pm, Fridays 8:00am – 1:00pm) and make necessary arrangements to be sure your posting is made in an adequate amount of time. \*Per changes to the Open Meeting Law effective 7/1/10, "A listing of topics that the chair reasonably anticipates will be discussed at the meeting" shall be listed on the agenda.



**TOWN OF ROCKPORT**  
**Notice of Meetings of Town Committees, Commissions, Boards and Departments**  
**As Required by M.G.L., Chapter 39, Section 23A**

**RECEIVED**  
**2016 JUN -6 AM 11:30**  
TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS

Town Clerk Use Only

Name of Committee, Board, Commission or Department  
  
**Granite Pier Committee**

<b>Date &amp; Time:</b>	<b>June 13 2016 @ 5:30 PM</b>
<b>Place:</b>	<b>Town Library</b>
<b>Room:</b>	
	<b>Clerk/Board Member</b>

**Granite Pier Committee**

TOWN OFFICE BUILDING, 34 BROADWAY, ROCKPORT, MA 01966-1537

**Members: C. Nichols (Chairman), E. Rask (Secretary), F. Levesque, M. Tupper and J. Thompson**

**Monday June 13 2016**

**Old Business: HOURAY we finally have our floats together properly and the ramp has the new wheels installed, I had help from the DPW and Harbor Department.**

**New Business:**

- 1. Read minuets of last meeting and vote to accept.**
- 2. Continue to go over each item in the new Granite Pier Rules & Regulations**
- 3. Discuss any problems that have come up since the last meeting.**

**C. Nichols**



**TOWN OF ROCKPORT**  
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Name of Committee, Board, Commission or Department

**BOARD OF ASSESSORS**

Town Clerk Use Only

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2016 JUN -9 AM 9:52

TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS

<b>Date &amp; Time:</b>	TUESDAY JUNE 14, 2016 @ 6:00 pm
<b>Place:</b>	TOWN HALL
<b>Room:</b>	ASSESSORS OFFICE
	<i>Mark Johnson</i>
	Clerk/Board Member

**AGENDA**

6:00 PM

Call Meeting to Order

Old Business

New Business

6:30 - Richard DaSilva 16 Doctors Run  
7:00 - Steven Incropera 23 Calebs Ln  
7:30 - Stavropoulos/Millbury 68 Bearskin Neck

Action List

Sign Abatement Certificates  
Sign Motor Vehicle Warrant

Meeting Adjourns



## TOWN OF ROCKPORT

### Notice of Meetings of Town Committees, Commissions, Boards and Departments As Required by M.G.L., Chapter 30A, Section 18-25B

Name of Committee, Board, Commission or Department

Board of Fire Engineers

Town Clerk Use Only

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2016 JUN -9 AM 8:15

TOWN CLERK'S OFFICE  
ROCKPORT, MASSACHUSETTS

<b>Date &amp; Time:</b>	<b>6/22/16 6:30PM</b>
<b>Place:</b>	<b>Central Fire Station 37 Broadway</b>
<b>Room:</b>	<b>Main meeting room</b>
	<b>John Porter</b>
	<b>Clerk/Board Member</b>

Minutes of previous meeting

Officers meet

Review Fourth of July

Bills and communications

Pre plan fire reports

This listing of matters is 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 be brought up for discussion to the extent permitted by law. Individuals who require assistance or special arrangements to participate in this meeting are asked to contact Fire Headquarters at (978)546-6750. We request a 24 hour notice so that the proper arrangements may be made. The BOE limits public comment to three minutes This listing of matters is 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 be brought up for discussion to the extent permitted by law. Individuals who require assistance or special arrangements to participate in this meeting are asked to contact Fire Headquarters at (978)546-6750. We request a 24 hour notice so that the proper arrangements may be made. The BOE limits public comment to three minutes.