



CITY COUNCIL  
**CITY OF NORTHAMPTON**  
MASSACHUSETTS

Councilors:

- President William H. Dwight, At-Large
- Vice-President Ryan R. O'Donnell, At-Large
- Maureen T. Carney, Ward 1
- Dennis P. Bidwell Ward 2
- James Nash, Ward 3
- Gina Louise Sciarra, Ward 4
- David A. Murphy, Ward 5
- Marianne L. LaBarge, Ward 6
- Alisa F. Klein, Ward 7

**Meeting Agenda**  
**City Council Chambers**  
**Walter J. Puchalski Municipal Building**  
**212 Main Street, Northampton**  
**Meeting Date: December 15, 2016**  
**Meeting Time: 7:00pm**

**1. Public Comment**

**2. Roll Call**

**3. Public Hearings**

**A. 7:15 pm Public Hearing**

In accordance with Section 6-1 of the Northampton City Charter, the City Council will hold a Public Hearing to consider the Proposed Amendments to the City of Northampton Administrative Code summarized as

follows:

(1) delete the current Part I Section 2.06 Established Information Technology Department and its Authorities and Responsibilities and establish a Part I Section 2.06 Information Technology Services Department with Authorities and Responsibilities which shall be expanded to include the Northampton Public Schools;

(2) delete the current Part II Multiple-Member Appointive Organization Section 3.0 Established Board of Almoners and its Authorities and Responsibilities and establish a Part II Multiple-Member Appointive Organization Section 3.0 Whiting Street Fund Committee with Authorities and Responsibilities.

The City Council will hear all persons who wish to be heard thereon.

**4. Recognition and One-Minute Announcements by Councilors**

**5. Communications and Proclamations from the Mayor**

**6. Resolutions**

**7. Presentations**

**8. Consent Agenda**

**A. 16.193 Approve Appointments to Various Committees**

The following received positive recommendation from the Committee on City Services on December 5, 2016:

Agricultural Commission: Stanley Zawalick, 538 Sylvester Road, Florence – term October 2016 - June 2019 (reappointment)

Arts Council: Jill St. Coeur, 44 Willow Street, Florence – term November 2016 – June 2019

Conservation Commission: Jessica Pica, 3 High Street, Florence – term November 2016 – June 2019

The following appointment was not taken up by the Committee on City Services

and therefore received a neutral recommendation on December 5, 2016

License Commission: Natasha Yakovlev, 147 Nonotuck Street, Florence – term November 2016 – June 2022 (to fill William Rosen's space)

Documents:

[16.193\\_Binder1\\_Appointments.pdf](#)

## **B. 16.194 Approve Appointments to the Redevelopment Authority**

The following appointments received positive recommendations from the Committee on City Services on December 5, 2016:

Ed Skroski, 70 Beacon Street, Florence – term March 2016 – June 2021 (reappointment)

Patrick Goggins, 20 Bridge Road, Florence – term November 2016 – June 2020

Christopher Cahillane, 384 South Street, Northampton – term November 2016 – June 2019

The following appointment was not taken up by the committee and therefore received a neutral recommendation:

Roisin Quinn, 35 New South Street, #207, Northampton - term November 2016 – June 2018 (replacing the expired term of David Short)

Documents:

[16.194\\_RedevelopmentAppointments.pdf](#)

## **C. 16.215 Petition for a Second Hand Dealer's License for Mulberry Street Exchange @ 7 Mulberry Street in Leeds**

Documents:

[16.215\\_Mulberry\\_Street\\_Exchange.pdf](#)

## **9. Recess for Committee on Finance (See Separate Agenda)**

## **10. Financial Orders**

## **11. Orders**

### **A. 16.212 An Administrative Order - IT Service function**

**consolidation and Board of Almoners change to Whiting Street Fund Committee - Requires one reading only**

Documents:

[16.212\\_AdministrativeOrderMemo.pdf](#)

**B. 16.209 An Order to Authorize the Consilidation of IT Service functions - 2nd Reading**

Documents:

[16.209\\_Consolidatiion\\_IT\\_Services.pdf](#)

**12. Ordinances**

**A. 16.184 Relative to Heavy Equipment Operation - 1st Reading**

Considered by the Comm. on Legislative Matters on December 12, 2016

Documents:

[16.184\\_Heavy\\_Equipment.pdf](#)

**B. 16.213 RELATIVE TO PARKING ON CENTER STREET AND MARKET STREET - 1st Reading**

Considered by Committee on Legislative Matters on 12/12/2016

Documents:

[16.213\\_pic.pdf](#)

[16.213\\_Market\\_Center\\_Street.pdf](#)

**C. 16.214 RELATIVE TO A YIELD SIGN ON MAPLE STREET - 1st Reading**

Considered by the Committee on Legislative Matters on December 12, 2016

Documents:

[16.214\\_Yield\\_Maple\\_St.pdf](#)

**D. 16.208 Ordinance Pertaining to Center and Market Street - Refer to Committee on Legislative Matters**

Positive recommendation from TPC as amended.

Must be referred to Legislative Matters.

The DPW will furnish required measurements.

Documents:

[16.208\\_Center\\_Main\\_And\\_Market.pdf](#)

**13. Updates from Council President & Committee Chairs**

**14. Information Requests (Charter Provision 2-7) and Committee Study Requests**

**15. New Business**

Contact: *P. Powers*  
*Administrative Assistant to the City Council*  
(413) 587-1210  
[ppowers@northamptonma.gov](mailto:ppowers@northamptonma.gov)



## MAYOR DAVID J. NARKEWICZ

City of Northampton  
Office of the Mayor

210 Main Street Room 12

Northampton, MA 01060-3199

(413) 587-1249 Fax: (413) 587-1275

mayor@northamptonma.gov

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DATE: October 28, 2016

TO: City Council

FROM: Mayor David J. Narkewicz

**SUBJECT: Appointments to Boards, Committees, and Commissions**

Please find the attached appointments and re-appointments to City Boards, Committees, and Commissions:

Agricultural Commission:

- Stanley Zawalick, 538 Sylvester Road, Florence – term October 2016- June 2019 (reappointment)

Arts Council:

- Jill St. Coeur, 44 Willow Street, Florence – term November 2016 – June 2019

Conservation Commission:

- Jessica Pica, 3 High Street, Florence – term November 2016 – June 2019

License Commission:

- Natasha Yakovlev, 147 Nonotuck Street, Florence – term November 2016 – June 2022 (to fill William Rosen's space)

Cc: City Clerk, Wendy Mazza



## City of Northampton Application for Appointment to Boards, Committees and Commissions

Name: STAN ZAWALICH  
 Address: 538 Sylvester Rd Florence MASS 01062  
 Email: Zawalich.MAPE@comcast.net  
 Home Phone: 504-3646 Work: --- Cell: ---  
 Occupation: Self Employed Years lived in Northampton: 45  
 Northampton Resident:  Yes  No

Please indicate the Committee(s) you have interest serving on: *(Appointment subject to vacancies)*

Agricultural Commission <input checked="" type="checkbox"/>	License Commission
Almoners, Board of	Municipal Affordable Housing Trust Fund Board of Trustees
Arts Council	Parks and Recreation Commission
Assessors, Board of	Planning Board
Central Business Architecture Committee	Public Shade Tree Commission
Community Preservation Committee	Public Works Commission
Conservation Commission	Redevelopment Authority
Council on Aging	Registrars, Board of
Disability Commission	Transportation & Parking Commission
Energy & Sustainability Commission	Trust Fund Committee
Health, Board of	Youth Commission
Historical Commission	Zoning Board of Appeals
Housing Partnership	
Human Rights Commission	

What skills and experience will you bring to this Committee assignment:  
*(attach additional sheet or resume if necessary)*  
Help with any farm related problems. Provide training in Florence  
Support all agriculture

Are you currently serving or have you served on any City committee: --- No  Yes\*  
*(\*If yes please state what committee)* AGRICULTURAL COMMISSION

**Required:** Please read the following, by signing below you state that you understand and agree:  
 The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years; after that I must file a new application. Being appointed to a committee, board, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law MGL Chapter 39: Section 23B. I understand that I will take the conflict of interest test AFTER being appointed and that I also must be sworn in by the City Clerk. I will contact the appointing authority with any questions about my service. **IMPORTANT: Once this form is submitted it becomes a public document, if there is information you do not want open to the public please do not include it on this form!**

SIGNATURE Stan Zawalich DATE 9/27/16

Please Return Form To: [Mayor@northamptonma.gov](mailto:Mayor@northamptonma.gov) or  
 David J. Narkewicz, Mayor, 210 Main Street, Northampton, MA 01060

OPTIONAL INFORMATION

*This information will be used for diversity purposes only.  
Complete it only if you wish to do so.*

Age:

Under 29 \_\_\_ 30-39 \_\_\_ 40-49 \_\_\_ 50-59 4 60-69 \_\_\_ 70 plus \_\_\_

Sex: M  F \_\_\_ Racial/Ethnic Background \_\_\_\_\_



ARTS Council

# City of Northampton Application for Appointment to Boards, Committees and Commissions

Name: Jill St. Coeur  
 Address: 44 Willow St., Florence, MA 01062  
 Email: jillstcc@gmail.com  
 Home Phone: 413-858-5464 Work: \_\_\_\_\_ Cell: SAME  
 Occupation: fiber artist Years lived in Northampton: 28

Please indicate the Committee(s) you have interest serving on: (Appointment subject to vacancies)

Agricultural Commission	License Commission
Almoners, Board of	Municipal Affordable Housing Trust Fund Board of Trustees
<input checked="" type="checkbox"/> Arts Council	Parks and Recreation Commission
Assessors, Board of	Planning Board
Central Business Architecture Committee	Public Shade Tree Commission
Community Preservation Committee	Public Works Commission
Conservation Commission	Redevelopment Authority
Council on Aging	Registrars, Board of
Disability Commission	Transportation & Parking Commission
Energy & Sustainability Commission	Trust Fund Committee
Health, Board of	Youth Commission
Historical Commission	Zoning Board of Appeals
Housing Partnership	
Human Rights Commission	

Mayor's Office

AUG 12 2016

Northampton MA

What skills and experience will you bring to this Committee assignment:

(attach additional sheet or resume if necessary)

Please see resume

Are you currently serving or have you served on any City committee:  No  Yes\*

(\*If yes please state what committee) (Center for the Arts board - mid 1990's)

**Required:** Please read the following, by signing below you state that you understand and agree:  
 The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years; after that I must file a new application. Being appointed to a committee, board, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law MGL Chapter 39: Section 23B. I understand that I will take the conflict of interest test AFTER being appointed and that I also must be sworn in by the City Clerk. I will contact the appointing authority with any questions about my service. **IMPORTANT: Once this form is submitted it becomes a public document, if there is information you do not want open to the public please do not include it on this form!**

SIGNATURE Jill St. Coeur DATE 8/8/2016

Please Return Form To: [Mayor@northamptonma.gov](mailto:Mayor@northamptonma.gov) or  
 David J. Narkewicz, Mayor, 210 Main Street, Northampton, MA 01060

Jill St. Coeur  
44 Willow Street  
Florence, MA 01062  
413-858-5464

jillstc@gmail.com

### Resume

1987-present      Freelance costume designer and fiber artist

1987-2011      Smith College Theater Department, Northampton, MA

- Costume Shop Manager, supervising assistants and students, managing productions and budgets
- Constructed costumes for over 100 theatrical and dance productions
- Designer for MFA and Faculty Dance Concerts
- Costume designer for Five College Dancers: David Dorfman: *Prophets of Funk* and Jawole Willa Zo Zollar: *Bushache*

### Costume Design and Construction Credits:

- Northampton Arts Council, Northampton, MA: *Four Sundays In February*, 2015 and 2016
- No Theater, Northampton, MA: *End of the Road*, 2009-present
- Talking Band, New York, New York: *Burnished By Grief*, 2016; *The Golden Toad*, 2015; *Marcellus Shale*, 2013; *Hot Lunch Apostles*, 2011; *Delicious Rivers*, 2006; *Belize*, 2005; *Painted Snake in a Painted Chair*, 2003; *Bitterroot*, 2001; *Star Messenger*, 2000
- Deerfield Academy, Deerfield, MA: Spring and Fall Dance and Theatre Departments, 2011-present
- Pioneer Valley Ballet, Easthampton, MA; construction for *The Nutcracker* and spring productions, 2009-present

- Old Deerfield Productions, Deerfield, MA: *Truth*, 2013 and 2012 Molissa Fenley dancer/choreographer, New York, New York: *Prop Pieces*, 2010; *Vessel Stories*, 2011; Molissa Fenley, New York Live Arts, 2013
- The Relationship, New York, New York: *Flow (Winged Crocodile)*, 2010
- Sorvino Dance, Greenfield, MA: a series of pieces performed at *International Folkloric Festival*, 2012; *Down Stream*, 2010; *Transendance*, 2009
- David Hurwith, dancer/choreographer, Worthington, MA: *Gasp, I'm Home*, 2010
- Florentine Films Hott Productions, Northampton, MA: *John James Audubon: Drawn From Nature*, 2007; *The Boyhood of John Muir*, 1996

Exhibit Credits:

Exhibitor: A collection of hand hooked art rugs and pillows;  
(jillstcoeurartrugs.com)

- Candle In The Night, Brattleboro, VT, 2012
- KW Home, Easthampton, MA, 2012
- Danco Modern, Hatfield, MA, 2014
- Larsen Gallery, Yakima, Washington, 2014
- Anthi Frangiatis/The Drawing Room, Marion, MA currently
- Lenox Local, Lenox, MA, currently
- Smith College, Northampton, MA – through August 2016

Exhibitor: One of a kind art book: *A Life's Fine Thread, Six Poems by Hazel Hall* with Susan Bonthron

- 23 Gallery, Portland, Oregon, 2011

Curator: The Fiber Art Center, Amherst, MA

- The Sacred Flags of Haitian Vodou, 2003

- Revealing Clothes; Wearable Psychological States, Kate Kretz, 2003

Historic Northampton, Northampton, MA

- The Art of the Hooked Rug: Contemporary Versions of a Traditional Technique, 2014

Smith College, Jannotta Gallery, Northampton, MA

- Thinking in Wool: Contemporary Hooked Rugs, through August 2016. Co-curated with Margaret Bruzelius

OPTIONAL INFORMATION

*This information will be used for diversity purposes only.  
Complete it only if you wish to do so.*

Age:

Under 29 \_\_\_ 30-39 \_\_\_ 40-49 \_\_\_ 50-59 \_\_\_ 60-69  70 plus \_\_\_

Sex: M \_\_\_ F  Racial/Ethnic Background Caucasian



## City of Northampton Application for Appointment to Boards, Committees and Commissions

Name: Jessica Pica  
 Address: 3 High Street, Florence, MA 01062  
 Email: personal: jessica.e.pica@gmail.com work: jpica@mmine.com  
 Home Phone: \_\_\_\_\_ Work: 413-241-6920 Cell: 401-996-2088  
 Occupation: Water Resources Engineer Years lived in Northampton: 1.5 years  
 Northampton Resident:  Yes  No

Please indicate the Committee(s) you have interest serving on: *(Appointment subject to vacancies)*

Agricultural Commission	License Commission
Almoners, Board of	Municipal Affordable Housing Trust Fund Board of Trustees
Arts Council	Parks and Recreation Commission
Assessors, Board of	Planning Board
Central Business Architecture Committee	Public Shade Tree Commission
Community Preservation Committee	Public Works Commission
<u>Conservation Commission</u>	Redevelopment Authority
Council on Aging	Registrars, Board of
Disability Commission	Transportation & Parking Commission
Energy & Sustainability Commission	Trust Fund Committee
Health, Board of	Youth Commission
Historical Commission	Zoning Board of Appeals
Housing Partnership	
Human Rights Commission	

What skills and experience will you bring to this Committee assignment:

*(attach additional sheet or resume if necessary)*

Please see attached cover letter and resume.

Are you currently serving or have you served on any City committee:  Yes  No  Yes\*

*(\*If yes please state what committee)* \_\_\_\_\_

**Required:** Please read the following, by signing below you state that you understand and agree:

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SIGNATURE \_\_\_\_\_

*Jessica Pica*

DATE \_\_\_\_\_

*10/17/16*

Please Return Form To: Mayor@northamptonma.gov or  
 David J. Narkewicz, Mayor, 210 Main Street, Northampton, MA 01060

## Jessica E. Pica, MS, P.E.

3 High Street, Florence, MA 01062

401.996.2088

jessica.e.pica@gmail.com

### LICENSES AND EDUCATION

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Registered Professional Engineer  
Massachusetts

*June 2016*

University of Massachusetts Amherst, Amherst, MA  
Masters of Science in Environmental and Water Resources Engineering  
Specialization in Fish Passage Engineering

*May 2012*

Roger Williams University, Bristol, RI  
Bachelor of Science in Engineering  
Specialization in Environmental Engineering and Mathematics

*May 2010*

### EXPERIENCE

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#### **Water Resources Engineer**

*Milone and MacBroom, Inc., Springfield, MA*

*June 2015 – present*

- Conducted hydrologic assessment, developed hydraulic models, and prepared hydrologic and hydraulic reports for various bridge replacement projects in Connecticut.
- Prepared permit applications including Notice of Intent, Special Permit, Site Plan Review, and Stormwater Permit.
- Assisted in the development of stormwater management systems.
- Conducted construction administration services, construction inspection, and stormwater pollution prevention inspections for a 2MW solar park project in Massachusetts.

#### **Water Resources Engineer**

*Milone and MacBroom, Inc., Cheshire, CT*

*June 2012 – June 2015*

- Assessed fish passage alternatives and prepared hydrology and regulatory permitting for multiple fish passage projects in New York.
- Assisted in the development of hydraulic models, site plans, regulatory permits, and cost estimates and conducted stream assessments for various stream restoration and bank stabilization projects in New York.
- Assisted in dam inspections and developed HEC-HMS hydrologic models, HEC-RAS unsteady dam breach hydraulic models, inundation maps, and emergency action plans for multiple dams in Connecticut.
- Provided construction observations and administration services for stream restoration, bank stabilization, and dam removal projects in New York and Massachusetts, which included reviewing shop drawings, change orders, and payment requisitions.
- Prepared hydraulic models that included floodplain and floodway modifications for a FEMA Letter of Map Revision (LOMR) application for a dam removal in Connecticut.

#### **Graduate Research Assistant under Dr. Richard Palmer and Dr. Casey Brown**

*University of Massachusetts Amherst, Amherst, MA*

*Fall 2010 – May 2012*

- Created and implemented water resource systems models for the Connecticut River basin, Scituate Reservoir Complex (Providence, RI) and Quabbin and Wachusett Watersheds (Boston, MA) to assess the potential impacts of climate change.
- Coordinated and assisted in the development of the Department of Interior Climate Science Center website.
- Developed a report on water resources, water quality and wastewater for the Northeast Region and the U.S. Urban Climate Assessment report as part of the 2013 National Climate Assessment.
- Coordinated and participated in large stakeholder driven processes involving The Nature Conservancy, Army Corps of Engineers, government agencies, dam operators and owners, Massachusetts Water Resources Authority, and Providence Water.
- Organized Tufts University Third Annual Water: Systems, Science and Society Symposium, a collaboration with Tufts, UMass and the Massachusetts Water Resources Research Center.



City of  
Northampton

Mayor of Northampton Mass. <mayor@northamptonma.gov>

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## Online Form Submittal: Application for Appointment to Boards, Committees and Commissions

1 message

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noreply@civicplus.com <noreply@civicplus.com>  
To: mayor@northamptonma.gov

Fri, Oct 21, 2016 at 8:15 AM

### Application for Appointment to Boards, Committees and Commissions

City of Northampton Application for Appointment to Boards, Committees, and Commissions

*Please return the completed form to: Mayor@northamptonma.gov or David J. Narkewicz, Mayor 210 Main Street, Northampton, MA 01060*

First Name	Natasha
Last Name	Yakovlev
Title, if applicable	<i>Field not completed.</i>
Address 1	147 Nonotuck Street
Address 2	<i>Field not completed.</i>
City	Florence
State	Massachusetts
Zip	01062
Home Phone	4133209864
Work Phone	4133209864
Cell Phone	4133209864
Occupation & Place of Employment	Realtor, Murphy's Realtors, Inc
Email	natashayakovlev@gmail.com
Are you a Northampton resident?	Yes
Years Lived in Northampton	13
Age	40 - 49

Sex	Female
Racial / Ethnic Background	<i>Field not completed.</i>
Boards and Committees	License Commission
Please list "other" board or committee of interest	<i>Field not completed.</i>
What skills and experience will you bring to this committee assignment?	Experience with the business community; strong ability to collaborate and approach decision making and conflict resolution with a balanced and thorough approach.
Are you currently serving or have you served on any city committee?	No
Please list other city committees you have served on	<i>Field not completed.</i>
<p>Required: Please read the following, by signing below you state that you understand and agree.</p> <p><i>The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years; after that I must file a new application. Being appointed to a committee, board, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law MGL Chapter 39: Section 23B. I understand that I will take the conflict of interest test after being appointed and that I also must be sworn in by the City Clerk. I will contact the appointing authority with any questions about my service. Important: Once this form is submitted it becomes a public document, if there is information you do not want open to the public please do not include it on this form.</i></p>	
Signature	Natasha Yakovlev
Date	10/21/2016

Email not displaying correctly? [View it in your browser.](#)



## MAYOR DAVID J. NARKEWICZ

City of Northampton  
Office of the Mayor  
210 Main Street Room 12  
Northampton, MA 01060-3199  
(413) 587-1249 Fax: (413) 587-1275  
mayor@northamptonma.gov

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DATE: November 1, 2016  
TO: City Council  
FROM: Mayor David J. Narkewicz

**SUBJECT: Appointments to Redevelopment Authority**

The Redevelopment Authority was established in the early 1970s by the City of Northampton to develop the industrial park. The body has been largely inactive since the industrial park was fully built-out. There are still rare occasions for the Redevelopment Authority to convene, however, including most recently in 2015 to approve a MassDOT construction easement for roadway improvements near the park entrance at the intersection of Industrial Drive and Damon Road. Due to resignations and one death, the Redevelopment Authority currently lacks a quorum so I am re-appointing one current longtime member and appointing three new members to staggered terms in order to maintain a full membership complement on this multiple-member body as per our Administrative Code. A fifth member, Richard Abuza, currently serves as the appointee of the MA Department of Housing and Community Development (DHCD) as per MGL Chapter 121B.

Redevelopment Authority:

- Ed Skroski, 70 Beacon Street, Florence – term March 2016 – June 2021 (reappointment)
- Patrick Goggins, 20 Bridge Road, Florence – term November 2016 – June 2020 (replacing the expired term of the late Joan Welch)
- Christopher Cahillane, 384 South Street, Northampton – term November 2016 – June 2019 (replacing the expired term of Hugh Adams)
- Roisin Quinn, 35 New South Street, #207, Northampton - term November 2016 – June 2018 (replacing the expired term of David Short)



City of  
Northampton

Mayor of Northampton Mass. <mayor@northamptonma.gov>

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## Online Form Submittal: Application for Appointment to Boards, Committees and Commissions

1 message

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noreply@civicplus.com <noreply@civicplus.com>  
To: mayor@northamptonma.gov

Fri, Oct 28, 2016 at 12:22 PM

### Application for Appointment to Boards, Committees and Commissions

City of Northampton Application for Appointment to Boards, Committees, and Commissions

*Please return the completed form to: Mayor@northamptonma.gov or David J. Narkewicz, Mayor 210 Main Street, Northampton, MA 01060*

First Name	Ed
Last Name	Skroski
Title, if applicable	<i>Field not completed.</i>
Address1	70 Beacon St
Address2	<i>Field not completed.</i>
City	Florence
State	MA
Zip	01062
Home Phone	413-586-0028
Work Phone	413-835-7913
Cell Phone	<i>Field not completed.</i>
Occupation & Place of Employment	Retired
Email	edskii@mac.com
Are you a Northampton resident?	Yes
Years Lived in Northampton	79
Age	70 plus

Sex	Male
Racial / Ethnic Background	White/american
Boards and Committees	Redevelopment Authority
Please list "other" board or committee of interest	State Hospital CAC, Northampton Development Corp
What skills and experience will you bring to this committee assignment?	Served on Northampton Redevelopment Authority since 1969 Taxpayer in Northampton since 1960
Are you currently serving or have you served on any city committee?	Yes
Please list other city committees you have served on	<i>Field not completed.</i>
<p>Required: Please read the following, by signing below you state that you understand and agree.</p> <p><i>The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years; after that I must file a new application. Being appointed to a committee, board, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law MGL Chapter 39: Section 23B. I understand that I will take the conflict of interest test after being appointed and that I also must be sworn in by the City Clerk. I will contact the appointing authority with any questions about my service. Important: Once this form is submitted it becomes a public document, if there is information you do not want open to the public please do not include it on this form.</i></p>	
Signature	Edward skroski
Date	10/28/2016

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City of  
Northampton

Mayor of Northampton Mass. <mayor@northamptonma.gov>

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## Online Form Submittal: Application for Appointment to Boards, Committees and Commissions

1 message

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noreply@civicplus.com <noreply@civicplus.com>  
To: mayor@northamptonma.gov

Sun, Oct 30, 2016 at 10:58 AM

### Application for Appointment to Boards, Committees and Commissions

City of Northampton Application for Appointment to Boards, Committees, and Commissions

*Please return the completed form to: Mayor@northamptonma.gov or David J. Narkewicz, Mayor 210 Main Street, Northampton, MA 01060*

First Name	Patrick
Last Name	Goggins
Title, if applicable	<i>Field not completed.</i>
Address 1	79 King Street
Address 2	<i>Field not completed.</i>
City	Northampton
State	MA
Zip	01060
Home Phone	413 586-0257
Work Phone	413 586-7000
Cell Phone	413 531-1659
Occupation & Place of Employment	President Goggins Real Estate 79 King street
Email	pat@gogginsrealestate.com
Are you a Northampton resident?	Yes
Years Lived in Northampton	57
Age	60 - 69

Sex	Male
Racial / Ethnic Background	<i>Field not completed.</i>
Boards and Committees	Redevelopment Authority
Please list "other" board or committee of interest	<i>Field not completed.</i>
What skills and experience will you bring to this committee assignment?	Previously served on the Charter Commission, Board of Public Works, Housing Partnership, Chamber of Commerce, County Commission and City Council
Are you currently serving or have you served on any city committee?	No
Please list other city committees you have served on	see above
<p>Required: Please read the following, by signing below you state that you understand and agree.</p> <p><i>The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years; after that I must file a new application. Being appointed to a committee, board, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law MGL Chapter 39: Section 23B. I understand that I will take the conflict of interest test after being appointed and that I also must be sworn in by the City Clerk. I will contact the appointing authority with any questions about my service. Important: Once this form is submitted it becomes a public document, if there is information you do not want open to the public please do not include it on this form.</i></p>	
Signature	PMGOGGINS
Date	10/31/2016

Email not displaying correctly? [View it in your browser.](#)



City of  
Northampton

Mayor of Northampton Mass. <mayor@northamptonma.gov>

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## Online Form Submittal: Application for Appointment to Boards, Committees and Commissions

1 message

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noreply@civicplus.com <noreply@civicplus.com>  
To: mayor@northamptonma.gov

Sun, Oct 30, 2016 at 5:08 PM

### Application for Appointment to Boards, Committees and Commissions

City of Northampton Application for Appointment to Boards, Committees, and Commissions

*Please return the completed form to: Mayor@northamptonma.gov or David J. Narkewicz, Mayor 210 Main Street, Northampton, MA 01060*

First Name	Christopher
Last Name	Cahillane
Title, if applicable	<i>Field not completed.</i>
Address1	384 South Street
Address2	<i>Field not completed.</i>
City	Northampton
State	Massachusetts
Zip	01060
Home Phone	413-584-4499
Work Phone	413-532-5100
Cell Phone	413-427-4004
Occupation & Place of Employment	Auto Sales. Auto Sales Center Inc. 1607 Northampton St. Holyoke, MA. 01040
Email	cpcahillane@gmail.com
Are you a Northampton resident?	Yes
Years Lived in Northampton	57
Age	50 - 59

Sex	Male
Racial / Ethnic Background	<i>Field not completed.</i>
Boards and Committees	Redevelopment Authority
Please list "other" board or committee of interest	<i>Field not completed.</i>
What skills and experience will you bring to this committee assignment?	I offer a long standing knowledge of the city of Northampton as a small business owner for many years, and an interest in helping the municipality and it's citizens progress.
Are you currently serving or have you served on any city committee?	No
Please list other city committees you have served on	<i>Field not completed.</i>
<p>Required: Please read the following, by signing below you state that you understand and agree.</p> <p><i>The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years; after that I must file a new application. Being appointed to a committee, board, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law MGL Chapter 39: Section 23B. I understand that I will take the conflict of interest test after being appointed and that I also must be sworn in by the City Clerk. I will contact the appointing authority with any questions about my service. Important: Once this form is submitted it becomes a public document, if there is information you do not want open to the public please do not include it on this form.</i></p>	
Signature	Christopher Cahillane
Date	10/30/2016

Email not displaying correctly? [View it in your browser.](#)



City of  
Northampton

Mayor of Northampton Mass. <mayor@northamptonma.gov>

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## Online Form Submittal: Application for Appointment to Boards, Committees and Commissions

1 message

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noreply@civicplus.com <noreply@civicplus.com>  
To: mayor@northamptonma.gov

Fri, Sep 30, 2016 at 5:28 PM

### Application for Appointment to Boards, Committees and Commissions

City of Northampton Application for Appointment to Boards, Committees, and Commissions

Please return the completed form to: Mayor@northamptonma.gov or David J. Narkewicz, Mayor 210 Main Street, Northampton, MA 01060

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First Name	Roisin
Last Name	Quinn
Title, if applicable	Field not completed.
Address 1	35 New South St, #207
Address2	Field not completed.
City	Northampton
State	MA
Zip	01060
Home Phone	Field not completed.
Work Phone	Field not completed.
Cell Phone	4132446197
Occupation & Place of Employment	Caregiver at a Private Home & Accounting Assistant for St. Elizabeth Ann Seton Parish
Email	roisincquinn@gmail.com
Are you a Northampton resident?	Yes
Years Lived in Northampton	28
Age	30 - 39

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Sex	Field not completed.
Racial / Ethnic Background	Field not completed.
Boards and Committees	Assessors, Board of. <i>or. Northampton...redevelopment.authority</i>
Please list "other" board or committee of interest	Field not completed.
What skills and experience will you bring to this committee assignment?	I was an active realtor for 13 years working for the number one real estate agency and had an opportunity to be involved in over 900 real estate transactions for new and older homes, acquiring a keen sense of home values.
Are you currently serving or have you served on any city committee?	No
Please list other city committees you have served on	Field not completed.

Required: Please read the following, by signing below you state that you understand and agree.

The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years; after that I must file a new application. Being appointed to a committee, board, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law MGL Chapter 39: Section 23B. I understand that I will take the conflict of interest test after being appointed and that I also must be sworn in by the City Clerk. I will contact the appointing authority with any questions about my service. Important: Once this form is submitted it becomes a public document, if there is information you do not want open to the public please do not include it on this form.

Signature	Roisin Quinn
Date	9/30/2016

Email not displaying correctly? [View it in your browser.](#)

PD \$25.00  
11-16-16

NORTHAMPTON, MA,  
NOVEMBER 16, 2016

To the Honorable City Council of the City of Northampton:

The undersigned respectfully petitions your honorable body for a License as follows:

Name of Business: **MULBERRY ST. EXCHANGE**  
Type of License: **Second Hand Dealer**  
Location: **7 Mulberry Street, Leeds, MA**  
Business Owner: **Wayne Andrews, Jr.**

(Sign Here) Wayne D. Andrews Jr.  
No. 7 Street MULBERRY ST.

In City Council, \_\_\_\_\_

Referred to Committee on Licenses.

ATTEST:

\_\_\_\_\_  
Council Clerk

In City Council, \_\_\_\_\_

In Committee on Licenses, \_\_\_\_\_  
Voted to recommend that Petition \_\_\_ be

\_\_\_\_\_ granted \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Council Clerk

Voted that Petition be \_\_\_\_\_ granted.

Attest: \_\_\_\_\_ Council Clerk

P.R. \$50.00  
11-16-16

Commonwealth of Massachusetts  
City of Northampton  
Business Certificate

New Filing  Renewal

Date: 11/16/16

In conformity with the provisions of Chapter One hundred and ten, Section five of the General Laws, as amended, the undersigned hereby declare(s) that a business under the title of:

Mullberry St. Exchange

Is conducted at 7 Mullberry St LEEDS MA

By the following named person(s):

Full Name (print)	Residence
<u>Wayne Andrews Jr</u>	<u>7 Mullberry St</u>
<u>mailing - P.O. Box 84</u>	<u>APT 3</u>
<u>LEEDS 01053</u>	<u>LEEDS</u>

Signed:

Wayne J. Andrews Jr

Contact Telephone: 413-727-8161

Type of Business: USED Furniture AND Households

Commonwealth of Massachusetts

Hampshire, ss

November 16, 20 16

Then personally appeared the above-named Wayne Andrews Jr  
And made oath that the foregoing statement is true.

A certificate issued in accordance with this section shall be in force and effect for four (4) years from the date of issue and shall be renewed each four years thereafter so long as said business shall be conducted and shall lapse and be void unless renewed. If you cease conducting business before that date, the law requires that you contact the City Clerk and file a withdrawal certificate.

Certificate Expiration Date: November 16, 2020

Wendy Mazza  
Notary or City Clerk Signature

Notary Expiration: \_\_\_\_\_

CITY OF NORTHAMPTON  
PERMIT DENIAL FORM

TO: TAX COLLECTOR, TREASURER (Circle Appropriate Staff Person)

REQUESTED BY: Wendy Mazza, City Clerk DATE: December 2, 2016

Name of Person, Corporation, or Business: MULBERRY ST. EXCHANGE

OWNER OF PROPERTY- MARPA EAGER & ERIC DAVIS

BUSINESS OWNER – WAYNE ANDREWS, JR., 7 MULBERRY STREET, LEEDS, MA

Location/Address of Property or Service: 7 MULBERRY STREET, LEEDS, MA

Business ADDRESS: 7 MULBERRY STREET, LEEDS, MA

OWNER OF PROPERTY –Home Address: 351 PLEASANT ST., SUITE 130,  
NORTHAMPTON, MA 01060

Parcel:10B 025 001

Personal Property No.:

Your prompt attention is appreciated.

(DO NOT WRITE BELOW THIS LINE – TAX COLLECTOR'S TREASURER'S OFFICE USE  
ONLY)

Please list below any tax, assessed to your office, that is unpaid for twelve (12) months or more after its due date, unless there is a pending abatement or appeal before the appellate Tax Board, for the person, corporation, or business entity noted above:

all taxes current for Mr. Andrews at this time.

R. P. [Signature] 12/7/16



## MAYOR DAVID J. NARKEWICZ

City of Northampton  
210 Main Street, Room 12  
Northampton, MA 01060-3199  
(413) 587-1249 Fax: (413) 587-1275  
mayor@northamptonma.gov

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November 29, 2016

Northampton City Council  
210 Main Street, Room 3  
Northampton, MA 01060

To the Honorable Members of the City Council,

Pursuant to my authority under Article 6, Section 6-1 of the City Charter, I am respectfully submitting the attached Administrative Order making the following changes to the Administrative Code:

(1) Change Information Technology Department to Information Technology Services Department and expand service role to include the Northampton Public Schools.

A key finding of the Information Technology (IT) Assessment prepared for the City of Northampton by the Edward J. Collins, Jr. Center for Public Management in 2014 was the recommendation that the city's information technology service resources be consolidated to full extent possible, citing multiple benefits to this mission-critical municipal function: (1) the ability to recruit, retain, and develop skilled personnel is enhanced with a central department, (2) Cross training of staff across various application systems will reduce the risk of support loss from staff turnover, and (3) The ability to develop stronger expertise in important technical areas such as networking, software support, web design, and voice and data communications is enhanced with a larger organization.

This same key finding included a long-term recommendation that the city consider "the consolidation of all city and school IT activities into a central IT department." While NPS Superintendent Provost and I have periodically discussed the potential benefits of this recommendation since he began his tenure, the pending retirement of the NPS information technology director has now presented the opportunity to move it forward. On November 17, 2016 the School Committee voted in accordance with Massachusetts General Laws, Chapter 71, § 37M to authorize consolidation of city and school committee information technology service functions into a centralized city IT department. A corresponding required Chapter 71, § 37M vote by the City Council is currently pending. This change in the Administrative Code would serve to reflect a slightly modified name for the department and reflect the consolidation of city and school IT services under its authorities and responsibilities.

(2) Replace Board of Almoners with Whiting Street Trust Committee.

The 1875 will of the late Mr. Whiting Street left \$112,500 to be held in trust for twenty area communities, including \$25,000 to Northampton, "for the relief and comfort of the worthy poor of said towns and city, who shall not be in the Almshouse, nor be town or city paupers." Upon distribution following the death of Mr. Street's last living heirs, the funds held in trust for Northampton totaled

\$46,856 and this constitutes the restricted principal of the Whiting Street trust fund account that has a current balance of \$345,167.

Under the City of Northampton's former charter, a six-member Board of Almoners consisting of five residents elected by City Council plus the Mayor as an ex-officio member was charged with disbursing funds from the Whiting Street trust to the "worthy poor" of the city. In modern practice, this involved individuals submitting applications for funding to the city Treasurer who in turn brought them to the Board of Almoners for review and approval. The Board was temporarily eliminated following adoption of the city's current special act charter in 2012, but was reconstituted in largely the same format in 2014 as part of my first Administrative Order reorganizing city government. Shortly after the Board was reconstituted I attended one of its meetings to begin a dialogue about its current authorities and responsibilities and potential ways for improving how it carries them out.

The current structure requires a board made up of citizen volunteers to assess the "worthiness" of a myriad of highly individualized funding requests from residents related to financial hardship such as paying overdue rents or mortgage payments, preventing utility shut-offs, or making emergency home repairs. In addition to the challenge of assessing and verifying both the hardship and an applicant's income, a public body evaluating said requests while subject to modern open government laws has a limited ability to offer any measure of privacy to applicants. Both the Board's deliberations about these often-sensitive matters as well as the accompanying documentation must be part of the public record.

I am issuing an Administrative Order modifying both the name and role of the Board of Almoners. Whiting Street Trust Committee more accurately reflects the work of this multiple-member body in carrying out the trust as set forth by Whiting Street in his bequest to the city. Instead of fielding individual funding requests from "the worthy poor," the Committee will instead be charged with managing an annual grant process whereby our many well-established local social service agencies that serve our community could apply for funding from the Whiting Street Trust Committee that would be specifically earmarked for serving low-income Northampton residents. These local agencies are much better equipped to assess both the financial means and needs of those who could benefit from Whiting Street funds, while at the same time maintaining their confidentiality and dignity. I believe this new structure will allow the City to better carry out its obligations under the will of Whiting Street.

Finally, this change was developed in close consultation with both the Board of Almoners and our Treasurer/Collector Kristine Bissell. The Board voted unanimously to endorse my proposed Administrative Order at its most recent November 17, 2016 meeting.

Thank you in advance for your review of these proposed changes to our Administrative Code. I stand ready to answer any questions or provide additional information and respectfully request the City Council's approval of the attached Administrative Order.

Sincerely,



David J. Narkewicz  
Mayor

cc: City Clerk



## ADMINISTRATIVE ORDER

**Amend City of Northampton Administrative Code,  
Part I Administrative Organization, Section 2.06 as follows:**

**DELETE IN ITS ENTIRETY AND REPLACE WITH:**

2.06 Information Technology Services Department

Established

There shall be an Information Technology Services Department under the supervision of a chief information officer.

Authorities and Responsibilities

The Information Technology Services Department provides computer hardware and software acquisition, telecommunications infrastructure, information security, maintenance, and support to all City departments and the Northampton Public Schools. It is further responsible for computer supplies management, desktop and web publishing, social media management, and voice and data communications. The department shall be responsible for systems development and planning, systems modification and enhancement, operations, central services, and management and administrator of the hardware and software for the geographic information system. The department shall be responsible for planning, development and implementation of instructional technology within Northampton Public Schools in support of the established educational goals. The department shall be responsible for safeguarding Information Technology (IT) Resources, achieving confidentiality, integrity and availability of the data and IT Resources used to manage the services provided by the City. The department is responsible for computer training and the official City website. The department is the central depository for all electronic information.

**Amend City of Northampton Administrative Code,  
Part II Multiple-Member Appointive Organization, Section 3.0 as follows:**

**DELETE IN ITS ENTIRETY AND REPLACE WITH:**

3.0. Whiting Street Fund Committee

Established

There shall be a Whiting Street Fund Committee consisting of five members.

Authorities and Responsibilities

The Whiting Street Fund Committee shall advise the Mayor on the distribution of the income earned on the funds held in trust by the City in accordance the will of the late Whiting Street, "for the relief and comfort of the worthy poor" of Northampton.

The committee shall work with the Treasurer/Collector to establish a process for making annual recommendations to the Mayor for the distribution of funds to non-profit agencies for the sole purpose of providing direct financial assistance to low-income Northampton residents and, thereafter, to recommend annually one or more non-profit agencies to which the funds should be distributed. Pursuant to the will, the total annual distribution shall be restricted to interest earned on the trust fund.

The Whiting Street Fund Committee is an advisory multiple-member body of the City.

**City of Northampton**  
**MASSACHUSETTS**

*In City Council, December 1, 2016*

*Upon the recommendation of Mayor David J. Narkewicz*

16.209

An Order

To Authorize the Consolidation of IT Service Functions

***Ordered, that***

Whereas, the City of Northampton and the Northampton Public Schools (NPS) currently share services in the area of both facilities and personnel management through our consolidated Central Services and Human Resources departments; and

Whereas, the Mayor and NPS Superintendent have determined that expanding this service sharing to include information technology services through a consolidated Information Technology Services Department is in the best interests of our city and school district; and

Whereas, Massachusetts General Laws, Chapter 71, § 37M states that municipalities "*may consolidate administrative functions, including but not limited to financial, personnel, and maintenance functions, of the school committee with those of the city or town; provided, however, that such consolidation may occur only upon a majority vote of both the school committee and in a city, the city council, with approval of the mayor...*"; and

Whereas, on November 10, 2016 the Northampton School Committee voted unanimously to authorize consolidation of city and school committee information technology service functions in accordance with Massachusetts General Laws, Chapter 71, § 37M; and so

Now Therefore Be It Ordered that the City Council hereby authorizes the consolidation of information technology service functions of the city and the school committee In accordance with Massachusetts General Laws, Chapter 71, § 37M.

**CITY OF NORTHAMPTON  
MASSACHUSETTS**

*In the Year Two Thousand and Sixteen*

Upon the Recommendation of the Department of Public Works.

**16.184  
AN ORDINANCE**

**RELATIVE TO THE OPERATION OF  
HEAVY VEHICLES**

An Ordinance of the City of Northampton, Massachusetts. Be it ordained by the City Council of the City of Northampton, in City Council assembled, as follows:

SECTION 1

*That the § 312-75 of the Code of Ordinances be amended as follows:*

§ 312-75 Compression release engine brake use; operation of heavy commercial vehicles.

~~C. Warnings and penalties for repeated use of truck detours. Operators of heavy commercial vehicles as defined in § 312-1 may first be issued an informational warning for using established truck detours on Lincoln Avenue and Phillips Place for the purpose of correcting a navigation error that would otherwise have led the vehicle to a prohibited route. However, operators who have previously received such a warning within the last two years shall be subject to a fine of \$300.~~



**CITY OF NORTHAMPTON  
MASSACHUSETTS**

*In the Year Two Thousand and Sixteen*

Upon the Recommendation of Councilor Gina-Louise Sciarra

**16.213  
AN ORDINANCE**

**RELATIVE TO PARKING ON CENTER STREET  
AND MARKET STREET**

An Ordinance of the City of Northampton, Massachusetts. Be it ordained by the City Council of the City of Northampton, in City Council assembled, as follows:

SECTION 1

*That the § 312-104 of the Code of Ordinances be amended as follows:*

§ 312-104 Schedule III: Limited-Time Parking.

Center street	Northerly	15 mins./8:00 a.m. to 6:00 p.m.; Monday through Saturday	A point 161 feet easterly from Center Court	A point 179 feet easterly from Center Court
<u>Center Street</u>	<u>Southerly</u>	<u>15 mins./8:00 a.m. to 6:00 p.m.; Monday through Saturday</u>	<u>A point 214 feet easterly from Masonic Street</u>	<u>A point 229 feet easterly from Masonic Street</u>
<u>Market Street</u>	<u>North-easterly</u>	<u>15 mins./8:00 a.m. to 6:00 p.m.; Monday through Saturday</u>	<u>A point 155 feet southeasterly from Graves Avenue</u>	<u>A point 173 feet southeasterly from Graves Avenue</u>

**CITY OF NORTHAMPTON  
MASSACHUSETTS**

*In the Year Two Thousand and Sixteen*

Upon the Recommendation of the Department of Public Works.

**16.214  
AN ORDINANCE**

**RELATIVE TO A YIELD SIGN ON MAPLE STREET**

An Ordinance of the City of Northampton, Massachusetts. Be it ordained by the City Council of the City of Northampton, in City Council assembled, as follows:

SECTION 1

*That the § 312-113 of the Code of Ordinances be amended as follows:*

§ 312-113 Schedule XII: Stop and Yield Intersections.

C. Isolated yield signs. Yield intersections are established at the following locations:

Name of Street	Direction of Travel	At Intersection of
<b>Maple Street</b>	<b>Northeast</b>	<b>Nonotuck Street</b>

**CITY OF NORTHAMPTON  
MASSACHUSETTS**

*In the Year Two Thousand and Sixteen*

Upon the Recommendation of Councilor Gina-Louise Sciarra

**16.208  
AN ORDINANCE**

**RELATIVE TO PARKING ON CENTER STREET, MAIN STREET,  
AND MARKET STREET**

An Ordinance of the City of Northampton, Massachusetts. Be it ordained by the City Council of the City of Northampton, in City Council assembled, as follows:

*That the § 312-104 of the Code of Ordinances be amended as follows:*

§ 312-104 Schedule III: Limited-Time Parking.

Center Street	Northerly	15 mins./8:00 a.m. to 6:00 p.m.; Monday through Saturday	A point 161 feet easterly from Center Court	A point 179 feet easterly from Center Court
<u>Center Street</u>	<u>Southerly</u>	<u>15 mins./8:00 a.m. to 6:00 p.m.; Monday through Saturday</u>	<u>A point xxx feet easterly from Masonic Street</u>	<u>A point xxx feet easterly from Masonic Street</u>
<u>Market Street</u>	<u>Northerly</u>	<u>15 mins./8:00 a.m. to 6:00 p.m.; Monday through Saturday</u>	<u>A point xxx feet easterly from Graves Ave. (in front of 15 Market St.)</u>	<u>A point xxx feet easterly from Graves Ave.</u>