



Lowell City Council

Regular Meeting Agenda

Michael Q. Geary
City Clerk

Date: August 11, 2020
Time: 6:30 PM
Location: Zoom / Remote Participation

1. ROLL CALL

2. MAYOR'S BUSINESS

2.1. Communication Remote Participation:

Pursuant To Governor Baker's Emergency Order Modifying The State's Open Meeting Law Issued March 12, 2020, Meetings Will Be Held Using Remote Participation As Follows: Members Of The Public May View The Meeting Via LTC And Those Wishing To Speak Regarding A Specific Agenda Item Shall Register To Speak In Advance Of The Meeting By Sending Email To City Clerk Indicating The Agenda Item And A Phone Number To Call So That You May Be Tele-Conferenced In To The Meeting. Email Address Is MGEARY@LOWELLMA.GOV. If No Access To Email You May Contact City Clerk At 978-674-4161.
For Zoom - [HTTPS://SUPPORT.ZOOM.US/HC/EN-US/ARTICLES/201362193-JOINING-A-MEETING](https://support.zoom.us/hc/en-us/articles/201362193-joining-a-meeting)

2.2. Proclamation - National Health Center Week.

3. CITY CLERK

3.1. Minutes Of City Council Meeting July 28th, For Acceptance.

Documents:

[2020 JULY 28 CC MINUTES.PDF](#)

4. UTILITY PUBLIC HEARING

4.1. National Grid - Req. Installation Of (1) SO Pole On Andrews Street.

Documents:

[2020 JULY 28 NATIONAL GRID REQ TO INSTALL 1 SO POLE ON ANDREWS STREET.PDF](#)

4.2. National Grid - Req. Installation Of PVC Conduit From New Pole To Existing Manhole On Andrews Street.

Documents:

5. COMMUNICATIONS FROM CITY MANAGER

5.1. Motion Responses

- A) Motion Response - Affordable Housing Inventory
- B) Motion Response - CDBG Grant Program
- C) Motion Response - MCC Parking Garage
- D) Motion Response - Public Participation in Zoom Meetings
- E) Motion Response - Equity and Inclusion Fund

Documents:

- A) MOTION RESPONSE - AFFORDABLE HOUSING INVENTORY.PDF
- B) MOTION RESPONSE - CDBG GRANT PROGRAM.PDF
- C) MOTION RESPONSE - MCC PARKING GARAGE.PDF
- D) MOTION RESPONSE - PUBLIC PARTICIPATION IN ZOOM MEETINGS.PDF
- E) MOTION RESPONSE - EQUITY AND INCLUSION FUND.PDF

5.2. Informational Reports

- F) Informational - Open Meeting Law Complaints
- G) Informational - Cares Act Funding

Documents:

- F) INFORMATIONAL - OPEN MEETING LAW COMPLAINTS.PDF
- G) INFORMATIONAL - CARES ACT FUNDING.PDF

5.3. Petition Responses

- H) Petition Response - Stop Sign at River Place Towers

Documents:

- H) PETITION RESPONSE - STOP SIGN AT RIVER PLACE TOWERS.PDF

5.4. Presentation - Peter Lally, Lowell Memorial Auditorium

5.5. Appoint John S. Marshall, III To Cemetery Commission

Documents:

- APPT. JOHN S. MARSHALL III TO CEMETERY COMM.PDF

6. VOTES FROM THE CITY MANAGER

6.1. Vote-Approve One-Twelfth Budget For The City Of Lowell For September Of FY21

Documents:

- VOTE-APPROVE ONE TWELFTH BUDGET SEPTEMBER FY2021.PDF

6.2. Vote-Authorize Payment Of Bills Incurred In Excess Of Appropriations Police

Documents:

[VOTE- AUTHORIZE PAYMENT OF BILLS INCURRED IN EXCESS OF APPROPRIATIONS.PDF](#)

6.3. Vote-Authorize Payment Of Bills Incurred In Excess Of Appropriations School

Documents:

[VOTE- AUTHORIZE PAYMENT OF BILLS INCURRED IN EXCESS OF APPROPRIATIONS.PDF](#)

6.4. Vote-Authorize Payment Of Bills Incurred In Excess Of Appropriations Wastewater

Documents:

[VOTE - AUTHORIZE PAYMENT OF BILLS INCURRED IN EXCESS OF APPROPRIATIONS.PDF](#)

6.5. Vote-MassWorks Infrastructure Grant-Tanner St Realignment

Documents:

[VOTE- MASSWORKS INFRASTRUCTURE GRANT-TANNER ST REALIGNMENT.PDF](#)

6.6. Vote-Transfer \$60,000.00 To Law

Documents:

[VOTE - TRANSFER 60,000 TO LAW.PDF](#)

6.7. Vote-Transfer \$7,950.00 To Cemetery For Columbarium

Documents:

[VOTE- TRANSFER 7,950.00 TO CEMETERY.PDF](#)

6.8. Vote-Transfer \$750.00 To Cemetery To Pay For Ad In The Sun

Documents:

[VOTE - TRANSFER 750.00 TO CEMETERY.PDF](#)

7. REPORTS (SUB/COMMITTEE, IF ANY)

7.1. Rules SC August 10, 2020.

8. PETITIONS

8.1. Misc. - Bill Dzoung (For The Benefit Of John Martin) Request Installation Of A Handicap Parking Sign At 236 West Street.

Documents:

[2020 AUGUST 11 MARTIN DZUONG HP SIGN 236 WEST ST.PDF](#)

8.2. National Grid - Request Installation Of 375 Feet Of Gas Main For Infrastructure

Reinforcement From 1500 To 1524 Gorham Street.

Documents:

[2020 AUGUST 11 NATIONAL GRID GAS MAIN REQ TO INSTALL 375FT GORRHAM ST.PDF](#)

- 8.3. National Grid - Request Installation Of 700 Feet Of Gas Main For Infrastructure Reinforcement Along Gorham Street (Saratoga St. To Rivers Edge Rd.).

Documents:

[2020 AUGUST 11 NATIONAL GRID GAS MAIN REQ TO INSTALL 700FT GORHAM ST.PDF](#)

- 8.4. National Grid - Request To Reconstruct Gas Pressure Regulator And Add SCADA System At The Intersection Of Carlisle And Gorham Streets.

Documents:

[2020 AUGUST 11 NATIONAL GRID GAS MAIN REQ TO REPLACE OUR EXISTING GAS PRESSURE REGULATOR STATION IN SHOULDER OF ROAD ON CARLISLE ST..PDF](#)

9. CITY COUNCIL - MOTIONS

- 9.1. C. Mercier - Req. City Mgr. Have Transportation Engineer Poll The Residents On Corbett Street To See If There Is Interest In Making Corbett Street One-Way From Gorham Street To Stromquist Avenue.
- 9.2. C. Mercier - Req. City Mgr. Provide A Report Regarding The Steps Taken To Acquire 75 Arcand Drive; Include Total Costs To Date, Appraisals Done And Any Remaining Eminent Domain Court Proceedings.
- 9.3. C. Conway - Req. City Mgr. Meet With Appropriate Departments/Organizations To Develop A Report Showing The Readiness Of Our School Buildings For The Opening Of School; Said Report Shall Include But Not Limited To Air Quality, Heating Systems And Bathroom Facilities.
- 9.4. C. Elliott - Req. City Mgr. / CFO Report On Possible Options To Reduce The Demand Fees On Taxes Established By State Law.
- 9.5. C. Elliott - Req. City Mgr. Provide A Report Regarding UTEC Involvement With Criminal Investigations.
- 9.6. C. Elliott - Req. Finance SC Meet Regarding Potential Savings From Police Precinct Relocation Plan.
- 9.7. C. Nuon/C. Rourke - Req. City Mgr. Invite WinnCompanies To Speak On HCID Motion And Advise On What It Would Take To Build More Housing In Lowell.
- 9.8. C. Nuon/C. Samaras - Req. City Mgr. Have Proper Department Provide Update Regarding HCID Parking; HCID Development Projects (Various Developers); Lord Overpass Project; Lowell Connector Bridge Deck Development At Industrial Avenue (MassDOT); And Traffic Plan Surrounding These And Other Construction Projects In The City For Next Few Years.
- 9.9. C. Nuon/C. Samaras - Req. City Mgr. Report On Result Of Previous Negotiations With

SiFi Networks And Explore Options To Provide Wifi Throughout The City So All Students Can Access Online Learning As Necessary.

- 9.10. C. Samaras - Req. City Mgr. Communicate With School Administration As To What Steps Were Taken To Clean And Sanitize Our School Buildings And What Steps Will Be Taken On An Ongoing Basis To Ensure The Safety And Security For Our Students And Faculty - What Safety/Personal Protection Will Be Available To All Our Staff In Our Schools.
- 9.11. C. Drinkwater - Req. City Mgr. Provide A Report On The Number Of Applicants For Marijuana Cultivation Or Retail Licenses That Were Certified Economic Empowerment Applicants Or Social Equity Program Participants; As Well As Any Other Considerations Made During The Review Process With Regard To Social Equity.
- 9.12. C. Drinkwater - Req. City Mgr. Provide An Update On Discussions With The Construction Manager For The Lowell High School Project Regarding Diversity And Inclusion Measures, Training, And Other Community Benefits To Enhance The Positive Economic Impact On Lowell Residents.

10. **ANNOUNCEMENTS**

11. **ADJOURNMENT**

Office of the City Clerk - 375 Merrimack Street - Phone: 978.674.4161



Lowell City Council

Regular Meeting Minutes

Michael Q. Geary
City Clerk

Date: July 28, 2020
Time: 6:30 PM
Location: Zoom / Remote Participation

1. ROLL CALL

Roll Call showed 9 present.

M. Leahy presiding. Meeting was conducted via teleconference with audio stream by LTC as well as Zoom and recorded due to Covid-19 pandemic.

C. Nuon requested moment of silence in darkened chamber for US Representative John Lewis. C. Mercier requested moment of silence in darkened chamber for John Mowett. C. Rourke requested moment of silence in darkened chamber for Kenneth Trott, Jr. and Stephen Botto, Jr. C. Elliott requested moment of silence in darkened chamber for Sam Sok.

2. MAYOR'S BUSINESS

2.1. Communication Remote Participation:

Pursuant to Governor Baker's Emergency Order modifying the State's Open Meeting Law issued March 12, 2020, meetings will be held using remote participation as follows: Members of the public may view the meeting via LTC and those wishing to speak regarding a specific agenda item shall register to speak in advance of the meeting by sending email to City Clerk indicating the agenda item and a phone number to call so that you may be tele-conferenced in to the meeting. Email address is mgeary@lowellma.gov. If no access to email you may contact City Clerk at 978-674-4161.

For Zoom - <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

In City Council, **Motion** "To accept and place on file" by C. Nuon, seconded by C. Conway. So voted.



3. CITY CLERK

3.1. Minutes of Transportation SC joint with Public Safety SC July 14th; City Council Meeting July 14th, for acceptance.

In City Council, minutes read, **Motion** “To accept and place on file” by C. Drinkwater, seconded by C. Mercier. So voted.

4. GENERAL PUBLIC HEARINGS

4.1. Vote- Approve Appropriation Order FY21 One Twelfth Budget August.

In City Council, Given 2nd Reading, hearing held. No Remonstrants. **Motion** to adopt 1/12th budget of \$33,728,618 by C. Rourke, seconded by C. Nuon. Adopted per Roll Call vote 9 yeas. So voted. C. Rourke noted that State legislature adopted a three month budget and questioned if City would be doing the same. Manager Donoghue commented on the House Budget and that it would not affect the City process and that they would reassess when further information is available.

4.2. Ordinance- Create Citizens Advisory Committee.

In City Council, Given 2nd Reading, hearing held. No Remonstrants. **Motion** to adopt by C. Samaras, seconded by C. Rourke. Adopted per Roll Call vote 9 yeas. So voted.

5. COMMUNICATIONS FROM CITY MANAGER

5.1. Motion Responses.

In City Council, **Motion** “To accept and place on file” by C. Rourke, seconded by C. Mercier. So voted.

A) Motion Response - Lowell High School Construction Schedule – C. Samaras requested further information regarding schedule. Manager Donoghue noted the timeframe for demolition and beginning of construction before the end of 2020.

B) Motion Response - Lowell High School Construction Traffic Management Plan – None.

C) Motion Response - MassDOT Shared Streets Program – C. Elliott noted the funding and the progress being done on outstanding issues.

D) Motion Response - School Reopening Planning – C. Rourke commented on the concerns for students returning to all schools and that all the facilities should be physically ready for return. C. Conway commented on the need for the schools to be



physically ready and water supply should be safe. Manager Donoghue commented on the efforts and inspections being done in cooperation with the School Department regarding regular opening of the schools and preparations for Covid safety. Manager Donoghue noted that the accelerated repair program as begun as well. Christine Clancy (DPW) noted that her department and School Department are identifying the work that needs to be done. C. Noun questioned time frame for students to return to schools. M. Leahy noted that three plans will be proposed and the main objective is safety.

E) Motion Response - Speed Hump Pilot Program – C. Elliott commented on the effort to get the humps and the need for them to reduce speed. C. Elliott noted it was a pilot program and will be monitored to ensure success. C. Mercier noted the need for the humps and that they are present in strategic locations throughout the City to enhance safety. Natasha Vance (Transportation Engineer) noted that the humps are placed on busy roads which will be a challenge and that it is a good time for the pilot program as there is less traffic on the streets. Ms. Vance noted the search to fund the pilot program which would provide valuable feedback. C. Conway noted that the public supports the program and that it will cut speed and should be successful. C. Chau questioned if locations could be added later. Ms. Vance noted that should would entertain and review all suggestions. M. Leahy questioned the use of warning signs for the humps. Ms. Vance commented that she would review the need for signs and move accordingly.

F) Motion Response - Lowell Student Police Academy – C. Rourke commented on the report. Maryann Ballotta (LPD) commented on the changes to the program and that it would be smaller groups and less dates due to Covid concerns. C. Chau noted that the interest in the program was still abundant as they are filled to capacity.

G) Motion Response - LPD Grant Funding – C. Rourke commented on the report and requested the representatives of the police review report entitled “Lowell Police Department – Grants Received Since 2007”. Asst. Superintendent Barry Golner commented on total number of grants received; Shannon Grants; Youth Initiative Grants; Justice and Mental Health Grants; Substance Use Disorder Grants; Domestic Violence Grants; and the numerous contributions to the community by the Lowell Superior and Patrol Officer’s Unions. Ms. Ballotta outlined the process of applying for and implementing grants. Manager Donoghue noted the amount of grants shared with our mental health community partners. Asst. Supt. Golner noted the increased training available to officers due to grant funding. M. Leahy noted the effort of the LPD to help all in the community. C. Rourke commented on contributions by the police in addition to protection and noted the generosity of the unions to all community members. **Motion** by C. Rourke, seconded by C. Conway to have City Manager send letter to all partners;



including non-profit organizations inquiring if they are interested in continuing the partnership with the Lowell Police Department. So voted. C. Conway noted it was an amazing report as it shows all of the contributions of the police and requested that the report be available on website to the public. C. Samaras noted the report shows all of the contributions of the LPD and the reasons citizens should support the police. C. Mercier commented on the contributions of the unions noting good people work for the City and that this information should not be a secret. C. Chau noted the LPD touches all of the community across a wide spectrum. C. Elliott noted the LPD is throughout the whole City and has been for many years with lots of partnerships. C. Nuon noted grants enhance partnership with the LPD. C. Drinkwater noted report was enlightening and impressive.

5.2. Informational Reports

H) Informational - FY2021 Budget Report – Manager Donoghue noted that information was used during prior Vote on 1/12th Budget.

I) Informational - Electoral Redistricting – Manager Donoghue called upon City Solicitor O'Connor to provide details regarding status of redistricting. **Motion** by C. Rourke, seconded by C. Nuon to take Item #11.6 out of order to discuss along with this agenda item. So voted. C. Rourke noted the need to begin extensive process. Solicitor O'Connor provided summary indicating the selection of an expert and time table moving forward. Solicitor O'Connor indicated that the City will be prepared with new system before next election and that body will be meeting in executive session and with Plaintiffs of lawsuit and that there will be public input as well. M. Leahy commented on participation in the 2020 Census. C. Rourke questioned scope of the expert employment. Solicitor O'Connor responded that he would only be used in drawing the new lines. Manager Donoghue noted that subcommittee would be receiving information. C. Nuon noted there must be ample time to convey information to the public.

5.3. Communication-Accept resignation Soumita Acharya -Sustainability Council.

In City Council, **Motion** "To accept and place on file" by C. Nuon, seconded by C. Drinkwater. So voted.

5.4. Communication- Appoint George Procope -Alternate ZBA.

In City Council, **Motion** to adopt by C. Samaras, seconded by C. Elliott. Adopted per Roll Call vote 9yeas. So voted.



6. VOTES FROM THE CITY MANAGER

6.1. Vote- Transfer Rideshare Fund-DPD.

In City Council, Read twice, full reading waived with no objections. **Motion** to adopt by C. Elliott, seconded by C. Drinkwater. Adopted per Roll Call vote 9 yeas. So voted.

7. ORDERS FROM THE CITY MANAGER

7.1. Order-60-day trial 7.28.20.

In City Council, Read twice, full reading waived with no objections. **Motion** to adopt by C. Mercier, seconded by C. Nuon. Adopted per Roll Call vote 9 yeas. So voted. Motion by C. Mercier, seconded by C. Elliott to take Item #11.1 out of order. So voted. C. Mercier noted she would withdraw her motion (#11.1) as this order would cover her concerns. Ms. Vance outlined aspects of the Order.

8. RESOLUTIONS

8.1. Resolution-Adopt Resolution regarding Inclusiveness Equity and Racism.

In City Council, Read twice, full reading waived with no objections. **Motion** to adopt by C. Mercier, seconded by C. Conway. Adopted per Roll Call vote 6 yeas, 3 nays (C. Drinkwater, M. Leahy, C. Nuon). So voted. Registered speaker, Cathy Mercado, addressed the Council. C. Elliott noted earlier discussion regarding resolution and voiced his support of it. C. Drinkwater noted he would not support the matter stating he agrees with the wording but commented the process was not reflective or inclusive. C. Drinkwater noted people want more than words, they want a seat at the table. C. Samaras supported matter noting that all members are listening to community there is just different ways to approach solutions. C. Samaras noted resolution was a good road map for success and it speaks to a lot of issues of concern. C. Rourke noted that resolution hits all major points and action is not about slogans but commitment to action. C. Chau noted the importance of the resolution as he is familiar with systemic racism and that votes should be about what is best for the community. C. Nuon noted resolution falls short and there needs to be more. M. Leahy noted the community wants more.

9. REPORTS (SUB/COMMITTEE, IF ANY)

In City Council, none.

10. PETITIONS

10.1. Claim - (1) Property Damage.



In City Council, **Motion** to refer to Law Department for report and recommendation by C. Nuon, seconded by C. Drinkwater. So voted.

10.2. Misc. - Residents First Development Corp. (Atty. Kevin Murphy) request extension of zoning of 12.5 acres at Rivers Edge (Julian D. Steele Development).

In City Council, **Motion** to refer to Law Department to draft ordinance by C. Nuon, seconded by C. Mercier. So voted.

10.3. National Grid - Req. installation of (1) SO pole on Andrews Street.

In City Council, Given 1st Reading, **Motion** to refer to public hearing on August 11, 2020 at 7PM by C. Nuon, seconded by C. Rourke. So voted.

10.4. National Grid - Req. installation of PVC conduit from new pole to existing manhole on Andrews Street.

In City Council, Given 1st Reading, **Motion** to refer to public hearing on August 11, 2020 at 7PM by C. Rourke, seconded by C. Nuon. So voted.

11. CITY COUNCIL - MOTIONS

11.1. C. Mercier - Req. City Council create a residential parking sticker program for residents who abut the river in the River Road and Burnham Road area.

In City Council, C. Mercier withdrew motion. So voted.

11.2. C. Mercier - Req. City Mgr. provide answer as to why some were let into the Zoom meeting by way of video and others who asked were told no.

In City Council, seconded by C. Elliott, referred to City Manager/Rules SC. So voted. C. Mercier noted the protocol for subcommittee referrals and requested matter go to Rules SC. C. Mercier requested that report be issued as to circumstances at the July 14, 2020 Council Meeting and that no member should be ordering employees of the City to act. C. Mercier noted that process should be fair to all. C. Drinkwater commented on the event and his discussion with employees and noted he did not put an order on anyone. C. Conway noted that there should be no preferential treatment and that all should be dealt with fairly and that it should be investigated to ensure process is fair.

11.3. C. Elliott - Req. Rules SC meet to discuss protocol and procedures for conducting Zoom meetings.



In City Council, seconded by C. Rourke, referred to Rules SC. So voted. C. Elliott noted it was of concern because others were not afforded the same opportunity and it should be investigated and reported. C. Elliott further requested statement that was said from a participant in the July 14th meeting as it was crude and out of line should be investigated as well. C. Mercier requested that name of such person who made crude remark be included in the report. C. Rourke commented with sentiments of the body but noted that C. Drinkwater admitted to circumstances and body should follow the rules and move along.

11.4. C. Samaras/C. Elliott - Req. City Mgr. instruct the City Solicitor to investigate whether the residents can be asked to donate to the City's new Equity and Inclusion Fund in the next tax bill.

In City Council, no second needed, referred to City Manager. So voted. C. Samaras noted the need to know legal procedures and that other communities have implemented the process and that this is part of acting in accordance with prior resolution. C. Elliott supported motion and noted that it will show how generous this community is.

11.5. C. Conway - Req. City Mgr. reach out to our "non-profit" partners to generate a report from each organization that should include steps, plans, strategies, solutions and more that are provided for Lowell; furthermore, include the total yearly contributions and resources that City allocates to each.

In City Council, seconded by C. Rourke, referred to City Manager. So voted. C. Conway commented on the partnerships with common goals and gathered information will be helpful to make improvements. C. Samaras noted that partnerships need to work together. C. Elliott noted information would be helpful.

11.6. C. Rourke - Req. City Mgr. update Council regarding timeline for City to begin redistricting process as well as an update regarding when City will be forwarded the 2020 Census results.

In City Council, seconded by C. Conway, referred to City Manager. So voted. C. Rourke

11.7. C. Rourke/C. Nuon - Req. City Mgr. review current Zoning Code for areas to increase housing availability.

In City Council, no second needed, referred to City Manager. So voted. Matter was discussed under Item #5.2 (l) of this agenda.



11.8. C. Chau - Req. City Mgr. investigate upgrading the intersections of Wilder St. and Shaw St. from 2-Way stop signs to 4-Way stop signs.

In City Council, seconded by C. Nuon, referred to City Manager. So voted. Registered speaker, Matthew Giroux, addressed the Council. C. Chau commented on the area and safety concerns.

12. ANNOUNCEMENTS

In City Council, C. Nuon noted recent grant to Lowell Community Health Center. C. Samaras requested information from Health Department regarding return to Council Chamber for meetings and thought that any return be delayed until September meetings. C. Mercier agreed as she just wanted to be fair to all members. C. Conway agreed with September dates. M. Leahy noted all members were in agreement. M. Leahy commented on Census returns. C. Mercier made note of updated City Hall hours.

13. ADJOURNMENT

In City Council, **Motion** to Adjourn C. Mercier, seconded by C. Rourke. So voted.

Meeting adjourned at 9:10 PM.

Michael Q. Geary, City Clerk

CITY OF LOWELL

PETITION

CITY COUNCIL

Pole Location

National Hybrid

*224 Leinster St (1550) Pole
on a maintenance of*

In City Council

July 28, 2020

Read and hearing ordered for 7PM on

August 11, 2020

**Read, Hearing Held,
Referred to Wire In-
spector, Development
Services**

City Clerk

Review of Utility Company Request for New Conduit/Pole Location

Applicant Information _____ Project Address _____

Utility Gas Electric Telephone _____ 40 Andrews St _____

(circle one) Other _____ Lowell, MA 01852 _____

Reason Upgrade system to provide additional _____
power for 2 Prince Ave. _____

Date Submitted July 17, 2020 _____

Review done by JC _____

Sidewalk Material _____ Concrete Asphalt Other _____

Note: material to be replaced in kind (Concrete in full panels)

Sidewalk Vaults present Y (N)

Work on Street under a Paving Moratorium Y (N)

Is this location within the Flood Plain? Y (N)

Are ADA requirements being met? (Y) N

Comments _____

Outcome of Review

Approved	Approved With Comments	Denied
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Ting Chang, P.E.
City Engineer



nationalgrid

July 14, 2020

The City Council of Lowell, Massachusetts

To whom it may concern:

Enclosed please find a petition of NATIONAL GRID, covering NATIONAL GRID pole location(s)

If you have any questions regarding this permit, please contact:

John Castro 508-509-5752

Please notify National Grid's Lisa Ayres of the hearing date / time.

National Grid: Lisa Ayres; 1101 Turnpike Street; North Andover, MA 01845; # 978-725-1418

If this petition meets with your approval, please return an executed copy to:

National Grid Contact: Lisa Ayres; 1101 Turnpike Street; North Andover, MA 01845.

Very truly yours,

Dave Johnson/lla

Dave Johnson
Supervisor, Distribution Design

Enclosures

1101
TURNPIKE
STREET
NORTH
ANDOVER
MA
01845

Questions contact -- John Castro 508-509-5752

PETITION FOR POLE AND WIRE LOCATIONS

North Andover, Massachusetts

To the City Council
Of Lowell, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Andrews St. - National Grid to installed (1) SO pole on Andrews St. beginning at a point approximately 140 feet north of the centerline of the intersection of Andrews St. and Bourne St. and continuing approximately 0 feet in a west direction. Install new pole roughly 17 feet from existing pole # 5.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked -- Andrews St. - Lowell, Massachusetts.

28166996

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson/lla*
BY _____
Engineering Department

July 14, 2020

Questions contact – John Castro 508-509-5752

ORDER FOR POLE AND WIRE LOCATIONS

In the City of Lowell, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that Massachusetts Electric Company d/b/a NATIONAL GRID and be and it is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 14th day of July 2020.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Andrews St. - Lowell Massachusetts.

28166996 Filed with this order:

There may be attached to said poles such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Andrews St. - National Grid to installed (1) SO pole on Andrews St. beginning at a point approximately 140 feet north of the centerline of the intersection of Andrews St. and Bourne St. and continuing approximately 0 feet in a west direction. Install new pole roughly 17 feet from existing pole # 5.

I hereby certify that the foregoing order was adopted at a meeting of the _____ of the City/Town of _____, Massachusetts held on the _____ day of _____ 20 _____.

Massachusetts
City/Town Clerk.
20 _____

Received and entered in the records of location orders of the City/Town of
Book _____ Page _____

Attest:
City/Town Clerk

I hereby certify that on _____ 20____, at _____ o'clock, M
at _____ a public hearing was held on the petition of

Massachusetts Electric Company d/b/a NATIONAL GRID for permission to erect the poles, wires,
and fixtures described in the order herewith recorded, and that we mailed at least seven days before
said hearing a written notice of the time and place of said hearing to each of the owners of real
estate (as determined by the last preceding assessment for taxation) along the ways or parts of
ways upon which the Company is permitted to erect
poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

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.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of
hearing with notice adopted by the _____ of the City of
Massachusetts, on the _____ day of _____ 20____, and recorded with the
records of location orders of the said City, Book _____, Page _____. This certified copy
is made under the provisions of Chapter 166 of General Laws and any additions thereto or
amendments thereof.

Attest:
City/Town Clerk

Questions contact – John Castro 508-509-5752

ORDER FOR POLE AND WIRE LOCATIONS

In the City of Lowell, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that Massachusetts Electric Company d/b/a NATIONAL GRID and be and it is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 14th day of July 2020.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Andrews St. - Lowell Massachusetts.

28166996 Filed with this order:

There may be attached to said poles such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Andrews St. - National Grid to installed (1) SO pole on Andrews St. beginning at a point approximately 140 feet north of the centerline of the intersection of Andrews St. and Bourne St. and continuing approximately 0 feet in a west direction. Install new pole roughly 17 feet from existing pole # 5.

I hereby certify that the foregoing order was adopted at a meeting of the _____ of the City/Town of _____, Massachusetts held on the _____ day of _____ 20 _____.

Massachusetts City/Town Clerk. 20 _____

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
City/Town Clerk

I hereby certify that on 20 , at o'clock, M
at a public hearing was held on the petition of

Massachusetts Electric Company d/b/a NATIONAL GRID for permission to erect the poles, wires,
and fixtures described in the order herewith recorded, and that we mailed at least seven days before
said hearing a written notice of the time and place of said hearing to each of the owners of real
estate (as determined by the last preceding assessment for taxation) along the ways or parts of
ways upon which the Company is permitted to erect
poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

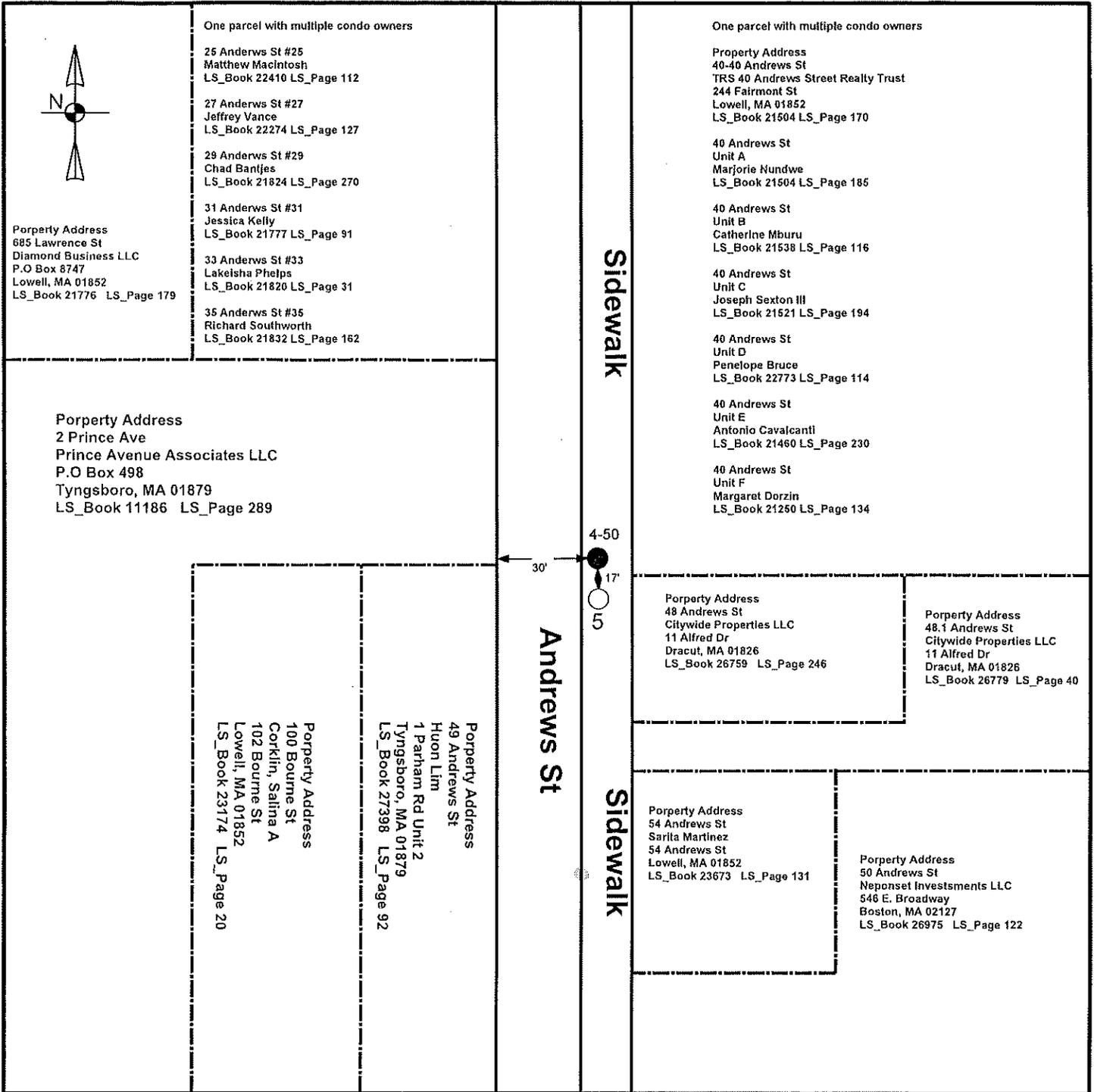
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Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of
hearing with notice adopted by the of the City of
Massachusetts, on the day of 20 , and recorded with the
records of location orders of the said City, Book , Page . This certified copy
is made under the provisions of Chapter 166 of General Laws and any additions thereto or
amendments thereof.

Attest:
City/Town Clerk



POLE PETITION



<input checked="" type="radio"/> Proposed NGRID Pole Locations
<input type="radio"/> Existing NGRID Pole Locations
<input checked="" type="radio"/> Proposed J.O. Pole Locations
<input type="radio"/> Existing J.O. Pole Locations
<input checked="" type="radio"/> Existing Telephone Co. Pole Locations
<input type="radio"/> Existing NGRID Pole Location To Be Made J.O.
<input checked="" type="radio"/> Existing Pole Locations To Be Removed
DISTANCES ARE APPROXIMATE

Date: 06/03/2020
Plan Number: 28166996
To Accompany Petition Dated:
To The: City Of Lowell
For Proposed: new pole Pole: 4-50 Location: Andrew St
Date Of Original Grant:

Google Maps 51 Andrews St



Image capture: Nov 2019 © 2020 Google

Lowell, Massachusetts



Street View

CITY OF LOWELL

PETITION

**CITY COUNCIL
Conduit Location**

*of National Hybrid
to be installed at 1000 Cambridge St
between 1000 Cambridge St
to existing manhole
In City Council*

July 28, 2020

Read and hearing ordered for 7PM on

August 11, 2020

**Read, Hearing Held,
Referred to Wire In-
spector, Development
Services**

City Clerk

Review of Utility Company Request for New Conduit/Pole Location

Applicant Information

Project Address

Utility Gas **Electric** Telephone

Across from #40 Andrews St

(circle one) Other

Lowell, MA

Reason Install (2) 6" PVC conduits from new pole 4-50 to existing manhole 3-3 on Markley Data Center Property

Date Submitted 7/21/2020

Review done by Richard Biagini

Sidewalk Material

Concrete **Asphalt** Other

Note: material to be replaced in kind (Concrete in full panels)

Sidewalk Vaults present Y **N**

Work on Street under a Paving Moratorium Y **N**

Is this location within the Flood Plain? Y **N**

Are ADA requirements being met? **Y** N

Comments

Outcome of Review

Approved

Approved With
Comments

Denied

✓

Ting Chang, P.E.
City Engineer



nationalgrid

July 14, 2020

The City Council of Lowell, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this permit, please contact:

John Castro 508-509-5752

If this petition meets with your approval, please return an executed copy to:

National Grid: Lisa Ayres; 1101 Turnpike Street; North Andover, MA 01845; # 978-725-1418

Very truly yours,

Dave Johnson/lla

Dave Johnson
Supervisor, Distribution Design

Enclosures

RECEIVED
JUL 15 2020 PM 1:05

Questions contact – John Castro 508-509-5752

Petition of the Massachusetts Electric Company d/b/a NATIONAL GRID
OF NORTH ANDOVER, MASSACHUSETTS
For Electric Conduit Location:

To the City Council of Lowell, Massachusetts

Respectfully represents the Massachusetts Electric Company d/b/a NATIONAL GRID of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked – Andrews St. - Lowell, Massachusetts.

The following are the streets and highways referred to:

28166996 Andrews St. - National Grid Install 2-6" PVC conduits from new pole 4-50 Andrews St to existing manhole 3-3 on Markley Data Center property roughly 50 feet crossing through public way beginning at a point approximately 140 feet north of the centerline of the intersection of Andrews St. and Bourne St. and continuing approximately 75 feet in a west direction.

Location approximately as shown on plan attached.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson/lla*
BY _____
Engineering Department

Dated: July 14, 2020

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a NATIONAL GRID be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 14th day of July 2020.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Andrews St. - Lowell, Massachusetts.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

28166996 Andrews St. - National Grid Install 2-6" PVC conduits from new pole 4-50 Andrews St to existing manhole 3-3 on Markley Data Center property roughly 50 feet crossing through public way beginning at a point approximately 140 feet north of the centerline of the intersection of Andrews St. and Bourne St. and continuing approximately 75 feet in a west direction.

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20

....., 20

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
.....

..... o'clock,M

at, a public hearing was held on the petition of Massachusetts Electric Company d/b/a NATIONAL GRID for permission to construct the underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to construct the underground electric conduits under said order. And that thereupon said order was duly adopted.

.....

.....

.....

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a NATIONAL GRID be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 14th day of July 2020.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Andrews St. - Lowell, Massachusetts.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

28166996 Andrews St. - National Grid Install 2-6" PVC conduits from new pole 4-50 Andrews St to existing manhole 3-3 on Markley Data Center property roughly 50 feet crossing through public way beginning at a point approximately 140 feet north of the centerline of the intersection of Andrews St. and Bourne St. and continuing approximately 75 feet in a west direction.

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.....
....., held on the day of, 20

....., 20

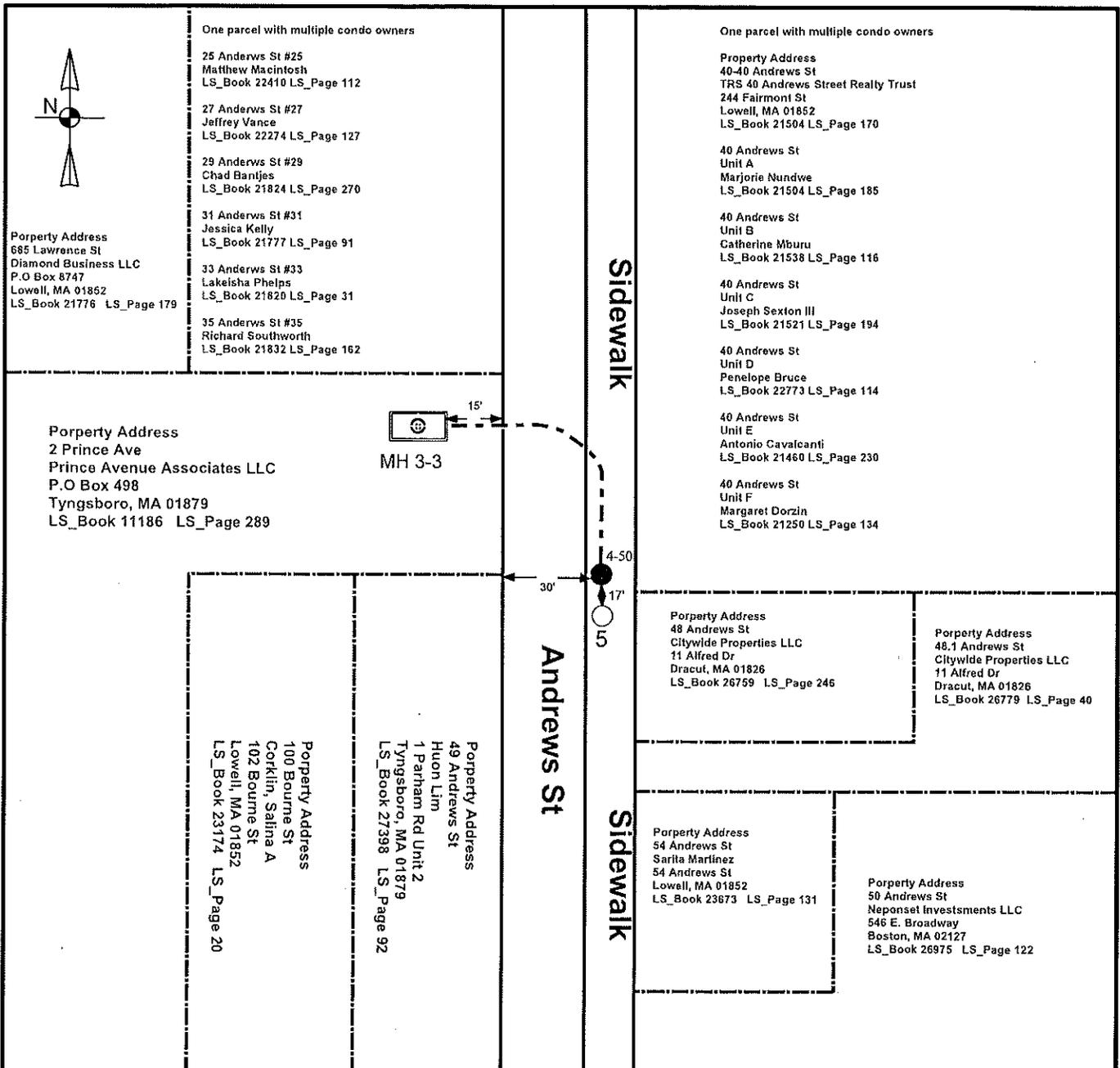
Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
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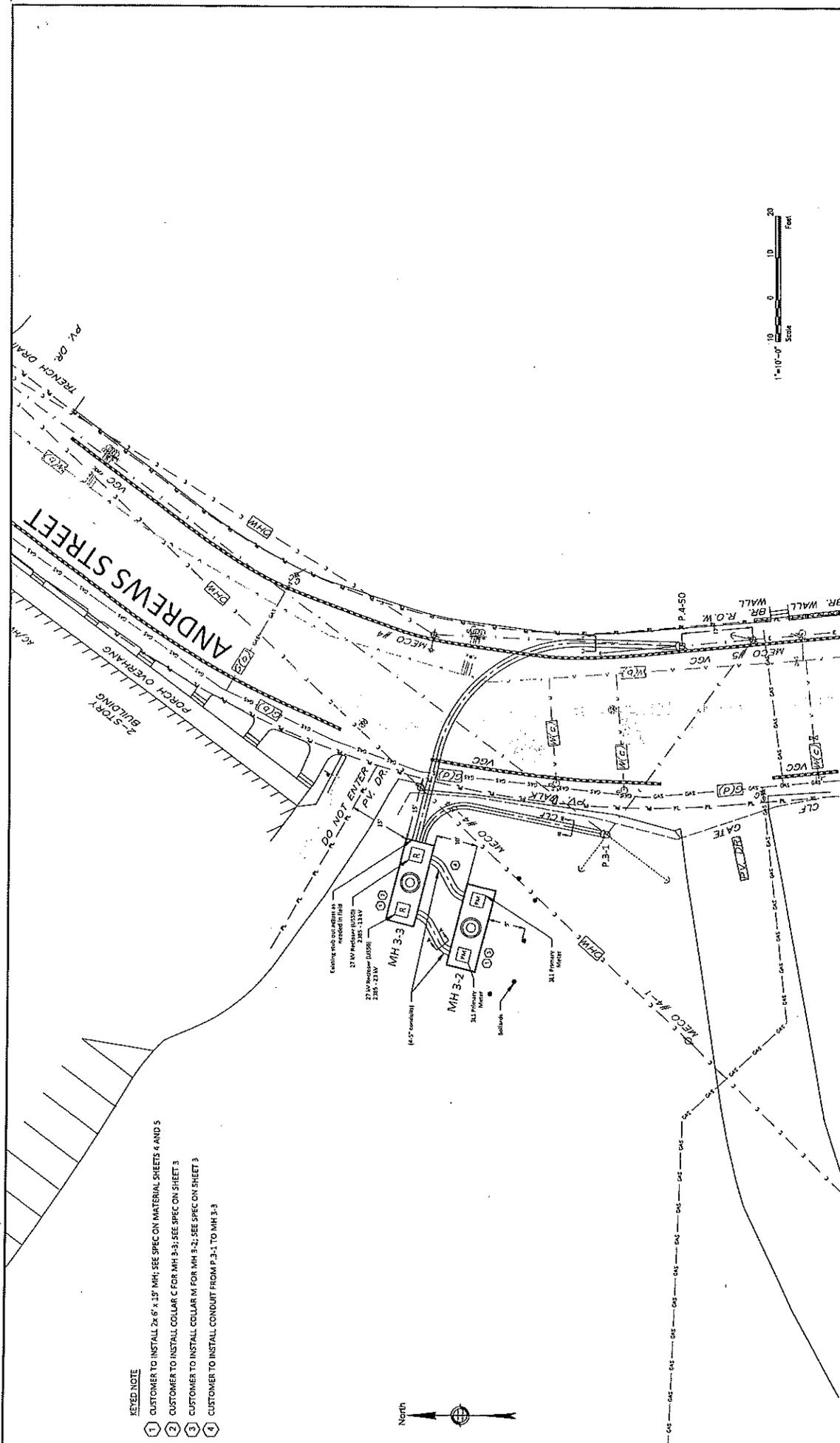
..... o'clock,M

at, a public hearing was held on the petition of Massachusetts Electric Company d/b/a NATIONAL GRID for permission to construct the underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to construct the underground electric conduits under said order. And that thereupon said order was duly adopted.

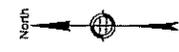
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UNDERGROUND PETITION		nationalgrid
Urd Pole	3-Phase Pad	
Manhole	Xfmr Foundation	
Pull Box	Primary Ug Wire	Plan Number: 28166996
Hand Hole	Secondary Ug Wire	To Accompany Petition Dated:
	Street Light Wire	To The: City Of Lowell
Single Phase Pad	Service Arrow	For Proposed: conduit section Location: Andrews St
DISTANCES ARE APPROXIMATE		Date Of Original Grant:



- KEYED NOTE**
- ① CUSTOMER TO INSTALL 2x6 x 12' MH; SEE SPEC ON MATERIAL SHEETS 4 AND 5
 - ② CUSTOMER TO INSTALL COLLAR C FOR MH 3-3; SEE SPEC ON SHEET 3
 - ③ CUSTOMER TO INSTALL COLLAR M FOR MH 3-2; SEE SPEC ON SHEET 3
 - ④ CUSTOMER TO INSTALL CONDUIT FROM P. 3-1 TO MH 3-3



TRC 2x6 GROVE STREET, SITE 205
FRANKLIN, MA 02038

REV	DESCRIPTION	DATE	DES	CHK	APP

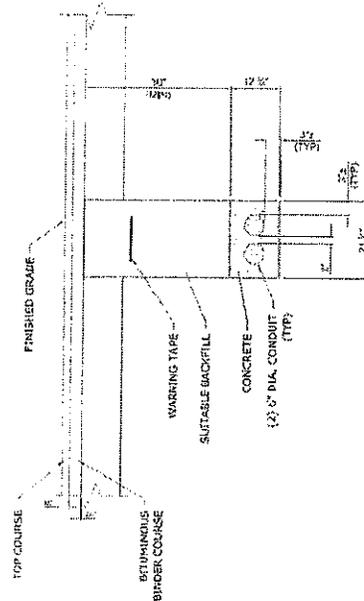
nationalgrid
PRINCE AVE 3/1 CONDUCTOR
LOWELL, MA

TRC SHEET 1 OF 5
WPI28166956

- GENERAL NOTES:**
- IF THE FINISHED SURFACE OF EXISTING WORK IS IRREGULAR, IT MUST BE SAW CUT AT LEAST 1" BACK ON BOTH SIDES OF THE REINFORCING CONCRETE OR GRANITE BLOCK SUB-PARALLEL MUST BE REMOVED. REMOVE EXISTING CONCRETE SLAB, WHICH WILL BRIDGE THE FINISH AREA, PROVIDING A SOLID BASE FOR THE FINISHED SURFACE.
 - CITY OF LOWELL AND ENGINEERING AND WATER DEPARTMENT, TO BE NOTIFIED BEFORE DOWNGRAB IS STARTED.
 - WORK SHOULD BE TAKEN WHEN EXCAVATING, TO AVOID DAMAGE TO OTHER FACILITIES ANY EXIST. SPACINGS SHOW ARE APPROXIMATE AND OTHER FACILITIES MAY EXIST.
 - FIELD CREWS TO CHECK AND REPORT ALL NEW SPANS AND AID TO CONTAINING TO AVOID COLLISIONS FROM.
 - ALL WORK TO BE DONE IN ACCORDANCE WITH ALL CITY SPECIFICATIONS FOR INSTALLATION OF UNDERGROUND FACILITIES.

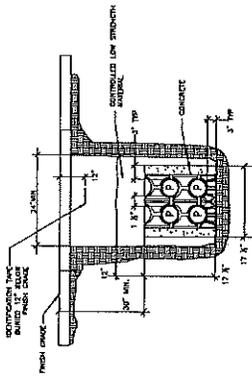
LEGEND:

- ⊗ INTERMEDIATE SPACER
- ⊗ BASE SPACER
- ⊗ DUCT



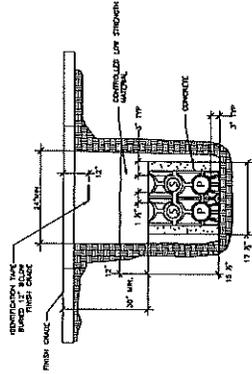
4x4" PVC CONDUITS ENCASED IN CONCRETE 30" MINIMUM COVER

3 DUCTBANK SECTION C-C
SCALE: N/A



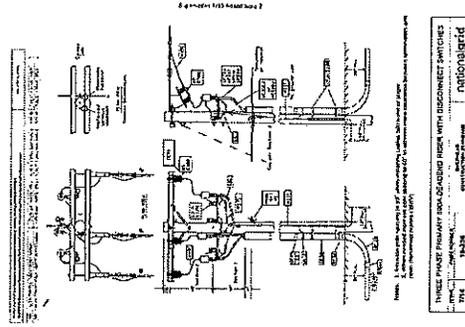
4x4" PVC CONDUITS ENCASED IN CONCRETE 30" MINIMUM COVER

1 DUCTBANK SECTION A-A
SCALE: N/A



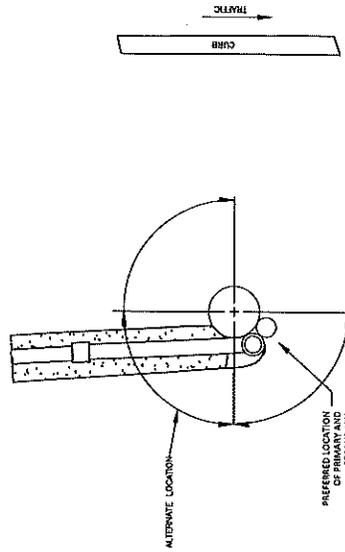
2x2" & 2x2" PVC CONDUITS ENCASED IN CONCRETE 30" MINIMUM COVER

2 DUCTBANK SECTION B-B
SCALE: N/A



THREE PHASE PRIMARY NON-GROUNDED RISER WITH DISCONNECT SWITCHES

4 TYPICAL RISER DETAIL POLE 3-1
SCALE: N/A (SECTION 19)



5 CONDUIT TERMINATION OF POLE #3-1
SCALE: N/A



24 GRIFFIN STREET, SUITE 205
LOWELL, MA 01850

PROJECT NO: 23213

DATE: 05/14/19

DESCRIPTION: 24 GRIFFIN STREET, SUITE 205, LOWELL, MA 01850

REV: 1

DATE: 05/14/19

DESCRIPTION: 24 GRIFFIN STREET, SUITE 205, LOWELL, MA 01850

REV: 2

DATE: 05/14/19

DESCRIPTION: 24 GRIFFIN STREET, SUITE 205, LOWELL, MA 01850

REV: 3

DATE: 05/14/19

DESCRIPTION: 24 GRIFFIN STREET, SUITE 205, LOWELL, MA 01850

REV: 4

DATE: 05/14/19

DESCRIPTION: 24 GRIFFIN STREET, SUITE 205, LOWELL, MA 01850

REV: 5

DATE: 05/14/19

DESCRIPTION: 24 GRIFFIN STREET, SUITE 205, LOWELL, MA 01850

REV: 6

DATE: 05/14/19

nationalgrid

PRICE AVE 3LI CONDUCTOR
LOWELL, MA

DATE: 05/14/19
SHEET 2 OF 5

TRC
PROJECT NO: 23213

DATE: 05/14/19

DESCRIPTION: 24 GRIFFIN STREET, SUITE 205, LOWELL, MA 01850

REV: 0

DATE: 05/14/19



Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Diane N. Tradd, Assistant City Manager/DPD Director

DATE: August 11, 2020

SUBJECT: COUNCIL MOTION OF 7/14/20 BY COUNCILOR NUON
REQUEST CITY MANAGER WORK WITH DEPARTMENT OF PLANNING
AND DEVELOPMENT TO COMPILE A LIST OF HUD PROJECTS WITH
AFFORDABLE HOUSING RESTRICTIONS THAT EXPIRE IN NEAR FUTURE

The Department of Housing and Community Development (DHCD) maintains a subsidized housing inventory (SHI) list for all cities and towns throughout Massachusetts for compliance with Chapter 40B. The Comprehensive Permit Act, a Massachusetts law which allows developers of affordable housing to override certain aspects of municipal zoning bylaws and other requirements. It is administered by DHCD to address the shortage of affordable housing statewide by reducing barriers created by local municipal building permit approval processes, local zoning, and other restrictions. Its goal is to encourage the production of affordable housing in all communities throughout the Commonwealth. For the purposes of this statute, affordable housing is defined as a unit which could be purchased or rented by a household making up to 80% of the area median income.

Such housing is subject to an affordable housing restriction to preserve affordability for the long term as detailed in the attached list. Additionally, there are properties on the subsidized housing inventory (SHI) list whose tenants are supported by a Department of Housing and Urban Development Housing Assistance Payment (HAP) contract. These HAP contracts carry with them a term of up to twenty years which is routinely renewed by the landlord at the end of the term. Although the landlord has no obligation to extend the HAP contract at the end of the term these HAP contracts provide a rent equivalent to Fair Market Rent (FMR) for the unit occupied reducing the incentive for the landlord to convert the units to market rate.

The Department of Planning and Development (DPD) housing staff identified the affordable housing units on the subsidized housing inventory (SHI) list that were expiring. The process then involved correspondence with the Department of Housing and Urban Development (HUD) staff about these properties and the associated restrictions. MassHousing staff was then contacted regarding properties financed through MassHousing and lastly the property managers for these properties were then contacted about their plans for these expiring use units. The property managers contacted confirmed the units identified as expiring will be extended without interruption to the tenants.

DNT/ns
Attachment
cc: Philip Ferreira, Housing and Energy Program Manager

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1633	Bishop Markan Village	South, Summer & Gorham Sts	Rental	399	Perp	No	HUD
1634	Dewey Achambault Towers	657 Merrimack St.	Rental	189	Perp	No	HUD
1635	Father Norton Manor	117-133 High St.	Rental	112	Perp	No	HUD
1636	Faulkner Street	758-772 Lawrence St., Faulkner St	Rental	28	Perp	No	HUD
1637	Francis Gatehouse	735 Broadway St.	Rental	90	Perp	No	HUD
1638	George Flannagan Project	Aves A,B,C, Morse & Doane Sts.	Rental	166	Perp	No	HUD
1639	Harold Hartrell Court	25-35 Temple St.	Rental	26	Perp	No	HUD
1640	North Common Village	588 Market St./other streets	Rental	524	Perp	No	HUD
1641	Scattered Sites	Central/Bridge/other streets.	Rental	45	Perp	No	HUD
1642	Scattered Sites	Scattered sites	Rental	60	Perp	No	HUD
1644	Archie Kenrick Manor	50 Slackpole St.	Rental	42	Perp	No	DHCD
1645	n/a	Concord /Hale /Pleasant /Lakeview	Rental	63	Perp	No	DHCD
1646	n/a	106 Liberty St.	Rental	4	Perp	No	DHCD
1647	Colonial Avenue	62 Colonial Ave.	Rental	8	Perp	No	DHCD

11/21/2019

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Lowell

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1648	Father Morrissette	111 Hildreth St.	Rental	57	Perp	No	DHCD
1649	Garland House	263 E. Merrimack St.	Rental	8	Perp	No	DHCD
1650	Westford House	285 Nesmith St.	Rental	8	Perp	No	DHCD
1651	n/a	Scattered sites	Rental	23	Perp	No	DHCD
1652	n/a	51 Lane/106 Liberty/189 Walker	Rental	32	Perp	No	DHCD
1653	Trainor Manor	40-58 Dublin Street	Rental	10	Perp	No	DHCD
1654	Cabot Street 104-120	104, 114, 120, 128 Cabot St; 395 Moody St	Rental	30	2018	No	MHP
1655	423-433 Broadway	423-433 Broadway	Rental	9	2027	No	MHP
1656	64 Tyler Park	64 Tyler Park	Rental	11	2017	No	MHP
1657	Alternative House	440 High Street	Rental	8	Perp	No	DHCD
							FHLBB
1659	Chestnut Square	140-142, 148-150, 154-156, 160 Andover St; 43-51, 55-57, 65 Willow St 75, 81-83, 87-89, 93 Chestnut St	Rental	41	perp	No	DHCD
							DHCD
							MHP

11/21/2019

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

Lowell

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1662	Colburn School Apts	136 Lawrence St	Rental	11	2037	No	EOHHS
							HUD
1663	First Lowell Rehab	1010 Central St/ 619 Gotham St	Rental	9	2019*	No	HUD
1664	Jaycee Housing Elderly	15 Jaycee Pl/ 22 Bowers St	Rental	138	2029	No	MassHousing
							MassHousing
1666	Ledge Brook Village	375 Alken Avenue	Ownership	64	2027	No	DHCD
1667	Lord Manor	321 Pawtucket St	Rental	94	2017	No	MassHousing
1668	Lowell Belvidere Housing	Scattered sites/29 Ash.	Rental	71	2021	No	HUD
1669	Lowell Sun/Fr. John's Medicine	83 (73?) Market St.; 8 Merrimack	Rental	84	2022*	No	HUD
1670	Majestic Apartments	441-449 Merrimack St.	Rental	34	2021	No	DHCD
							HUD
							MassHousing
1671	Market Mill	Market & Dutton St/ 246 Market	Rental	230	2021	No	MassHousing
1672	Mass Mills I	100 Massmill Dr/ 95 Bridge St	Rental	160	2035	Yes	DHCD

11/21/2019

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Lowell

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1672	Mass Mills I	100 Massmill Dr/ 95 Bridge St	Rental	160	2035	Yes	DHCD
							DHCD
1673	Mass Mills II	200 Massmill Dr/ 95 Bridge St	Rental	121	2035	Yes	DHCD
							DHCD
							DHCD
1674	Mayflower Apartments	128-A Settler Rd/ 193 Hildreth St	Rental	99	Perp	No	DHCD
							MHP
1675	Mazur Park Apartments	227-273 Fayette St.	Rental	50	2022*	No	HUD
1676	Merrimack Plaza	145 Post Office Sq/ 1 River Place	Rental	449	Perp	No	DHCD
							MassHousing
1677	Merrimack St. Housing	442-446 Merrimack St	Rental	12	2035	No	DHCD
1678	Middlesex Street Apts	48-60 Middlesex St	Rental	24	Perp	No	DHCD
							DHCD
1679	Lowell Residence	111 Fort Hill Ave	Rental	6	2043	No	DHCD
							EOHSS

11/21/2019

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Lowell

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1679	Lowell Residence	111 Fort Hill Ave	Rental	6	2043	No	HUD
1680	North Canal Apts	741 Merrimack St/33 Race St/170 Ft. Morissette Blvd.	Rental	267	2020	No	DHCD
1681	Pathfinder	94 Rock St	Rental	6	Perp	No	HUD
							EOHHS
1682	Perry Street Renovation	223-225, 229-231, 237-239 Perry St	Rental	18	Perp	No	DHCD
							DHCD
1683	Princeton Village	Princeton Blvd.	Rental	151	2031	No	DHCD
							MassHousing
							xHUD
1686	Rogers Hall	196 Rogers St.	Rental	61	2044	No	HUD
1687	Section 8 Mod Rehab	scattered sites	Rental	12	2019*	No	DHCD
1688	Southwick Block Apartments	70-82 Prescott St.	Rental	28	2029	No	HUD
1689	Swede Village Condos	106 Lundberg Street	Ownership	16	2030-2031	No	DHCD
1690	The Wentworth	9-13 Shattuck St.	Rental	40	2020	No	HUD

11/21/2019

Lowell

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

Lowell

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1691	Townhouse of Lowell	16 Middle St.	Rental	96	2035*	No	HUD
1692	Triangle Rental Apts	186 Suffolk St/404 Fletcher St/387-399 Market St; 199-207 Broadway	Rental	26	Perp	No	EOHHS
							MHP
							DHCD
							DHCD
1693	Griffin Place Condominium	22-24-37-39 Ware St	Ownership	6	2029	No	DHCD
1694	Westminster Village	1309-1371 Pawtucket Blvd./ 1262-1268 Varnum Ave	Rental	432	Perp	No	HUD
							MassHousing
3946	Liberty Square	63 Fletcher St, 174 Broadway, 34 Marion St, 192 Suffolk St	Rental	33	2034	No	DHCD
							DHCD
							DHCD
							MHP
3955	New Hope Apartments	185, 191 & 203 Salem Street	Rental	11	2054	No	DHCD
							DHCD

11/21/2019

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

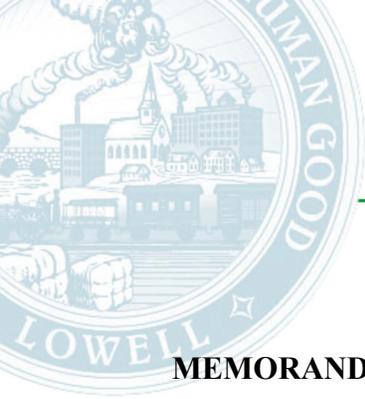
Lowell

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
3981	Boott Mills housing	East Mill building - Boott Mills complex	Rental	154	2035	No	DHCD
3986	Sirk Building	70-96 Bridge; 190-232 French; 47-55 Brookings Sis	Rental	46	Perp	No	DHCD
4342	DDS Group Homes	Confidential	Rental	61	N/A	No	DDS
4574	DMH Group Homes	Confidential	Rental	38	N/A	No	DMH
7883	George W. Flanagan II	Avenue A	Rental	3	2045	NO	HUD
Lowell Totals				5,154	Census 2010 Year Round Housing Units		41,308
					Percent Subsidized		12.48%

11/21/2019

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.



Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Diane N. Tradd, Assistant City Manager/DPD Director

DATE: August 11, 2020

SUBJECT: COUNCIL MOTION OF 7/14/2020 BY COUNCILOR CHAU
REQUEST CITY MANAGER UPDATE COUNCIL REGARDING SMALL
BUSINESS EMERGENCY GRANT PROGRAM INITIATED IN MAY USING
CDBG FUNDS AND PROVIDE LIST OF RECIPIENTS AND AMOUNTS
RECEIVED BY CITY BUSINESSES

The City of Lowell Economic Development Office made \$150,000 available for a grant program to assist Lowell's small, independently owned, brick-and-mortar retailers, restaurants, and personal service businesses that have been most significantly impacted by the COVID-19 pandemic.

The Lowell Small Business Emergency Relief Grant Program was funded through the Community Development Block Grant Program (CDBG) from the U.S. Department of Housing & Urban Development (HUD). However, due to the overwhelming number of applications, we were able to supplement the available funds by re-appropriating FY20 earmark funding secured by Representative Golden, totaling \$240,000 as of August 6, 2020.

Of the awardees:

- 73% are minority owned businesses
- 52% are women owned business
- 29% are Downtown business, 71% elsewhere in the City of Lowell
- Collectively, these businesses employ over 300 people

At the conclusion of this report you will find a list of forty-six (48) businesses that received funding from our City's Small Business Relief Grant program. Each business received \$5,000 and these funds will make a big difference to our awardees, many of whom are minority owned businesses that provide valuable contributions to our commercial districts and community as a whole.

The Economic Development Office is currently reviewing additional applications that are not included in the attached list.

Program Criteria

The Lowell Small Business Emergency Relief Grant Program is primarily funded through the Community Development Block Grant Program (CDBG) from the U.S. Department of Housing

and Urban Development (HUD). Small Businesses will need to comply with at least one (1) of the following HUD/CDBG income criteria:

- Applicant will retain at least one (1) full-time job or full-time job equivalent*, held by a Lowell resident who has a combined household income within “very low” or “low-to-moderate” income ranges-see Appendix D for income thresholds; **or**
- If applicant has laid-off all employees due to COVID-19, applicant will pledge to either rehire at least one (1) full-time job or full-time equivalent* or retain a furloughed full-time employee or full-time equivalent who meets income eligibility standards per CDBG’s guidelines.

In addition to the income-eligibility and job creation/retention requirements, successful applicants will also need to meet the following criteria:

- Lowell-Based business
- Brick-and-Mortar business
- Business must have been in operation prior to March, 30th 2019 (+1 yr.)
- Business must have had at least one (1) full-time employee or full-time equivalent prior to March 1st, 2020
- Business has at least One (1) year remaining on business lease or proof of commercial real estate ownership
- Total annual revenue not exceeding \$1,000,000
- Demonstrate a 25% loss in revenue for March 2020 (as compared with March 2019)
- Retain at least one (1) full-time or full-time equivalent employee on payroll (excluding owner)
- Show best effort to reopen and resume business operations upon issuance of the Commonwealth of MA executive order.

Businesses that have received funding to date:

Business Name	Address	Funding Source
1981 Ramen Bar LLC	129 Merrimack St	CDBG
Acre Laundromat	63 Fletcher St	Earmark
Ada's Exotic Hair Boutique	802 Lakeview Ave	Earmark
Amaras Boutique	716 Middlesex St; Suite # 10	CDBG
Asados Dona Flor	197 High St	CDBG
Blue Taleh	15 Kearney Square	CDBG
Brother's Pizza	688 Merrimack St	CDBG
Cameo Diner	715 Lakeview Ave	Earmark
Campus Express	176 University Ave	Earmark
Chai Time	104 University Ave	Earmark
Colleen McDermott Tax & Accounting Services, Inc.	152 Fox St	Earmark
Connector Café	724 Chelmsford St	CDBG
CrossFit Merrimack	1100 Gorham St	CDBG
Cultures United Grocery Store	281 W Sixth St	Earmark
Eggroll Café	110 University Ave	Earmark
Fabiano's Pizzeria and Café	127 Merrimack St	CDBG
Foody Goody Asian Restaurant	101 Lakeview Ave	Earmark

Friends Restaurant	305 Market St	CDBG
Garnicks TVs and Appliances	54 Middlesex St	CDBG
Gentlemen's District	23 Central St	CDBG
IV Seasons Restaurant	373 Central St	CDBG
Koolkuts Hair Salon	404 Bridge St	Earmark
Lao' De Café	108 Market St	CDBG
Latinglobal Multiservice, Inc.	2 French St	CDBG
Lowell Gallery	219 Central St; Unit 1C	CDBG
Marion's Maid Service	821 Bridge St	Earmark
Market St Market	95 Market St	CDBG
MCH Guatemalan Treasures	120 Lakeview Ave	Earmark
Merrimack St Convenience Store	442 Merrimack	CDBG
Mill City BBQ	11 Kearney Sq.	CDBG
Nana's Kitchen	515 A Central St	CDBG
Panela Restaurant	7 Hanover St	CDBG
Pizza & Sub Shop	5 Merrimack St	CDBG
Power House Juice	120 Merrimack St	CDBG
Purple Carrot Bread Co	107 Merrimack St	CDBG
Salon D'Afrique- 287 W 6th St.	287 West Sixth St	Earmark
Sandwich King - 361 Bridge St	361 Bridge Street	Earmark
Simply Khmer	26 Lincoln St	CDBG
Small Steps Daycare	1275 Pawtucket Blvd. Unit 5	Earmark
Snowdaes	1075 Westford St	CDBG
Spartan's Pizza	863 Varnum Ave	Earmark
The London Tailor Shop	63 B Fletcher St	CDBG
The Worthen House Café Inc.	141 Worthen St	CDBG
University Convenience	102 University Ave	Earmark
Vic's	1 Lilley Ave	Earmark
Warp and Weft	197 Market St	CDBG
Wham Café	737 Lakeview Ave	Earmark
Yummy Express	21 Branch St	CDBG

**One (1) full-time equivalent (FTE) job equal a full-time job or part-time jobs totaling 40 hours/week.*

cc: Christine McCall, Director of Economic Development

APPENDIX D

FEDERAL INCOME GUIDELINES FOR FY2019-20

(Effective June 28, 2019)

25 MA 17 - MIDDLESEX COUNTY MSA: LOWELL, MA

AREA MEDIAN INCOME: \$107,600

HOUSEHOLD SIZE	1	2	3	4	5	6	7	8
0% - 30% VERY LOW INCOME	\$22,650	\$25,850	\$29,100	\$32,300	\$34,900	\$37,500	\$40,100	\$42,650
31% - 50% LOW INCOME	\$37,700	\$43,050	\$48,450	\$53,800	\$58,150	\$62,450	\$66,750	\$71,050
51% - 80% LOW/MODERATE INCOME	\$52,850	\$60,400	\$67,950	\$75,500	\$81,550	\$87,600	\$93,650	\$99,700



Eileen Donoghue
City Manager

MEMORANDUM

TO: Mayor Leahy and Members of the City Council

FROM: Eileen Donoghue, City Manager *ED*

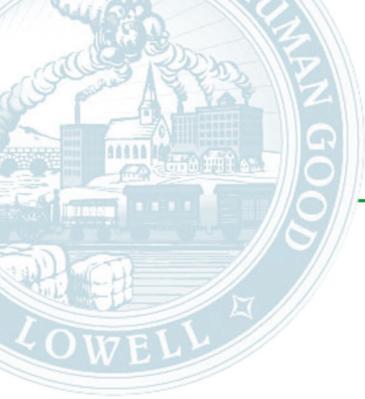
DATE: August 11, 2020

SUBJECT: **Motion by C. Nuon, 3/10/20** Req. City Mgr. Investigate Working With Middlesex Community College Regarding Construction Of New Parking Garage On The Davidson Street Parking Lot In Order To Free Up Parking At Other City Facilities

As requested by the City Council, I have been in communication with Middlesex Community College President James Mabry to discuss the prospect of the College constructing a parking facility on the City owned Davidson Street Lot. Given MCC's high rate of usage in City garages, a parking facility at this location constructed specifically to meet the parking needs of the college's students and staff would be valuable in addressing the current and anticipated parking limitations downtown.

The attached letter has been sent to President Mabry which formally proposes the idea and details the mutual advantages of a potential college-constructed parking facility.

While the current circumstances derived from the public health crisis make the prospect of a construction project of this nature being initiated in the immediate term unlikely, I will continue to remain in contact with the College about the feasibility of this proposal and will keep the Council apprised of pertinent developments.



Eileen M. Donoghue
City Manager

Kara Keefe Mullin
Assistant City Manager

August 5, 2020

Dr. James C. Mabry, President
Middlesex Community College
33 Kearney Square
Lowell, MA 01852-1987

Dear President Mabry:

In regards to the current parking concerns we are facing and the extensive development in the Hamilton Canal Innovation District, the City must prepare a plan to address current and future parking limitations. The City applied for, and has been awarded a grant through the Department of Housing and Community Development's Housing Choice Community Grant Program in order to plan for current and future parking needs.

We anticipate that the parking study results, slated to be finalized in mid-2021, will verify that the community is in need of additional parking spaces in order to sustain our vibrant community.

The City is currently constructing a 900 space parking garage that includes 1,200 square feet of retail space in the Hamilton Canal Innovation District (HCID). These spaces will provide for HCID development, the new Justice Center and the Lowell National Park.

Currently the City and Middlesex Community College (MCC) Lowell have a mutual agreement for approximately 500-700 spaces of intermittent parking throughout our garage system and the Davidson Street parking lot. MCC's cost of the parking agreement over a three year period is \$2,498,472, and the agreement expires July 2021.

The Davidson Street parking lot offers a unique opportunity for both Middlesex Community College and the City of Lowell in addressing parking concerns. The City anticipates that a parking garage constructed at the Davidson Street lot would enable MCC to accommodate students and faculty parking needs as well as provide potential revenue through evening and off season parking to accommodate the Lowell Memorial Auditorium, Merrimack Repertory Theatre, area residential development, and community needs.

We would like to propose the potential of MCC constructing a parking facility on the City owned Davidson Street Lot to meet the parking needs of MCC's students and faculty as well as the communities and look forward to meeting with you to discuss the mutually beneficial proposed parking plan at your convenience. Thank you for your consideration.

Sincerely,

Eileen Donoghue
City Manager



Eileen Donoghue
City Manager

MEMORANDUM

TO: Mayor Leahy and Members of the City Council

FROM: Eileen Donoghue, City Manager *ED*

DATE: August 11, 2020

SUBJECT: **Motion by C. Mercier, 7/28/20** Req. City Mgr. Provide Answer As To Why Some Were Let Into The Zoom Meeting By Way Of Video And Others Who Asked Were Told No.

Motion by C. Elliot, 7/28/20 Rep. Rules SC Meet To Discuss Protocol And Procedures For Conducting Zoom Meetings.

Following the July 14th meeting of the City Council, the following motions were filed regarding members of the public participating in the meeting via audio and video.

- Request City Manager provide answer as to why some were let into the Zoom meeting by way of video and others who were asked were told no. (C. Mercier)
- Request Rules SC meet to discuss protocol and procedures for conducting Zoom meetings (C. Elliot)

In addition to the motions, a Citizen Complaint was filed on this same subject matter. The Complaint, cited in the attached memo has two parts:

- "Who was responsible for kicking the registered speakers off?"
- "Who gave that person the authority to kick off the registered speakers?"

Since the start, remote participation meetings have been administered by the MIS Department, and I have, therefore, requested MIS provide a response.

For all City Council meetings conducted by Zoom, including the July 14th meeting, it has been the standing protocol that members of the public would participate via audio.



MEMORANDUM

Mirán Fernandez
Chief Information Officer
Cable TV Coordinator

John Meyers
MIS Director

TO: Eileen Donoghue, City Manager

FROM: Mirán Fernandez, Chief Information Officer

DATE: July 29, 2020

Re: **MOTION RESPONSE: 07/28/2020 by C. Elliott** – Req. Rules SC Meet To Discuss Protocol And Procedures For Conducting Zoom Meetings

Since being instituted in March, the use of remote meetings for government bodies and civic engagement has evolved and continues to remain fluid. Given the nature of the ongoing pandemic, it may make sense to consider a more formal policy or set of guidelines regarding the use of Zoom to conduct future City Council meetings. These guidelines may also be useful for other advisory body meetings which are also being conducted via Zoom.

Having managed the majority of the City Council Zoom meetings to date, I respectfully submit the following recommendations for consideration.

1. All Councilors should use City issued iPads with Verizon cellular connectivity enabled (and if possible also be connected to their local wireless networks).
 - a. Zoom client name settings should clearly indicate the Councilors' full names, as they want them to appear on screen (as opposed to device names or other).
 - b. Doing so places everyone on "equal footing", helps alleviate potential signal quality issues, assists with support, expedites entry to meetings, and helps to provide the best video conference experience for all participants and viewers.
2. All Councilors should direct members of the public wishing to be heard to the City Clerk in order to be formally registered as a speaker.
 - a. Registered speakers should be asked to identify the meeting they are registering for and to provide (1) their name, (2) agenda item they wish to speak about, and (3) a primary and backup telephone number which the Zoom audio invitation system can use to call them directly, as opposed to having registered speakers either connect into the Zoom meeting directly via audio or video.
 - b. It is important to note that if the registered speaker provides a telephone number using a "name announcement" feature (e.g., google voice), the audio invitation system may

fail to connect the registered speaker into the meeting, which is why a backup telephone number is helpful.

3. The City Clerk (or appointed designee) should “Host” the Zoom meeting.
4. The City Clerk should email the Zoom meeting details to all Council members, the City’s management team, and LTC in advance of the Zoom meeting.
 - a. While the Zoom meeting ID may remain the same, the meeting password should be changed for each meeting prior to emailing the meeting details out, in order to help secure the meeting and avoid disruption.
 - b. Zoom meeting details should be considered confidential, and not be shared with members of the public.
 - c. Additional participants may be invited to the Zoom meeting through the City Manager’s Office as subject matter experts, to assist with motion responses, and to deliver presentations as appropriate.
 - i. The City Clerk will be notified of additional participants, along with the Zoom client names they will be using (for video purposes), or the phone number they will be connecting through (for audio purposes).
5. The City Clerk should make every attempt to have Zoom meetings initiated and available for attendees to connect to at least 15 minutes prior to the start of the Zoom meeting; in the event of back-to-back meetings, there may be a delay in the start of the Zoom meeting.
 - a. All attendees should be required to join through the Zoom meeting “waiting room” where their Zoom client name will be displayed, and from which identified and expected attendees will be promptly admitted into the Zoom meeting.
 - b. In an effort to avoid extraneous noise from interfering with meetings, meeting members should mute themselves at all times, unmuting themselves accordingly, and avoid talking over each other whenever possible.
 - c. “Waiting room” attendees whose Zoom client name are either unidentified or unexpected may experience a delay in admission to the Zoom meeting, or be disconnected.
 - i. If an expected attendee is “just calling in”, it is important for the City Clerk to know, so that the attendee may be admitted to the Zoom meeting and subsequently have their attendee name updated to reflect who they are.

-
- d. All Zoom client attendees admitted into the Zoom meeting should be automatically muted upon admission, but should be allowed to unmute themselves.
 - e. The City Clerk should review/update Zoom attendee names to ensure that they clearly indicate the attendee, don't include phone numbers, and are consistent.
 6. The City Clerk should verify with LTC prior to starting the meeting to ensure that LTC is ready on their end to record the meeting.
 7. As agenda items with registered speakers are brought to the floor, the following steps should be considered.
 - a. The registered speaker's telephone number should be used by Zoom's audio invitation system to call the registered speaker and invite them into the Zoom meeting's waiting room as the agenda item approaches.
 - i. All registered speakers should be labeled "RS: *name*" so that they may be easily identified.
 - ii. The duration of time in which registered speakers may have to wait in the Zoom waiting room will vary based on the level of discussion taking place on items prior to the one in which they have registered to speak, and the number of registered speakers.
 - b. Registered speakers should be allowed into the meeting sequentially, in the order in which they registered to speak.
 - c. Once the agenda item approaches, the registered speaker should be allowed into the Zoom meeting, but should be muted.
 - i. The City Clerk should unmute registered speakers prior to calling on them when it is time for them to speak.
 - ii. The City Clerk should monitor the speaker, in the event he/she needs to be muted.
 - iii. The City Clerk should either mute or disconnect a registered speaker once they have finished speaking.
 8. Once the meeting has been adjourned, the City Clerk should end the Zoom meeting.



MEMORANDUM

Mirán Fernandez
Chief Information Officer
Cable TV Coordinator

John Meyers
MIS Director

TO: Eileen Donoghue, City Manager

FROM: Mirán Fernandez, Chief Information Officer

DATE: July 29, 2020

Re: **MOTION RESPONSE: 07/28/2020 by C. Mercier** – Req. City Mgr. Provide Answer As To Why Some Were Let Into The Zoom Meeting By Way Of Video And Others Who Asked Were Told No

Summary

During the 7/14/2020 Transportation SC with Public Safety SC Zoom meeting, several residents registered with the City Clerk to speak on agenda items, with at least one resident specifically requesting to appear on video. While the speakers were told that they could speak via audio, all three of them obtained sufficient meeting access credentials to attempt to enter the Zoom meeting via video connections, with one being able to successfully do so (though the speaker didn't enable the video portion of the connection); all speakers did have a chance to speak via audio. In order for this to take place, a Councilor must have shared the Zoom meeting access credentials with the speakers.

As the SC Zoom meeting was beginning, a Councilor approached me and instructed me to specifically allow two residents into the City Council Zoom meeting to participate via video; both speakers did have a chance to speak via video. The Councilor had contacted me via phone the previous day to discuss this very matter, during which I advised against it as it would be against our best practices and policy. Regardless, I was told in no uncertain terms to let the residents into the City Council Zoom meeting, as the Councilor had already shared the Zoom meeting access credentials with the speakers.

During the 7/14/2020 City Council meeting, I became aware of another registered speaker connecting into the Zoom meeting. As with the other callers, someone must have shared the Zoom meeting access credentials with the speaker. Towards the end of the meeting a registered speaker inappropriately interrupted C. Mercier with an unprofessional and rude comment.

Best practices, an overview of the meetings, additional details, conclusions, and exhibits follow.

General Best Practice Policies Followed to Date

1. In order to balance the need for civic engagement with the need to secure meetings, and pursuant to Governor Baker's Emergency Order modifying the State's Open Meeting Law issued March 12, 2020, meetings have been conducted in a manner allowing for members of the public to speak on agenda items by registering with the City Clerk in advance of the meeting.
 - a. A variety of tools have been explored and used to ensure the continuity of meetings while simultaneously allowing for participation by registered members of the public.
 - b. When registering to participate in a meeting, speakers have been required to indicate the agenda item they would like to speak about, provide their name, and provide their telephone number.
 - c. Registered speakers are called sequentially, in the order in which they registered with the City Clerk, and at the number they provided.
2. City Council members and other City staff participating in meetings are sent directions and access/password credentials for meetings in advance of the meetings. All participants have been asked to keep these messages confidential, and to not share them with anyone else.
3. As City Council meetings moved from audio-only to video, the protocol for registered speakers to participate in meetings did not change in order to reduce the opportunity for meetings to be interrupted by unauthorized speakers or hackers.
4. Most Zoom meetings are initiated between 10-20 minutes in advance to allow participants to join.
5. On many occasions, unknown clients/callers have connected into the "waiting room" of ongoing City Council meetings.
 - a. In some cases, the client turns out to be an expected attendee calling in on a phone and once identified they are allowed admittance to the meeting.
 - b. In other cases, the client turns out to be an unknown/expected attendee, and they are either left in the "waiting room" until either someone has identified them and instructed me to admit them, they are manually disconnected, or otherwise disconnect on their own.
6. As agenda items with registered speakers approach, registered speakers are automatically called at the number they provided and invited/ connected into the meeting.

General Policies Followed to Date

- a. When the City Clerk recognizes the speaker to speak on their registered agenda item, speakers are unmuted so that they may speak on the agenda item as applicable, and then they are either muted or disconnected after they have finished speaking, depending on what activities are taking place at that moment (e.g., calling other speakers, etc.).
 - b. Note that there are times in which the telephone number provided by the registered speaker can't be contacted for a variety of reasons.
7. Upon City Council meeting adjournment, the Zoom meeting is ended for all participants.

General Overview of the Zoom Meetings on 7/14/2020

Questions have been raised regarding how I managed or hosted the Zoom meetings on 7/14/2020. Below is a general overview to my best recollection of those meetings; a detailed timeline of events follows in the next section.

- The July 14, 2020 Transportation SC with Public Safety SC Zoom meeting was started at 5:40 PM.
- With attendees quickly joining the “waiting room” and being admitted into the meeting, the City Clerk handed me an updated list of registered speakers to call, including Deb Forgione, Richard Snyder, and Erin Quealy.
- At about 5:50 PM, C. Drinkwater visited the area I was in and explicitly instructed me to provide video access to two registered speakers during the CC meeting schedule for 6:30 PM. This came as a bit of a surprise, as C. Drinkwater had contacted me on the previous day (July 13, 2020) asking about allowing speakers into the video portion of the Zoom meeting, at which time I had expressed that it was against our policy to do so, I had suggested he follow up with the City Manager’s Office about this request, and he had indicated that “... If it ends up that someone needs the video link and password we will make sure you and the Clerk have a heads up”. C Drinkwater wrote down the names of the speakers, and emphasized that they had to be on the video call.
- As the Zoom meeting began, I vaguely recall seeing unrecognized Zoom client attendees in the Zoom meeting “waiting room”, including one labeled “deb forgione”, I do not recall intentionally disconnecting this or any other client from the “waiting room”, but I likely did as the Zoom clients were not expected. In reviewing the logs, there were a total of three unexpected Zoom clients connected at this same time, whose names align with the names of registered speakers. This suggests that this speaker was in possession of sufficient Zoom meeting information to connect directly, instead of waiting for an audio call as they were instructed by the City Clerk.
- The automated system was used to contact all three registered speakers, with several requiring numerous redial attempts.
- At 6:04 PM, registered speaker Deb Forgione successfully joined the meeting through the Zoom audio link.
- At 6:11 PM, registered speaker “Erin Quealy” managed to connect using a Zoom client at about the same time that the automated call connection was being made, so I inadvertently allowed the full Zoom client in from the waiting room instead of the expected audio client. Incidentally, I wasn’t aware of this until afterwards while

General Overview of the Zoom Meetings on 7/14/2020

reviewing logs for this report. This suggests that this speaker was in possession of sufficient Zoom meeting information to connect directly, instead of waiting for an audio call as they were supposed to do.

- At 6:17 PM, registered speaker Richard Snyder successfully joined the meeting through the Zoom audio link.
- At 6:39 PM, the Transportation SC with Public Safety SC Zoom meeting ended.
- At 6:39 PM, the City Council meeting was initiated.
- Throughout the course of the meeting, the two speakers identified by C. Drinkwater would occasionally drop into and out of the Zoom meeting waiting room.
- Once agenda item 11.11 came before the Council, I admitted both of the registered speakers C Drinkwater had instructed me to allow into the meeting.
- While attempting to connect registered speakers, one registered speaker that I had just attempted to connect and which the Zoom client reported back as “busy”, called the City Clerk’s Office. Recognizing the telephone number I was dialing had two numbers transposed, I called the speaker to verify the number to use to connect her and did so. Similar to what happened with “Erin Quealy” above, the speaker came into the “waiting room”, and I admitted her into the meeting only to find that she had video on displaying that she was on the cell and she then quickly turned off her video. As I later reviewed the logs, I discovered that she had also connected into the meeting using a full Zoom client (as opposed to via audio), was likely receiving the audio call when I let her into the meeting room, and that she had also bypassed the controls in place. This suggests that this speaker was in possession of sufficient Zoom meeting information to connect directly, instead of waiting for an audio call as they were supposed to do.
- At 10:06 PM, registered speaker Kerrie D’Entremont was invited the Zoom meeting, and was provided an opportunity to speak. Shortly afterwards, while C. Mercier was speaking, Ms. D’Entremont interrupted C. Mercier with an unprofessional and rude comment, at which point Ms. D’Entremont was muted and disconnected from the Zoom meeting.
- At 11:20 PM, the City Council meeting ended.

Detailed Timeline of Events Related to the Meetings on 7/14/2020

Thursday, 7/9/20

@ 12:48 PM, City Clerk Michael Geary broadcast that a Transportation SC with Public Safety SC meeting will be held on July 14, 2020 at 6:00 PM via Zoom, along with an agenda. [Attached as Exhibit #1.](#)

Friday, 7/10/20

@ 9:39 AM, City Clerk Michael Geary forwarded Mirán Fernandez an email conversation he had participated in with Deb Forgione. Per said email, Ms. Forgione requests the Zoom link to join the Transportation SC with Public Safety SC meeting, Mr. Geary explains that by providing a phone number, the speaker will be connected into the Zoom meeting via audio. Ms. Forgione requests for the direct Zoom link. [Attached as Exhibit #2.](#)

@ 11:36 AM, City Clerk Michael Geary broadcast that a City Council Meeting will be held on July 14, 2020 at 6:30 PM via Zoom, along with an agenda. [Attached as Exhibit #3.](#)

@ 2:49 PM, City Clerk Michael Geary sent Mirán Fernandez a list of registered speakers to date for the CC meeting. [Attached as Exhibit #4.](#)

Monday, 7/13/20

@ 10:19 AM, Mirán Fernandez sent the Transportation SC with Public Safety SC Zoom meeting call-in details to a standard list of personnel. [Attached as Exhibit #5.](#)

@ 10:19 AM, Mirán Fernandez sent the City Council Zoom meeting call-in details to a standard list of personnel. [Attached as Exhibit #6.](#)

@ 12:52 PM, C Drinkwater contacted the MIS Department re the upcoming CC Zoom Meeting. Nick Navin answered the phone, and transferred the call to Mirán Fernandez. C Drinkwater explained to Mr. Fernandez that he needed to have a resident on the next Zoom call. Mr. Fernandez explained that all speakers are required to register with the City Clerk. C Drinkwater explained that he had already contacted the City Clerk, who recommended that he contact Mr. Fernandez directly because the request was for the resident to participate on the video call. Mr. Fernandez explained that all registered speakers were only supposed to participate via audio. C Drinkwater was insistent about having the resident participate via video, asking how it could be done. Mr. Fernandez explained that all of the information to do so was in the email that gets sent out, but that it isn't intended for sharing with the public for a variety of reasons. The call got cut off.

Detailed Timeline of Events Related to the Meetings on 7/14/2020

@ 1:20 PM, Mirán Fernandez tracked down C Drinkwater's cell phone number, called, and left a voice message respectfully reiterating that members of the public are not intended to participate in the Zoom meetings via video, and asking that he at the least give the City Manager's Office a heads up if he intends on sharing the meeting email with non-members. Mr. Fernandez left C Drinkwater his desk phone number along with his personal cell phone number in case C Drinkwater wanted to follow up further.

@ 1:30 PM, Mirán Fernandez reached out to Conor Baldwin and provided a quick update re the earlier conversation with C Drinkwater.

@ 1:52 PM, C Drinkwater sent a text message to Mirán Fernandez' cell phone as follows: "Hey Miran, got your message. Thank you. If it ends up that someone needs the video link and password we will make sure you and the Clerk have a heads up". This message is still available on my personal cell phone for review.

Tuesday, 7/14/20

@ 5:35 PM, Mirán Fernandez proceeded to the City Clerk's office to assist with the Zoom calls for that night.

@ 5:40 PM, the Transportation SC with Public Safety SC Zoom meeting was initiated. *Meeting participant details are [attached as Exhibit #7](#).*

@ 5:46 PM, a Zoom client named "deb forgione" connected to the Zoom meeting and entered the waiting room. The client was in the waiting room for 14 minutes, and then disconnected at 5:59 PM. The logs don't indicate whether the client dropped off on its own or was disconnected by the host. Somehow, this client had sufficient meeting details to connect directly via the Zoom client. The fact that this attendee connected with a client and a phone (further down at 5:50 PM) suggests the intent to use video on one device and audio via another.

@ 5:50 PM, C Drinkwater visited the City Clerk's office and met with the City Clerk. On his way out, he casually mentioned to Mirán Fernandez that there would be a couple of residents connecting into the Zoom meeting. Mr. Fernandez was surprised, and explained that unknown Zoom participants aren't allowed into the meeting, at which point C Drinkwater offered to write down their names, did so, explained that they had to be allowed into the meeting, and promptly left.

@ 5:55 PM, City Clerk Michael Geary handed Mirán Fernandez three emails detailing registered speakers for the Transportation SC with Public Safety SC Zoom meeting, along with a list of registered speakers for the City Council Zoom meeting. *[Attached as Exhibit #8](#)*. Mr. Geary indicated that there were two speakers moved to the top of the list starred for the City Council

Detailed Timeline of Events Related to the Meetings on 7/14/2020

Zoom meeting; Mr. Fernandez explained that C Drinkwater had already informed him that they would be connecting into the Zoom meeting via video.

@ 5:50 PM, a Zoom client named “Deb’s iPhone” connected to the Zoom meeting and entered the waiting room. The client was in the waiting room for 9 minutes, and then disconnected at 5:59 PM. The logs don’t indicate whether the client dropped off on its own or was disconnected by the host. Somehow, this client had sufficient meeting details to connect directly via the Zoom client.

@ 5:55 PM, a Zoom client named “Denise Snyder” connected to the Zoom meeting and entered the waiting room. The client was in the waiting room for 4 minutes, and then disconnected at 5:59 PM. The logs don’t indicate whether the client dropped off on its own or was disconnected by the host. Somehow, this client had sufficient meeting details to connect directly via the Zoom client.

@ 5:57 PM, a Zoom client named “Mrs. Quealy” connected to the Zoom meeting and entered the waiting room. The client was in the waiting room for 2 minutes, and then disconnected at 5:59 PM. The logs don’t indicate whether the client dropped off on its own or was disconnected by the host. Somehow, this client had sufficient meeting details to connect directly via the Zoom client.

@ 6:04 PM, the Zoom meeting system made a successful outbound audio call labeled “Deb Forgione” to 978-761-1395, inviting the caller into the meeting. At 6:05 PM, “Deb Forgione” connected to the Zoom meeting and entered the waiting room. This was registered speaker #1. The caller was connected for 22 minutes, and then disconnected at 6:25 PM.

Between 6:05 PM and 6:17 PM, multiple unsuccessful outbound audio calls were made through the Zoom meeting system to the remaining two registered callers, with the Zoom system reporting the calls as “Busy”.

@ 6:10 PM, C Drinkwater sent a text message to Mirán Fernandez’ cell phone as follows: “I forgot to write down that those two speakers will be speaking on Motion # 11.11. Thank you.” This message is still available on my personal cell phone for review.

@ 6:11 PM, a Zoom client named “19782654764” connected to the Zoom meeting and entered the waiting room. The client was admitted to the Zoom meeting and renamed “Erin Quealy”. This was registered speaker #3. The client was connected for 22 minutes, and then disconnected at 6:32 PM. Upon careful review of the logs, this client connection was made using the Zoom client (with video turned off by the speaker), as opposed to actually being made through the outbound audio call, and it appears that it was only accepted into the meeting because it came in

Detailed Timeline of Events Related to the Meetings on 7/14/2020

during the same period of time in which the host was attempting to connect the speaker into the Zoom call via the outbound audio calls. This is evidenced by the fact that the meeting participant details (*Exhibit #7*) does not show any successful outbound call to the registered speaker's phone number. Somehow, this client had sufficient meeting details to connect directly via the Zoom client.

@ 6:17 PM, the Zoom meeting system made a successful outbound audio call labeled "Richard Snyder" to 978-821-9660, inviting the caller into the meeting. At 6:17 PM, "Richard Snyder" connected to the Zoom meeting and entered the waiting room. This was registered speaker #2. The caller was connected for 9 minutes, and then disconnected at 6:25 PM.

@ 6:39 PM, the Transportation SC with Public Safety SC Zoom meeting ended.

@ 6:39 PM, the City Council meeting was initiated.

@ 6:39 PM, a Zoom client named "Bobby Tugbiyele" connected to the Zoom meeting and entered the waiting room. This is one of the participants C Drinkwater directed Mirán Fernandez to let into the Zoom meeting. The client was in the waiting room for 23 minutes, and then disconnected at 7:02 PM. This client had sufficient meeting details to connect directly via the Zoom client, likely through C Drinkwater.

@ 6:39 PM, a Zoom client named "Isa Woldeguiorguis" connected to the Zoom meeting and entered the waiting room. This is one of the participants C Drinkwater directed Mirán Fernandez to let into the Zoom meeting. The client was in the waiting room for 28 minutes, and then disconnected at 7:07 PM. This client had sufficient meeting details to connect directly via the Zoom client, likely through C Drinkwater.

@ 7:06 PM, a Zoom client named "Bobby Tugbiyele" connected to the Zoom meeting and entered the waiting room. This is one of the participants C Drinkwater directed Mirán Fernandez to let into the Zoom meeting. The client was in the waiting room for 2 minutes, and then disconnected at 7:07 PM. This client had sufficient meeting details to connect directly via the Zoom client, likely through C Drinkwater.

@ 8:16 PM, a Zoom client named "Isa Woldeguiorguis" connected to the Zoom meeting and entered the waiting room. This is one of the participants C Drinkwater directed Mirán Fernandez to let into the Zoom meeting. The client was in the waiting room for 68 minutes, and then disconnected at 9:23 PM. This client had sufficient meeting details to connect directly via the Zoom client, likely through C Drinkwater.

Detailed Timeline of Events Related to the Meetings on 7/14/2020

@ 8:29 PM, a Zoom client named “Bobby Tugbiyele” connected to the Zoom meeting and entered the waiting room. This is one of the participants C Drinkwater directed Mirán Fernandez to let into the Zoom meeting. The client was in the waiting room for 54 minutes, and then disconnected at 9:23 PM. This client had sufficient meeting details to connect directly via the Zoom client, likely through C Drinkwater.

@ 8:37 PM, Mirán Fernandez sent C Drinkwater a text message as follows: “Councilor, as a quick FYI, I’ve messaged the two speakers via Zoom to thank them for their patience, let them know what agenda item we are on, and that I’ll give them access to the meeting as we get closer to the agenda item they are registered to speak on.” This message is still available on my personal cell phone for review.

Between 9:18 PM and 10:17 PM, multiple unsuccessful outbound audio calls were made through the Zoom meeting system to various registered callers, with the Zoom system reporting the calls as “Busy”.

@ 9:23 PM, a Zoom client named “Bobby Tugbiyele” connected to the Zoom meeting and entered the waiting room. This is one of the participants C Drinkwater directed Mirán Fernandez to let into the Zoom meeting. The client was in the waiting room for 72 minutes, and then disconnected at 10:35 PM. This client had sufficient meeting details to connect directly via the Zoom client, likely through C Drinkwater.

@ 9:23 PM, a Zoom client named “Isa Woldegiorguis” connected to the Zoom meeting and entered the waiting room. This is one of the participants C Drinkwater directed Mirán Fernandez to let into the Zoom meeting. The client was in the waiting room for 57 minutes, and then disconnected at 10:20 PM. This client had sufficient meeting details to connect directly via the Zoom client, likely through C Drinkwater.

@ 10:06 PM, registered speaker Kerrie D’Entremont was invited into the audio portion of the Zoom meeting.

@ 10:15 PM, Mirán Fernandez noticed an inbound call to the City Clerk’s Office from LZ Nunn whom he had just attempted an unsuccessful outbound audio call to through the Zoom meeting system. Mr. Fernandez noticed that the phone number on the registered speaker list had the last two numbers transposed, and called Ms. Nunn directly to verify the number she should be called at. Mr. Fernandez explained that once they hung up, the Zoom meeting system would contact Ms. Nunn to connect her into the call.

Detailed Timeline of Events Related to the Meetings on 7/14/2020

@ 10:17 PM, the Zoom meeting system made a successful outbound audio call labeled “LZ Nunn” to 978-726-5329, inviting the caller into the meeting. At 10:17 PM, “LZ Nunn” connected to the Zoom meeting entered the waiting room, and then immediately hung up.

@ 10:17 PM, a Zoom client named “LZ Nunn” connected to the Zoom meeting and entered the waiting room. The client was admitted to the Zoom meeting, assuming that it was the same person that the host had just requested the Zoom outbound audio call system to connect into the Zoom call. At the time that the client connected, their video was on and Ms. Nunn was seen on her cell phone, likely answering the outbound audio call which was being simultaneously received. Somehow, this client had sufficient meeting details to connect directly via the Zoom client.

@ 10:30 PM (approx.), registered speaker Kerrie D’Entremont spoke.

@ 10:39 PM (approx.), as C. Mercier was addressing the City Council, registered speaker Kerrie D’Entremont inappropriately interrupted C., Mercier with an unprofessional and rude comment.

@ 10:39 PM registered speaker Kerrie D’Entremont was muted and disconnected from the Zoom meeting.

@ 11:20 PM, the City Council meeting was ended.

Observations and Conclusions

The City of Lowell's City Council has managed to successfully pivot from live in-person meetings to remote participation-based audio and then video meetings with minimal disruption to date. While the concerns raised as a result of the Zoom meetings from 7/14/2020 are significant, none of them were related to either technical issues or malicious intent.

The key failings detailed in this report point to (1) the fundamental best practice of not sharing confidential meeting information not being followed, (2) interference by a Councilor specifically instructing the host to break with the established policy of not allowing registered speakers to participate via video, and (3) failure by the host to mute a registered speaker after speaking.

By leveraging new technologies, the City Council has created new opportunities for the delivery of government and constituent services to the taxpayer and the community as a whole. As the ongoing pandemic continues to unfold, the policies governing the use of these technologies should be clarified and refined, while existing policies should be reviewed and emphasized.

Some considerations worth exploring further include:

1. Formalizing the policies related to City Council remote-participation meetings.
2. Ensuring that all City Council meeting members agree on directing members of the public wishing to speak regarding an agenda item to register accordingly with the City Clerk, who will assist the registered speakers with access to the meeting appropriately.
3. Reassessing whether or not registered speakers should be allowed to address City Council Zoom meetings via audio or via video, whom should be managing/hosting these meetings, and what should their responsibilities be.
4. Reassessing whether or not registered speakers should be allowed into Zoom meetings one at a time (sequentially, in which case they cannot hear the other speakers), or as a group (which makes it more difficult to monitor/administer).
5. Reassess when speakers should be muted/unmuted.
6. Consider how other City advisory bodies are conducting their remote participation-based video meetings, what policies they are following, and how they may need to be modified.

In closing this report, I would like to humbly take the opportunity to formally apologize to the City Manager, the members of the City Council, and the residents that initially brought forward complaints regarding the manner in which the Zoom meetings were conducted on 7/14/2020, and welcome any additional questions, concerns, or feedback.

Exhibits

- [Exhibit 1](#) Email broadcast announcing the Transportation SC with Public Safety SC.
- [Exhibit 2](#) Initial list of registered speakers for the Transportation SC with Public Safety SC via email from City Clerk Michael Geary. This email includes correspondence between Mr. Geary and Ms. Forgione.
- [Exhibit 3](#) Email broadcast announcing the City Council Meeting.
- [Exhibit 4](#) Initial list of registered speakers for the City Council Meeting.
- [Exhibit 5](#) Email containing City Council Zoom meeting call-in details for Transportation SC with Public Safety SC.
- [Exhibit 6](#) Email containing City Council Zoom meeting call-in details for the City Council Meeting.
- [Exhibit 7](#) Zoom meeting participant log for the Transportation SC with Public Safety SC.
- [Exhibit 8](#) Final list of registered speakers for the Transportation SC with Public Safety SC and the City Council Meeting.

Exhibit 1

From: [Geary, Michael](#)
To: [Broadcast](#); [Daniel P. Rourke](#); [Dave Conway](#); [John Drinkwater](#); [John Leahy](#); ["Rita Mercier"](#); ["Rodney Elliott"](#); [Sokhary Chau](#); [Yvesna Nuon](#); [William Samaras](#); [Amanda Beland](#); ["Bill Martin"](#); ["Chris Scott"](#); [Corey Belanger](#); [Daniel P. Rourke](#); ["Edward Kennedy"](#); [grant welker](#); [James L. Milinazzo](#); ["Jim Flood"](#); [jim hall](#); [jmarshall@ltc.org](#); [Joe Hungler \(Boys Club\)](#); [John Leahy](#); [kris ltc](#); [linda clark](#); ["Marc Duci"](#); [national grid](#); ["Rita Mercier"](#); ["Rodney Elliott"](#); ["Steve Brogan"](#); ["WCAP"](#); [William Samaras](#); ["Anne Marie Page \(Centraville Neigh. Action Group\)"](#); ["Carol McCarthy \(Sacred Heart Neighborhood Improv. Group\)"](#); [craig thomas](#); ["David Koch \(Back Central Neigh. Assoc.\)"](#); ["David Ouellette \(Acre Coalition\)"](#); ["Deb Forgione \(Pawtucketville Citizens Council\)"](#); ["Elaine Pantano \(Riverside Community Council\)"](#); [George Procope](#); ["Greg Orpen \(JAMBRA Jackson Appleton Middlesex Business Residents Association\)"](#); ["Judy Davidson \(East Pawtucketville Neighborhood Group\)"](#); ["Karen Bell \(Jackson Appleton Middlesex Bus. Residents Assoc.\)"](#); ["Kathleen Marcin \(Lowell Downtown Neigh. Assoc.\)"](#); [Kathy Egmont \(JAMBRA\)](#); [LDNA](#); [Lower Highlands Group](#); [Michael Breda \(JAMBRA\) \(m.breda@verizon.net\)](#); [Michael Demaras](#); ["Nancy Judge \(Highlands Circle/Highlands Neigh. Assoc.\)"](#); [Patrick Farmer \(CNAG\)](#); ["Paul Belley \(Rosemont Terrace Neighborhood Group\)"](#); [Sandra McNamara \(Centerville Community Col.\)](#); ["Steve Hattan \(Belvidere Neigh. Council\)"](#); [susan purdy](#); ["Taya Dixon Mullane \(Lower Highlands Neigh. Group\)"](#)
Subject: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.
Date: Thursday, July 9, 2020 12:47:45 PM
Attachments: [20200709123557614.pdf](#)

-----Original Message-----

From: clerklowell@lowellma.gov <clerklowell@lowellma.gov>
Sent: Thursday, July 9, 2020 12:36 PM
To: Geary, Michael <mgeary@lowellma.gov>
Subject: Message from "RNP583879346854"

This E-mail was sent from "RNP583879346854" (MP 4055).

Scan Date: 07.09.2020 12:35:57 (-0400)

Queries to: clerklowell@lowellma.gov

Exhibit 1



**CITY COUNCIL TRANSPORTATION
SUB/COMMITTEE WILL MEET JOINTLY WITH PUBLIC SAFETY SC AT 6:00 PM ON
TUESDAY, JULY 14, 2020 VIA ZOOM MEETING AND REMOTE PARTICIPATION**

1. Roll Call
2. Meeting Called To Order
 - 2.I. Communication - Remote Participation:
Pursuant To Governor Baker's Emergency Order Modifying The State's Open Meeting Law Issued March 12, 2020, Meetings Will Be Held Using Remote Participation As Follows: Members Of The Public Wishing To Speak Regarding A Specific Agenda Item Shall Register To Speak In Advance By Sending Email To City Clerk Indicating The Agenda Item And A Phone Number To Call So That You May Be Conferenced In To The Meeting. Email Address Is MGEARY@LOWELLMMA.GOV. If No Access To Email You May Contact City Clerk At 978-674-4161.

For Zoom - [HTTPS://SUPPORT.ZOOM.US/HC/EN-US/ARTICLES/201362193-JOINING-A-MEETING](https://support.zoom.us/hc/en-us/articles/201362193-joining-a-meeting)
3. Order Of Business
 - 3.I. Discussion:
 - 1) Excessive loud vehicles;
 - 2) Fireworks; and
 - 3) Noise complaints - Fowler Road from MA/COM filling of fuel storage tanks.
4. Adjournment

Exhibit 2

Fernandez, Miran

From: Geary, Michael
Sent: Friday, July 10, 2020 9:39 AM
To: Fernandez, Miran
Subject: FW: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

From: Pawtucketville Citizens <pawtucketvillecitizens@gmail.com>
Sent: Friday, July 10, 2020 9:14 AM
To: Geary, Michael <mgeary@lowellma.gov>
Subject: Re: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

Deb Forgione 978-761-1395

I would also like a direct link for the zoom meeting

On Fri, Jul 10, 2020 at 9:11 AM Geary, Michael <mgeary@lowellma.gov> wrote:

It is on ch 99 via zoom, you can conference in by providing me you name and ph# to be reached at we can conference you in, thank you

From: Pawtucketville Citizens <pawtucketvillecitizens@gmail.com>
Sent: Friday, July 10, 2020 9:04 AM
To: Geary, Michael <mgeary@lowellma.gov>
Cc: Broadcast <Broadcast@lowellma.gov>; Daniel P. Rourke <dannyrourke@comcast.net>; Dave Conway <djclhs@hotmail.com>; John Drinkwater <john.m.drinkwater@gmail.com>; John Leahy <jleahycc@comcast.net>; Rita Mercier <rmercier10347@comcast.net>; Rodney Elliott <rodneveliott@comcast.net>; Sokhary Chau <sokhary.chau@gmail.com>; Vesna Nuon <vesna_nuon@yahoo.com>; Amanda Beland <amanda_beland@wgbh.org>; Bill Martin <b.martin@ebmdattorneys.com>; Chris Scott <cscott@lowellsun.com>; Corey Belanger <majorpub@comcast.net>; Edward Kennedy <edward.kennedy@comcast.net>; grant welker <gwelker@lowellsun.com>; James L. Milinazzo <jlmlinazzo@comcast.net>; Jim Flood <jim@floodlawoffice.com>; jim hall <jhall@ghhw.com>; jmarshall@ltc.org; Joe Hungler (Boys Club) <jhungler@lbgc.org>; kris ltc <kmacneil@ltc.org>; linda clark <lclark@lhma.org>; Marc Duci <mduci@ltc.org>; national grid <Lisa.Ayres@nationalgrid.com>; Steve Brogan <sbrogan@ltc.org>; WCAP <tedpanos@aol.com>; William Samaras <williamsamaras@comcast.net>; Anne Marie Page (Centraville Neigh. Action Group) <anniep1959@comcast.net>; Carol McCarthy (Sacred Heart Neighborhood Improv. Group) <cmccarthy64@comcast.net>; craig thomas <craig.thomas@cbacre.org>; David Koch (Back Central Neigh. Assoc.) <koch9@verizon.net>; David Ouellette (Acre Coalition) <actionacre@gmail.com>; Elaine Pantano (Riverside Community Council) <Elaine.Pantano@comcast.net>; George Procope <george.procope@gmail.com>; Greg Orpen (JAMBRA Jackson Appleton Middlesex Business Residents Association) <gregorpen@yahoo.com>; Judy Davidson (East Pawtucketville Neighborhood Group) <judith_davidson@uml.edu>; Karen Bell (Jackson Appleton Middlesex Bus. Residents Assoc.) <info@jambra.org>; Kathleen Marcin (Lowell Downtown Neigh. Assoc.) <rikat@att.net>; Kathy Egmont (JAMBRA) <kegmont@lccps.org>; LDNA <board@ldna01852.org>; Lower Highlands Group <lowerhighlands01851@gmail.com>; Michael Breda (JAMBRA) (m.breda@verizon.net) <m.breda@verizon.net>; Michael Demaras <mdemaras@lowellma.gov>; Nancy Judge (Highlands Circle/Highlands Neigh. Assoc.) <njudge7@aol.com>; Patrick Farmer (CNAG) <Patrick.farmer@verizon.net>; Paul Belley (Rosemont Terrace Neighborhood Group) <Capt.Paul@comcast.net>; Sandra McNamara (Centerville Community Col.)

1

Exhibit 2

<sandrajmac@comcast.net>; Steve Hattan (Belvidere Neigh. Council) <shattan64@netzero.net>; susan purdy <susanpurdy6@comcast.net>; Taya Dixon Mullane (Lower Highlands Neigh. Group) <tayadixon@hotmail.com>
Subject: Re: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

How can we join? I do not see the link to join in for Tuesday?

Deb Forgione

Chairman of PCC

On Thu, Jul 9, 2020 at 12:47 PM Geary, Michael <mgeary@lowellma.gov> wrote:

-----Original Message-----

From: clerklowell@lowellma.gov <clerklowell@lowellma.gov>
Sent: Thursday, July 9, 2020 12:36 PM
To: Geary, Michael <mgeary@lowellma.gov>
Subject: Message from "RNP583879346854"

This E-mail was sent from "RNP583879346854" (MP 4055).

Scan Date: 07.09.2020 12:35:57 (-0400)
Queries to: clerklowell@lowellma.gov

Pawtucketville Citizens Council

"Making a Difference for the Residents of Pawtucketville since 1973"

<https://www.facebook.com/pawtucketvillecitizens/>

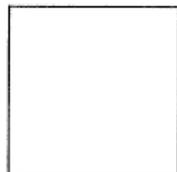


Exhibit 2

Pawtucketville Citizens Council

"Making a Difference for the Residents of Pawtucketville since 1973"

<https://www.facebook.com/pawtucketvillecitizens/>



Exhibit 3

Fernandez, Miran

From: Geary, Michael
Sent: Friday, July 10, 2020 11:35 AM
To: Broadcast; Daniel P. Rourke; Dave Conway; John Drinkwater; John Leahy; 'Rita Mercier'; 'Rodney Elliott'; Sokhary Chau; Vesna Nuon; William Samaras; Amanda Beland; 'Bill Martin'; 'Chris Scott'; Corey Belanger; Daniel P. Rourke; 'Edward Kennedy'; grant welker; James L. Milinazzo; 'Jim Flood'; jim hall; jmarshall@ltc.org; Joe Hungler (Boys Club); John Leahy; kris ltc; linda clark; 'Marc Duci'; national grid; 'Rita Mercier'; 'Rodney Elliott'; 'Steve Brogan'; 'WCAP'; William Samaras; 'Anne Marie Page (Centraville Neigh. Action Group)'; 'Carol McCarthy (Sacred Heart Neighborhood Improv. Group)'; craig thomas; 'David Koch (Back Central Neigh. Assoc.)'; 'David Ouellette (Acre Coalition)'; 'Deb Forgione (Pawtucketville Citizens Council)'; 'Elaine Pantano (Riverside Community Council)'; George Procopce; 'Greg Orpen (JAMBRA Jackson Appleton Middlesex Business Residents Association)'; 'Judy Davidson (East Pawtucketville Neighborhood Group)'; 'Karen Bell (Jackson Appleton Middlesex Bus. Residents Assoc.)'; 'Kathleen Marcin (Lowell Downtown Neigh. Assoc.)'; Kathy Egmont (JAMBRA); LDNA; Lower Highlands Group; Michael Breda (JAMBRA) (m.breda@verizon.net); Michael Demaras; 'Nancy Judge (Highlands Circle/Highlands Neigh. Assoc.)'; Patrick Farmer (CNAG); 'Paul Belley (Rosemont Terrace Neighborhood Group)'; Sandra McNamara (Centerville Community Col.); 'Steve Hattan (Belvidere Neigh. Council)'; susan purdy; 'Taya Dixon Mullane (Lower Highlands Neigh. Group)'
Subject: City Council Meeting July 14, 2020 Agenda
Attachments: 20200710112956361.pdf

-----Original Message-----

From: clerklowell@lowellma.gov <clerklowell@lowellma.gov>
Sent: Friday, July 10, 2020 11:30 AM
To: Geary, Michael <mgeary@lowellma.gov>
Subject: Message from "RNP583879346854"

This E-mail was sent from "RNP583879346854" (MP 4055).

Scan Date: 07.10.2020 11:29:56 (-0400)
Queries to: clerklowell@lowellma.gov

Exhibit 3



Office of the City Clerk
City Hall • 375 Merrimack Street • Lowell, MA 01852
P: 978.674.4161 • F: 978.670.4007
www.LowellMA.gov

Lowell City Council Regular Meeting Agenda

Michael Q. Geary
City Clerk

Date: July 14, 2020
Time: 6:30 PM
Location: Zoom/Remote Participation

1. **ROLL CALL**
2. **MAYOR'S BUSINESS**
- 2.1. Communication Remote Participation:
Pursuant To Governor Baker's Emergency Order Modifying The State's Open Meeting Law Issued March 12, 2020, Meetings Will Be Held Using Remote Participation As Follows: Members Of The Public May View The Meeting Via LTC And Those Wishing To Speak Regarding A Specific Agenda Item Shall Register To Speak In Advance Of The Meeting By Sending Email To City Clerk Indicating The Agenda Item And A Phone Number To Call So That You May Be Tele-Conferenced In To The Meeting. Email Address Is MGEARY@LOWELLMA.GOV. If No Access To Email You May Contact City Clerk At 978-674-4161.
For Zoom - [HTTPS://SUPPORT.ZOOM.US/HC/EN-US/ARTICLES/201362193-JOINING-A-MEETING](https://support.zoom.us/hc/en-us/articles/201362193-joining-a-meeting)
3. **CITY CLERK**
- 3.1. Minutes Of Finance SC June 23rd; City Council Meeting June 23rd; Finance SC June 30th, For Acceptance.

Documents:

2020 JUNE 23 FIN SC MINUTES.PDF
2020 JUNE 23 CC MINUTES.PDF
2020 JUNE 30 FIN SC MINUTES.PDF
4. **AUDITOR BUSINESS**
- 4.1. Communication - FY20 YTD Budget Report Ending June 30, 2020.

Documents:

2020 JULY 14 YTD FY20 BUDGET REPORT 4Q.PDF
5. **COMMUNICATIONS FROM CITY MANAGER**
- 5.1. Motion Responses

Exhibit 3

Agenda - 07/14/2020

Page 2 of 5

- A) Motion Response - Election Preparations COVID-19
- B) Motion Response - Pawtucket Boulevard
- C) Motion Response - Middlesex St No Parking Zone
- D) Motion Response - Woburn Street Project
- E) Motion Response - Homelessness Task Force
- F) Motion Response - Ecumenical Plaza
- G) Motion Response - Paving and Trench Chip Disc
- H) Motion Response - Transport of Marijuana
- I) Motion Response - Burnham Road
- J) Motion Response - East Merrimack Street
- K) Motion Response - Naming Field at Cawley Stadium

Documents:

- A) MOTION RESPONSE - ELECTION PREPARATIONS COVID-19.PDF
- B) MOTION RESPONSE - PAWTUCKET BOULEVARD.PDF
- C) MOTION RESPONSE - MIDDLESEX ST NO PARKING ZONE.PDF
- D) MOTION RESPONSE - WOBURN STREET PROJECT.PDF
- E) MOTION RESPONSE - HOMELESSNESS TASK FORCE.PDF
- F) MOTION RESPONSE - ECUMENICAL PLAZA.PDF
- G) MOTION RESPONSE - PAVING AND TRENCH CHIP DISC.PDF
- H) MOTION RESPONSE - TRANSPORT OF MARIJUANA.PDF
- I) MOTION RESPONSE - BURNHAM ROAD.PDF
- J) MOTION RESPONSE - EAST MERRIMACK STREET.PDF
- K) MOTION RESPONSE - NAMING FIELD AT CAWLEY STADIUM.PDF

5.2. Informational Reports

- A) Informational - Maintenance of Effort Report

Documents:

- A) INFORMATIONAL - MAINTENANCE OF EFFORT REPORT.PDF

5.3. Resignation Of Sabrina Pedersen- Sustainability Council

Documents:

- RESIGNATION OF SABRINA PEDERSEN- SUSTAINABILY COUNCIL.PDF

6. VOTES FROM THE CITY MANAGER

6.1. Vote- Approve Appropriation Order FY21 One Twelfth Budget August

Documents:

- VOTE- APPROVE APPROPRIATION ORDER FY21 ONE TWELFTH BUDGET AUGUST.PDF

6.2. Accept Gift Of Hand Sanitizer

Documents:

<https://www.lowellma.gov/AgendaCenter/GenerateAgendaFile/1628?pdfPlus=false>

7/10/2020

Exhibit 3

ACCEPT GIFT OF HAND SANITIZER.PDF

- 6.3. Vote -Accept By Donation Easement In Furtherance Of Concord River Greenway

Documents:

VOTE -ACCEPT BY DONATION EASEMENT IN FURTHERANCE OF CONCORD RIVER GREENWAY.PDF

- 6.4. Vote- Accept.Expend 109,540 FY20 Justice Assistance Grant For Corona Virus Emergency Supplemental Funding Program

Documents:

VOTE- ACCEPT.EXPEND 109,540 FY20 JUSTICE ASSISTANCE GRANT FOR CORONA VIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM.PDF

- 6.5. Vote- Accept.Expend EOPSS 2020 Pedestrian Grant-Police

Documents:

VOTE- ACCEPT.EXPEND EOPSS 2020 PEDESTRIAN GRANT-POLICE.PDF

- 6.6. Vote- Concord River Greenway Gateway City Parks Program

Documents:

VOTE- CONCORD RIVER GREENWAY GATEWAY CITY PARKS PROGRAM.PDF

- 6.7. Vote- MassDevelopment Site Readiness 375K

Documents:

VOTE- MASSDEVELOPMENT SITE READINESS 375K.PDF

7. ORDERS FROM THE CITY MANAGER

- 7.1. 60-Day Trial

Documents:

60-DAY TRIAL.PDF

8. ORDINANCES FROM THE CITY MANAGER

- 8.1. Ordinance- Create Citizens Advisory Committee

Documents:

ORDINANCE- CREATE CITIZENS ADVISORY COMMITTEE.PDF

9. REPORTS (SUB/COMMITTEE, IF ANY)

Exhibit 3

9.1. Finance SC June 30, 2020.

9.2. Transportation SC Joint With Public Safety SC July 14, 2020.

10. PETITIONS

10.1. Claim - (1) Property Damage.

11. CITY COUNCIL - MOTIONS

11.1. C. Nuon - Req. City Mgr. Work With Department Of Planning & Development To Put Together A Comprehensive Asset Management Strategy For City-Owned Property.

11.2. C. Nuon - Req. City Mgr. Work With Department Of Planning & Development To Compile A List Of HUD Projects With Affordable Housing Restrictions That Expire In Near Future.

11.3. C. Elliott - Req. City Council Vote To Set Up Lowell Equity And Inclusion Fund To Raise Money From Private Donations To Address Racism, Inclusiveness And Equity In City.

11.4. C. Elliott - Req. City Council Discuss Reallocating State And Federal Grant Resources For HR Audit Or Other Programs To Address Equity And Inclusiveness.

11.5. C. Elliott/C. Conway/C. Mercier/C. Rourke/C. Samaras/C. Chau - Req. City Council Adopt Resolution Regarding Inclusiveness, Equity And Racism In The City.

11.6. C. Mercier - Req. City Council Resume Meeting In The City Hall Chamber For The Next Meeting For Those City Councilors Who Wish To Partake.

11.7. C. Rourke - Req. City Mgr. Provide The Council With A Comprehensive Report Regarding Lowell Police Department's Collaboration With Community Partners Including Lowell Public Schools, Non-Profit Organizations And Other City Departments Through Funding And Active Participation.

11.8. C. Chau - Req. City Mgr. Create A City Commission To Investigate And Identify Systemic Inequities And Racism In The Following Areas: Housing, Education, Hiring, Health Care, Social Services, Mental Health And Transportation; Members Will Include, But Not To, Representatives From The Following Organizations; Mayor Or Appointee, City Manager Or Appointee, Lowell Housing Authority, CBA, Lowell General Hospital, Lowell Community Health Center, Community Team Work, Trinity Ambulance, PrideStar Ambulance, Lowell Regional Transit Authority, UMass Lowell, Lowell School Administration, Middlesex Community College, Lowell Career Center, UTEC And Lowell Transitional Center.

11.9. C. Chau - Req. City Mgr. Update Council Regarding Small Business Emergency Grant Program Initiated In May Using CDBG Funds And Provide List Of Recipients And Amounts Received By City Businesses.

11.10.

Exhibit 3

C. Chau - Req. City Mgr. Investigate Upgrading The Intersections Of Wedge, Campbell And Luce Streets From 2- Way Stop Signs To 4-Way Stop Signs With Marked Crosswalks.

11.11M. Leahy - Req. City Council Vote To Assert That Racism Is A Public Health Crisis Affecting The Health, Safety And Well-Being Of Residents In The City Of Lowell, And To Affirm Our Commitment To Efforts Aimed At Understanding, Addressing, And Dismantling Racism In All Its Forms; And To Further Request That The City Manager Direct The Law Department To Draft A Resolution Formally Declaring Racism To Be A Public Health Crisis In The City Of Lowell.

11.12M. Leahy - Req. City Council Vote To Establish A Mayor's Task Force On Diversity, Equity And Inclusion That Will Conduct A Thorough Review Of City Policies And Inequities In Community Systems; Will Solicit Input From Experts And The General Public; And Will Report To The City Manager And City Council With Initial Policy Recommendations, Including Ways In Which Success Is Measured, No Later Than Six Months From The Date Of The First Task Force Meeting; Said Task Force Shall Be Chaired By A Lowell Resident Who Is A Person Of Color, And The Majority Of The Task Force Should Be Comprised Of People Of Color Who Reside In Lowell.

12. ANNOUNCEMENTS

13. ADJOURNMENT

Office of the City Clerk - 375 Merrimack Street - Phone: 978.674.4161

Exhibit 4

Fernandez, Miran

From: Geary, Michael
Sent: Tuesday, July 14, 2020 2:49 PM
To: Fernandez, Miran
Subject: Emailing: 7-14-20 Rule 26 Registered to Speak
Attachments: 7-14-20 Rule 26 Registered to Speak.doc

Hi Miran, here is the list for tonight, I expect more, I will keep you in the loop.

Your message is ready to be sent with the following file or link attachments:

7-14-20 Rule 26 Registered to Speak

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

Exhibit 4

PERSONS REGISTERED TO SPEAK BEFORE THE CITY COUNCIL COUNCIL RULE 26

RULE 26

At any meeting open to the public, citizens and employees of the City shall have a reasonable opportunity to be heard in regard to any matter on the agenda, subject to the following regulations; any person desiring to be heard shall register his or her name and address and the matter, pro or con, upon which he or she desires to be heard with the City Clerk in a book to be provided therefore no later than 6:30 o'clock on the evening of the meeting. Such person shall speak on the matter on which he or she has registered and shall keep all comments germane to that issue. Such person shall speak for not more than five minutes and shall be subject to Rule #9, with respect to the preservation of decorum and order. In addition, people may register by telephone prior to the closing of the City Clerk's Office as well as by mail by giving their names and addresses and the matter on the Agenda they desire to speak on. As far as possible and within the above limits, the Chair shall allow equal time to both sides of the question. (G.L. Ch 43, Sec 98A Plan E as amended)

July 14, 2020

- | | |
|---------------------------|---|
| Item #11.10 | Margaret Gillen – 978.996.2266 |
| Item #11.11 | Dee Halzack – 978.237.1814
Lisa Arnold -408.799.4001
Fru Nkimbeng – 978.746.4291
Jonathon Grossman – 617.312.7180
Dan Bravo – 978.866.7824
Yun-ju Choi – 617.447.0290
Jay Mason – 978.239.7897
Myong Jong – 510.375.0078
Marissa Shea – 978.496.4076 |
| Item #11.11/#11.12 | LZ Nunn – 978.726.5392
Tina Degree – 978.394.0637
Dr. Robert Marlin – 617.997.6200
Isa Woldeguiorguis – 617.529.8993
Sophy Theam – 978.888.1209
Bobby Tugbiyele – 347.645.2768
Carl Howell – 603.686.2489
Tim Heitzman – 978.726.3850 |

Exhibit 4

Kerrie D'Entremont – 978.483.8056

Exhibit 5

Fernandez, Miran

From: Fernandez, Miran
Sent: Monday, July 13, 2020 10:19 AM
To: Keefe Mullin, Kara; Geary, Michael
Cc: Donoghue, Eileen; Geoffroy, Phillip; 'Kris Macneil'
Subject: City Council Transportation SC with Public Safety SC Meeting Zoom Call-in on 7/14/20 @ 6:00PM

Importance: High

Michael Geary is inviting you to a scheduled Zoom meeting.

Topic: City Council Sub/Committee Meeting
Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://zoom.us/j/84922389080?pwd=bUIOY3B4R29jN2RoVy9XN3h0d2FLZz09>

Meeting ID: 849 2238 9080

Password: 766826

One tap mobile

+13126266799,,84922389080#,,,,0#,,766826# US (Chicago)

+16465588656,,84922389080#,,,,0#,,766826# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

833 548 0276 US Toll-free

833 548 0282 US Toll-free

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 849 2238 9080

Password: 766826

Find your local number: <https://zoom.us/u/adeO7FEhPF>

Exhibit 6

Fernandez, Miran

From: Fernandez, Miran
Sent: Monday, July 13, 2020 10:19 AM
To: Keefe Mullin, Kara; Geary, Michael
Cc: Donoghue, Eileen; Geoffroy, Phillip; 'Kris Macneil'; Masiello, Tina
Subject: City Council Meeting Zoom Call-in on 7/14/20 @ 6:30PM

Importance: High

Michael Geary is inviting you to a scheduled Zoom meeting.

Topic: City Council Meeting
Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://us02web.zoom.us/j/86835905154?pwd=VnYxYWwhFMkJVQTZlTGpTSTVORlQvUT09>

Meeting ID: 868 3590 5154

Password: 375375

One tap mobile

+13017158592,,86835905154#,,1#,375375# US (Germantown)

+13126266799,,86835905154#,,1#,375375# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 868 3590 5154

Password: 375375

Find your local number: <https://us02web.zoom.us/j/kwiYjYnXku>

Exhibit 7

Name (Original Name)	User Email	Join Time	Leave Time	Duration (Minutes)
Michael Geary (Host)	mgeary@lowellma.gov	7/14/2020 17:45	7/14/2020 18:38	54
Call-In User_1	null	7/14/2020 17:45	7/14/2020 18:39	54
deb forgione	null	7/14/2020 17:46	7/14/2020 17:59	14
Rita M. Mercier	null	7/14/2020 17:46	7/14/2020 17:52	7
Deb's iPhone	null	7/14/2020 17:50	7/14/2020 17:59	9
MIS (Miran Fernandez)	mfernandez@lowellma.gov	7/14/2020 17:50	7/14/2020 18:37	47
19786744161	null	7/14/2020 17:52	7/14/2020 18:37	46
Rita M. Mercier	null	7/14/2020 17:52	7/14/2020 18:39	47
Eric Slagle	null	7/14/2020 17:54	7/14/2020 17:54	1
Eric Slagle	null	7/14/2020 17:54	7/14/2020 18:25	32
Conor Baldwin	cbaldwin@lowellma.gov	7/14/2020 17:54	7/14/2020 17:55	1
Conor Baldwin	cbaldwin@lowellma.gov	7/14/2020 17:55	7/14/2020 18:37	43
Denise Snyder	flygirlrv8@gmail.com	7/14/2020 17:55	7/14/2020 17:59	4
LTC	null	7/14/2020 17:56	7/14/2020 17:59	3
Sokhary Chau	null	7/14/2020 17:57	7/14/2020 17:59	2
Mrs Quealy	equealy@lowell.k12.ma.us	7/14/2020 17:57	7/14/2020 17:59	2
Danny Rourke	dannyrourke@comcast.net	7/14/2020 17:58	7/14/2020 17:59	1
natashavance	null	7/14/2020 17:58	7/14/2020 17:59	1
Sokhary Chau	null	7/14/2020 17:59	7/14/2020 18:37	39
LTC	null	7/14/2020 17:59	7/14/2020 18:39	40
Danny Rourke	dannyrourke@comcast.net	7/14/2020 17:59	7/14/2020 18:37	39
Eileen Donoghue	null	7/14/2020 17:59	7/14/2020 17:59	1
Eileen Donoghue	null	7/14/2020 17:59	7/14/2020 18:37	38
Natasha Vance (natashavance)	null	7/14/2020 17:59	7/14/2020 18:37	39
rodneyelliott	null	7/14/2020 17:59	7/14/2020 17:59	1
Rodney Elliott (rodneyelliott)	null	7/14/2020 17:59	7/14/2020 18:37	38
John Drinkwater	null	7/14/2020 18:02	7/14/2020 18:02	1
John Drinkwater	null	7/14/2020 18:02	7/14/2020 18:37	36
Deb Forgione	null	7/14/2020 18:05	7/14/2020 18:25	21
Kelly Richardson	null	7/14/2020 18:07	7/14/2020 18:07	1
Kelly Richardson	null	7/14/2020 18:07	7/14/2020 18:37	31
David Conway	null	7/14/2020 18:08	7/14/2020 18:08	1
David Conway	null	7/14/2020 18:08	7/14/2020 18:37	29
Erin Quealy (19782654764)	null	7/14/2020 18:11	7/14/2020 18:32	22
Richard Snyder	null	7/14/2020 18:17	7/14/2020 18:25	9

Exhibit 8

Geary, Michael

From: Pawtucketville Citizens <pawtucketvillecitizens@gmail.com>
Sent: Friday, July 10, 2020 9:14 AM
To: Geary, Michael
Subject: Re: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

Deb Forgione 978-761-1395

I would also like a direct link for the zoom meeting

On Fri, Jul 10, 2020 at 9:11 AM Geary, Michael <mgeary@lowellma.gov> wrote:

It is on ch 99 via zoom, you can conference in by providing me you name and ph# to be reached at we can conference you in, thank you

From: Pawtucketville Citizens <pawtucketvillecitizens@gmail.com>
Sent: Friday, July 10, 2020 9:04 AM
To: Geary, Michael <mgeary@lowellma.gov>
Cc: Broadcast <Broadcast@lowellma.gov>; Daniel P. Rourke <dannyrourke@comcast.net>; Dave Conway <djclhs@hotmail.com>; John Drinkwater <john.m.drinkwater@gmail.com>; John Leahy <jleahycc@comcast.net>; Rita Mercier <rmercier10347@comcast.net>; Rodney Elliott <rodnevellott@comcast.net>; Sokhary Chau <sokhary.chau@gmail.com>; Vesna Nuon <vesna_nuon@yahoo.com>; Amanda Beland <amanda_beland@wgbh.org>; Bill Martin <b.martin@ebmdattorneys.com>; Chris Scott <cscott@lowellsun.com>; Corey Belanger <majorpub@comcast.net>; Edward Kennedy <edward.kennedy@comcast.net>; grant welker <gwelker@lowellsun.com>; James L. Milinazzo <jlmlinazzo@comcast.net>; Jim Flood <jim@floodlawoffice.com>; jim hall <jhall@qhhw.com>; jmarshall@ltc.org; Joe Hungler (Boys Club) <jhungler@lbgc.org>; kris ltc <kmacneil@ltc.org>; linda clark <lclark@lhma.org>; Marc Duci <mduci@ltc.org>; national grid <Lisa.Ayres@nationalgrid.com>; Steve Brogan <sbrogan@ltc.org>; WCAP <tedpanos@aol.com>; William Samaras <williamsamaras@comcast.net>; Anne Marie Page (Centerville Neigh. Action Group) <anniep1959@comcast.net>; Carol McCarthy (Sacred Heart Neighborhood Improv. Group) <cmccarthy64@comcast.net>; craig thomas <craig.thomas@cbacre.org>; David Koch (Back Central Neigh. Assoc.) <koch9@verizon.net>; David Ouellette (Acre Coalition) <actionacre@gmail.com>; Elaine Pantano (Riverside Community Council) <Elaine.Pantano@comcast.net>; George Procope <george.procope@gmail.com>; Greg Orpen (JAMBRA Jackson Appleton Middlesex Business Residents Association) <gregorpen@yahoo.com>; Judy Davidson (East Pawtucketville Neighborhood Group) <judith_davidson@uml.edu>; Karen Bell (Jackson Appleton Middlesex Bus. Residents Assoc.) <info@jambra.org>; Kathleen Marcin (Lowell Downtown Neigh. Assoc.) <rikat@att.net>; Kathy Egmont (JAMBRA) <kegmont@lccps.org>; LDNA <board@ldna01852.org>; Lower Highlands Group <lowerhighlands01851@gmail.com>; Michael Breda (JAMBRA) <m.breda@verizon.net> <m.breda@verizon.net>; Michael Demaras <mdemaras@lowellma.gov>; Nancy Judge (Highlands Circle/Highlands Neigh. Assoc.) <njudge7@aol.com>; Patrick Farmer (CNAG) <Patrick.farmer@verizon.net>; Paul Belley (Rosemont Terrace Neighborhood Group) <Capt.Paul@comcast.net>; Sandra McNamara (Centerville Community Col.) <sandrajmac@comcast.net>; Steve Hattan (Belvidere Neigh. Council) <shattan64@netzero.net>; susan purdy <susanpurdy6@comcast.net>; Taya Dixon Mullane (Lower Highlands Neigh. Group) <tayadixon@hotmail.com>
Subject: Re: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

How can we join? I do not see the link to join in for Tuesday?

1

Exhibit 8

Geary, Michael

From: Richard Snyder <rsnyder53@comcast.net>
Sent: Friday, July 10, 2020 10:40 AM
To: Geary, Michael
Cc: Snyder Rich
Subject: Noise complaint Fowler Rd.

Regarding item #3 for the City Council Meeting of July 14, 2020. I wish to speak at the meeting regarding the noise complaint at Fowler Rd. My cell phone number is 978-821-9660 and my email address is rsnyder53@comcast.net.

Thank you,
Richard Snyder

H3

Exhibit 8

Geary, Michael

From: Erin Quealy <erinquealy@yahoo.com>
Sent: Monday, July 13, 2020 9:18 AM
To: Geary, Michael
Subject: 7/14 meeting speaking request

Hello,

I would like to say a few words tomorrow at the Transportation Subcommittee meeting regarding the noise issue at Ma/Com. Thank you.

Erin Quealy
76 Fowler Rd
Lowell, MA 01854
978-265-4764

#3



Be the change you want to see in the world

Exhibit 8

PERSONS REGISTERED TO SPEAK BEFORE THE CITY COUNCIL COUNCIL RULE 26

RULE 26

At any meeting open to the public, citizens and employees of the City shall have a reasonable opportunity to be heard in regard to any matter on the agenda, subject to the following regulations; any person desiring to be heard shall register his or her name and address and the matter, pro or con, upon which he or she desires to be heard with the City Clerk in a book to be provided therefore no later than 6:30 o'clock on the evening of the meeting. Such person shall speak on the matter on which he or she has registered and shall keep all comments germane to that issue. Such person shall speak for not more than five minutes and shall be subject to Rule #9, with respect to the preservation of decorum and order. In addition, people may register by telephone prior to the closing of the City Clerk's Office as well as by mail by giving their names and addresses and the matter on the Agenda they desire to speak on. As far as possible and within the above limits, the Chair shall allow equal time to both sides of the question. (G.L. Ch 43, Sec 98A Plan E as amended)

July 14, 2020

Item #11.10

~~Margaret Gillen - 978.996.2266~~

Item #11.11

~~Dee Halzaek - 978.237.1814~~ ✓

~~Lisa Arnold - 408.799.4001~~ ✓

~~Fru Nkimbeng - 978.746.4291~~ ✓

~~Jonathon Grossman - 617.312.7180~~ ✓

~~Dan Bravo - 978.866.7824~~ ✓

~~Yun-ju Choi - 617.447.0290~~ ✓ B2

~~Jay Mason - 978.239.7897~~ ✓

~~Myong Jong - 510.375.0078~~ ✓ B2

~~Marissa Shea - 978.496.4076~~ ✓

~~Karen Frederiek - 978-821.7756~~ ✓

Item #11.11/#11.12

* Bobby Tugbiyele - 347.645.2768 ✓

* Isa Woldegiorguis - 617.529.8993 ✓

~~EZ Nunn - 978.726.5392~~ ✓

~~Tina Degree - 978.394.0637~~ ✓

~~Dr. Robert Marlin - 617.997.6200~~ ✓

~~Sophy Theam - 978.888.1209~~ ✓

~~Carl Howell - 603.686.2489~~ ✓

also

5329

Exhibit 8

~~Tim Heitzman~~ – 978.726.3850
Kerrie D'Entremont – 978.483.8056 ✓

3x



Mirán Fernandez
Chief Information Officer
Cable TV Coordinator

John Meyers
MIS Director

MEMORANDUM

TO: Eileen Donoghue, City Manager

FROM: Mirán Fernandez, Chief Information Officer

DATE: August 5, 2020

Re: Ms. Forgione's Formal complaint regarding what happened to PCC and 2 residents at the City Council Transportation Sub Committee Meeting 7/14/2020

On July 16, 2020, a formal complaint was filed by the Chairman of the Pawtucket Citizens Council, regarding events which took place during the City Council Transportation SC with Public Safety SC Zoom meeting on 7/14/2020. The complaint specifically requested information on (1) "Who was responsible for kicking the registered speakers off.?", and (2) "Who gave that person the authority to kick off the registered speakers?"

Regarding question number (1), as the employee that co-hosted the meeting this complaint has been submitted against, I was the person responsible for allowing expected participants into the Zoom meeting, and preventing unexpected participants from accessing the meeting. While I don't specifically recall removing either Ms. Forgione, the other two registered speakers, or anyone else from the Zoom waiting room, I do routinely remove unknown Zoom clients from the Zoom waiting room as a standard practice, and take responsibility for their removal.

Regarding question number (2), the unknown Zoom clients were removed from the Zoom waiting room, in accordance with the general procedures which have been followed to date with respect to City Council and Subcommittee meetings. While no one specifically gave me authority to "kick off the registered speakers", I removed any Zoom clients that I wasn't expecting, while ensuring that registered speakers were able to participate as they have historically done since implementing the various changes brought about by the pandemic.

I truly apologize to Ms. Forgione and the other registered speakers for any confusion this may have caused, as it was never my intent to interrupt the ability for them to participate in the public meeting. At no time was it communicated to me that the registered speakers would be participating as Zoom clients; in fact, I was told to expect them to connect using the audio conference features which have been used to date for registered speakers.

Several additional references made within the complaint are addressed below, with exhibits attached at the end.

Detailed Timeline of Events Related to the Meetings on 7/14/2020

The complaint references participating in other Zoom meetings, specifically Conservation and Zoning. While I am not aware of how other City Zoom-based meetings are handling interactions with members of the public, I have previously recommended that they utilize a format similar to the City Clerk's, requesting that members of the public register to speak on specific agenda items with their name and a telephone number which can be used to audio conference the registered speaker into the meeting.

The complaint references being sent the Zoom link to this meeting. This comes as somewhat of a surprise, as neither I nor the City Clerk were aware that the confidential Zoom information had been shared with members of the public for this meeting, and were therefore not expecting additional participants to connect into the meeting through a Zoom client.

The complaint references that all of the registered speakers were denied access via the Zoom client, and further alleges that none of the registered speakers were able to hear each other, but that is not entirely accurate. Yes, it is true that all three registered speakers attempted to join through the Zoom client prior to the start of the meeting, and that all three Zoom clients were disconnected from the Zoom waiting room prior to the start of the meeting. However, Ms. Quealy actually managed to join the meeting via the Zoom client at 6:11 PM (disconnecting at 6:32 PM), while Mr. Snyder joined via audio at 6:17 PM (disconnecting at 6:25 PM). Therefore, Ms. Quealy was able to hear Mr. Snyder. Incidentally, Ms. Quealy was allowed to join using the Zoom client by accident as she joined the waiting room using the Zoom client while the system was attempting to connect her via audio conference, and I accidentally allowed her into the meeting without realizing that it was via the full Zoom client.

Please let me know if you have any additional comments, questions, or concerns.

Exhibits

- Exhibit 1 Formal complaint from Ms. Forgione, in which she indicates “...we were sent the Zoom link.”
- Exhibit 2 Email broadcast announcing the Transportation SC with Public Safety SC. The meeting announcement announces that all members of the public were welcomed to register to speak in advance of the subcommittee meeting, and instructed on how to register to do so through the City Clerk, Michael Geary.
- Exhibit 3 Initial list of registered speakers for the Transportation SC with Public Safety SC via email from Mr. Geary on 7/10/20. This email includes correspondence between Mr. Geary and Ms. Forgione explaining that she would be audio conferenced into the meeting. While Ms. Forgione requested the Zoom meeting credentials allowing her to access Zoom with a Zoom client, I’m not aware that the City Clerk provided it to her.
- Exhibit 4 Final list of registered speakers for the Transportation SC with Public Safety SC from Mr. Geary on 7/14/20. This includes emails exchanged with registered speakers Mr. Snyder (on 7/10/20) and Ms. Quealy (on 7/13/20), both of whom submitted their phone numbers in order to be audio conferenced into the meeting.
- Exhibit 5 Zoom meeting participant log for the Transportation SC with Public Safety SC. The log file details participant connections to the Zoom meeting.

Exhibit 1

From: Pawtucketville Citizens [<mailto:pawtucketvillecitizens@gmail.com>]
Sent: Thursday, July 16, 2020 9:51 AM
To: Donoghue, Eileen; RodneyElliott
Cc: John (Chip) Hamblet; Forcier, Shauna
Subject: Formal Complaint Kicked off a public Zoom Meeting re: City Council Transportation Zoom Meeting

Good Morning City Manager and Councilor Elliott

I realize these are unusual times. I believe the City of Lowell has done a great job adapting. We have been able to join in and participate in public meetings, specifically Conservation and Zoning. Zoom is a great forum and we can continue to have our voices heard. Public Forums are a way residents have their voices heard. Voices being heard is a fundamental right in Democracy.

I am bringing a formal complaint regarding what happened to PCC and 2 residents at the City Council Transportation Sub Committee Meeting 7/14/2020. PCC Chairman Deb Forgione, residents Erin Quealy and Rich Snyder emailed Michael Geary and Councilor Rodney Elliott that we wanted to speak several days before the meeting. We were sent the Zoom link and all entered the meeting. We waited in queue for the meeting to start, as the meeting started WE WERE DENIED ACCESS. I texted Councilor Rodney immediately to let him know. One by one we received a call to join the meeting but not all at once so the Snyders did not hear Erin and Erin did not hear the Snyders. We were not able to join the meeting on equal footing as all attendees.

I have since watched the meeting and we did not have equal footing. It was an unbalanced assessment of the situation, made even more unbalanced by not allowing registered speakers to be invited into the Zoom meeting. It allowed Eric Slagle to be heard on his assessment which was not accurate from the view of the residents.

My complaint has two parts:

- 1.) Who was responsible for kicking the registered speakers off.?
- 2.) Who gave that person the authority to kick off the registered speakers?

I am requesting a formal investigation as to why registered speakers were kicked off a Zoom meeting and only allowed a phone contact when we should have received an equal footing in a public forum.

Thank you,
Deb Forgione
Chairman of PCC

Pawtucketville Citizens Council

"Making a Difference for the Residents of Pawtucketville since 1973"

<https://www.facebook.com/pawtucketvillecitizens/>



Exhibit 2

From: [Geary, Michael](#)
To: [Broadcast](#); [Daniel P. Rourke](#); [Dave Conway](#); [John Drinkwater](#); [John Leahy](#); ["Rita Mercier"](#); ["Rodney Elliott"](#); [Sokhary Chau](#); [Vesna Nuon](#); [William Samaras](#); [Amanda Beland](#); ["Bill Martin"](#); ["Chris Scott"](#); [Corey Belanger](#); [Daniel P. Rourke](#); ["Edward Kennedy"](#); [grant welker](#); [James L. Milinazzo](#); ["Jim Flood"](#); [jim hall](#); [jmarshall@lrc.org](#); [Joe Hungler \(Boys Club\)](#); [John Leahy](#); [kris ltc](#); [linda clark](#); ["Marc Duci"](#); [national grid](#); ["Rita Mercier"](#); ["Rodney Elliott"](#); ["Steve Brogan"](#); ["WCAP"](#); [William Samaras](#); ["Anne Marie Page \(Centraville Neigh. Action Group\)"](#); ["Carol McCarthy \(Sacred Heart Neighborhood Improv. Group\)"](#); [craig thomas](#); ["David Koch \(Back Central Neigh. Assoc.\)"](#); ["David Ouellette \(Acre Coalition\)"](#); ["Deb Forgione \(Pawtucketville Citizens Council\)"](#); ["Elaine Pantano \(Riverside Community Council\)"](#); [George Procope](#); ["Greg Orpen \(JAMBRA Jackson Appleton Middlesex Business Residents Association\)"](#); ["Judy Davidson \(East Pawtucketville Neighborhood Group\)"](#); ["Karen Bell \(Jackson Appleton Middlesex Bus. Residents Assoc.\)"](#); ["Kathleen Marcin \(Lowell Downtown Neigh. Assoc.\)"](#); [Kathy Egmont \(JAMBRA\)](#); [LDNA](#); [Lower Highlands Group](#); [Michael Breda \(JAMBRA\) \(m.breda@verizon.net\)](#); [Michael Demaras](#); ["Nancy Judge \(Highlands Circle/Highlands Neigh. Assoc.\)"](#); [Patrick Farmer \(CNAG\)](#); ["Paul Belley \(Rosemont Terrace Neighborhood Group\)"](#); [Sandra McNamara \(Centerville Community Col.\)](#); ["Steve Hattan \(Belvidere Neigh. Council\)"](#); [susan purdy](#); ["Taya Dixon Mullane \(Lower Highlands Neigh. Group\)"](#)
Subject: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.
Date: Thursday, July 9, 2020 12:47:45 PM
Attachments: [20200709123557614.pdf](#)

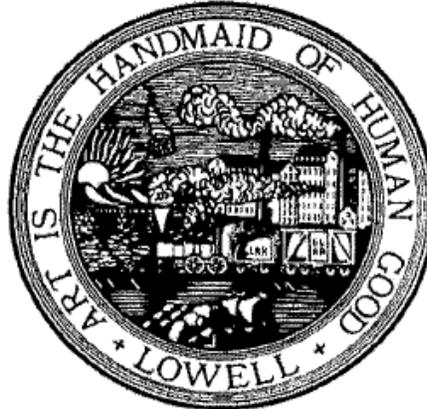
-----Original Message-----

From: clerklowell@lowellma.gov <clerklowell@lowellma.gov>
Sent: Thursday, July 9, 2020 12:36 PM
To: Geary, Michael <mgeary@lowellma.gov>
Subject: Message from "RNP583879346854"

This E-mail was sent from "RNP583879346854" (MP 4055).

Scan Date: 07.09.2020 12:35:57 (-0400)
Queries to: clerklowell@lowellma.gov

Exhibit 2



**CITY COUNCIL TRANSPORTATION
SUB/COMMITTEE WILL MEET JOINTLY WITH PUBLIC SAFETY SC AT 6:00 PM ON
TUESDAY, JULY 14, 2020 VIA ZOOM MEETING AND REMOTE PARTICIPATION**

1. Roll Call
2. Meeting Called To Order
 - 2.1. Communication - Remote Participation:

Pursuant To Governor Baker's Emergency Order Modifying The State's Open Meeting Law Issued March 12, 2020, Meetings Will Be Held Using Remote Participation As Follows: Members Of The Public Wishing To Speak Regarding A Specific Agenda Item Shall Register To Speak In Advance By Sending Email To City Clerk Indicating The Agenda Item And A Phone Number To Call So That You May Be Conferenced In To The Meeting. Email Address Is MGEARY@LOWELLMMA.GOV. If No Access To Email You May Contact City Clerk At 978-674-4161.

For Zoom - [HTTPS://SUPPORT.ZOOM.US/HC/EN-US/ARTICLES/201362193-JOINING-A-MEETING](https://support.zoom.us/hc/en-us/articles/201362193-joining-a-meeting)
3. Order Of Business
 - 3.1. Discussion:
 - 1) Excessive loud vehicles;
 - 2) Fireworks; and
 - 3) Noise complaints - Fowler Road from MA/COM filling of fuel storage tanks.
4. Adjournment

Exhibit 3

Fernandez, Miran

From: Geary, Michael
Sent: Friday, July 10, 2020 9:39 AM
To: Fernandez, Miran
Subject: FW: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

From: Pawtucketville Citizens <pawtucketvillecitizens@gmail.com>
Sent: Friday, July 10, 2020 9:14 AM
To: Geary, Michael <mgeary@lowellma.gov>
Subject: Re: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

Deb Forgione 978-761-1395

I would also like a direct link for the zoom meeting

On Fri, Jul 10, 2020 at 9:11 AM Geary, Michael <mgeary@lowellma.gov> wrote:

It is on ch 99 via zoom, you can conference in by providing me you name and ph# to be reached at we can conference you in, thank you

From: Pawtucketville Citizens <pawtucketvillecitizens@gmail.com>
Sent: Friday, July 10, 2020 9:04 AM
To: Geary, Michael <mgeary@lowellma.gov>
Cc: Broadcast <Broadcast@lowellma.gov>; Daniel P. Rourke <dannyrourke@comcast.net>; Dave Conway <djclhs@hotmail.com>; John Drinkwater <john.m.drinkwater@gmail.com>; John Leahy <jleahycc@comcast.net>; Rita Mercier <rmercier10347@comcast.net>; Rodney Elliott <rodneveliott@comcast.net>; Sokhary Chau <sokhary.chau@gmail.com>; Vesna Nuon <vesna_nuon@yahoo.com>; Amanda Beland <amanda_beland@wgbh.org>; Bill Martin <b.martin@ebmdattorneys.com>; Chris Scott <cscott@lowellsun.com>; Corey Belanger <majorpub@comcast.net>; Edward Kennedy <edward.kennedy@comcast.net>; grant welker <gwelker@lowellsun.com>; James L. Milinazzo <jlmilinazzo@comcast.net>; Jim Flood <jim@floodlawoffice.com>; jim hall <jhall@ghhw.com>; jmarshall@ltc.org; Joe Hungler (Boys Club) <jhungler@lbgc.org>; kris ltc <kmacneil@ltc.org>; linda clark <lclark@lhma.org>; Marc Duci <mduci@ltc.org>; national grid <Lisa.Ayres@nationalgrid.com>; Steve Brogan <sbrogan@ltc.org>; WCAP <tedpanos@aol.com>; William Samaras <williamsamaras@comcast.net>; Anne Marie Page (Centraville Neigh. Action Group) <anniep1959@comcast.net>; Carol McCarthy (Sacred Heart Neighborhood Improv. Group) <cmccarthy64@comcast.net>; craig thomas <craig.thomas@cbacre.org>; David Koch (Back Central Neigh. Assoc.) <koch9@verizon.net>; David Ouellette (Acre Coalition) <actionacre@gmail.com>; Elaine Pantano (Riverside Community Council) <Elaine.Pantano@comcast.net>; George Procope <george.procope@gmail.com>; Greg Orpen (JAMBRA Jackson Appleton Middlesex Business Residents Association) <gregorpen@yahoo.com>; Judy Davidson (East Pawtucketville Neighborhood Group) <judith_davidson@uml.edu>; Karen Bell (Jackson Appleton Middlesex Bus. Residents Assoc.) <info@jambra.org>; Kathleen Marcin (Lowell Downtown Neigh. Assoc.) <rikat@att.net>; Kathy Egmont (JAMBRA) <kegmont@lccps.org>; LDNA <board@ldna01852.org>; Lower Highlands Group <lowerhighlands01851@gmail.com>; Michael Breda (JAMBRA) (m.breda@verizon.net) <m.breda@verizon.net>; Michael Demaras <mdemaras@lowellma.gov>; Nancy Judge (Highlands Circle/Highlands Neigh. Assoc.) <njudge7@aol.com>; Patrick Farmer (CNAG) <Patrick.farmer@verizon.net>; Paul Belley (Rosemont Terrace Neighborhood Group) <Capt.Paul@comcast.net>; Sandra McNamara (Centerville Community Col.)

Exhibit 3

<sandrajmac@comcast.net>; Steve Hattan (Belvidere Neigh. Council) <shattan64@netzero.net>; susan purdy <susanpurdy6@comcast.net>; Taya Dixon Mullane (Lower Highlands Neigh. Group) <tayadixon@hotmail.com>
Subject: Re: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

How can we join? I do not see the link to join in for Tuesday?

Deb Forgione

Chairman of PCC

On Thu, Jul 9, 2020 at 12:47 PM Geary, Michael <mgeary@lowellma.gov> wrote:

-----Original Message-----

From: clerklowell@lowellma.gov <clerklowell@lowellma.gov>
Sent: Thursday, July 9, 2020 12:36 PM
To: Geary, Michael <mgeary@lowellma.gov>
Subject: Message from "RNP583879346854"

This E-mail was sent from "RNP583879346854" (MP 4055).

Scan Date: 07.09.2020 12:35:57 (-0400)
Queries to: clerklowell@lowellma.gov

Pawtucketville Citizens Council

*"Making a Difference for the Residents of Pawtucketville since
1973"*

<https://www.facebook.com/pawtucketvillecitizens/>

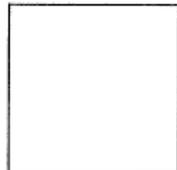


Exhibit 3

Pawtucketville Citizens Council

"Making a Difference for the Residents of Pawtucketville since 1973"

<https://www.facebook.com/pawtucketvillecitizens/>



Exhibit 4

Fernandez, Miran

From: Geary, Michael
Sent: Tuesday, July 14, 2020 2:49 PM
To: Fernandez, Miran
Subject: Emailing: 7-14-20 Rule 26 Registered to Speak
Attachments: 7-14-20 Rule 26 Registered to Speak.doc

Hi Miran, here is the list for tonight, I expect more, I will keep you in the loop.

Your message is ready to be sent with the following file or link attachments:

7-14-20 Rule 26 Registered to Speak

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

Exhibit 4

Geary, Michael

From: Pawtucketville Citizens <pawtucketvillecitizens@gmail.com>
Sent: Friday, July 10, 2020 9:14 AM
To: Geary, Michael
Subject: Re: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

Deb Forgione 978-761-1395

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Cc: Broadcast <Broadcast@lowellma.gov>; Daniel P. Rourke <dannyrourke@comcast.net>; Dave Conway <djclhs@hotmail.com>; John Drinkwater <john.m.drinkwater@gmail.com>; John Leahy <jleahycc@comcast.net>; Rita Mercier <rmercier10347@comcast.net>; Rodney Elliott <rodnevellott@comcast.net>; Sokhary Chau <sokhary.chau@gmail.com>; Vesna Nuon <vesna_nuon@yahoo.com>; Amanda Beland <amanda_beland@wgbh.org>; Bill Martin <b.martin@ebmdattorneys.com>; Chris Scott <cscott@lowellsun.com>; Corey Belanger <majorpub@comcast.net>; Edward Kennedy <edward.kennedy@comcast.net>; grant welker <gwelker@lowellsun.com>; James L. Milinazzo <jlmilinazzo@comcast.net>; Jim Flood <jim@floodlawoffice.com>; jim hall <jhall@qhhw.com>; jmarshall@ltc.org; Joe Hungler (Boys Club) <jhungler@lbgc.org>; kris ltc <kmacneil@ltc.org>; linda clark <lclark@lhma.org>; Marc Duci <mduci@ltc.org>; national grid <Lisa.Ayres@nationalgrid.com>; Steve Brogan <sbrogan@ltc.org>; WCAP <tedpanos@aol.com>; William Samaras <williamsamaras@comcast.net>; Anne Marie Page (Centerville Neigh. Action Group) <anniep1959@comcast.net>; Carol McCarthy (Sacred Heart Neighborhood Improv. Group) <cmccarthy64@comcast.net>; craig thomas <craig.thomas@cbacre.org>; David Koch (Back Central Neigh. Assoc.) <koch9@verizon.net>; David Ouellette (Acre Coalition) <actionacre@gmail.com>; Elaine Pantano (Riverside Community Council) <Elaine.Pantano@comcast.net>; George Procope <george.procope@gmail.com>; Greg Orpen (JAMBRA Jackson Appleton Middlesex Business Residents Association) <gregorpen@yahoo.com>; Judy Davidson (East Pawtucketville Neighborhood Group) <judith_davidson@uml.edu>; Karen Bell (Jackson Appleton Middlesex Bus. Residents Assoc.) <info@jambra.org>; Kathleen Marcin (Lowell Downtown Neigh. Assoc.) <rikat@att.net>; Kathy Egmont (JAMBRA) <kegmont@lccps.org>; LDNA <board@ldna01852.org>; Lower Highlands Group <lowerhighlands01851@gmail.com>; Michael Breda (JAMBRA) <m.breda@verizon.net> <m.breda@verizon.net>; Michael Demaras <mdemaras@lowellma.gov>; Nancy Judge (Highlands Circle/Highlands Neigh. Assoc.) <njudge7@aol.com>; Patrick Farmer (CNAG) <Patrick.farmer@verizon.net>; Paul Belley (Rosemont Terrace Neighborhood Group) <Capt.Paul@comcast.net>; Sandra McNamara (Centerville Community Col.) <sandrajmac@comcast.net>; Steve Hattan (Belvidere Neigh. Council) <shattan64@netzero.net>; susan purdy <susanpurdy6@comcast.net>; Taya Dixon Mullane (Lower Highlands Neigh. Group) <tayadixon@hotmail.com>
Subject: Re: Transportation SC with Public Safety SC July 14, 2020 @ 6PM.

How can we join? I do not see the link to join in for Tuesday?

Exhibit 4

Geary, Michael

From: Richard Snyder <rsnyder53@comcast.net>
Sent: Friday, July 10, 2020 10:40 AM
To: Geary, Michael
Cc: Snyder Rich
Subject: Noise complaint Fowler Rd.

Regarding item #3 for the City Council Meeting of July 14, 2020. I wish to speak at the meeting regarding the noise complaint at Fowler Rd. My cell phone number is 978-821-9660 and my email address is rsnyder53@comcast.net.

Thank you,
Richard Snyder

#3

Exhibit 4

Geary, Michael

From: Erin Quealy <erinquealy@yahoo.com>
Sent: Monday, July 13, 2020 9:18 AM
To: Geary, Michael
Subject: 7/14 meeting speaking request

Hello,
I would like to say a few words tomorrow at the Transportation Subcommittee meeting regarding the noise issue at Ma/Com. Thank you.

Erin Quealy
76 Fowler Rd
Lowell, MA 01854
978-265-4764

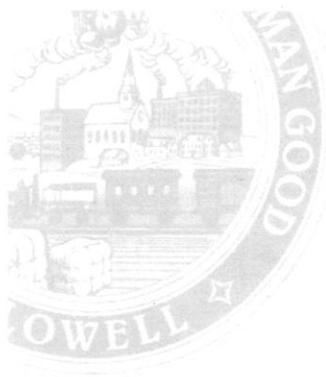
#3



Be the change you want to see in the world

Exhibit 5

Name (Original Name)	User Email	Join Time	Leave Time	Duration (Minutes)
Michael Geary (Host)	mgeary@lowellma.gov	7/14/2020 17:45	7/14/2020 18:38	54
Call-In User_1	null	7/14/2020 17:45	7/14/2020 18:39	54
deb forgione	null	7/14/2020 17:46	7/14/2020 17:59	14
Rita M. Mercier	null	7/14/2020 17:46	7/14/2020 17:52	7
Deb's iPhone	null	7/14/2020 17:50	7/14/2020 17:59	9
MIS (Miran Fernandez)	mfernandez@lowellma.gov	7/14/2020 17:50	7/14/2020 18:37	47
19786744161	null	7/14/2020 17:52	7/14/2020 18:37	46
Rita M. Mercier	null	7/14/2020 17:52	7/14/2020 18:39	47
Eric Slagle	null	7/14/2020 17:54	7/14/2020 17:54	1
Eric Slagle	null	7/14/2020 17:54	7/14/2020 18:25	32
Conor Baldwin	cbaldwin@lowellma.gov	7/14/2020 17:54	7/14/2020 17:55	1
Conor Baldwin	cbaldwin@lowellma.gov	7/14/2020 17:55	7/14/2020 18:37	43
Denise Snyder	flygirlrv8@gmail.com	7/14/2020 17:55	7/14/2020 17:59	4
LTC	null	7/14/2020 17:56	7/14/2020 17:59	3
Sokhary Chau	null	7/14/2020 17:57	7/14/2020 17:59	2
Mrs Quealy	equealy@lowell.k12.ma.us	7/14/2020 17:57	7/14/2020 17:59	2
Danny Rourke	dannyrourke@comcast.net	7/14/2020 17:58	7/14/2020 17:59	1
natashavance	null	7/14/2020 17:58	7/14/2020 17:59	1
Sokhary Chau	null	7/14/2020 17:59	7/14/2020 18:37	39
LTC	null	7/14/2020 17:59	7/14/2020 18:39	40
Danny Rourke	dannyrourke@comcast.net	7/14/2020 17:59	7/14/2020 18:37	39
Eileen Donoghue	null	7/14/2020 17:59	7/14/2020 17:59	1
Eileen Donoghue	null	7/14/2020 17:59	7/14/2020 18:37	38
Natasha Vance (natashavance)	null	7/14/2020 17:59	7/14/2020 18:37	39
rodneyelliott	null	7/14/2020 17:59	7/14/2020 17:59	1
Rodney Elliott (rodneyelliott)	null	7/14/2020 17:59	7/14/2020 18:37	38
John Drinkwater	null	7/14/2020 18:02	7/14/2020 18:02	1
John Drinkwater	null	7/14/2020 18:02	7/14/2020 18:37	36
Deb Forgione	null	7/14/2020 18:05	7/14/2020 18:25	21
Kelly Richardson	null	7/14/2020 18:07	7/14/2020 18:07	1
Kelly Richardson	null	7/14/2020 18:07	7/14/2020 18:37	31
David Conway	null	7/14/2020 18:08	7/14/2020 18:08	1
David Conway	null	7/14/2020 18:08	7/14/2020 18:37	29
Erin Quealy (19782654764)	null	7/14/2020 18:11	7/14/2020 18:32	22
Richard Snyder	null	7/14/2020 18:17	7/14/2020 18:25	9



City of Lowell - Law Department

375 Merrimack Street, 3rd Floor • Lowell MA 01852-5909
Tel: 978.674.4050 • Fax: 978.453.1510 • www.lowellma.gov

Christine P. O'Connor
City Solicitor

Kerry Regan Jenness
1st Assistant City Solicitor

Gary D. Gordon
John Richard Hucksam, Jr.
Adam LaGrassa
Stacie M. Moeser
Elliott J. Veloso
Assistant City Solicitors

August 7, 2020

City Manager Eileen Donoghue *EMD*
Mayor John J. Leahy
And
Members of the City Council

Re: Motion Responses to Equity and Inclusion Fund

Dear Manager Donoghue, Mayor Leahy and Members of the City Council:

I write in response to the following motions relative to the establishment of an *Equity and Inclusion Fund*.

- Req. City Council vote to set up Lowell equity and inclusion fund to raise money from private donations to address racism, inclusiveness and equity in the City. (C. Elliot)
- Req. City Manager instruct the City Solicitor to investigate whether the residents can be asked to donate to the City's new equity and inclusion fund in the next tax bill. (C. Samaras and C. Elliot)

Pursuant to the recent passage of a Resolution (July 28, 2020), the City will be establishing a fund to raise money to assist minority communities and curb social injustice. A second motion seeks to solicit funds from residents for the *Equity and Inclusion Fund* in the next tax bill.

Massachusetts General Laws limit what can be included in a tax bill mailing. Generally, nonpolitical, municipal information, such as the creation of an *Equity and Inclusion Fund*, is allowable. MGL c.60, §3A(d).

State Ethics laws also limit the ability of a municipality to solicit funds. MGL c.268A, §23. In this case, seeking donations from residents to the City's *Equity and Inclusion Fund* via their tax bill would be allowable since the solicitation is aimed at all taxpayers, and avoids any inherently coercive, and direct solicitation with individual residents.

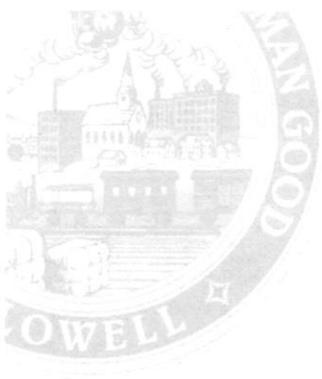
City Manager Eileen Donoghue
Mayor John J. Leahy
And
Members of the City Council
August 7, 2020
Page 2

All donations would need to be tracked and publicly disclosed pursuant to §23(b)(3) to guard against alleged favoritism. If, however, the donations are received through a platform which allows anonymous donations, no such tracking will be required since there could be no claims of favoritism.

Sincerely,

A handwritten signature in black ink that reads "Christine P. O'Connor". The signature is written in a cursive style with a long horizontal flourish at the end.

Christine P. O'Connor
City Solicitor



City of Lowell - Law Department

375 Merrimack Street, 3rd Floor • Lowell MA 01852-5909
Tel: 978.674.4050 • Fax: 978.453.1510 • www.lowellma.gov

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Assistant City Solicitors

August 7, 2020

City Manager Eileen Donoghue *EMD*
Mayor John J. Leahy
And
Members of the City Council

Re: Open Meeting Law Complaints

Dear Manager Donoghue, Mayor Leahy and Members of the City Council:

Attached are two complaints alleging a violation of the Commonwealth's Open Meeting Law. One complaint was received on July 27th and another on the 28th.

Pursuant to MGL c.30A, §§ 18-25, the City Council must meet to review the complaint within 14 business days. Also within 14 days the public body is required to respond to the complaint in writing. The response is to be directed to the complainant with a copy to the Attorney General. A public body may delegate this responsibility to its counsel or a staff member, but only after it has met to review the complaint.

The law department has reached out to the Attorney General's office to request a modest extension, should one be necessary.

Sincerely,

Christine P. O'Connor
City Solicitor

Enclosures



The Commonwealth of Massachusetts
Office of the Attorney General
One Ashburton Place
Boston, Massachusetts 02108

OPEN MEETING LAW COMPLAINT FORM

Instructions for completing the Open Meeting Law Complaint Form

The Attorney General's Division of Open Government interprets and enforces the Open Meeting Law, Chapter 30A of the Massachusetts General Laws, Sections 18-25. Below is the procedure for filing and responding to an Open Meeting Law complaint.

Instructions for filing a complaint:

- o Fill out the attached two-page form completely. Sign and date the second page. File the complaint with the public body within 30 days of the alleged violation. If the violation was not reasonably discoverable at the time it occurred, you must file the complaint within 30 days of the date the violation was reasonably discoverable. A violation that occurs during an open session of a meeting is reasonably discoverable on the date of the meeting.
- o To file the complaint:
 - o For a local or municipal public body, you must submit a copy of the complaint to the chair of the public body AND to the municipal clerk.
 - o For all other public bodies, you must submit a copy of the complaint to the chair of the public body.
 - o Complaints may be filed by mail, by email, or by hand. Please retain a copy for your records.
- o If the public body does not respond within 14 business days and does not request an extension to respond, contact the Division for further assistance.

Instructions for a public body that receives a complaint:

- o The chair must disseminate the complaint to the members of the public body.
- o The public body must meet to review the complaint within 14 business days (usually 20-22 calendar days).
- o After review, but within 14 business days, the public body must respond to the complaint in writing and must send the complainant a response and a description of any action the public body has taken to address the allegations in the complaint. At the same time, the body must send the Attorney General a copy of the complaint and a copy of the response. The public body may delegate this responsibility to an individual member of the public body, its counsel, or a staff member, but only after the public body has met to review the complaint.
- o If a public body requires more time to review the complaint and respond, it may request an extension of time for good cause by contacting the Division of Open Government.

Once the public body has responded to the complaint:

- o If you are not satisfied with the public body's response to your complaint, you may file a copy of the complaint with the Division by mail, by email, or by hand, but only once you have waited for 30 days after filing the complaint with the public body. Mail may be sent to: The Division of Open Government, Office of the Attorney General, One Ashburton Place - 20th Floor, Boston, MA 02108. Emails may be sent to: openmeeting@state.ma.us.
- o When you file your complaint with the Division, please include the complaint form and all documentation relevant to the alleged violation. You may wish to attach a cover letter explaining why the public body's response does not adequately address your complaint.
- o The Division will not review complaints filed with us more than 90 days after the violation, unless we granted an extension to the public body or you can demonstrate good cause for the delay.

If you have questions concerning the Open Meeting Law complaint process, we encourage you to contact the Division of Open Government by phone at (617) 963-2540 or by email at openmeeting@state.ma.us.



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Ext. _____

Email: _____

Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/
town, county or region, if applicable): _____

Specific person(s), if any, you allege
committed the violation: _____

Date of alleged violation: _____

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: _____

Date: _____

*For Use By Public Body
Date Received by Public Body:*

*For Use By AGO
Date Received by AGO:*



The Commonwealth of Massachusetts
Office of the Attorney General
One Ashburton Place
Boston, Massachusetts 02108

OPEN MEETING LAW COMPLAINT FORM

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 - o Complaints may be filed by mail, by email, or by hand. Please retain a copy for your records.
- o If the public body does not respond within 14 business days and does not request an extension to respond, contact the Division for further assistance.

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One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Dorothy E. Last Name: Halzack

Address: 318 Pawtucket St

City: Lowell State: MA Zip Code: 01854

Phone Number: 978-237-1814 Ext. _____

Email: dee.halz@ix.netcom.com

Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/town, county or region, if applicable): Lowell City Council

Specific person(s), if any, you allege committed the violation: Rodney Elliott

Date of alleged violation: 7/14/2020

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

What happened in the July 14 City Council meeting was so wrong. It was quite clear to me that the Mayor had crafted two well worded motions to address concerns that had been brought by people of color in our city and that Councilors Elliot and Mercier and others had conspired behind the scenes, in violation of open meeting law, to undercut those motions.

The motion Mr. Elliott made had six co-sponsors. How could six councilors agree to co-sponsor a motion without a quorum (5) of those councilors having discussed the matter offline, as forbidden by the open meeting law?

The Open Meeting Law defines deliberation as " an oral or written communication through any medium, including electronic mail, between or among a quorum of a public body on any public business within its jurisdiction. " But even in exempted cases, and a motion is NOT one, it is considered essential that "no member of the public body expresses an opinion on matters within the body ' s jurisdiction."

The Lowell Sun reported on July 9 that six councilors had agreed to cosponsor and support a motion, before it was publicly posted. After the motion was voted on, it had to be referred to the city ' s law department to verify that the language was proper, so we know it was written by the councilors themselves.

Mr. Elliott made several references to collaborating outside of the open meeting law during the council meeting of July 14th which character limits prevent my citing

<https://www.youtube.com/watch?v=sz9A-Q8Blm4&t=42s> <<https://www.youtube.com/watch?v=sz9A-Q8Blm4&t=42s>>

"I went to great lengths in talking to councilors in crafting this resolution" - Rodney Elliott at around 1:50:00 during the council meeting.

Rodney Elliott again, to John Drinkwater at around 2:17:00 of the Council Meeting Video

Mr. Elliott's own words are the key evidence that a quorum of the council deliberated on his motion outside of the required open meeting and that Mr. Elliott at least attempted to deliberate with all 9 city councilors illegally. There is also a leaked email to prove it. The public was effectively shut out of weighing in on Councilor Elliott's motion because a majority of the council collaborated on it behind closed doors and considered it a done deal, even though all people who registered to speak at the meeting spoke in support of the Mayor ' s motion.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

The vote for the motion for a statement against racism that passed at the July 14 meeting needs to be voided, both because it was produced in violation of the open meetings law, and because it is really insulting and hurtful to the people of color in this city, as were some of the statements made in support of it by some City Councilors, and even afterwards, in the July 20 Lowell Sun, by Councilor Mercier. It needs to be deliberated on better and replaced by a statement that is more respectful to the people of color who asked the city for a declaration and a commitment to address racism in the city.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: Dorothy E. Halzack

Date: 7/27/2020

For Use By Public Body
Date Received by Public Body:

For Use By AGO
Date Received by AGO:



Conor Baldwin
Chief Financial Officer

Allison Chambers
Deputy CFO

MEMORANDUM

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Conor Baldwin, Chief Financial Officer *CB*

DATE: August 6, 2020

SUBJECT: Informational – CARES Act funding update

In May of FY2020, the Secretary of Administration and Finance, Michael Heffernan, informed municipal executives across the Commonwealth that the state was preparing to distribute federal dollars from the Coronavirus Relief Fund (“CvRF”) to municipalities for specific COVID-19 response costs, consistent with parameters established by the federal Coronavirus Aid, Relief, and Economic Security Act (the “CARES” Act) and guidance from the US Treasury Department. The memo, and subsequent guidance released in May and June, summarized the Commonwealth’s approach to providing money through the CvRF to municipalities. The City of Lowell was notified that it was eligible for up to \$9,845,688 in reimbursement for certain categories of costs specifically related to the COVID-19 pandemic. Additionally, the Lowell school district was awarded \$4,707,937 in separate funding (“ESSER”) to address the impact that COVID-19 has had, and continues to have, on elementary and secondary schools.

That guidance outlined certain eligible costs incurred by local governments to pay for COVID-19 response, specifically:

- Necessary expenditures incurred due to the public health emergency with respect to COVID-19;
- Funds which were not budgeted as of March 27, 2020 and;
- Costs incurred between March 1, 2020 and December 30, 2020.

Prior to the release of the information the city sought permission from the Department of Revenue (“DOR”), pursuant to special legislation, to deficit spend on costs associated with the pandemic. The city received approval on April 23, 2020 and set-up a special revenue fund to account for the costs. The preliminary estimate was based on submissions from LPD, LFD, and the Health Department on ongoing activities to address the public health crisis. In essence, this special account relieves the burden on the general fund from having to absorb costs in FY2020 and FY2021 that were not budgeted.

Since the spring and early summer, the cost estimates for other COVID-19 related expenses are beginning to materialize, specifically as it pertains to necessary improvements to city facilities. These costs include, but are not limited to, air purifiers, HVAC improvements, window repairs, and water filtration systems in the city’s building and schools. As the DPW works with the



Conor Baldwin
Chief Financial Officer

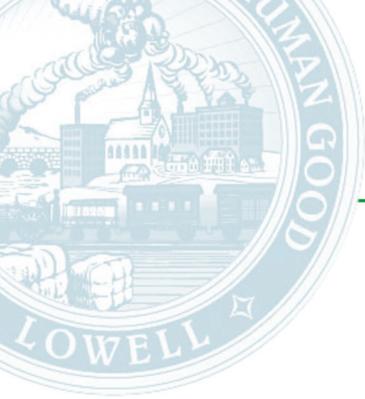
Allison Chambers
Deputy CFO

school facility department to further develop specifications, the amounts needed for these improvements will quickly reduce the total amount available under the CARES allocation.

To date, the city has not yet applied to access the available CARES funding. It was recommended by the Commonwealth that, unless municipalities needed to access CARES money for purposes of maintaining adequate cash flow for year-end FY2020 that the deadline for application is December 31, 2020. With the accounting procedures provided in the special legislation, the City of Lowell did not fall into this category, but will soon begin the application process. FEMA assistance was recommended as the first funding source to be pursued by municipalities. The expenditures are to be offset as FEMA reimbursements are received. After the city receives final reimbursements from FEMA, any remaining expenditures in this account might possibly be covered by CARES ACT CvRF reimbursements depending on further guidance received from the federal government. If not, any deficit will need to be provided for in the ensuing fiscal year's tax rate recap.

At the federal level, Congress is still currently negotiating the specifics of a final relief package which may or may not provide additional monetary relief to cities and towns. One potential compromise option could include an easing of restrictions on previously appropriated CARES money, but without an additional appropriation. Considering the fluid nature of the potential future stimulus, the city must be conservative with existing CARES funds in the event that no additional money is allocated from Congress.

Please let me know if there are any additional questions.



Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

TO: Eileen M. Donoghue, City Manager *EMD*

FROM: Diane N. Tradd, Assistant City Manager/DPD Director

DATE: August 11, 2020

SUBJECT: PETITION OF 09/24/19 BY RICHARD GALYON REQUESTING INSTALLATION OF STOP SIGN AT RIVER PLACE AND POST OFFICE SQUARE

The Transportation staff conducted a site visit, reviewed any relevant ordinances and crash reports to determine if a stop sign is warranted at the intersection of River Place and Post Office Square.

Post Office Square is located behind the George Ayotte Parking Facility, and connects Father Morissette Boulevard with River Place. The resident was struck by a vehicle at the intersection of Post Office Square and River Place, and believes there should be a stop sign to increase safety. The resident cites the existence of a stop sign on the other side of Post Office Square before the exit of a parking lot for River Place Towers as evidence one is needed at the other end of the street.

In Massachusetts, a vehicle is required to stop at a tee-intersection, even if a stop sign is not erected. Transportation staff agrees that this might be an appropriate place for a stop sign, given the pedestrian-involved crash and the high volume of pedestrians leaving the garage. However, the City's GIS data shows that Post Office Square is not City property, but rather owned by the owners of River Place Towers, Princeton Plaza LLC. The City's Engineering Office confirmed that the street is not City property. Attached is a map showing the parcel owned by Princeton Plaza LLC, with Post Office Square located within the property lines. As such, there is not an ordinance for the stop sign on the other end of Post Office Square.

The City of Lowell does not have the authority to place signs or enact ordinances on private roads. The owners, Princeton Plaza LLC, may place a stop sign at the intersection if they believe it appropriate and needed.

AH/nv

Attachment

cc: Natasha Vance, Transportation Engineer
Alan Heredia, Assistant Transportation Planner



City of Lowell Massachusetts Post Office Square

-  Parcels
-  Border Town Parcels



DISCLAIMER

Any map printed from this system is considered unofficial unless it has been stamped/logged/certified by the Office of the City Assessor. The City of Lowell makes no warranty of Representation as to the accuracy, timeliness or Completeness of any of the data. The City of Lowell Shall have no liability for the data or lack thereof, or Any decision made or action taken or not taken in Reliance upon any of the data.

1" = 138 ft

August 5, 2020



Eileen Donoghue
City Manager

August 6, 2020

Mayor John J. Leahy
and
Members of the City Council

RE: Cemetery Commission; Appointment Thereto

Dear Mayor Leahy and Members of the City Council:

Please be advised that I am appointing John S. Marshall, III, of 23 Bunker Hill Avenue, Lowell, MA 01850 to the Cemetery Commission for five (5) year term expiring August 11, 2025.

Since confirmation by the City Council is not required for this appointment, this letter is notification of such appointment.

I have attached his cover letter and resume for your review. If you have any questions regarding this matter, please feel free to contact me.

Very truly yours,

Eileen M. Donoghue
City Manager

boards/20

cc: City Clerk
City Solicitor
Cemetery Commission

City Auditor
Human Relations Manager
MIS

✓ Confirmation
sent 7/17/20

John S. Marshall, III

HR RECD
JUL 17 2 41:05 PM

July 14, 2020

To whom it may concern,

I am interested in the Cemetery Commission position that is currently posted. After reviewing the duties and responsibilities of the position, I feel I am an excellent candidate for this position.

I would bring to the Cemetery Commission a broad range of skills and traits, including:

- Excellent interpersonal, supervisory, planning and organizational skills, the ability and desire to follow up, and superior records management
- Professional work ethic
- Strong desire to give back to my community

I appreciate your consideration of my application, and I would welcome the opportunity to further discuss this position with you. If you have questions or would like to schedule an interview, please contact me by phone at . I look forward to hearing from you.

Sincerely,

John S. Marshall, III

John S. Marshall, III

Experience

04/2011-2/2017

Lowell Regional Water Utility

Lowell, MA

Head Filter Operator

- Operate Water Treatment Plant
- Perform laboratory tests
- Supervise Operator on shift
- Maintain logs and enter data into various software programs

03/2008-04/2011

North Chelmsford Water District

N. Chelmsford, MA

Water Service Maintenance Man

- Responsible for maintaining the Water Distribution System
- Performing Water Treatment related duties including testing, sampling, pump maintenance, etc.
- Service calls
- Meter reading
- Semi-annual Backflow prevention device testing and surveying

2001-12/2007

East Chelmsford Water District

E. Chelmsford, MA

Assistant Superintendent

- Responsible for maintaining the Water Distribution System
- Responsible for operation of the Filter Plant
- Meter Reading
- Service calls
- Supervision of projects within District bounds, including inspection of work being done by contractors and records management

1999-2001

Lowell Regional Water Utility

Lowell, MA

Water Service Maintenance Man

- Responsible for maintaining the Water Distribution System

Education

Greater Lowell Technical High School

Tyngsborough, MA

Professional Licenses/Training

- Massachusetts Water Treatment- Grade 3 Full- #11324
- Massachusetts Water Distribution- Grade 3 Full- #11461
- Massachusetts Backflow Tester/Surveyor- #31739
- FEMA Emergency Management Institute
 - IS-00700 Issued 09/30/05
 - IS-00100 Issued 11/22/05
- OSHA Construction Safety and Health (10 hr.) 11-004831779

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

In City Council

VOTE

Approving a continuing appropriation order to fund the one-twelfth Budget for the City of Lowell for September of Fiscal Year 2021.

On March 10, 2020 the Governor of the Commonwealth declared a State of Emergency in response to the COVID-19, which is currently still in effect;

Until July 30, 2020 the State had still not released information about more definitive fiscal year 2021 funding for Unrestricted General Government Aid and Chapter 70 Education Aid, revenue sources which comprises approximately 53% of the City of Lowell's annual revenue, and action on a full year's budget appropriation would not be in the city's best financial interest at this time;

Under the provisions of Mass. G.L. c.44 §32, the City Manager submitted a proposed continuing appropriation order for fiscal year 2021 for the month of September to the City Council on August 11, 2020 and the appropriation order was accepted by vote of the City Council; and

The City Council held advertised public hearings to consider the appropriation order on August 25, 2020 and any other dates necessary, as advertised in the public hearing notice; and

Upon motion the City Council accepted the budget as submitted by the City Manager, after reductions otherwise separately voted, if any.

NOW, THEREFORE, BE IT VOTED BY THE CITY COUNCIL OF THE CITY OF LOWELL:

That the City Council of the City of Lowell hereby adopts and approves the continuing appropriation order for fiscal year 2021 for the City of Lowell for the month of September, including all line items therein as if separately voted thereon, in the sum of **\$41,909,381**, which sum shall be appropriated and raised by taxation and other sources, including but not limited to intergovernmental revenue, charges for services, licenses and permits, miscellaneous, etc. The full list of appropriations follows this vote.

v.budgetfy21

**City of Lowell Fiscal Year 2021 City Manager's Recommended Appropriation Order –
One-Twelfth Budget – September FY2021**

WHEREAS, THE City of Lowell enterprise funds may have insufficient operating revenues to fund all expenditures of the funds in fiscal year 2021 and appropriation of retained earnings may be required to fund the fiscal year's operations.

NOW, THEREFORE, BE IT FURTHER VOTED BY THE CITY COUNCIL OF THE CITY OF LOWELL:

			FY2021 Manager
Line	Recommended		
Number	Department	Description	Appropriation
2021-01	City Council	Personal Services	\$19,359
2021-02	City Council	Ordinary Expenses	\$625
2021-03	Mayor	Personal Services	\$4,362
2021-04	Mayor	Ordinary Expenses	\$1,159
2021-05	City Clerk	Personal Services	\$35,552
2021-06	City Clerk	Ordinary Expenses	\$3,405
2021-07	City Manager	Personal Services	\$151,174
2021-08	City Manager	Ordinary Expenses	\$318,167
2021-09	City Manager - Lowell School Syst.	Ordinary Expenses	\$4,167
2021-10	City Manager - Marketing Develop.	Personal Services	\$3,000
2021-11	City Manager - Marketing Develop.	Ordinary Expenses	\$42,084
2021-12	City Manager - Contingency	Ordinary Expenses	\$94,434
2021-13	City Manager - Contingency	Reserve for Wages	-
2021-14	City Manager - Cable Access	Personal Services	\$10,427
2021-15	City Manager - Cable Access	Ordinary Expenses	\$24,086
2021-16	City Manager - Cable Access	Transfers to Schools	\$6,250

**City of Lowell Fiscal Year 2021 City Manager's Recommended Appropriation Order –
One-Twelfth Budget – September FY2021**

			FY2021 Manager
Line			Recommended
Number	Department	Description	Appropriation
2021-17	City Manager – CASE	Personal Services	\$15,931
2021-18	City Manager – CASE	Ordinary Expenses	-
2021-19	Finance	Personal Services	\$13,621
2021-20	Finance	Ordinary Expenses	\$125
2021-21	Budget	Personal Services	\$11,682
2021-22	Budget	Ordinary Expenses	-
2021-23	Auditing	Personal Services	\$41,612
2021-24	Auditing	Ordinary Expenses	\$4,884
2021-25	Purchasing	Personal Services	\$20,252
2021-26	Purchasing	Ordinary Expenses	\$12,391
2021-27	Assessing	Personal Services	\$43,311
2021-28	Assessing	Ordinary Expenses	\$5,724
2021-29	Treasurer	Personal Services	\$49,909
2021-30	Treasurer	Ordinary Expenses	\$24,058
2021-31	Human Relations	Personal Services	\$28,074
2021-32	Human Relations	Ordinary Expenses	\$2,296
2021-33	Management Information Systems	Personal Services	\$62,674
2021-34	Management Information Systems	Ordinary Expenses	\$103,552
2021-35	Law	Personal Services	\$97,193
2021-36	Law	Ordinary Expenses	\$23,925
2021-37	Elections	Personal Services	\$170,198

**City of Lowell Fiscal Year 2021 City Manager's Recommended Appropriation Order –
One-Twelfth Budget – September FY2021**

			FY2021 Manager
Line			Recommended
Number	Department	Description	Appropriation
2021-38	Elections	Ordinary Expenses	\$114,500
2021-39	Planning & Development	Personal Services	\$230,405
2021-40	Planning & Development	Ordinary Expenses	\$24,804
2021-41	Police	Personal Services	\$2,420,525
2021-42	Police	Ordinary Expenses	\$118,031
2021-43	Fire	Personal Services	\$1,669,076
2021-44	Fire	Ordinary Expenses	\$67,559
2021-45	Lowell Public Schools	Single Line Appropriation	\$14,948,596
2021-46	Greater Lowell Technical School	Ordinary Expenses	\$795,480
2021-47	Essex Agricultural High School	Ordinary Expenses	-
2021-48	DPW Administration	Personal Services	\$45,157
2021-49	DPW Administration	Ordinary Expenses	\$124,000
2021-50	DPW Engineering	Personal Services	\$53,182
2021-51	DPW Engineering	Ordinary Expenses	-
2021-52	DPW Land & Buildings	Personal Services	\$189,294
2021-53	DPW Land & Buildings	Ordinary Expenses	\$52,834
2021-54	DPW Streets	Personal Services	\$112,992
2021-55	DPW Streets	Ordinary Expenses	\$1,667
2021-56	Parks	Personal Services	\$128,043
2021-57	Parks	Ordinary Expenses	\$43,069

**City of Lowell Fiscal Year 2021 City Manager's Recommended Appropriation Order –
One-Twelfth Budget – September FY2021**

			FY2021 Manager
Line			Recommended
Number	Department	Description	Appropriation
2021-58	Cemetery	Personal Services	\$20,841
2021-59	Cemetery	Ordinary Expenses	\$21,888
2021-60	DPW Other	Snow & Ice	\$112,500
2021-61	DPW Other	Street Lighting	\$34,667
2021-62	DPW Other	Waste Coll./Disposal	\$614,209
2021-63	Health	Personal Services	\$234,271
2021-64	Health	Ordinary Expenses	\$33,260
2021-65	Council on Aging	Personal Services	\$27,248
2021-66	Council on Aging	Ordinary Expenses	\$7,365
2021-67	Veterans'	Personal Services	\$13,225
2021-68	Veterans'	Ordinary Expenses	\$54,430
2021-69	Recreation	Personal Services	\$57,080
2021-70	Recreation	Ordinary Expenses	\$3,958
2021-71	Library	Personal Services	\$87,937
2021-72	Library	Ordinary Expenses	\$31,285
2021-73	Unclassified	Debt Service	\$6,918,795
2021-74	Unclassified	Workers Comp	\$107,193
2021-75	Unclassified	Unemployment	\$35,417
2021-76	Unclassified	Health Insurance	\$2,012,500
2021-77	Unclassified	Retirement	\$2,271,826
2021-78	Unclassified	Medicare Tax	\$229,167

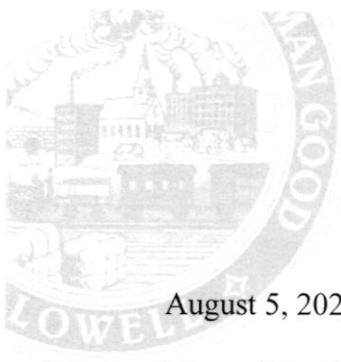
**City of Lowell Fiscal Year 2021 City Manager's Recommended Appropriation Order –
One-Twelfth Budget – September FY2021**

			FY2021 Manager
Line			Recommended
Number	Department	Description	Appropriation
2021-79	Unclassified	Claims & Judgments	\$141,746
2021-80	Unclassified	Other Insurance	-
2021-81	Unclassified	No. Middlesex	-
Subtotal	General Fund		\$35,659,686
2021-82	Wastewater	Personal Services	\$293,213
2021-83	Wastewater	Ordinary Expenses	\$918,041
2021-84	Wastewater	Debt Service	\$732,196
Subtotal	Wastewater Enterprise Fund		\$1,943,450
2021-85	Parking	Personal Services	\$31,582
2021-86	Parking	Ordinary Expenses	\$300,393
2021-87	Parking	Debt Service	\$2,778,732
Subtotal	Parking Enterprise Fund		\$3,110,707
2021-88	Water	Personal Services	\$211,795
2021-89	Water	Ordinary Expenses	\$590,880
2021-90	Water	Debt Service	\$392,863
Subtotal	Water Enterprise Fund		\$1,195,538
Grand Total All Funds			\$41,909,381

**City of Lowell Fiscal Year 2021 City Manager's Recommended Appropriation Order –
One-Twelfth Budget – September FY2021**

Furthermore, the following projected needs are costs to the City, but according to accounting rules established by the Department of Revenue, are not to be included in the appropriation order.

Line		FY2021 Manager
Number	Department	Recommended
		Amount
2021-91	General Fund - Cherry Sheet Assessments	\$2,430,075
2021-92	General Fund - Provision for Abatements & Exemptions	\$91,667
2021-93	Indirect costs of the enterprise funds	\$751,044



Eileen M. Donoghue
City Manager

August 5, 2020

Mayor John J. Leahy
And
Members of the Lowell City Council

Dear Mayor Leahy and Members of the Lowell City Council,

I herewith transmit for your approval a continuing appropriation or “one-twelfth” budget for September of FY2021, pursuant to Chapter 44 Section 32 of the Massachusetts General Laws. Upon recommendation by the City Council’s Finance Subcommittee, the City Council voted at the May 12th regular meeting to move forward with a “one-twelfth” budget for July of FY2021 and appropriation orders for July and August were based on that direction. Now that the Legislature has committed to an FY2020 funding level, we can begin to formulate a full year funding plan, but have presented this final appropriation order to bring us through September. My finance team has continued to work with each Department Head to project expenditures in September so that the amounts included in the accompanying appropriation order are not in excess of the need, nor deficient to cover all expenses for September. The Administration is confident that the order before the Council includes allowances for any anomalies and is governed by an overarching policy of fiscal prudence.

After months of uncertainty regarding the size of the state’s fiscal crisis, state leaders, on July 30th, announced a framework for protecting the two main sources of local aid in the state’s fiscal 2021 state budget. According to a statement issued by Administration and Finance Secretary Michael Heffernan, the governor and Legislature are committing to no less than level funding of Unrestricted General Government Aid and Chapter 70 education aid as the baseline amount for fiscal 2021 funding for each community.

The Administration will bring a full year budget for consideration by the Council for a first reading on September 8th and will hold a public hearing on the FY2021 budget on September 22nd, to begin the full year appropriation on October 1st. Further details regarding cuts necessary to meet the revised budget picture for FY2021 will follow in the meantime.

Sincerely,

Eileen M. Donoghue
City Manager

CC: Conor Baldwin, Chief Financial Officer

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

In City Council

VOTE

To approve the payment of unpaid invoices from prior fiscal years for the Police Department.

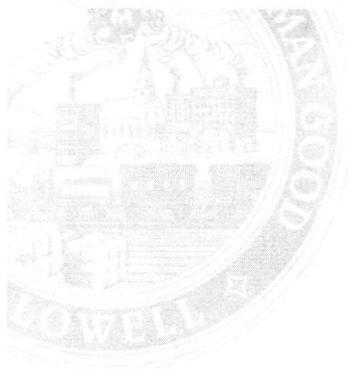
Section 64 of Chapter 44 of the Massachusetts General Laws allows for payment of bills incurred in excess of appropriations; and

Said invoices are hereto attached; and

NOW, THEREFORE, IT IS VOTED BY A TWO-THIRD (2/3) VOTE AS FOLLOWS:

That the City Council of the City of Lowell hereby accepts and approves payment of unpaid invoices from prior fiscal years for the Police Department, a copy of which is hereto attached and marked "A".

V:authorizepaymentofbills/police1



Raymond Kelly Richardson
Superintendent

Barry Golner
Deputy Superintendent

Daniel R. Larocque
Deputy Superintendent

To: Conor Baldwin, Chief Financial Officer
From: Tien Nguyen, Budget Director
RE: Request for City Council to approve payment of FY19 Bulger Veterinary Hospital bill
Date: July 22, 2020

Due to the provisions of Massachusetts General Law (Chapter 44, Section 64), we need a two thirds vote by the City Council to pay for the attached "bad bill" from the Fiscal Year 2019 using Lowell Police Fiscal Year 2021 funds. This memo is to respectfully request the vote of the City Council to approve the payment of previous years unpaid bill totaling \$4,368.40.

Please see below for a brief explanation for the invoice # 1742285:

FY 2019

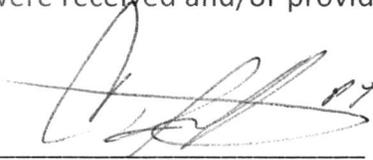
Bulger Veterinary Hospital:

Bills from FY19 for the treatment of the K9 Bossi- Due to the transition in the Finance Office, these bills were not submitted to City Hall until after the cut off for final payments for FY19.

Municipal Employee/Official Certification Pursuant to MGL c.44, §64

I, Christian I. Hansen, on behalf of the Lowell Police Department, hereby state under the penalties of perjury, and in accordance of MGL c.44, §64 (Payment of Bills Incurred in Excess of Appropriations) that the attached receipts for goods, materials and/or services were ordered by me on behalf of the City of Lowell Police Department, and that the goods, materials and/or services have been provided to the City of Lowell Police Department, and that the bills remain unpaid to date.

The attached receipts specify the date of the order, the date the materials and/or services were received and/or provided to the City of Lowell Police Department.

 07272036

Municipal Employee/Official

Date: 7/22/20

Vendor Certification Pursuant to MGL c.44, §64

I, Kelly Ingham on behalf of vendor Bulger Veterinary Hospital, hereby state under the penalties of perjury, and in accordance of MGL c.44, §64 (Payment of Bills incurred in Excess of Appropriations) that the attached receipts for goods, materials and/or services were ordered by the City of Lowell Police Department, have been provided to the City of Lowell Police Department, and remain unpaid to date.

The attached receipts should specify the date of the order, the date the materials and/or services were received and/or provided to the City of Lowell Police Department.

If the vendor is a corporation, this certification must be signed by the Treasurer of the Corporation.

Vendor's signature



Date:

7/22/2020



BULGER
VETERINARY HOSPITAL

141 Winthrop Ave
Lawrence, MA, 01843
Ph: (978) 682-9905
Fax: (978) 975-0133

✓ # 64595

BILL TO

Mr City Of Lowell Police Department, City Of Lowell Police Department
50 Arcand Drive
Lowell, MA, 01852

INVOICE

DATE:
DUE DATE
CUSTOMER ID:

1742285
06-16-2019
06-16-2019
560667

PATIENT INFO

Bossi 433529

Services for Hospitalization for Bossi

DESCRIPTION	QTY	TOTAL
Exam New Consult - Emergency	1	\$150.00
Chem 17 CBC (In House)	1	\$231.00
Nova Complete Panel with PCV/TP (In House)	1	\$119.00
Dexdomitor Inj 0.5mg/ml (Per mL)	0.6	\$46.35
Cerenia Inj 10mg/mL (Per mL)	3.48	\$110.36
Protonix Inj 4mg/mL 10 ml (Per Vial)	1	\$40.70
Blood Pressure, Single Value (venous/arterial)	1	\$38.50
Nursing Care, Level 2 (12 Hours)	1	\$232.96
Hospitalization (12 Hours)	1	\$31.20
Gabapentin 300mg (Per Cap)	30	\$15.33
LRS Fluids (Bags) 1000ml Bag	1	\$21.64
E-Collar Buster Clic JorVet 30cm	1	\$18.32
Catheter Placement, Intravenous	1	\$96.80
LRS Fluids (Bags) 1000ml Bag	1	\$21.64
Pain Management (12 hours)	1	\$40.00
Anesthesia Planning	1	\$35.84
Anesthetic Premedication	1	\$37.45
Anesthetic Induction, Injection	1	\$135.00
Anesthetic Monitoring Level 2	1	\$454.75
Surgery Room Set Up, Soft Tissue	1	\$460.00
General Surgery Pack	1	\$67.37
Surgical Supplies, Soft Tissue	1	\$82.50
Stapler Skin VetOne 25W	1	\$48.53
Laparotomy, Gastropexy Prophylactic	1	\$440.00
Suture Size 0 to 3/0	3	\$113.85
Fentanyl Citrate Injection 0.05mg/ml (Per mL)	2.1	\$10.83
Fentanyl Citrate Injection 0.05mg/ml (Per mL)	20	\$60.49
Ketaset Injection 100mg/mL (Per mL)	3	\$21.11
Diazepam Injection 5mg/mL (Per mL)	3	\$52.20
Cefazolin Inj 10gm 100 ml (Per mL)	8	\$22.84
Cefazolin Inj 10gm 100 ml (Per mL)	8	\$22.84
Nova Complete Panel with PCV/TP (In House)	1	\$119.00
LRS Fluids (Bags) 1000ml Bag	1	\$21.64
Potassium Chloride Injection 2 mEq/ml 10 ml vial (Per mL)	7.5	\$26.31
Nursing Care, Level 2 (12 Hours)	1	\$232.96
Hospitalization (12 Hours)	1	\$31.20
Pain Management (12 hours)	1	\$40.00
Ondansetron Inj 2mg/mL (Per mL)	3.4	\$20.26
Protonix Inj 4mg/mL 10 ml (Per Vial)	1	\$40.70
Cefazolin Ini 10am 100 ml (Per ml)	8	\$22.84

✓ # 64595
Rec.#

M



BULGER
VETERINARY HOSPITAL

141 Winthrop Ave
Lawrence, MA, 01843
Ph: (978) 682-9905
Fax: (978) 975-0133

BILL TO

Mr City Of Lowell Police Department, City Of Lowell Police Department
50 Arcand Drive
Lowell, MA, 01852

PATIENT INFO

Bossi 433529

INVOICE

1742285
DATE: 06-16-2019
DUE DATE 06-16-2019
CUSTOMER ID: 560667

DESCRIPTION	QTY	TOTAL
Fentanyl Citrate Injection 0.05mg/ml (Per mL)	12	\$38.29
Charges Verified	1	\$0.00
LRS Fluids (Bags) 1000ml Bag	1	\$21.64
Nursing Care, Level 2 (12 Hours)	1	\$232.96
Hospitalization (12 Hours)	1	\$31.20
Cerenia Inj 10mg/mL (Per mL)	3.48	\$110.36
Ondansetron Inj 2mg/mL (Per mL)	3.4	\$20.26
Omeprazole DR 10mg (Per Cap)	14	\$18.76
Charges Verified	1	\$0.00
LRS Fluids (Bags) 1000ml Bag	1	\$21.64
Trazodone 50mg (Per Tablet)	56	\$18.38

PAYMENT TERMS: COD

Payment in full is expected upon completion of treatment.
Administration fees and collection fees will be applied to
overdue accounts.

NEXT APPOINTMENT:

Bulger Veterinary Hospital cannot accept any medications
for return once they have been taken from the hospital.

Subtotal \$4,368.40
Inc. \$3.08
Paid
Due \$0.00
\$4368.40

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

In City Council

VOTE

To approve the payment of unpaid invoices from prior fiscal years for the School Department.

Section 64 of Chapter 44 of the Massachusetts General Laws allows for payment of bills incurred in excess of appropriations; and

Said invoices are hereto attached; and

NOW, THEREFORE, IT IS VOTED BY A TWO-THIRD (2/3) VOTE AS FOLLOWS:

That the City Council of the City of Lowell hereby accepts and approves payment of unpaid invoices from prior fiscal years for the School Department, a copy of which is hereto attached and marked "A".

LOWELL PUBLIC SCHOOLS

Office of Assistant Superintendent
155 Merrimack Street
Lowell, Massachusetts 01852

Phone: (978) 674-2020
Fax: (978) 937-7609
E-mail: bturner@lowell.k12.ma.us



To: Conor Baldwin, Chief Financial Officer
From: Billie Jo Turner, Assistant Superintendent
RE: Certification of product/services received
Date: July 22, 2020

I, Billie Jo Turner, Assistant Superintendent of Finance for the Lowell Public School District, hereby certify to the best of my knowledge, under the penalties of perjury that the goods, materials or services for which bills have been submitted were ordered by an official or employee of the City of Lowell and that such goods and materials were delivered and actually received by the City of Lowell or that such services were rendered to or for the City of Lowell.



Billie Jo Turner

19004763-00



INVOICE

Invoice Number: SI1730231

Invoice Date: 03/13/19

Page: 1

P.O. Box 5521 * 1212 5th Street * Coralville, IA 52241
Customer Service: (800) 397-9378 (319) 351-0482
For Billing Inquiries: (319) 351-2000 (800) 373-2000
www.westmusic.com * service@westmusic.com

Bill
To: Lowell Public Schools
Central Administration Offices
155 Merrimack St
Lowell, MA 01852
USA

Ship
To: Lincoln School
300 Chelmsford St
Lowell, MA 01851
USA

Ordered By Lincoln School
Order Date 03/12/19
Due Date 04/12/19
Terms NET 30 DAYS
SalesPerson SAMANTHA WALLACE

Customer ID C002995
Our Order No. SO1237328
Phone: (978) 874-4320
Reference:
P.O. Number 19004763-00

Item No.	Description	Kit Item No.	Unit	Qty Invoiced	MSRP	Disc %	Your Price	Ext. Price
304801	KALA KA-SWB-GN UKULELE;SOPRANO;WATERMAN;GRN		Each	1	56.99	29.83%	39.99	39.99
	Standard Shipping							8.96

All accounts DUE IN 30 DAYS, unless otherwise specified. A charge of 1.8% will apply to late payments.
If for any reason you are dissatisfied with your purchase you may return it within 45 days of the original purchase date
Returned products must be returned with proof of purchase and in their original condition. Items sold as "used", opened
software and recorded media are not returnable unless defective. All special orders are subject to a 20% restocking fee.
For more information on our return or exchange process, please visit www.westmusic.com/returns

Subtotal:	48.94
Taxable Subtotal:	0.00
Tax:	0.00
Invoice Total:	\$48.94
Amount Due:	\$48.94

Would you like to receive invoices by email? Send C439761 to ar@westmusic.com.

Printed on 06/17/19 09:57 AM



CITY OF LOWELL
 PURCHASING DEPARTMENT
 375 MERRIMACK STREET, ROOM 60
 LOWELL, MA 01852-1095
 (978) 970-4110

Purchase Order

Fiscal Year 2019

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKAGES AND SHIPPING PAPERS

Purchase Order # **19004763-00**

OFFICE

LOWELL PUBLIC SCHOOLS
 CENTRAL ADMINISTRATION OFFICES
 155 MERRIMACK ST
 LOWELL, MA 01852

Delivery must be made within
 doors of specified destination.

OFFICE

WEST MUSIC CO.
 THE PERCUSSION SOURCE
 1212 5TH STREET
 CORALVILLE IA 52241

OFFICE

LINCOLN SCHOOL
 300 CHELMSFORD STREET
 LOWELL, MA 01851
 978-937-2846

Vendor Phone Number		Vendor Fax Number		Requisition Number		Delivery Reference	
				91904869			
Vendor Number	Date Ordered	Date Required	Freight Method/Terms		Department/Location		
8361	02/26/2019		FOB: Destination / NET30		LINCOLN SCHOOL		
Item#	Qty	UOM	Description/Part No.		Unit Price	Extended Price	
1	1.0	EACH	The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading ONE KALA WATERMAN UKULELE-- \$39.99 Olivia Breen		\$39.990	\$39.99	

FM Vaughn
 Chief Procurement Officer

VENDOR COPY

PO Total **\$39.99**

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

In City Council

VOTE

To approve the payment of unpaid invoices from prior fiscal years for the Lowell Regional Wastewater Utility.

Section 64 of Chapter 44 of the Massachusetts General Laws allows for payment of bills incurred in excess of appropriations; and

Said invoices are hereto attached; and

NOW, THEREFORE, IT IS VOTED BY A TWO-THIRD (2/3) VOTE AS FOLLOWS:

That the City Council of the City of Lowell hereby accepts and approves payment of unpaid invoices from prior fiscal years for Lowell Regional Wastewater Utility, a copy of which is hereto attached and marked "A".

V:authorizepaymentofbills

The City of Lowell
Lowell Regional Water Utility
815 Pawtucket Boulevard
Lowell, MA 01854

Mark A. Young
Executive Director
t: 978.674.1675 f: 978.970.4235



Duck Island
Lowell Regional Wastewater
451 First St. Boulevard
Lowell, MA 01852

Mark A. Young
Executive Director
t: 978.674.1601 f: 978.459.3826

MEMORANDUM

TO: Connor Baldwin, CFO

FROM: Mark A. Young, Executive Director *M. Y.*

DATE: August 6, 2020

SUBJ: Casella Organics

Due to the provisions of Massachusetts General Law (Chapter 44, Section 64), the City requires a two thirds vote by the City Council to pay for the attached "bad bill" from the Fiscal Year 2019 and 2020 using Wastewater Utility Fiscal Year 2021 funds. This memo is to respectfully request the vote of the City Council to approve the payment of previous year's unpaid bill totaling \$593,849.96.

The City was recently notified that during the course of normal operating and billing cycles, a number of invoices from Casella Organics, the LRWWU's wastewater sludge removal and disposal vendor were not paid in a timely manner due to shortages in annual operating budgets.

Following collaborative meetings between DPW, LRWU, Finance, Law, and Auditing, the city has addressed this issue in the following ways. First, we have increased the financial and administrative reporting operations at the LRWU and LRWWU to include the DPW finance division in a more robust manner, to keep the DPW Finance division abreast of the financial operations and obligations of the Water & Wastewater Utilities. Second, the CFO and Deputy CFO now include LRWU and LRWWU staff at their standing monthly finance meetings. Third, the DPW Commissioner, myself, and Dep. Director of Administration and Finance will meet quarterly to track contracts and spending, and ensure any year-end adjustments are accounted for prior to the end of the fiscal year.

It is difficult to forecast expenses that are tied to volume and tonnage usage, such as with Casella Organics. We believe the new financial safeguards we have collaboratively put in place will allow for earlier notice of looming shortfalls, and thus ample time to more accurately plan and adjust for projected year end spending.

Please let me know if you have any questions on this matter.

Cc: Christine Clancy, DPW Commissioner
Alex Magee, Interim DPW Finance Director

LOWELL *Alive. Unique. Inspiring.*

The City of Lowell
Lowell Regional Water Utility
815 Pawtucket Boulevard
Lowell, MA 01854

Mark A. Young
Executive Director
t: 978.674.1675 f: 978.970.4235



Duck Island
Lowell Regional Wastewater
451 First St. Boulevard
Lowell, MA 01852

Mark A. Young
Executive Director
t: 978.674.1601 f: 978.459.3826

MEMORANDUM

TO: Conor Baldwin, Chief Financial Officer
FROM: Mark A. Young, Executive Director *My. Young*
DATE: July 22, 2020
RE: Casella Organics Past Invoices

I, Mark A. Young, Executive Director for Lowell Water/Wastewater Utilities, hereby certify to the best of my knowledge, under the penalties of perjury that the goods, materials, or services for which bills have been submitted were ordered by an official or employee of the City of Lowell and that such goods and materials were delivered and actually received by the City of Lowell or that such services were rendered to or for the City of Lowell.

Vendor Certification Pursuant to MGL c.44, §64

I, Edmond R. Colette, on behalf of Casella Organics hereby state under the penalties of perjury, and in accordance of MGL c.44, §64 (Payments of Bills Incurred in Excess of Appropriations) that the attached receipts for goods, materials and/or services were ordered by the City of Lowell Wastewater Utility, have been provided to the City of Lowell Wastewater Utility and remain unpaid to date.

The attached receipts should specify the date of the order, the date the materials and/or services were received and/or provided to the City of Lowell Wastewater Utility.

If the vendor is a corporation, this certification must be signed by the Treasurer of the corporation.



Vendor's signature

Date: 7/22/20



CASELLA ORGANICS
P.O. BOX 1372
WILLISTON, VT 05495-1372

INVOICE

CUSTOMER NUMBER 88-02528 0
INVOICE # 63020
BILLING INQUIRIES (800) 933-6474
INVOICE DATE 6/30/20
PO# : 34840076-00

SERVICE ADDRESS
451 FIRST BLVD
LOWELL MA 01850

An updated fuel/oil/enviro table is now available at our website.
Please visit www.Casella.com/fuel/oil/enviro for more details.

DATE	DESCRIPTION	QTY.	RATE	TOTAL
6/30/2020	SLUDGE MGMT	2401.49	87.40	209,890.23

PAY THIS AMOUNT
\$209,890.23

PLEASE RETURN THIS PORTION WITH PAYMENT. DO NOT ATTACH CHECK STUB.



CASELLA ORGANICS
P.O. BOX 1372
WILLISTON, VT 05495-1372

INVOICE#	INVOICE AMOUNT	CUST #
63020	\$209,890.23	88-02528 0

PAYMENT DUE 30 DAYS FROM INVOICE DATE (A LATE FEE WILL BE APPLIED TO ANY BALANCE OVER 30 DAYS)	AMOUNT ENCLOSED
	\$ _____

DUE DATE 7/30/2020

CITY OF LOWELL MA
451 FIRST BLVD
LOWELL, MA 00000

CASELLA ORGANICS
PO BOX 1372
WILLISTON, VT 05495-1372



Casella Organics
PO Box 1372
Williston, VT 05495-1372

Invoice

Invoice #
69529

Invoice Date
7/15/2019

Service Address
451 First Blvd
Lowell, MA 01850

Bill To
CITY OF LOWELL, MA
451 FIRST BLVD
LOWELL MA 01850

Cust#: 88-02528 0

Total Due: \$183,213.87

PURCHASE ORDER # 119000656-00

Please detach here & include with your payment

THANK YOU

\$
Amount Enclosed

Casella Organics			88				
Date	Code	Description		Qty	Rate		Total
6/30/2019	SS41	SLUDGE MANAGEMENT		2179.82 /TONS	\$ 84.05	\$	183,213.87

Please Remit To:

Casella Organics
P.O. Box 1372
Williston, VT 05495-1372

Please pay INVOICE TOTAL

\$ 183,213.87

SL255/57 Cust#: 88-02528 0 Inv#: 69529
Service Address : 451 First Blvd, Lowell, MA 01850

Billing Inquiries (800) 278-7396

To the extent allowed by law, finance charge will be charged on all balances over 15 days. PAYMENT DUE WITHIN 15 DAYS FROM INVOICE DATE.



Casella Organics
PO Box 1372
Williston, VT 05495-1372

Invoice

Invoice #
69052

Invoice Date
6/15/2019

Service Address
451 First Blvd
Lowell, MA 01850

Bill To CITY OF LOWELL, MA
451 FIRST BLVD
LOWELL MA 01850

Cust#: 88-02528 0

Total Due: \$200,745.86

PURCHASE ORDER # 119000656-00

Please detach here & include with your payment

THANK YOU

\$
Amount Enclosed

Casella Organics			88			
Date	Code	Description	Qty	Rate	Total	
5/31/2019	SS41	SLUDGE MANAGEMENT	2388.41 /TONS	\$ 84.05	\$ 200,745.86	

Please Remit To:

Casella Organics
P.O. Box 1372
Williston, VT 05495-1372

Please pay INVOICE TOTAL

\$ 200,745.86

SL255/57 Cust# : 88-02528 0 Inv#: 69052
Service Address : 451 First Blvd, Lowell, MA 01850

Billing Inquiries (800) 278-7396

To the extent allowed by law, finance charge will be charged on all balances over 15 days. PAYMENT DUE WITHIN 15 DAYS FROM INVOICE DATE.

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

In City Council

VOTE

Authorizing the City Manager, on behalf of the City of Lowell, acting through the Department of Planning and Development, to apply for, accept and expend funds in the amount of \$5,000,000 from the MassWorks Grant Program from the Executive Office of Housing and Economic Development for Tanner Street realignment Phase 2.

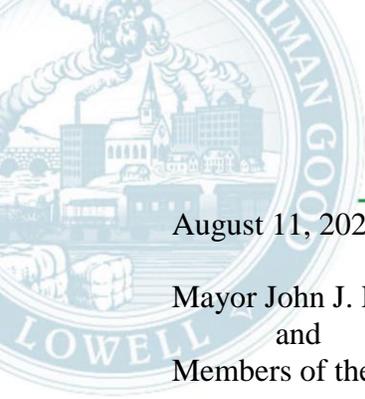
The City of Lowell is seeking funding for the construction and resident engineer services for the Tanner Street Realignment Project; and

BE IT VOTED BY THE CITY COUNCIL OF THE CITY OF LOWELL, as follows:

That the City Manager, on behalf of the City of Lowell, and Acting through the Department of Planning and Development be and hereby is, authorized to apply for, accept and expend funds in the amount of \$5 Million (\$5,000,000.00) from the MassWorks Grant Program from the Executive Office of Housing and Economic Development for Phase 2 Tanner Street realignment, to realign Tanner Street and for the construction and resident engineer services for the Tanner Street Realignment Project.

BE IT FURTHER VOTED:

That the City Manager, on behalf of the City of Lowell, be and hereby is, authorized to execute any and all documents necessary in connection with said grant from the MassWorks Grant Program, from the Executive Office of Housing and Economic Development, including the expenditure thereof.



August 11, 2020

Mayor John J. Leahy
and
Members of the City Council

Eileen M. Donoghue
City Manager

Kara Keefe Mullin
Assistant City Manager

REFERENCE: Approval to apply for, accept and expend a MassWorks Grant from the Executive Office of Housing and Economic Development for Tanner Street Realignment – Phase 2

Dear Mayor Leahy and Members of the City Council:

The Department of Planning and Development (DPD) is requesting approval to apply for, accept and expend a MassWorks Grant from the Executive Office of Housing and Economic Development for \$5,000,000.00 for the Tanner Street Realignment – Phase 2.

The City continues to make progress on the realignment of Tanner Street, a key component of the Ayer City Industrial Park (ACIP) urban renewal plan. This realignment is crucial toward creating a more attractive gateway into the district with better access for commercial and industrial redevelopment, turning a blighted area into an industrial asset for the City. To further this objective, the City has repeatedly met with developers' interested in bringing significant development to the district. As a result of discussions regarding both the urban renewal goals and realignment plan for the district, the City is eager to make this realignment project a reality.

After receiving MassWorks funding for phase 1 of the project last year, we are looking to obtain funding for phase 2 of the project in order to complete the construction of this new 1,100 linear foot section of roadway that will form a four-way intersection with the Target Plaza and tie back in with the existing Tanner Street at the intersection of Tanner and Lincoln Streets. If successful, this would be a significant step in stimulating the Ayers City Industrial Park.

I respectfully request that the City Council authorize the City Manager to apply for, accept and expend \$5,000,000 from the MassWorks Grant Program to seek construction and resident engineer services toward the Tanner Street Realignment Project.

Sincerely,

Eileen M. Donoghue
City Manager

EMD/ns

Attachment

cc: Diane N. Tradd, Assistant City Manager/DPD Director
Christine P. O'Connor, City Solicitor
Craig Thomas, Deputy Director
Natasha Vance, Transportation Engineer
Joseph Giniewicz, Urban Renewal Project Manager

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

VOTE

IN CITY COUNCIL

ORDER,

To transfer funds for professional services fees for redistricting expert for upcoming municipal election.

ORDERED,

By the City Council of the City of Lowell, as follows:

That the amount of Sixty Thousand and 00/100 (\$60,000.00) Dollars be transferred:

FROM: Manager's Contingency Fund #01237056 561700 as described in "Attachment A":

TO: Account # 01514153 530000 as described in "Attachment A":

ORDER RECOMMENDED AND INTRODUCED BY:



Eileen M. Donoghue
City Manager



Conor Baldwin
 Chief Financial Officer

Allison Chambers
 Deputy CFO

MEMORANDUM

TO: Eileen M. Donoghue, City Manager
FROM: Conor Baldwin, Chief Financial Officer 
CC: Christine O'Connor, City Solicitor
DATE: August 4, 2020
SUBJECT: Transfers from Manager's Contingency

The City Solicitor has forwarded a request to Finance for a transfer from the City Manager's contingency account in the amount of sixty thousand dollars (\$60,000).

The transfer is needed to fund a professional services contract with an individual retained by the city as an expert to aid in the redistricting process pursuant to a consent decree. The transfer will move the existing budget from the contingency into the law department budget, which is insufficient to cover the expense primarily due to the status of the two one-twelfth budgets passed so-far in FY2021. The contingency budget, however, has a sufficient balance to cover the amount needed so the law department may enter a purchase order for the contract.

Below is a summary of the affected accounts.

Account Name	Original Budget	Previous Transfers	Current Budget	YTD Expenditures		Balance Before Transfer		Balance After
				(Actual)	Encumbrances	Transfer	Transfer	Transfer
Law Department Professional Services	29,725	-	29,725	7,004	16,599	6,122	60,000	66,122
City Manager's FY2021 Contingency	188,868	-	188,868	-	-	188,868	(60,000)	128,868

Eileen M. Donoghue
City Manager

August 4, 2020

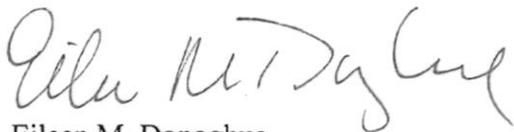
Mayor John J. Leahy
And
Members of the Lowell City Council

Dear Mayor Leahy and Members of the Lowell City Council,

I am hereby requesting that the City Council vote to transfer sixty thousand (\$60,000) from the City Manager's contingency account into the Law Department budget for professional services. Pursuant to the consent decree entered in the matter of *Huot et. al. v. City of Lowell, et. al.*, the City has retained an expert who, with input from the City, Plaintiffs, and other interested parties, will draw new electoral districts for Lowell's future local elections. This transfer will fund the contract with the expert.

Enclosed with this is a memorandum from the Chief Financial Officer which outlines the details of the transfer. Please do not hesitate to let me know if there are any questions.

Sincerely,



Eileen M. Donoghue
City Manager

CC: Conor Baldwin, Chief Financial Officer

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

VOTE

IN CITY COUNCIL

ORDER,

To transfer funds to purchase benches, flower boxes, brochure box, etc. for the area around columbarium as well as have a concrete pad installed.

ORDERED,

By the City Council of the City of Lowell, as follows:

That the amount of Seven Thousand Nine Hundred Fifty and 00/100 (\$7,950.00) Dollars be transferred:

FROM: Fund # 8406 Perpetual Care Int. as described in "Attachment A":

TO: Account # 04914153 530000 Professional Services, as described in "Attachment A":

ORDER RECOMMENDED AND INTRODUCED BY:



Eileen M. Donoghue
City Manager

There's a lot to like about Lowell.

Christine Clancy
DPW Commissioner

Shannon Cohan
Superintendent of
Parks and Open Space

July 28, 2020

Conor Baldwin
Chief Financial Officer
375 Merrimack Street
Lowell, MA 01852

Re: Cemetery Commission transfer of \$7,950.00 to be approved by the City Council

Dear Conor,

On Tuesday, July 28, 2020 the Cemetery Commission met for a special meeting.

During the meeting the Cemetery Commission discussed multiple transfer requests totaling \$7,950.00 to pay for various items for around the new columbarium in Westlawn I including a concrete pad, benches, flowers pots, etc.

A motion was made by Vice Chairman Dennis Mercier – seconded by Chairman Gerard Largay to

“Transfer \$2,950.00 from the Perpetual Care Interest account to cover the cost to install a concrete pad around the new columbarium in the Westlawn I Cemetery”.

So voted 4 – 0 – 0

A motion was made by Chairman Gerard Largay – seconded by Member John Bond to

“Transfer \$5,000.00 from the Perpetual Care Interest account to cover the purchase of benches, flower pots (and flowers), a brochure box, etc. for the new columbarium in the Westlawn I Cemetery”.

So voted 4 – 0 – 0

Transfer into the following Cemetery appropriation:

1. Appropriation 04914153-530000	Cemetery Prof. Services	\$7,950.00
----------------------------------	-------------------------	------------

Please let me know if you have any questions. Thank you in advance for your cooperation in this matter.

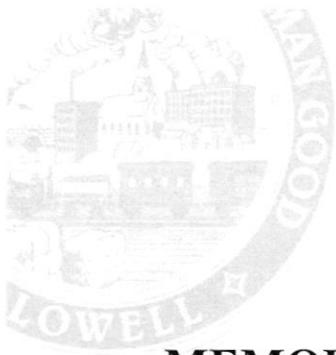
Sincerely,



Jade L. Bernis
Administrative Assistant/
Recording Secretary

Cc Cemetery Commission
Shannon Cohan, Superintendent of Parks and Open Space
Lisa Coupe, Office Staff
Files

The City of
LOWELL
Alive. Unique. Inspiring.



Conor Baldwin
Chief Financial Officer

MEMORANDUM

TO: Eileen M. Donoghue, City Manager
FROM: Conor Baldwin, Chief Financial Officer 
CC: Christine Clancy, Commissioner of DPW
DATE: August 4, 2020
SUBJECT: Cemetery Transfer

Christine Clancy, the Commissioner of Public Works forwarded a request to transfer funds from the Perpetual Care Fund in the cemetery division of DPW. The DPW has obtained approval of the Cemetery Commission to recommend the use of these funds to the City Council, which have no bearing on taxes.

The revenue in this fund consists of interest earned on the Perpetual Care Trust principal balance, pursuant to Chapter 114 of the Massachusetts General Laws. The total of the transfer is \$7,500. These funds will be used to make improvements to the public cemetery. A memorandum from the Cemetery Commission secretary is enclosed which more fully details the work. I have also included a summary of the effected accounts below.

Account Name	Original Budget	Previous Transfers	Current Budget	YTD Expenditures		Balance Before Transfer		Balance After Transfer
				(Actual)	Encumbrances	Transfer	Transfer	
Perpetual Care Trust - Interest Acct.	200,512	-	200,512	-	-	200,512	(7,950)	192,562
Cemetery Professional Services	49,666	-	49,666	544	16,218	32,904	7,950	40,854

Eileen M. Donoghue
City Manager

August 4, 2020

Mayor John J. Leahy
And
Members of the Lowell City Council

Dear Mayor Leahy and Members of the Lowell City Council,

I am hereby requesting that the City Council vote to transfer funds from the perpetual care special revenue fund to the general fund to make various improvements to the city cemeteries. The total amount of this transfer is \$7,950.

Enclosed with the vote is a memorandum from the cemetery commission secretary which specifies the work to be performed utilizing these funds. Also enclosed is a memorandum from the Chief Financial Officer which describes the relevant accounts. It is important to note that this transfer will have no impact to the taxpayers, as the money from the funds consists of interest earned on the perpetual care trust fund.

The transfer of the funds carries the endorsement of the cemetery commission, which voted at a special meeting on July 28, 2020, to recommend that this transfer be approved by the City Council. This fund is classified as a special revenue fund on the city's ledger and requires a vote of the City Council to approve the transfer of funds.

Sincerely,



Eileen M. Donoghue
City Manager

CC: Conor Baldwin, Chief Financial Officer

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

VOTE

IN CITY COUNCIL

ORDER,

To transfer funds to pay for ad in The Sun regarding Announcement for new Columbarium at Westlawn Cemetery.

ORDERED,

By the City Council of the City of Lowell, as follows:

That the amount of Seven Hundred Fifty and 00/100 (\$750.00) Dollars be transferred:

FROM: Fund # 8406 Perpetual Care Int. as described in "Attachment A":

TO: Account # 04914153 530000 Professional Services, as described in "Attachment A":

ORDER RECOMMENDED AND INTRODUCED BY:



Eileen M. Donoghue
City Manager

There's a lot to like about Lowell.

Christine Clancy
DPW Commissioner

Shannon Cohan
Superintendent of
Parks and Open Space

July 23, 2020

Conor Baldwin
Chief Financial Officer
375 Merrimack Street
Lowell, MA 01852

Re: Cemetery Commission transfer of \$750.00 to be approved by the City Council

Dear Conor,

On Tuesday, July 14, 2020 the Cemetery Commission met for its regularly scheduled monthly meeting. During the meeting the Cemetery Commission discussed a request to transfer \$750.00 to pay for an ad in the Lowell Sun to announce the installation of a new installed Columbarium in Westlawn I and the availability to purchase a niche in it.

A motion was made by Member John Bond – seconded by Chairman Gerard Largay to

Transfer \$750.00 from the Perpetual Care Interest account to cover the cost of an ad in the Lowell Sun to the following Cemetery Division account:

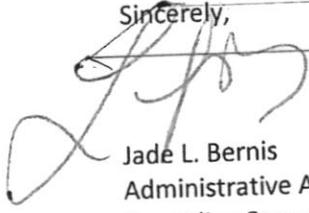
1. Appropriation 04914153-530000	Cemetery Prof. Services	\$750.00
----------------------------------	-------------------------	----------

This transfer is needed to pay for the ad in the Lowell Sun

So Voted 4 – 0 - 0

Please let me know if you have any questions. Thank you in advance for your cooperation in this matter.

Sincerely,



Jade L. Bernis
Administrative Assistant/
Recording Secretary

Cc Cemetery Commission
Shannon Cohan, Superintendent of Parks and Open Space
Lisa Coupe, Office Staff
Files



Conor Baldwin
 Chief Financial Officer

MEMORANDUM

TO: Eileen M. Donoghue, City Manager
FROM: Conor Baldwin, Chief Financial Officer 
CC: Christine Clancy, Commissioner of DPW
DATE: August 4, 2020
SUBJECT: Cemetery Transfer

Christine Clancy, the Commissioner of Public Works forwarded a request to transfer funds from the Perpetual Care Fund in the cemetery division of DPW. The DPW has obtained approval of the Cemetery Commission to recommend the use of these funds to the City Council, which have no bearing on taxes.

The revenue in this fund consists of interest earned on the Perpetual Care Trust principal balance, pursuant to Chapter 114 of the Massachusetts General Laws. The total of the transfer is \$750. These funds will be used to make improvements to the public cemetery. A memorandum from the Cemetery Commission secretary is enclosed which more fully details the work. I have also included a summary of the effected accounts below.

Account Name	Original Budget	Previous Transfers	Current Budget	YTD		Balance		Balance After Transfer
				Expenditures (Actual)	Encumbrances	Before Transfer	Transfer	
Perpetual Care Trust - Interest Acct.	200,512	(7,950)	192,562	-	-	192,562	(750)	191,812
Cemetery Professional Services	49,666	7,950	57,616	544	16,218	40,854	750	41,604

Eileen M. Donoghue
City Manager

August 4, 2020

Mayor John J. Leahy
And
Members of the Lowell City Council

Dear Mayor Leahy and Members of the Lowell City Council,

I am hereby requesting that the City Council vote to transfer funds from the perpetual care special revenue fund to the general fund to pay for advertising fees for the cemetery. The total amount of this transfer is \$750.

Enclosed with the vote is a memorandum from the cemetery commission secretary which specifies the work to be performed utilizing these funds. Also enclosed is a memorandum from the Chief Financial Officer which describes the relevant accounts. This transfer will have no impact to the taxpayers, as the money from the funds consists of interest earned on the perpetual care trust fund.

The transfer of the funds carries the endorsement of the cemetery commission, which voted at a special meeting on July 28, 2020, to recommend that this transfer be approved by the City Council. This fund is classified as a special revenue fund on the city's ledger and requires a vote of the City Council to approve the transfer of funds.

Sincerely,



Eileen M. Donoghue
City Manager

CC: Conor Baldwin, Chief Financial Officer

I, Bill Dzung, am the landlord and owner of 236 West Street, Lowell MA, give my permission to register this spot to John E Martin Jr to use for as a designated handicap parking spot. Please place the sign in front of the house.

Please contact me at (857) 930-9363.

A handwritten signature in black ink, appearing to read "Bill Dzung", with a long horizontal flourish underneath.

317.930.9363

P59702862

Expires:

01-09-23

Disabled Persons
Parking Identification Placard



Chas. E. Murray Registrar



MARTIN

JOHN

E JR

Commonwealth of
Massachusetts



CITY OF LOWELL

PETITION

CITY COUNCIL

Gas Mains

Attorney David [unclear]

Proposed installation of 37.5' of 4" main for
under structure by [unclear] permit # 1500
on [unclear] - permit # 1500 to house #1504
In City Council

August 11, 2000

Read and hearing ordered for 7PM on

August 25, 2000

Read, Hearing Held,
Referred to Wire In-
spector, Development
Services

City Clerk

Review of Utility Company Request for New Conduit/Pole Location

Applicant Information

Project Address

Utility Gas Electric Telephone

1500 Gorham Street

(circle one) Other

Lowell, MA

Reason Install 375' of new gas main

Date Submitted July 24, 2020

Review done by John Gleason

Sidewalk Material

Concrete Asphalt Other

Note: material to be replaced in kind (Concrete in full panels)

Sidewalk Vaults present Y N

Work on Street under a Paving Moratorium Y N

Is this location within the Flood Plain? Y N

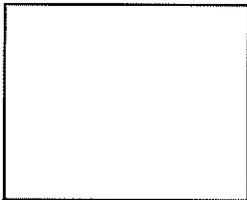
Are ADA requirements being met? Y N

Comments

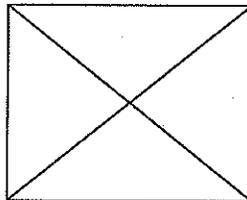
1. Contractor shall notify abutters at least 72 hours prior to beginning work.

Outcome of Review

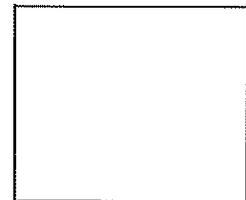
Approved



Approved With
Comments



Denied



Ting Chang, City Engineer

June 11, 2020

Lowell City Clerks Office
375 Merrimack St
Lowell Ma 01852

To whom it may concern:

Enclosed please find a petition of NATIONAL GRID covering infrastructure reinforcement of 375' of 4" gas main on Gorham Street.

If you have any questions regarding this permit, please contact:

Michael Floyd
775 Dutton Street
Lowell, Ma 01854

Phone: 978-375-0257
E-Mail: michael.floyd@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

National Grid Contact:

Michael Floyd, Gas Construction Supervisor
775 Dutton St
Lowell, Ma 01854

Phone: 978-375-0257
E-Mail: michael.floyd@nationalgrid.com

Very truly yours,

Dave Madden
Manager, Construction Gas

Enclosures

June 11, 2020

National Grid Contact
Michael Floyd, Gas Construction Supervisor, Cell # 978-375-0257

Petition of:

National Grid
775 Dutton St.
Lowell, Ma. 01854

For infrastructure reinforcement of 375' of 4" gas main on Gorham Street.

TO: Lowell City Clerks Office.

Respectfully represents the NATIONAL GRID of 775 Dutton Street, Lowell, Massachusetts, that it desires to install 375' of 4" main for infrastructure reinforcement located on Gorham Street, Lowell, Ma, from house #1500 to house #1524. Approximately 3' off curb including the necessary sustaining and protecting fixtures, under and across the public way hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public right of way to run and maintain our underground infrastructure, together with such sustaining and protecting fixtures as it may find necessary for the safe running operation of our system, said 375' of 4" gas main to be located substantially in accordance with the plan filed herewith marked –“National Grid infrastructure reinforcement Map 2 on Gorham Street Lowell, Ma.”

Location approximately as shown on plan attached

NATIONAL GRID
BY _____
Manager, Construction Gas

June 11, 2020

JUN 18 '20 AM 8:59
ENGINEERS

ORDERED:

Notice having been given and public hearing held, as provided by law, that NATIONAL GRID be and it is hereby granted permission to excavate the public right of way for infrastructure reinforcement of 375' of 4" gas main on Gorham Street. and maintain as needed, together with such sustaining and protecting fixtures as said Company may deem necessary, in public way or ways hereinafter referred to, as requested in petition with the said COMPANY dated, June 11, 2020.

Said gas main shall be located substantially in accordance with the plan filed herewith marked - --National Grid infrastructure reinforcement Map 2 on Gorham Street Lowell, Ma."

The following are public ways along which the gas main above referred to may be installed: install 3 feet of existing curb line on City Property as shown on Gorham Street, Lowell, Ma,

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of.....,20.....
....., , 20.....

Received and entered in the records of location orders of the City of Lowell, Ma.

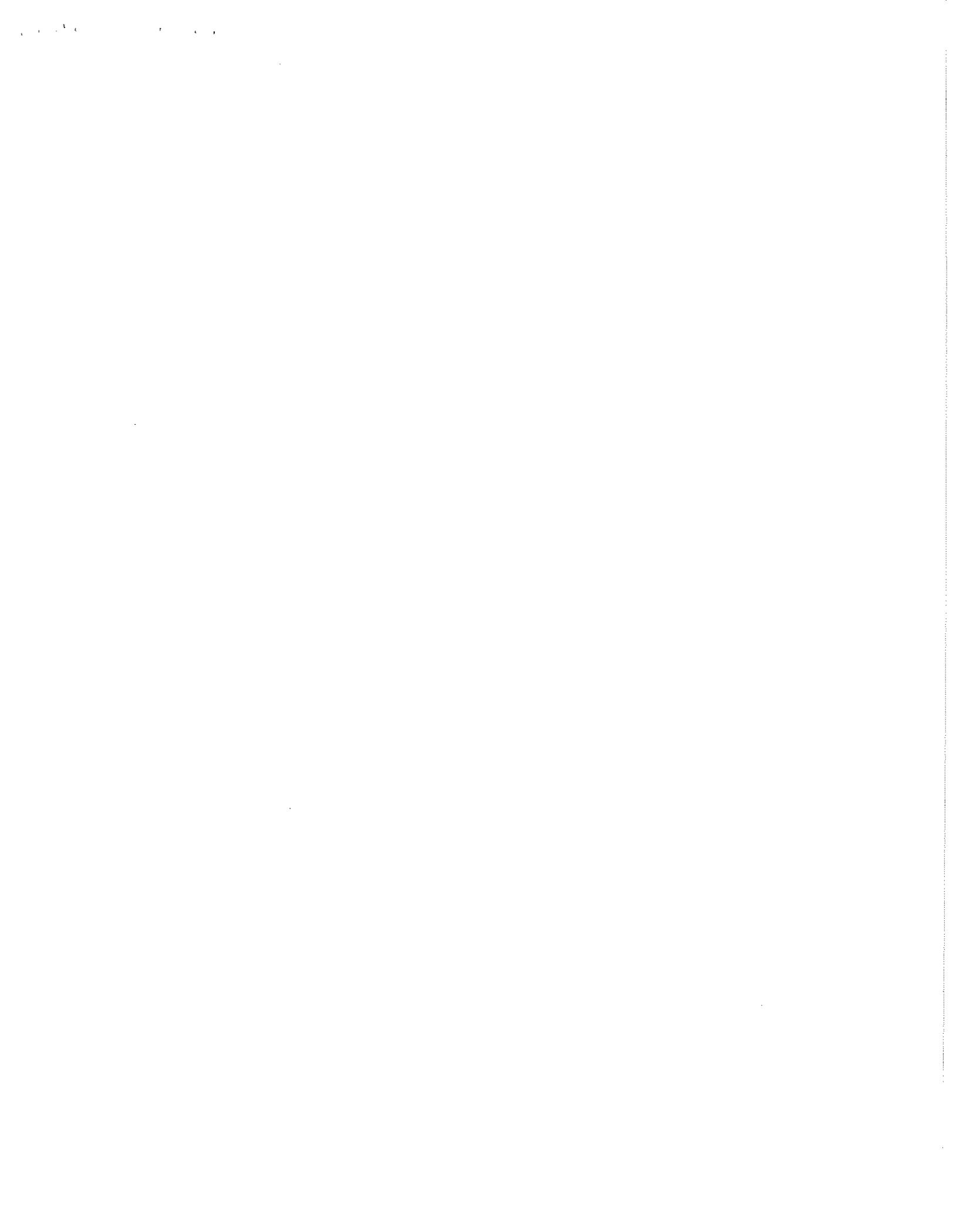
Book.....Page.....

Attest:

.....hereby certify that on20....., at o'clock,..... M
At....., a public hearing was held on the petition of
NATIONAL GRID for permission for infrastructure reinforcement as described in the
order herewith recorded, and that I mailed at least seven days before said hearing a
written notice of the time and hearing to each of the owners of real estate (as determined
by the last preceding assessment for taxation) along the ways or parts of ways upon
which the Company is permitted to install gas main under said order. And that thereupon
said order was duly adopted.

.....
.....
.....

NationalGrid



CITY OF LOWELL

PETITION

CITY COUNCIL

Gas Mains

Jonathan Hind (Buttun St)
Agree to install 100' of 4" main
for infrastructure improvement
located on 307 from St. from River Edge
In City Council to save costs.

August 11, 2020

Read and hearing ordered for 7PM on

August 25, 2020

**Read, Hearing Held,
Referred to Wire In-
specter, Development
Services**

City Clerk

Review of Utility Company Request for New Conduit/Pole Location

Applicant Information

Utility Gas Electric Telephone

Project Address

Gorham Street – Saratoga St to Rivers Edge Rd

(circle one) Other

Lowell, MA

Reason Install 700' of new gas main

Date Submitted July 24, 2020

Review done by John Gleason

Sidewalk Material

Note: material to be replaced in kind (Concrete in full panels)

Concrete Asphalt Other

Sidewalk Vaults present Y N

Work on Street under a Paving Moratorium Y N

Is this location within the Flood Plain? Y N

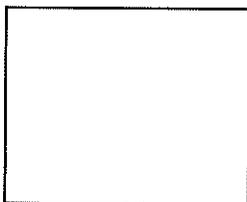
Are ADA requirements being met? Y N

Comments

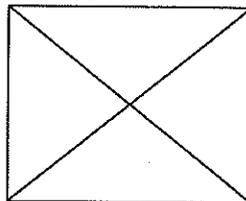
- Contractor shall notify abutters at least 72 hours prior to beginning work.

Outcome of Review

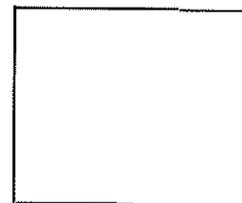
Approved



Approved With
Comments



Denied



Ting Chang, City Engineer

June 11, 2020

Lowell City Clerks Office
375 Merrimack St
Lowell Ma 01852

To whom it may concern:

Enclosed please find a petition of NATIONAL GRID covering infrastructure reinforcement of 700' of 4" gas main on Gorham Street.

If you have any questions regarding this permit please contact:

Michael Floyd
775 Dutton Street
Lowell, Ma 01854

Phone: 978-375-0257
E-Mail: michael.floyd@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

National Grid Contact:

Michael Floyd, Gas Construction Supervisor
775 Dutton St
Lowell, Ma 01854

Phone: 978-375-0257
E-Mail: michael.floyd@nationalgrid.com

Very truly yours,

Dave Madden
Manager, Construction Gas

Enclosures

ENCLOSURES

National Grid Contact
Michael Floyd, Gas Construction Supervisor, Cell # 978-375-0257

Petition of:

National Grid
775 Dutton St.
Lowell, Ma. 01854

For infrastructure reinforcement of 700' of 4" gas main on Gorham Street.

TO: Lowell City Clerks Office.

Respectfully represents the NATIONAL GRID of 775 Dutton Street, Lowell, Massachusetts, that it desires to install 700' of 4" main for infrastructure reinforcement located on Gorham Street, Lowell, Ma, from Rivers Edge to Saratoga Street. Approximately 3' off curb including the necessary sustaining and protecting fixtures, under and across the public way hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public right of way to run and maintain our underground infrastructure, together with such sustaining and protecting fixtures as it may find necessary for the safe running operation of our system, said 700' of 4" gas main to be located substantially in accordance with the plan filed herewith marked –“National Grid infrastructure reinforcement on Gorham Street Lowell, Ma.”

Location approximately as shown on plan attached

NATIONAL GRID
BY _____
Manager, Construction Gas

June 11, 2020

ORDERED:

Notice having been given and public hearing held, as provided by law, that NATIONAL GRID be and it is hereby granted permission to excavate the public right of way for infrastructure reinforcement of 700' of 4" gas main on Gorham Street. and maintain as needed, together with such sustaining and protecting fixtures as said Company may deem necessary, in public way or ways hereinafter referred to, as requested in petition with the said COMPANY dated, June 11, 2020.

Said gas main shall be located substantially in accordance with the plan filed herewith marked - --National Grid infrastructure reinforcement on Gorham Street Lowell, Ma."

The following are public ways along which the gas main above referred to may be installed: install 3 feet of existing curb line on City Property as shown on Gorham Street, Lowell, Ma,

I hereby certify that the foregoing order was adopted at a meeting of the
....., held on the day of.....,20.....
....., 20.....

Received and entered in the records of location orders of the City of Lowell, Ma.

Book.....Page.....

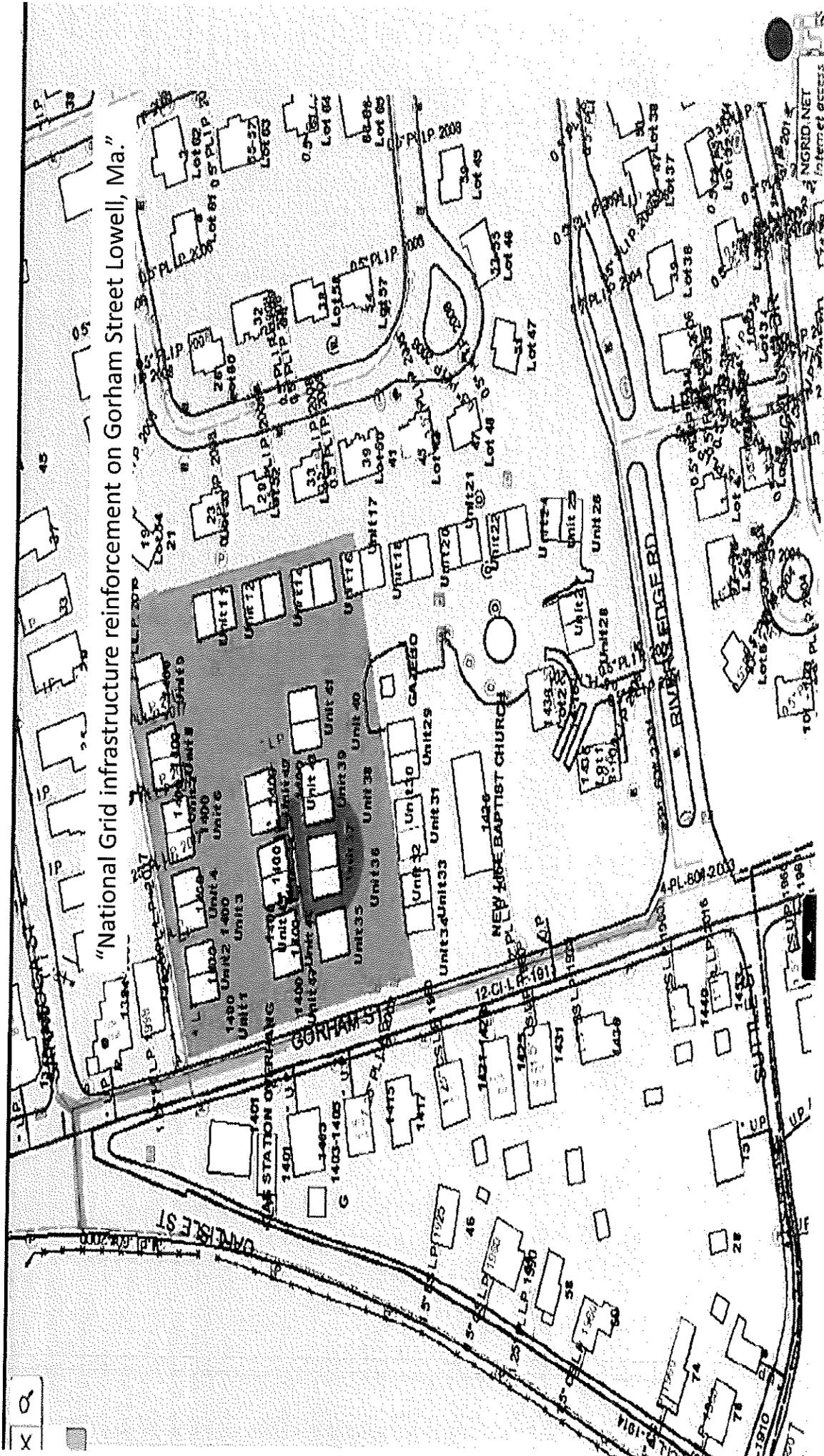
Attest:

.....hereby certify that on20....., at o'clock,..... M
At....., a public hearing was held on the petition of
NATIONAL GRID for permission for infrastructure reinforcement as described in the
order herewith recorded, and that I mailed at least seven days before said hearing a
written notice of the time and hearing to each of the owners of real estate (as determined
by the last preceding assessment for taxation) along the ways or parts of ways upon
which the Company is permitted to install gas main under said order. And that thereupon
said order was duly adopted.

.....
.....
.....

NationalGrid

"National Grid infrastructure reinforcement on Gorham Street Lowell, Ma."



CITY OF LOWELL

PETITION

CITY COUNCIL

Gas Mains

National Blvd (Quincy St)

*To replace an existing gas pressure
regulator station in the middle of
the alley on the side of*

In City Council

August 11, 2020

Read and hearing ordered for 7PM on

August 25, 2020

**Read, Hearing Held,
Referred to Wire In-
spector, Development
Services**

City Clerk

Review of Utility Company Request for New Conduit/Pole Location

Applicant Information

Project Address

Utility Gas Electric Telephone

Carlisle Street and Gorham St

(circle one) Other

Lowell, MA

Reason Install new regulator pit

Date Submitted August 5, 2020

Review done by John Gleason

Sidewalk Material

Concrete Asphalt Other

Note: material to be replaced in kind (Concrete in full panels)

Sidewalk Vaults present Y N

Work on Street under a Paving Moratorium Y N

Is this location within the Flood Plain? Y N

Are ADA requirements being met? Y N

Comments

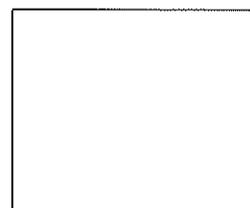
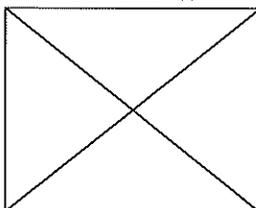
1. Contractor shall notify abutters at least 72 hours prior to beginning work.

Outcome of Review

Approved

Approved With
Comments

Denied



Ting Chang, City Engineer

National Grid Contact
Christopher Maher, Senior Supervisor Gas Instrumentation and Regulation
Christopher.Maher@nationalgrid.com
Cell # 617-839-5435

Petition of:

National Grid
775 Dutton St.
Lowell, MA 01854

For the request to reconstruct our gas pressure regulator station and add a SCADA (Supervisory Control and Data Acquisition) System in the public right of way. The installation is located in the shoulder of the roadway on Carlisle St, in the intersection of Carlisle St & Gorham St.

TO: Lowell City Clerks Office.

Respectfully represents the NATIONAL GRID of 775 Dutton Street, Lowell, Massachusetts, that it desires to replace our existing gas pressure regulator station in the shoulder of the roadway on *Carlisle St* at the intersection of *Carlisle St* and *Gorham St*. The proposed installation will replace the existing regulator station at the intersection of *Boston Rd* and *Spencer St* with a new station meeting National Grid's latest safety standards. This installation includes a new SCADA system and the necessary sustaining and protecting fixtures, under and across the public way hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public right of way to run and maintain a gas pressure regulator station, together with such sustaining and protecting fixtures as it may find necessary for the safe running operation of our underground gas structure and SCADA box, said gas pressure regulator station to be located substantially in accordance with the attached plan named – "New 4" Prefabricated Regulator Station Installation Station #2540."

NATIONAL GRID

BY 
Sr Supervisor Gas I&R

June 6, 2020

ORDERED:

Notice having been given and public hearing held, as provided by law, that National Grid be and it is hereby granted permission to excavate the public right of way to install the new station as shown in the plan named "New 4" Prefabricated Regulator Station Installation Station #2540," under and across the public way hereinafter named as said Company may deem necessary, in public way or ways hereinafter referred to, as requested in petition with the said COMPANY dated, June 6, 2020.

Said gas pressure regulator station shall be located substantially in accordance with the attached plan named - "New 4" Prefabricated Regulator Station Installation Station #2540."

The following are public ways along which the gas pressure regulator station above referred to may be installed: the shoulder of the roadway on Carlisle St on City Property, Lowell, Ma.

I hereby certify that the foregoing order was adopted at a meeting of the
....., held on the day of.....,20.....
....., 20.....

Received and entered in the records of location orders of the City of Lowell, Ma.

Book.....Page.....

Attest:

.....hereby certify that on20....., at o'clock,..... PM
At....., a public hearing was held on the petition of
NATIONAL GRID for permission to install gas pressure regulator station as described in the
order herewith recorded, and that I mailed at least seven days before said hearing a written notice
of the time and hearing to each of the owners of real estate (as determined by the last preceding
assessment for taxation) along the ways or parts of ways upon which the Company is permitted
to install gas pressure regulator station under said order. And that thereupon said order was duly
adopted.

.....
.....
.....

nationalGrid

June 6, 2020

Lowell City Clerks Office
375 Merrimack St
Lowell Ma 01852

To whom it may concern:

Enclosed please find a petition of National Grid covering the installation of a gas pressure regulator station.

If you have any questions regarding this permit please contact:

Christopher Maher
775 Dutton Street
Lowell, Ma 01854

Christopher.Maher@nationalgrid.com
Phone: 617-839-5435

If this petition meets with your approval, please return an executed copy to:

National Grid Contact:

Christopher Maher
775 Dutton Street
Lowell, Ma 01854

Christopher.Maher@nationalgrid.com
Phone: 617-839-5435

Very truly yours,



Christopher Maher
Sr Supervisor Gas Instrumentation and Regulation

