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City of Amesbury
Office of the City Clerk
62 Friend St.
Amesbury, MA 01913

MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A §§18-25
Version 7.1.10

City Council Meeting Agenda
Tuesday, September 9, 2025
City Hall Auditorium- 62 Friend St.
7:00 PM

The public can view this meeting:

- In person
- ACTV Channel 6
- the ACTV website: <https://www.amesburycvtv.org/public-government-access-television>
- or the ACTV Facebook Page: www.facebook.com/AmesburyCommunityTelevision

1. Call to Order
2. Pledge of Allegiance – Councilor Haggstrom
3. Roll Call
4. Act on Minutes- June 10, 2025 and July 22, 2025
5. Mayoral Appointments

2025-086 Appointment of Jarod LaVarnway to the position of member of the Amesbury Board of Health for a term to expire February 29, 2028

2025-087 Appointment of Cynthia Costello to the position of member of the Amesbury Council of Aging Board of Directors for a term to expire February 29, 2028

2025-088 Reappointment of Jay Williamson to the position of member of the Historical Commission for a term to expire February 29, 2028

6. Monthly list of licenses – August/September
7. Correspondence
 - President/Vice President Communications
 - Communication from Elected Officials, Boards and Commissions
 - Council Communications, Announcements and Committee Reports

8. Public Comment- Public comment can be done in person during the meeting, or by emailing your comments to clerk@amesburyma.gov by 12:00 p.m. the Friday before the Council meeting, per City Council Rule 5G. Subject line PUBLIC COMMENT. Your comments will be read aloud at the appropriate time in the agenda and entered into the public record.

9. Council Response to Public Comment

10. Second Readings

a. Public Hearings

11. First Readings

AO 2025-02 Pursuant to Section 6-1(a)(2) of the Amesbury Home Rule Charter (the “Charter”), city government is hereby reorganized, upon effect of this order.

Summary: The Office of Administration & Finance, the position of Financial Analyst is hereby created and established – **Mayor Sponsor**

2025-085 Board of Library Trustees vacancy -Bernadette Lucas resignation acceptance

2025-089 An Order to place a \$6 million operating override on the November 4, 2025 ballot.

Summary: Whereas the City of Amesbury faces increasing costs for municipal and school services that are not fully met by the annual 2.5% increase in the tax levy limit under Proposition 2½; and Whereas, the Amesbury City Council with input from the Mayor’s Financial Advisory Board has determined that an operating override is necessary to fund essential services and avoid significant budget cuts; and Whereas, Massachusetts General Laws Chapter 59, Section 21C(g) allows for the City Council by majority vote, with the approval of the Mayor, to seek voter approval of a levy limit override question- **Mayor Sponsor**

2025-090 An Ordinance to amend the City of Amesbury Traffic and Parking Regulations ARTICLE 1 – DEFINITIONS with the names of the eight parking lots owned and maintained by the City of Amesbury.

Summary: This ordinance will update the traffic and Parking Regulations adopted in Bill No. 2015-077 and subsequently amended in Bill No. 2015-081, Bill No. 2019-074, Bill No. 2022-059, Bill No. 2022-181, Bill No. 2023-100, Bill No. 2023-101, Bill No. 2024-140, Bill No. 2024-141, Bill No. 2024-142, Bill No. 2024-143 and Bill No. 2024-148 to amend the Amesbury Municipal Code to revise ARTICLE 1 – DEFINITIONS to include the names of the eight parking lots owned and maintained by the City of Amesbury. The City of Amesbury has recently gone through a reorganization of its municipal parking lots. These include the Upper Millyard Parking Lot, Lower Millyard Parking Lot, Secured Police Lot, School Street Parking Lot, Friend Street Parking Lot, Lake Gardner Parking Lot, Washington Landing Parking Lot and new City Hall Parking Lot at 5 Market St. All these lots have specific geographic locations that should be defined in the City of Amesbury Traffic and Parking Regulations-**Mayor Sponsor**

2025-091 An Ordinance to update and amend the City of Amesbury Traffic and Parking Regulations SCHEDULE IV (STOP SIGNS) to reflect the addition of two stop signs added to the area of Market Street at Fern Avenue in support of an All-Way stop control (AWSC).

Summary: This ordinance will update the traffic and Parking Regulations adopted in Bill No. 2015-077 and subsequently amended in Bill No. 2015-081, Bill No. 2019-074, Bill No. 2022-059, Bill No. 2022-181, Bill No. 2023-100, Bill No. 2023-101, Bill No. 2024-140, Bill No. 2024-141, Bill No. 2024-142, Bill No. 2024-143 and Bill No. 2024-148 to reflect the addition of two stop signs added to the area of Market Street at Fern Avenue in support of an All-Way stop control (AWSC). The city has tentatively been approved to receive materials from DOT in support of a AWSC at Market Street at Fern Ave. Before equipment and materials can be awarded the city must adopt legislation in support of making the intersection a four way stop. In support of this request DOT had contracted Greeman-Pedersen, Inc.

(GPI) an engineering firm to conduct a traffic study in the area of Market Street and Fern Ave to see if traffic volume and crash reports supported the addition of an AWSC. GPI concluded that the intersection vicinity is a mix of residential and agricultural. Both Market Street south and Fern Avenue west have large roadside trees. East of the intersection is Cider Hill Farm. The farm is a popular attraction during harvest season leading to high weekend traffic. Market Street at Fern Avenue consists of four (4) approaches, and recent crash statistics indicate seven (7) angle crashes that are susceptible to correction with AWSC, between January 1, 2019, and December 31st, 2021. The crash history meets Manual on Uniform Traffic Control Devices (MUTCD) warrant A (Crash Experience) for an all-way stop control. Based on GPI's findings MASS DOT will support the construction of a AWSC but before the city can move forward with state grant assistance the city must first approve the stop signs needing to be added on Market Street at Fern Ave to complete the four-way stop proposal- **Mayor Sponsor**

2025-092 An Order to request the City Council to vote to declare as surplus various municipal vehicles and equipment.

Summary: This order will authorize the surplus of two vehicles belonging to the Fire Department and the Council on Aging – **Mayor Sponsor**

2025-093 An Order of the Amesbury City Council to Accept an Easement from Newburyport Homes LLC for the purposes of accessing, operating, maintaining, repairing and replacing drainage infrastructure on the property located at 101-107 Market Street, Amesbury, Massachusetts and to Authorize the Mayor to Execute an Acceptance on Behalf of the City of Amesbury.

Summary: The Site Plan Review and Special Permit – Planned Unit Development Decision of the Planning Board dated December 11, 2023 and recorded at the Essex South District Registry of Deeds in Book 41953, Page 353, required Newburyport Homes LLC to grant to the City an access, drainage and utility easement for the existing drainage infrastructure on the Property. The intent of this Order is to obtain the acceptance of the easement by the City Council and to authorize the Mayor to approve and execute the Acceptance of the easement – **Mayor Sponsor**

2025-094 An Order of the Amesbury City Council to Accept an Easement from Newburyport Homes LLC for the purposes of installing, accessing, operating, maintaining, repairing and replacing the water line, curb box and fire hydrant now on, or to be placed on, the property located at 101-107 Market Street, Amesbury, Massachusetts and to Authorize the Mayor to Execute an Acceptance on Behalf of the City of Amesbury.

Summary: The City of Amesbury has requested an easement to install, access, operate, maintain, repair and replace the water line, curb box and fire hydrant now on, or to be placed on, the Property, said easement more particularly described as the area labeled as “20’ WIDE UTILITY EASEMENT” on the site plan entitled “Exhibit A ‘Easement Exhibit” prepared by Winter GEC, LLC dated October 28, 2024 . The intent of this Order is to obtain the acceptance of the easement by the City Council and to authorize the Mayor to approve and execute the Acceptance of the easement on behalf of the City of Amesbury- Mayor Sponsor

2025-095 An Order to approve payment from the FY26 general fund operating budget for the below listed prior year invoices.

Summary: The invoices are for operating expenses related to supplies or services rendered in prior fiscal years but for which funds were not encumbered by the corresponding city department at fiscal year-end. This order requests payment be made to the listed vendors from the corresponding department's current year (FY25) operating budget in accordance with M.G.L. c. 44 s. 64. This vote requires a two thirds approval of the City Council – **Mayor Sponsor**

2025-096 An Order to transfer \$21,000 from the Salary Reserve account to the Administration & Finance Salaries & Wages account.

Summary: This order requests a transfer in the amount of \$21,000 from the FY26 Salary Reserve account to the Administration & Finance Salaries & Wages account for the purpose of funding a part-time position starting in September – **Mayor Sponsor**

12. Late Files

2025-097 Appointment of Christopher Lane to the position of member of the Design Review Committee for a term to expire February 29, 2028

2025-098 An Order to accept the provisions of MGL Chapter 138, Section 12D

Summary: To allow the Amesbury Liquor License Commission to approve the conversion of an on-premises license to sell wine and malt beverages only to an on-premises license to sell all alcoholic beverages, even if Amesbury does not have any all alcoholic beverages licenses available - **Mayor Sponsor**

13. Adjourn