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City Council Ordinance & Administration Subcommittee Meeting Minutes

June 9th, at 6:30 PM
Virtual Meeting- Microsoft Teams

Councilor Gilday called the meeting to order at 6:33 PM

Roll was called and present were: Councilor Gilday, Councilor Rinaldi, and Councilor Wheeler.

Also Present: Attorney Bethany Raffa, Attorney Leonard Johnson, Planning Director Nipun Jain and Administrative Assistant Allie Connolly

Communication and Updates: Councilor Gilday stated that the regularly scheduled Ordinance and Administration Subcommittee Meeting would still occur on June 16th, there are a few things to be discussed that night.

Public Comment: None

2025-054 An Ordinance to amend Wetlands and Floodplain protection regulations per NFIP regulations-
Mayor Sponsor

Summary: Federal Emergency Management Agency (FEMA) has completed the final flood hazard determination for all jurisdictions in Essex County, Massachusetts. Further, a Flood Insurance Study (FIS) report and Flood Insurance Rate Map (FIRM) have been completed and they will become effective on July 8, 2025. FEMA has indicated that all the standards specified in 44 CFR Part 60.3(d) of the National Flood Insurance Program (NFIP) regulations must be enacted, including adoption of the current effective FIS report and FIRM to which the regulations apply, and other modifications made by this map revision.

- Planning Director Nipun Jain gave a presentation overviewing all the changes to the regulations.
- Councilor Rinaldi asked if the maps have changed. Nipun answered yes and stated that all of these maps would be available in the clerk's office.

**** Attorney Raffa joined the meeting at 6:58 PM****

- Councilor Wheeler shared his list of questions/comments that had previously been shared with Nipun.
- Many of Councilor Wheeler's questions related to language used in the document. Nipun stated this language was taken directly from the state's documents.
- Some of the other comments from Councilor Wheeler were formatting or typographical related.
- Attorney Raffa stated the recommended edits as follows
 - The date of the FIRM should be the actual date of the report and not the effective date of the FIRM.
 - The date of the FIS report should be the actual date of the report and not the effective date of the FIS report..
 - Globally, the term "bylaw" should be changed to "Ordinance" when referring to this Ordinance; i.e. Sections 13 and 14. I don't recall another instance, but it should be double-checked.

- Nipun stated his concern with including Councilor Wheeler's list of questions/comments, as he wants to avoid confusion.

Councilor Wheeler made a motion to refer bill 2025-054 back to City Council with a positive recommendation and request that any redline edits made by the Planning Director be provided to the City Council for its June 24 meeting. Councilor Rinaldi seconded the motion, and it passed 3-0.

Adjourn

Councilor Wheeler made a motion to adjourn at 7:26 PM. Councilor Rinaldi seconded, and the motion passed (3-0).

Respectfully Submitted,

Allie Connolly