



Programs & Services Committee Agenda

City of Newton In City Council

Wednesday, October 18, 2017

7:00PM – NOTE EARLY START

Room 205/211

Items Scheduled for Discussion:

ROOM 205:

This item will be discussed jointly with the Public Safety & Transportation Committee:

Referred to Prog & Serv, Pub Safety & Trans, Zoning & Planning & Finance Comms

#140-14 (2) Amend ordinances to add licensing requirements and criteria for lodging houses
ZONING & PLANNING COMMITTEE requesting to amend Chapter 17, City of Newton Ordinances, to establish licensing requirements and criteria for lodging houses.]

ROOM 211:

#294-17

Acceptance of MGL to allow cooking facilities in lodging houses

COUNCILORS CROSSLEY, HESS-MAHAN AND NORTON requesting to accept the provisions of MGL c. 140 Section 22A allowing cooking facilities in Lodging Houses on a limited basis.

This item was referred to Programs & Services from Zoning & Planning

#194-17

Rescission of date and time notation on docket items

CITY CLERK requesting rescission of Council Order #369-06 ALD. JOHNSON requesting that all newly docketed items, when appearing on the new docket, shall include the date and time that the item was received by the Clerk's office and the name of the clerk who received the item. [06/09/17 @ 4:02PM]

#193-17

Rules amendment: Referral of business

CITY CLERK requesting a Rules amendment to Section 3, Referral of business to Committees, Item D by replacing the word "petition" in the first sentence with the words "docket item." [06/09/17 @ 4:02PM]

#299-17

Rules change to close docket items at the end of term

CITY CLERK requesting to amend the City Council Rules to close docket items that have not made their way through the Council by the end of a term, thereby

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eliminating the creation of a Referral Docket, similar to state and federal legislature's procedure. [09/11/17 @ 11:42 AM]

#300-16

Ordinance to register lobbyists

COUNCILORS COTE, NORTON AND HARNEY proposing an ordinance to register lobbyists in the City of Newton. [08/10/16 @ 3:11 AM]

Items Not Scheduled for Discussion at this Meeting:

Public Hearing continuing on the following item:

#247-17 Citizens Petition requesting measures limiting City Council action to city issues
JANET STERMAN ET AL. submitting a petition, pursuant to Section 2 of the City of Newton Charter, for the City to adopt measures so that all new matters taken under discussion by the City Council pertain solely to the operation of the City; that all matters presented to the City Council pertaining to the operation of the Commonwealth of Massachusetts be referred to state Representatives and Senators representing the City of Newton; and that all matters pertaining to the operation of the United States federal government be referred to the United States Representatives and Senators representing Massachusetts. (90 days: 11/12/17)
[07/31/17 @ 10:10 AM]

#325-17 Request to increase capacity for stewardship of open space assets
COUNCILORS ALBRIGHT, LEARY AND CROSSLEY requesting that the Council and Mayor more effectively address one of the goals of the Open Space Plan: “To undergird the City’s capacity for sound stewardship of its open space assets.” The plan reflects our community’s concern about the quality of our parks, playgrounds, open space, facilities, and equipment as regards the resources in the budget for these things. We ask that the Mayor develop and the City Council approve a long-range comprehensive plan and strategy to properly care for and maintain Newton’s open space and park facilities across the city for maximum public benefit. We also ask for a comparison per capita regarding how much we spend on our parks as compared to other cities and town with whom we often compare ourselves.
[09/28/17 @ 2:08 PM]

Referred to Programs & Services and Zoning & Planning Committees

#276-17 Ordinance amendments to allow food trucks
THE ECONOMIC DEVELOPMENT COMMITTEE, COUNCILORS FULLER, HESS-MAHAN, KALIS, LENNON, LIPOF, NORTON, AND SANGIOLO requesting to amend Chapter 17, Sections 17-46 through 17-50 to allow Food Trucks to locate and operate on public streets in Newton subject to licensing by the Health Department and to location permitting requirements, initially restricted to Wells Avenue; to introduce new rules applicable to all Food Trucks operating in the City; and requesting to amend Chapter 30 to allow Food Trucks in the Public Use District subject to the same restrictions and requirements. [08/24/17 @ 4:17 PM]

#297-17 Requesting Purple Heart Designation for the City of Newton
COUNCILORS YATES, COTE, FULLER, DANBERG AND NORTON requesting that the Veteran’s Agent and the Executive Office take all necessary steps to designate Newton as a Purple Heart City. [09/05/17 @ 7:08PM]

- #298-17** **Requesting feasibility report on establishing Summer Food Service Program**
COUNCILORS YATES, FULLER, NORTON, SANGIOLO AND LENNON requesting His Honor the Mayor report to the City Council and the School Committee on the feasibility of establishing a Summer Food Service Program in Newton and to implement and application for such program. [09/06/17 @ 2:28PM]
- #483-14** **Resolution to promote cooperative programs with food establishments**
PROGRAMS & SERVICES COMMITTEE proposing a RESOLUTION to promote a cooperative program with food establishments in the City, the Newton-Needham Chamber of Commerce, the Economic Development Commission, the Director of Economic Development and members of the Board of Aldermen, to find opportunities for these establishments to provide their food services for events in the City. [12/02/14 @ 3:56 PM]
- #56-16** **Ordinance amendment to add statutory references to policy on housing practices**
COUNCILOR HESS-MAHAN requesting an amendment to Chapter 12, Section 50(b) *Policy of the city regarding housing practices*, to add statutory references to Title VI of the Civil Rights Act of 1964; the Americans with Disabilities Act; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act; and any other applicable state or federal laws that were inadvertently omitted from the current ordinance. [02/08/16 @ 1:51 PM]
- #158-16** **Ordinance to require notice on gas pumps relative to climate change**
COUNCILORS NORTON AND SANGIOLO requesting an ordinance that requires a notice posted on retail gas station pumps within the City of Newton that informs consumers that burning gasoline contributes to climate change; and a link to a City website page offering information regarding alternatives to gasoline powered transportation, including walking, biking, public transit and electric vehicles. [04/25/16 @ 9:02 AM]
- #31-15(6)** **Amendment to noise ordinance relative to leaf blowers**
COUNCILOR LEARY proposing to amend Chapter 20, Restrictions on use of leaf blowers, to specify permitted hours of use of electric and battery powered leaf blowers from Memorial Day through Labor Day and to exclude, at all times, the use of gasoline or fuel-based generators to charge leaf blower batteries or to power electric leaf blowers. [03/13/17 @ 3:26PM]
- #34-13** **Ordinance to prohibit polystyrene food/beverage containers**
ALD. DANBERG, ALBRIGHT, BLAZAR, RICE, LINSKY AND CROSSLEY requesting a prohibition on polystyrene-based disposable food or beverage containers in the City of Newton if that packaging takes place on the premises of food establishments within the City. [01/03/13 @ 11:01 AM]

Referred to Programs & Services and Public Safety & Transportation Committees

- #46-17** **Discussion regarding how community policing works**
COUNCILOR ALBRIGHT requesting a discussion with the Chief of Police and/or members of his department to explain to the City Council how “community policing” works in Newton, how it differs from traditional policing, how staffing differs from traditional departments, and how it benefits Newton. [02/20/17 @ 3:21 PM]
- #363-16** **Amendment to the City Council Rules for yearly review of City Clerk’s salary**
PRESIDENT LENNON AND VICE PRESIDENT LAPPIN requesting an amendment to Article XI of the Rules and Orders of the City Council to require an annual review of the salary of the City Clerk/Clerk of the Council. [10/26/16 @ 3:58 PM]

Referred to Programs & Services and Public Facilities Committees

- #344-16** **Discussion regarding oversight of all city/school buildings to improve efficiencies**
COUNCILOR LAPPIN requesting a discussion regarding the Public Buildings Department overseeing all public buildings, including School Department facilities, to improve efficiencies. [10/07/16 @ 10:47 AM]
- #301-16** **Amendment to the Tree Preservation Ordinance**
COUNCILOR SANGIOLO requesting an amendment to the Tree Preservation Ordinance so that any tree removal requested by a city department be forwarded to the Urban Tree Commission and all tree removal requests under the Tree Preservation Ordinance be posted online to give residents and interested citizens notification. [08/09/16 @10:30 PM]
- #264-16** **Ord. requiring Councilor notice of and involvement in street tree waiver requests**
COUNCILORS HESS-MAHAN, NORTON, KALIS, COTE, DANBERG, HARNEY, SANGIOLO, LEARY AND YATES requesting an ordinance requiring that Councilors from each respective ward be given notice and a meaningful opportunity to object to granting a hardship waiver or permit to remove a street tree. [07/21/16 @ 11:40 AM]

Referred to Land Use, Programs & Services, and Finance Committees

- #256-16** **Request to extend notification area of notice for special permit petitions**
COUNCILORS COTE, NORTON, HARNEY, BLAZER, BROUSAL-GLASER, AND LEARY requesting an amendment to the City Council Rules, Article X; Section 6 – Additional Notification Requirements, to include that the area of notice for special permit petitions be expanded beyond the abutters to abutters within 300’ required by Massachusetts General Law Chapter 40A to also include property owners within 600’ of the subject property. This notification will apply to all classes of building except for residential 1 and 2-family units that will remain 1 or 2-family units after receiving a special permit. Only abutters to abutters within 300’ will be entitled to the rights conferred by Massachusetts General Law Chapter 40A [07/01/16 @2:09 PM]

Referred to Programs & Services and Public Facilities Committees

#141-15

Discussion on tracking the gas utility infrastructure in Newton

ALD. BROUSAL-GLASER, SANGIOLO, HESS-MAHAN, COTE, NORTON AND ALBRIGHT

requesting a discussion with *the Director of Urban Forestry*, a representative of the Department of Public Works and a representative of the Law Department about tracking and improving the condition of the gas utility infrastructure in Newton, new state statutes governing infrastructure repairs, coordination of increased repair work with city operations, the status of negotiations with National Grid to compensate for tree deaths resulting from gas leaks, and the possibility of creating a utilities working group to monitor progress on these and related issues.

05/26/15 @ 2:53 PM]

Referred to Programs & Services and Public Facilities Committees

#201-15

Discussion of the condition of the Kennard Estate on Dudley Road

ALD. SANGIOLO requesting a discussion with the Commissioner of Public Buildings, the Commissioner of Parks and Recreation, and the Executive Department regarding the condition of the property located at 246 Dudley Road (Kennard Estate) and how much, if any, repairs and upgrades will be needed as the City relocates the Parks and Recreation Department to that location. [09/01/15 @ 4:00 PM]

Referred to Programs & Services and Finance Committees

#216-14

Ordinance amendment for notification of vacancy of unit and/or condo conversion

ALD. HESS-MAHAN, ALBRIGHT, BAKER, CROSSLEY, NORTON AND SANGIOLO

proposing the following amendments to Chapter 12 Health and Human Services of the Revised Ordinances to:

- require owners of dwellings requiring a Certificate of Habitability under Section 12-1 and real estate agents/brokers who receive compensation in connection with the particular real estate transaction to notify the Commissioner of Health and Human Services whenever an apartment, tenement, or room in a lodging house is vacated by the occupant or when an area in an existing building is converted to a condominium prior to being reoccupied by a new tenant, lodger or occupant;
- require educational institutions to disclose addresses of undergraduates living off-campus in Newton;
- require a fee for certification; and
- impose a fine for violation of these provisions. [05/14/14 @11:51 AM]

FINANCE VOTED NO ACTION NECESSARY 7-0 12/14/15

#398-13

Discussion of complementary ordinance or regulations for Marijuana Dispensaries

ALD. BAKER & DANBERG requesting a discussion of a possible ordinance, regulations or otherwise, to complement zoning regulation of any licensed Registered Marijuana

Dispensaries to respond to any secondary impacts so as to make the operation of such dispensaries as successful as possible. [10/28/13 @ 10:00 AM]

UPDATE ITEMS:

Referred to Programs & Services Committees and Public Facilities

- #12-17** **Request for updates on the Library Expansion Project**
COUNCILORS CROSSLEY, ALBRIGHT AND BLAZAR requesting periodic updates from the Library Trustees and Library Director on the Library expansion project. [01/03/2017 @ 3:55 PM]

Referred to Programs & Services Committees and Public Facilities

- #13-17** **Request for updates on the Archive Expansion Project**
COUNCILORS CROSSLEY, ALBRIGHT, AND BLAZAR requesting periodic updates from the City Clerk on the Archives expansion project. [01/03/2017 @ 3:56 PM]

Referred to Programs & Services and Public Facilities Committees

- #27-16** **Updates from the Administration on the renovations at the Aquinas site**
PROGRAMS & SERVICES AND PUBLIC FACILITIES COMMITTEES requesting that the School Department and/or Executive Department provide updates on removal of asbestos and other toxic materials that were identified at the Aquinas site, the scope and timing of window replacement in particular, and renovations that may be necessary to facilitate short and long-term plans for uses and operations at the site. [01/10/16 @ 1:14 PM]

Referred to Programs & Services and Public Safety & Transportation Committees

- #312-15** **Update from Health Department on opiate overdose epidemic**
ALD. COTE, HARNEY AND NORTON, requesting a review and discussion of the opiate overdose epidemic including an update from the Health Department appraising the board on the current situation to include comparative statistics from previous years as to the number of opiate overdoses handled by first responders. In addition, what is being done immediately to take this on and what support can the Board provide
- #377-14** **Discussion of proposed changes of use of the Senior Center**
THE PROGRAMS & SERVICES COMMITTEE requesting a discussion with the Director of Senior Services, the Council on Aging and the Executive Department relative to changes in the use of the Senior Center at 345 Walnut Street. [10/16/14 @ 5:43 PM]

Referred to Programs & Services and Public Facilities Committees

- #119-14** **Update from Inspectional Services on ADA compliance of City properties**
ALD. ALBRIGHT AND CROSSLEY requesting discussion with the Inspectional Services Department to explain the development of short and long term plans to identify

and correct buildings, sidewalks, playgrounds, etc., that do not conform to American Disability Act (ADA) standards. The discussion should include information on how improvements will be incorporated into the Capital Improvement Plan or if less than \$75,000 into a comprehensive budget plan to correct ADA deficiencies. [03/12/14 @ 4:18 PM]

Respectfully Submitted,

John B. Rice, Chair

Part I ADMINISTRATION OF THE GOVERNMENT

Title XX PUBLIC SAFETY AND GOOD ORDER

Chapter LICENSES

140

Section 22A COOKING FACILITIES

Section 22A. Notwithstanding any provision of law or any regulation, ordinance or by-law to the contrary, a lodging house where lodgings are let to more than five but less than twenty persons may furnish individual cooking facilities for the preparation, serving, eating and storage of food; provided that no such facility shall be furnished in a room having an area of less than one hundred fifty square feet. Such facilities shall, in a single room, consist of a gas or electric plate, a refrigerator and hot and cold running water and in a unit consisting of two adjoining rooms shall consist of a gas or electric range, a sink with hot and cold running water, a refrigerator and storage area for food. Any facilities furnished under this section shall comply with the building code applicable thereto. This section shall apply only to cities and towns which accept its provisions.

EXCERPT FROM 3/22/17 PROGRAMS & SERVICES REPORT**#300-16 Ordinance to register lobbyists**

COUNCILORS COTE, NORTON AND HARNEY proposing an ordinance to register lobbyists in the City of Newton.

Action: Programs & Services Held 8-0

Note: Councilor Cote explained that he started to speak with the Law Department about this issue after the last election and right after Austin Street had been voted. He had been approached by some people asking where some flyers and literature regarding Austin Street had come from and who paid for them. This prompted him to call the Secretary of State's office to inquire about lobbying requirements. The Secretary's office responded that there are federal and state lobbying regulations, but they were unaware of few, if any at the municipal level. If there is a statewide issue, such as the legalization of medical marijuana, lobbyists register at the state level to lobby within a City on that issue. Otherwise, there are no regulations on lobbying on local issues.

Councilor Cote noted that a state representative from Taunton, MA proposed a statewide bill which allows municipalities to opt in or out but it seemed like a lot of paperwork and it may have just stalled in Committee. The City of Boston has a proposed ordinance pending. He felt that full transparency would be fairest to the residents so they know who they might be talking to, why they are advocating (or not) for a particular issue and if they are being paid to do so. He asked Maura O'Keefe, Assistant City Solicitor, to do some research and write a draft ordinance to register lobbyists in Newton. The draft ordinance was attached to the agenda.

Councilor Norton noted that she is a lobbyist and has to register with the state. She felt it was logical to do the same locally. During the Orr project discussions, for example, a man showed up often who said he was doing research and preparing reports just because he was interested, which she felt was highly unlikely and that he was probably a paid lobbyist. She felt that the public should know when someone is being paid to advocate to the City Council on a matter.

Councilor Cote added that he spoke to David Olson, City Clerk, about the process of registering and Mr. Olson felt that the impact on staff would be low and there would be no significant cost associated with it.

Ms. O'Keefe explained that lobbyist ordinances are found at the state level and cities with large populations of over a million residents like Los Angeles, Houston or San Diego. There are a couple of smaller municipalities that have them such as Providence, RI and a small town in Florida. Boston has a proposed ordinance as was mentioned by Councilor Cote. The draft ordinance she prepared is based on the Massachusetts state version, but simplified. The draft distills the intent and is targeted at bringing transparency to the process.

The definition of lobbyist in the draft ordinance is someone who is retained with or without direct or indirect compensation for the purpose of lobbying or someone who is employed by a

lobbyist organization. This means anyone who is working on a regular basis, in their regular business, to influence a governmental matter, or promote some sort of outcome. A Committee member felt that might include all the Land Use attorneys, however, Ms. O'Keefe did not believe they would fall under this definition. Councilor Cote explained that they would be retained specifically as Land Use attorneys, not lobbyists, and lobbying was not their regular business.

Committee Comments/Questions

Councilor Cote said that Land Use Committee members get some calls asking who is behind certain campaigns for or against a project. He felt this would provide some transparency for that. Another Councilor, who sits on the Land Use Committee, said that he has never gotten any questions of that nature.

Many Committee members noted that they tend to know who all the players are in the City and did not see this as a problem and perhaps that is why there are no regulations on the municipal level. A well-known lobbyist was hired to work on the Washington Place project and most people knew who he was and that he was paid. Councilor Cote and Councilor Norton felt that most residents would not have known that he was a lobbyist and a registry would provide transparency for those who cared to look.

On the other hand, it was pointed out that during discussions of regulating tobacco in Newton, for example, there were instances of people coming in who represented the tobacco industry. However, they did generally announce at the meetings who they were and who they were representing.

A Councilor argued that a bigger issue comes from Councilors becoming unduly biased against a project because neighbors don't want it, rather than on the pro-development side.

Councilor Norton felt that if someone is promoting or advocating for a particular outcome to an elected official, the residents should know that. Others in Committee felt registering might have a chilling effect by imposing a regulatory burden. Speakers at public hearings are asked to give their address, and some do not even like to do that, so there could definitely be a chilling effect on participating in the issues.

A Committee member felt that there did not seem to be much of an interest in Committee to approve the ordinance. Big cities, states and the federal government require registering and regulation of the lobbying industry because there are large amounts of money involved. Lobbyists in Washington and in other big cities are on a scale that is very different than a smaller city.

There was some confusion as to who would be considered a "lobbyist". Ms. O'Keefe reiterated that would be anyone who received compensation for lobbying as their regular job, as defined above. There are exceptions built into the ordinance: Anyone representing or advocating for their own interests would not be included; officials acting in their official capacity would not be

included; and an employee of a non-profit organization advocating for a constituent of that entity would not be included.

Follow Up

A Committee member asked to see Houston, San Diego, Los Angeles, Providence and Boston's ordinances at the next discussion.

Another Committee member said he was not opposed to the transparency this ordinance might bring but he would like to see a couple of examples of when this was a problem in Newton. He would also like to make sure it is not overly broad so that it creates a chilling effect on participation in issues, and also that it is not too burdensome to City staff to administrate this and make decisions on who should or should not be registered.

The Committee voted unanimously to hold this item.

Chapter 4

CITY COUNCIL*

- Art. I.** **General, §§ 4-1—4-19**
Art. II. **Clerk of the Council, §§ 4-20—4-49**
Art. III. **Betterment Procedures, §§ 4-50—4-51**

ARTICLE I.
IN GENERAL

Sec. 4-1. Time, place for council meetings.

Regular meetings of the city council shall be held in the months of January through June, inclusive, and in the months of September through December, inclusive, on the first and third Monday evenings of such months and in the months of July and August on the second Monday of each month at 7:45 p.m., unless otherwise ordered by the city council. Where any such Monday shall be a legal holiday, the meeting shall be held on the next following day which is not a legal holiday. Every adjourned sitting of the city council, not an adjourned special meeting, shall constitute a regular meeting, and the order of business thereat shall be the same as in the case of a regular meeting. Said meetings will be conducted in the council chambers of the Newton City Hall. (Rev. Ords. 1973, § 2-1)

Sec. 4-2. Salary of councilors.

In accordance with chapter 39, section 6A, of the General Laws, each member of the city council shall receive annual compensation of nine thousand seven hundred fifty dollars (\$9,750.00), payable monthly. The effective date of any subsequent salary increase voted under this section shall be the date upon which the succeeding board (to that which voted the increase) is sworn into office. Any such subsequent salary increase shall require the affirmative vote of two-thirds (2/3) of the city council and be voted only between January first and September thirtieth of a year in which a municipal election is to be held. (Rev. Ords. 1973, § 2-3; Ord. No. 573, 7-5-73; Ord. No. 201, 3-7-77; Ord. No. R-314, 3-21-83; Ord. No. S-269 and S-270, 9-8-87; Ord. No. V-132, 9-15-97)

Sec. 4-3. Registration of persons receiving consideration to affect outcome of any matter pending before city council.

(a) Any person who has received or will receive a fee or any other consideration to effect positive or negative action by the city council on any matter pending before it shall register with the city clerk their name, address and the name of the person or persons on whose behalf they are seeking such action before commencing such activity.

(b) This section shall not apply to attorneys of record for petitioners to the city council, provided their names and addresses are clearly set forth on the petition.

(c) No violation of this section shall affect the validity of any action of the city council. (Rev. Ords. 1973, § 2-6)

Secs. 4-4—4-19. Reserved.

***Cross references** – Ward boundaries established, § 1-15; administration generally, Ch. 2; notification to officers and boards of certain orders of the city council, § 6-1

*(Ord. No. A-68, 12-08-15 changed references to “Board of Aldermen” to “City Council”)

RECEIVED
NEWTON CITY
2016 AUG 10 PM 3:33
David A. O'Brien
Newton, MA 02459

Registration of Lobbyists

1) Purpose: The primary goal of this ordinance is to preserve the integrity and transparency of the democratic process, by mandating the registration of those who are hired to promote and influence a legislative agenda.

2) Definitions:

City Official: the Mayor and members of the City Council; any Board member, Commission member or other appointee of the Mayor; City Department Heads.

Compensation: any economic consideration in any form, in exchange for services rendered or to be rendered in the future, which shall include any remuneration of any value, direct or indirect.

Lobbying: a communication, by any means, from a lobbyist to a City Official concerning any issue or docket item that will foreseeably be decided or voted upon by that City Official, which seeks to influence, convince, induce, or otherwise persuade the member to decide to act or vote in a particular way.

Lobbyist: a person who is retained, without or without direct or indirect compensation for the purpose of lobbying; a person who is employed by a lobbyist organization.

3) Registration Required

a) Registration with the City Clerk's office shall be required for any person or entity that:

1) meets the definition of lobbyist or lobbyist organization as defined in section 2 above, and

2) engages in lobbying as defined in Section 2 above.

b) Any person engaging in lobbyist activity is required to register with the Clerk's Office within ten (10) days of commencing lobbyist activity, and shall renew the registration annually thereafter.

c) Registration shall consist of the following information:

- 1) name, address, telephone number of the person engaged in lobbying activity,
- 2) name and address of the source of compensation for lobbying
- 3) a description of the action, docket item, or subject matter, the lobbyist seeks to influence,

- 4) amount of compensation received in connection with lobbying activity at the time of registration; if compensation cannot be calculated, then a brief description of the compensation shall be made;
- d) The cost of registration shall be \$100 per lobbyist.
- e) Failure to register, or failure to renew registration, while conducting lobbyist activities will be considered a violation of this ordinance.
- f) Renewal of registration will not be required upon the cessation of lobbying activity, with proper notice to the City Clerk's office.

4) Exceptions

The following individuals and entities are exceptions to the definitions in Section 2, and the Registration requirements of Section 3:

- a) officials of any local, state or federal agency acting in their official capacity,
- b) a person, or group of people, advocating on their own behalf for their own interests,
- c) an employee of a non-profit organization, advocating on an issue impacting a constituent of that entity.

5) Reporting Requirements

A person who meets the threshold requirements of Section 2(a) must file an annual report with the City Clerk's Office. The annual report shall consist of the following information:

- a) Name, business address, and telephone number of the lobbyist
- b) If applicable, names of the owners of the business, or if a corporation, the names of the officers of the business.
- c) Name, business address and telephone number of each client for whom the lobbyist is performing lobbying activity in the City;
- d) A brief description of the nature of each client's business;
- e) A brief description of the actions, docket items, legislative or administrative activities the lobbyist seeks to influence on behalf of each client;
- f) Name of each person employed by the lobbyist to conduct lobbying activity in the City;

- g) Any donations to any entity on behalf of a City Official
 - i) A complete and comprehensive accounting of any expenses that are paid on behalf of any client for the purpose of lobbying a City Official
 - k) The total amount of compensation received for services as a lobbyist for the purpose of lobbying any City Official; an accounting shall be made for each client for whom a lobbyist is compensated
 - l) A contact log consisting of a recording of all contacts made with City Officials for the purpose of lobbying. The contact information shall include all phone records, emails and other correspondence by and between the lobbyist and a City Official.
- 6) Enforcement (TBD)
- 7) Penalties: A violation of any section of this Ordinance shall result in a fine of ____.
- 8) This Ordinance shall be interpreted in accordance with chapter 268B of the General Laws, and nothing herein shall be construed to limit the prohibitions, restrictions, duties obligations or requirements thereunder.
- 9) Severability: If any provision of this Ordinance is held to be invalid by a court of competent jurisdiction then such provision shall be considered severable from the remaining provisions, which shall remain in full force and effect.