

# **MANUAL**

**For The**

## **CITY COUNCIL**

**Of The**

**CITY OF**

**WORCESTER, MASS.**



**1976 - 1977**

1976

	S	M	T	W	T	F	S		S	M	T	W	T	F	S	
JAN.						1	2	3	JULY					1	2	3
	4	5	6	7	8	9	10			4	5	6	7	8	9	10
	11	12	13	14	15	16	17			11	12	13	14	15	16	17
	18	19	20	21	22	23	24			18	19	20	21	22	23	24
	25	26	27	28	29	30	31			25	26	27	28	29	30	31
FEB.	1	2	3	4	5	6	7		AUG.	1	2	3	4	5	6	7
	8	9	10	11	12	13	14			8	9	10	11	12	13	14
	15	16	17	18	19	20	21			15	16	17	18	19	20	21
	22	23	24	25	26	27	28			22	23	24	25	26	27	28
	29									29	30	31				
MAR.		1	2	3	4	5	6		SEP.			1	2	3	4	
	7	8	9	10	11	12	13			5	6	7	8	9	10	11
	14	15	16	17	18	19	20			12	13	14	15	16	17	18
	21	22	23	24	25	26	27			19	20	21	22	23	24	25
	28	29	30	31						26	27	28	29	30		
APR.						1	2	3	OCT.					1	2	
	4	5	6	7	8	9	10			3	4	5	6	7	8	9
	11	12	13	14	15	16	17			10	11	12	13	14	15	16
	18	19	20	21	22	23	24			17	18	19	20	21	22	23
	25	26	27	28	29	30				24	25	26	27	28	29	30
										31						
MAY							1		NOV.		1	2	3	4	5	6
	2	3	4	5	6	7	8			7	8	9	10	11	12	13
	9	10	11	12	13	14	15			14	15	16	17	18	19	20
	16	17	18	19	20	21	22			21	22	23	24	25	26	27
	23	24	25	26	27	28	29			28	29	30				
	30	31														
JUNE			1	2	3	4	5		DEC.			1	2	3	4	
	6	7	8	9	10	11	12			5	6	7	8	9	10	11
	13	14	15	16	17	18	19			12	13	14	15	16	17	18
	20	21	22	23	24	25	26			19	20	21	22	23	24	25
	27	28	29	30						26	27	28	29	30	31	

# MANUAL

For The

# CITY COUNCIL

Of The

CITY OF

WORCESTER, MASS.



1976 - 1977

**CITY COUNCIL 1976-1977**

**Mayor**

Thomas J. Early .. 48 Housatonic Street

**Vice Chairman**

Jordan Levy ..... 825 Grove Street

**Mayor's Office Staff**

Ann M. Hoey, Chief Secretary

Mary P. Keenan, Assistant Secretary

**Councillors**

John B. Anderson ... 101 Whipple Street

Joseph C. Casdin ..... 12 Lenox Street

Alfred J. Cotton .. 344 Salisbury Street

Michael J. Donoghue .....

54 Summerhill Avenue

Thomas J. Early .. 48 Housatonic Street

David P. Forsberg .. 196 June Street

Paul T. Leahy .... 93 Beaconsfield Road

Jordan Levy ..... 825 Grove Street

Joseph M. Tinsley 18 Beaconsfield Road.

Robert J. O'Keefe, Clerk

**CITY OF WORCESTER**

**STANDING COMMITTEES OF  
THE CITY COUNCIL 1976-1977**

**Commerce & Development**

Councillors Donoghue (Ch),  
Anderson and Casdin

**Community Development**

Councillors Donoghue (Ch),  
Forsberg and Casdin

**Fees and Charges**

Councillors Donoghue (Ch),  
Casdin and Leahy

**Finance**

Entire City Council

**Human Resources**

Councillors Leahy (Ch),  
Tinsley and Forsberg

**Legislative Affairs**

Councillors Anderson (Ch),  
Cotton and Donoghue

**Military Affairs**

Councillors Cotton (Ch),  
Tinsley and Donoghue

**Municipal Operations**

Councillors Forsberg (Ch),  
Anderson and Leahy

**Ordinances**

Entire City Council

**Parks and Recreation**

Councillors Levy (Ch),  
Forsberg and Tinsley

**Public Safety**

Councillors Forsberg (Ch),  
Levy and Cotton

**Public Service**

Councillors Casdin (Ch),  
Levy and Leahy

**Public Works**

Councillors Tinsley (Ch),  
Anderson and Donoghue

**Regional Affairs**

Councillors Cotton (Ch),  
Casdin and Anderson

**Rules and Regulations**

Councillors Tinsley (Ch),  
Anderson and Cotton

**Traffic and Parking**

Councillors Levy (Ch),  
Donoghue and Leahy

**CITY OFFICERS**

Under the Plan E form of government  
the City Manager shall make all appoint-  
ments in the departments, commissions,  
boards and offices of the city, except as  
otherwise indicated.

City Manager  
Elected by the City Council  
Francis J. McGrath

**Charles S. Woodbury, Budget Officer  
and Assistant to the City Manager**  
**Demitrios M. Moschos**  
**Executive Assistant to the City Manager**

**City Clerk**

By vote at City Election, Nov. 7, 1939  
placed under Civil Service

**Robert J. O'Keefe**

**Assistant City Clerks**

Appointed by the City Council,  
Revised Ordinances 1974, Chap. 2,  
Art. 8, Sec. 6

**Thomas F. Donahue**  
**Helen V. Reidy**

**City Treasurer and Collector of Taxes**

By vote at State Election Nov. 5, 1940,  
placed under Civil Service

**Rudolph J. Forge**

**City Solicitor**

Revised Ordinances 1974, Chap. 2, Art. 14  
**Henry P. Grady**

**Assistant City Solicitors**

Revised Ordinances 1974, Chap. 2,  
Art. 14, Sec. 6

**Charles A. Abdella**    **Thomas K. Langella**  
**Bennett S. Gordon**   **William F. Scannell**  
**Francis W. Karol**     **David B. Williams**

**Claims Investigator**

Appointed under Ordinance June 8, 1954

**William L. Bowler**

**Workmen's Compensation Agent**

Appointed under G. L. Chap. 52, Sec. 75

**Lois P. Van Szyman**

**City Auditor**

City Charter and Elected by the City  
Council triennially. Term expires first  
Monday in January. Revised Ordinances  
1974, Chap 2, Art. 4

**Guy V. Lapriore**

**Assistant City Auditor**

Appointed under Chap. 41, Sec. 49A  
of the General Laws

**Royal Shaw**

**Acting City Messenger**

**Edna S. Lundin**

**Clerk of Committees**

**Robert J. O'Keefe, City Clerk**

**Commissioner of Public Works**

Term expires Dec. 31, 1977

**F. Worth Landers**

**Assistant Commissioner of  
Public Works — Operations**

**Richard J. Grant**

**Assistant Commissioner of  
Public Works — Engineering**

Michael J. Burke

**Director of Sanitation**

Francis W. Moran

**Director of Streets**

Vincent L. Gentile

**Director of Sewers**

Gerald Valente

**Bureau of Public Buildings**

Holger A. Schonning, Supt.

**Purchasing Agent**

Revised Ordinances 1974, Chap 2, Art. 22

John P. Foley

**City Assessor**

Revised Ordinances 1974, Chap. 2, Art. 3

John D. Lane

**Deputy Assessors**

Paul Leary                      Howard T. Rourke  
Avrom A. Mintz                John J. Wall

**Director of Veterans' Service**

Appointed under G.L. Chap. 115, Sec. 10  
Revised Ordinances 1974, Chap, 2, Art. 25

Paul F. Sullivan

**Custodian of Tax Title Property**

G.L. Chap. 60, Sec. 77B

George J. Fox

**City Physician**

Appointed for term of one year.

Revised Ordinances 1974, Chap. 2, Art. 18

Dr. Robert I. Anderson

Term expires Dec. 31, 1976

**Personnel Director**

Revised Ordinances 1974, Chap. 2, Art. 18

Eugene R. Gardiner

**Sealer of Weights and Measures**

By rule of Civil Service Commissioners

Sealer and Deputy Sealers placed under

Civil Service. G.L. Chap. 98, Sec. 34.

James E. Walsh

**Deputy Sealers of Weights and Measures**

Thomas Gilfoy

Philip Madaio

Paul Morgan

Daniel J. Germain

Paul P. Snow

**Dog Officer**

Appointed annually in accordance with  
Chap. 140 of the General Laws.

Raymond H. Bergman, Jr.

### **Fence Viewers**

Appointed annually in accordance with  
Chap. 49 of the General Laws.

Francis W. Karol, Esq.  
Thomas K. Langella, Esq.

### **Field Driver**

Appointed annually in accordance with  
Chap. 49 of the General Laws.

Wilfred Parmenter

### **Pound Keeper**

Appointed annually in accordance with  
Chap. 49 of the General Laws.

Wilfred Parmenter

### **Local Superintendent for the Suppression of Gypsy and Brown Tail Moths**

Appointed annually in January,  
in accordance with Chap. 132 of  
the General Laws.

Edward J. Struckus

### **Local Superintendent of Insect Pest Controls**

Appointed annually in January, in ac-  
cordance with Chap. 132, Sec. 13 of the  
General Laws.

Edward J. Struckus

### **Forest Warden**

Appointed annually in January,  
in accordance with Chap. 48  
of the General Laws.

Edward F. Hackett

### **Inspector of Animals**

Appointed in March annually,  
pursuant to Sec. 15, Chap. 129,  
of the General Laws.

Dr. Thomas Boria

### **Advisory Board of Engineers of the Fire Department**

See Chap. 194 of Acts of 1935 re. Civil  
Service. Appointed to hold office during  
good behavior. Revised Ordinances 1974,  
Chap. 2, Art. 12, Sec. 18.

Edward F. Hackett, Chief

Appointed in accordance with Chap. 31  
General Laws

### **Deputy Chiefs**

Archibald J. Marrino  
George W. Erickson  
James F. Nally  
Frank L. Kolaczyk

### **District Chiefs**

John E. Leahey, Jr. Robert S. Daigneault  
Richard G. Rocheford Fred J. Ryan  
George P. Beringer William J. Duffy  
James R. Scarry Paul F. Sardagnola  
Daniel M. Rice John M. O'Leary, Jr.

### **Superintendent of Fire Alarm Telegraph**

Ralph R. Thomson

### **Administrative Assistant to Chief**

Margaret H. George

### **Chief of Police**

Appointed in accordance with Chap. 31  
of Gen. Laws. Revised Ordinances of  
1974, Chap. 2, Art. 20

John J. Hanlon

### **Deputy Chiefs of Police**

Daniel F. Egan Earle F. Foley  
Halstead Taylor

### **Board of Appeals**

Constituted in accordance with Chapter  
40A Section 14 of General Laws and by  
City Ordinance of the City of Worcester  
most recently amended on May 7, 1974.

Carl Gordon, Chairman  
Term expires Dec. 31, 1979

Andrew H. Creen  
Term expires Dec. 31, 1976

Francis J. White  
Term expires Dec. 31, 1980

Frank J. Rainis  
Term expires Dec. 31, 1977

Mrs. Lane W. Goss  
Term expires Dec. 31, 1978

### **Alternate Members**

Albert P. Gallo  
Term expires Dec. 31, 1978

Richard P. Hokanson  
Term expires Dec. 31, 1979

### **Personnel Relations Review Board**

Constituted pursuant to Article 34,  
Chap. 2 of the Revised Ordinances  
of 1974.

Joseph P. Lanzelli, Ch.  
Term expired July 9, 1974

Dominic A. Marrone  
Term expired July 9, 1975

Eugene R. Gardiner, Personnel Director  
Ex-officio

### **Commissioner of Public Health**

Appointed first Monday in January, in  
accordance with Chap. 181 of the Acts  
of 1953, for term of three years.

Arnold Gurwitz, M.D.  
Term expires Dec. 31, 1976



### **Director of Health**

**John F. Smith**

### **Health Board**

Appointed first Monday in January in accordance with Chap. 181 of the Acts of 1953, for terms of three years.

**Joseph M. Kelly, D.D.S.**  
Term expires Dec. 31, 1976

**Dr. George E. Maloney**  
Term expires Dec. 31, 1977

**John J. Goldsberry, M.D.**  
Term expires Dec. 31, 1976

**Raymond W. Gadbois, M.D.**  
Term expires Dec. 31, 1978

**Mrs. Rosalie S. Wolf**  
Term expires Dec. 31, 1978

### **License Board**

Constituted pursuant to Chap. 11 of the Revised Ordinances of 1974.

**Robert J. O'Keefe, Ch., City Clerk**

**Holger A. Schonning,**  
Supt., Bureau of Public Buildings

**Edward F. Hackett, C. Engr., Fire Dept.**

**John J. Hanlon, Chief of Police**

**F. Worth Landers, Com. of Public Works**

### **Off-Street Parking Board**

Appointed in accordance with Chap. 2, Art. 33 of Revised Ordinances of 1974 for terms of four years.

**William A. Dean, Chairman**  
Term expires June 30, 1978

**Richard L. Bellenoit**  
Term expires June 30, 1976

**Charles E. Krzik**  
Term expires June 30, 1977

**George B. Doyle**  
Term expires June 30, 1979

**Alfred J. Pandiani**  
Term expires June 30, 1979

### **Planning Board**

Revised Ordinances of 1974, Chap. 2, Art. 19, Sec. 9

**Lloyd Anderson, Chairman**  
Term expires May 31, 1976

**Mrs. H. Prescott Bagley, II,**  
Vice Chairman

Term expires May 31, 1979

**Dr. Frederic R. Butler, Clerk**  
Term expires May 31, 1980

**John F. Keaney**  
Term expires May 31, 1977

**Richard D. Desrosiers**  
Term expires May 31, 1978

**City Planning Director**  
Revised Ordinances 1974, Chap. 2, Art. 19  
Gerard F. McNeil

**Historical Commission**  
Revised Ordinances of 1974, Chap. 2,  
Art. 38

Mrs. Frank Callahan  
Charles S. Mercier  
Mrs. Dorothy S. Northway  
Terms expire Dec. 31, 1978

Suzanne O. Carlson  
John Herron  
Terms expire Dec. 31, 1977

Mrs. John Reynders  
Mrs. Marie Petersen  
Terms expire Dec. 31, 1976

**Advisory Human Rights Committee**  
Revised Ordinances of 1974, Chap. 2,  
Art. 30

Robert Caruthers, Chairman  
Term expired April 13, 1976

Paul D. Hand  
Michael Tierney  
Lisa Perez

Sgt. John J. McKiernan  
Mrs. Wella Troy  
Terms expire April 13, 1977

Lonnie Duke  
Patricia Brown  
Carlos Morte  
Mrs. Mary Tanona  
Rev. William L. England  
Terms expire April 13, 1978  
Rev. Richard Wright  
Dr. Joseph Keefe  
Atty. Erwin H. Miller  
Shyman S. Sharma  
Terms expired April 13, 1976

**Human Rights Commission**  
Appointed in accordance with Chapter 2,  
Art. 30 of the Revised Ordinances of 1974.

Attorney J. Robert Seder, Chairman  
Term expires April 13, 1979

Mrs. Fairman C. Cowan  
Term expires April 13, 1977

Reverend Paul T. O'Connell  
Term expires April 13, 1979

Mrs. Eunice Lewis  
Term expires April 13, 1977

Mr. John A. Bloom  
Term expires April 13, 1978

**Superintendent of Belmont Home**  
John A. Dowd

### **Registrars of Voters**

Except the City Clerk, one member appointed in April, annually, for three years. (G.L. Chap. 51)

John W. Spillane, Chairman  
Term expires March 31, 1977

Robert C. Reidy  
Term expires March 31, 1979

Joseph W. McDonough  
Term expires March 31, 1978

Robert J. O'Keefe, Clerk

### **Worcester Retirement Board**

Constituted pursuant to Chap. 32 of the General Laws, Sects. 26 to 31 (Accepted by the city May 8, 1944). One member appointed by the City Manager, one member of the system elected by the members. (G.L. Chap. 32, Sec. 31 F.)

Guy V. Lapriore, City Auditor  
and Chairman ex-officio

Edward F. Swillo (second member)  
Term expires Dec. 31, 1977

Raymond S. Rafferty (third member)  
Term expires Dec. 31, 1978

Emmett J. Kane, Secretary

### **Sewerage Appeal Board**

Two members appointed for terms of two years. Revised Ordinances of 1974, Chap. 6, Sec. 30

Charles W. Damon  
Term expires April 30, 1977

William D. Amorello  
Term expires April 30, 1976

Ex-officio:

F. Worth Landers  
Commissioner of Public Works

Arnold Gurwitz, M.D.  
Commissioner of Public Health  
Henry P. Grady, City Solicitor

### **Airport Commission**

Appointed under the provisions of Chap. 613 of the Acts of 1946, for terms of three years. (Revised Ordinances 1974, Chap. 2, Art. 2.)

Peter F. Sullivan Jr., Chairman  
Term expires May 31, 1976

Thomas F. Killeen  
Term expires May 31, 1976

Marie E. Lepore  
Term expires May 31, 1977

**William C. Tattan**  
Term expires May 31, 1977  
vacant

**Calvin Gould**  
Term expired May 31, 1975  
**Bernard McManus**  
Term expires May 31, 1977

**Airport Manager**  
**Charles L. Olson**

**Commissioners of Hope Cemetery**  
One member appointed annually,  
for three years.  
(Revised Ordinances 1974, Chap. 2,  
Art. 7)

**Arthur E. Jorjorian, Chairman**  
Term expires Dec. 31, 1977

**Walter M. Conlin, Secretary**  
Term expires Dec. 31, 1978

**Henry F. Malicki**  
Term expires Dec. 31, 1978

**Timothy J. Flaherty**  
Term expires Dec. 31, 1976

**Gregory P. Zekos**  
Term expires Dec. 31, 1976

**Robert M. Moylan, Jr.,**  
Acting Superintendent

### **Insurance Commission**

Established by Ordinance passed Jan. 27  
1941. One member appointed for term of  
two years. (Revised Ordinances 1974,  
Chap. 2, Art. 31.)

**William L. Bowler**  
Term expires Jan. 31, 1977

**Ex-officio:**  
**Guy V. Lapriore, City Auditor**

**Holger A. Schonning, Supt.,**  
**Bureau of Public Buildings**

**Commissioners of the Jaques Fund and**  
**Other Funds of the City Hospital**

One member appointed annually,  
for three years.

(Revised Ordinances 1974, Chap. 2,  
Art. 9)

**Dr. Thomas H. Cunningham**  
Term expired Jan. 1, 1976

**Dr. Charles A. Birbara**  
Term expires Jan. 1, 1978

**Dr. Edmund J. Croce**  
Term expires Jan. 1, 1977

**Rudolph J. Forge, Treasurer**

### Conservation Commission

Appointed under provisions of Chap. 40, Sec. 8C of the G. L. and Revised Ordinances of 1974, Chap. 2, Art. 29

Raymond L. Gribbons  
Term expires Sept. 13, 1977

David E. Shepardson  
Term expires Sept. 13, 1977

Lawrence Freed  
Term expires Sept. 13, 1976

Ralph L. Peterson  
Term expires Sept. 13, 1976

Mrs. Elaine M. Jones  
Term expires Sept. 13, 1978

(Mrs.) Sara S Jackson  
Term expires Sept. 13, 1978

Kenneth H. Payson  
Term expires Sept. 13, 1977

### Lake Quinsigamond Commission

One member appointed in accordance with Chap. 181 of the Acts of 1936, as amended by Chap. 357 of the Acts of 1973 for a term of three years.

Lawrence Freed  
Term expires June 6, 1978

John J. Hanlon, Chief of Police  
(ex-officio)

### License Commission

One member appointed in January, in accordance with Chap. 461 of the Acts of 1914, for terms of four years.

James F. Mattimore, Chairman  
Term expires Dec. 31, 1976

Joseph W. Riordan  
Term expires Dec 31, 1977

Carlton B. Payson  
Term expires Dec. 31, 1979

### Parks and Recreation Commission

Appointed in accordance with Chap. 204, of the Special Acts of 1917, for terms of three years.

Frederick J. Gay, Jr., Chairman  
Term expired April 30, 1976

William E Shea, Vice Chairman  
Term expires April 30, 1978

William M. Russell, Secretary  
Term expires April 30, 1978

Daniel J. Boyle  
Term expires April 30, 1977

Mrs. Marie C. Petersen  
Term expires April 30, 1977

Walter Stopyra  
Term expires April 30, 1977

Frank A. Vuona

Term expires April 30, 1976

Edward J. Struckus, Superintendent

**Civil Defense Department  
(Appointed by City Mgr.)**

**Robert K. Samia, Director  
Demitrios Moschos, Oper. Group Chief**

**Prof. Hobart H. Newell,  
Electronics Consultant**

**Michael Burke,  
Disaster Analysis Group Chief**

**Donald Consolmagno,  
Resources Management Group Chief**

**E. Harvey Raynor  
Public Information Officer**

**Henry P. Grady, Legal Officer**

**Francis Moy, Radio Officer**

**Eugene A. Gardiner, Admin. Chief**

**Director of the Worcester Public Library**

Two members recommended by the City Manager and chosen by City Council, in December annually, for a term of six years from the first day of January next ensuing. (Revised Ordinances 1974, Chapter 2, Art. 15.)

**John W. Hanlon, President  
Term expires Dec. 31, 1976**

**Mary A. Kelly, Secretary  
Term expires Dec. 31, 1978**

**Donald P. Feldman  
Term expires Dec. 31, 1976**

**Kenneth N. Cook  
Term expires Dec. 31, 1977**

**Charles J. O'Connor, Jr.  
Term expires Dec. 31, 1977**

**Robert W. Fitzgerald  
Term expires Dec. 31, 1978**

**Mrs. Gerald Anderson  
Term expires Dec. 31, 1979**

**James A. Visbeck  
Term expires Dec. 31, 1979**

**Rabbi Joseph Klein  
Term expires Dec. 31, 1980**

**Ms. Mary Lou O'Brien  
Term expires Dec. 31, 1980**

Mrs. Nancy H. Burkett  
Term expires Dec. 31, 1981

Paul E. Soulliere, Jr.  
Term expires Dec. 31, 1981

Joseph S. Hopkins, Librarian

**Trustees of the Aaron and Lucretia  
Bancroft Scholarship Fund**

One member recommended by the City  
Manager and chosen by City Council, bi-  
ennially, for six years.

Henry P. Grady  
Term expires Jan. 31, 1977

John J. Goldsberry, M.D.  
Term expires Jan. 31, 1979

H. Waite Hurlburt, Jr.  
Term expired Jan. 31, 1975

**Trustees of the Worcester City Hospital**  
Appointed annually, for three years, in  
accordance with Chap. 266 of Acts of  
1953.

Philip M. Nigro, President  
Term expires Dec. 31, 1976

Dr. Edmund J. Croce, Vice President  
Term expires Dec. 31, 1976

Richard N. Eid  
Term expires Dec. 31, 1977

Lorenzo J. Beaudin  
Term expires Dec. 31, 1977

Israel Josephs  
Term expires Dec. 31, 1976

William F. Lynch  
Term expires Dec. 31, 1978

Mrs. Jacob Hiatt  
Term expires Dec. 31, 1978

Paul F. Murphy, Supt.  
Joseph O'Rourke, Asst. Supt.

**Trustees for G.A.R. Memorial Hall**  
Constituted pursuant to Chap. 282 of the  
Acts of 1930. Appointed to serve for  
terms of three years.

Joseph D. Downey  
Term expires Nov. 24, 1977

Mrs. Mary A. Cooper, Clerk  
Term expires Nov. 24, 1978

Mrs. Ann P. Kosloski  
Term expires Nov. 24, 1976

George C. Dowd, M.D.  
Term expires Nov. 24, 1977

Francis E. Savage  
Term expires Nov. 24, 1978

**Board of Local Trustees for  
Vocational Education**

Constituted pursuant to an ordinance passed Feb. 1, 1950. Members appointed for terms of three yeears. (Revised Ordinances 1974, Chap. 2, Art. 26.)

Joseph C. Lonergan, President  
Term expires Dec. 31, 1977

John Englested, Vice President  
Term expires Dec. 31, 1976

O. Vincent Gustafson  
Term expires Dec. 31, 1976

Marianne J. Jeppson  
Term expires Dec. 31, 1977

William C. Arthur, Jr.  
Term expires Dec. 31, 1978

**Trustees of Joseph and Mary Jackson  
Scholarship Fund**

One member recommended by City Manager and chosen by City Council in accordance with the will of Mary Jackson, for terms of five years.

A. Gordon Cross  
Term expires Dec. 31, 1980

Phillip Butler, M.D.  
Term expires Dec. 31, 1976

Robert J. Whipple, Esq.  
Term expires Dec. 31, 1977

**Trustees of Municipal Memorial  
Auditorium**

Appointed under provisions of Chap. 41, Sec. 105 of General Laws, for terms of three years.

Herbert B. Cohan, Chairman  
Term expires May 31, 1976

Francis J. Deignan  
Term expires May 31, 1978

Rev. Edward T. Connors  
Term expires May 31, 1976

William F. Foster  
Term expires May 31, 1977

James K. Davis  
Term expires May 31, 1977

Francis J. McGrath, City Manager,  
Ex-officio

**Housing Authority**

Constituted pursuant to Chap. 484 of the Acts of 1938, (now G.L. 121, Sec. 261 C and 26 L also Acts 1951, Chap. 322.) Four members appointed by the City Manager and one member appointed by the Housing Board. To serve for terms of five years.

Jeremiah F. Gallo, Chairman

John J. Barone  
Executive Director and Secretary



**Members appointed by City Manager:**

Robert D. Mulcahy  
Term expires Nov. 2, 1977

John J. Curran  
Term expires Nov. 2, 1978

John S. Laws  
Term expires Nov. 2, 1979

Jeremiah F. Gallo  
Term expires Nov. 2, 1980

**Member appointed by State Housing  
Board**

Arline Rotman  
Term expires Nov. 2, 1976

**Worcester Redevelopment Authority**

Constituted in accordance with  
G.L. Chap. 121, Sec. 26 QQ.

Edward C. Mahar, Chairman  
Term expires April 15, 1977

James B. Lavin  
Term expires April 15, 1979

Milton P. Higgins  
Term expired April 15, 1976

Richard J. Rutherford  
Term expires April 15, 1978

**Member appointed by State Housing  
Board**

Jan Beyea  
Term expires April 15, 1978  
John J. Coughlin, Executive Director

**Board of Commissioners of Trust Funds**  
Constituted pursuant to Chap. 2, Art. 36  
of the Revised Ordinances of 1974.  
Appointments are for three years.

Arthur J. Andreoli  
Term expires Feb. 1, 1977

Edward A. Siff  
Term expires Feb. 1, 1978

**Secretary and Treasurer**  
Rudolph J. Forge

**Board of Trustees for the  
Lincoln Square Memorial Fund**  
Revised Ordinances 1974, Chap. 2, Art. 36

Yale Cohen  
Term expires Jan. 31, 1978  
Francis K. Maher

Term expired Jan. 31, 1976  
J. Joseph Mara

Term expired Jan. 31, 1976  
Norman H. Schoenfeldt

Term expires Jan. 31, 1977  
(Vacant)

Term expires Jan. 31, 1978  
Thomas J. Early, Ex-Officio

**School Committee**

Thomas J. Early, Chairman  
 Roger W. Brown, Vice Chairman . . . .  
   24 Pinecrest Dr.  
 Alfred J. Cotton, Jr. . . . . 344 Salisbury St.  
 Richard A. Bonofiglio . . . . 9 Benedict Rd.  
 Jane D. O'Brien . . . . . 11 Park View Dr.  
 Elizabeth L. Price . . . . . 39 Sun Valley Dr.  
 Janet C. Slovin . . . . . 42 Valley Hill Dr.

**Superintendent of Schools**

Dr. John J. Connor

**Deputy Superintendent of Education**

Dr. Joseph A. Keefe

**Associate Superintendent of  
 Research and Development**

Dr. Arthur F. Sullivan

**Assistant Superintendent of Business**

James J. Hayward

**Assistant Superintendent School Plant**

Thomas C. Sweeney

**WORCESTER PUBLIC SCHOOLS — WORCESTER, MASS.  
 ENROLLMENT CHART BY GRADES — OCTOBER 1, 1965-1975**

Grade	1965	1966	1967	1968	1969	1970	1971	1972	1973	1974	1975
K	3128	2981	2885	2902	2711	2681	2468	2334	2286	2107	2191
1	2709	2648	2735	2628	2764	2608	2537	2588	2194	2147	
2	2674	2666	2612	2517	2488	2569	2503	2364	2177	2214	2102
3	2694	2640	2428	2468	2445	2427	2571	2482	2360	2171	2188
4	2839	2621	2554	2365	2370	2451	2421	2504	2356	2331	2187
5	2413	2473	2502	2465	2323	2668	2482	2334	2489	2405	2369
6	2401	2377	2384	2429	2385	2334	2419	2462	2361	2429	2389
7	2249	2398	2363	2339	2445	2510	2363	2466	2488	2480	2515
8	2241	2310	2334	2297	2331	2429	2448	2336	2390	2434	2344
9	1912	1866	1914	1964	1986	2134	1968	1923	1792	1685	1886
10	1914	1812	1860	1820	1847	1924	1822	1898	1885	1863	1747
11	1699	1603	1673	1724	1763	1819	1715	1736	1609	1768	
12	1499	1364	1395	1403	1449	1323	1621	1638	1536	1558	1768
P.G.	61	25	18	16	13	11	8	1			
Ungraded	412	413	283	419	431	389	421				381
Specials	239	273	370	213	216	228	151	564	701	348	
Nursery											5
Totals	30970	30370	30509	29964	29986	30183	30071	29408	28686	27963	27937

Special Studies Department — October 28, 1975

## MAYORS

- Levi Lincoln ..... 1848  
Born October 25, 1782  
Died May 29, 1868
- \*Henry Chapin ..... 1849-50, 70  
Born May 13, 1811  
Died October 13, 1878
- Peter C. Bacon ..... 1851-2  
Born November 11, 1804  
Died February 7, 1886
- John S. C. Knowlton ..... 1853-4  
Born December, 1798  
Died June 11, 1871
- George W. Richardson ..... 1855, 7  
Born 1808  
Died June 15, 1886
- Isaac Davis ..... 1856, 8, 61  
Born June 2, 1799  
Died April 1, 1883
- Alexander H. Bullock ..... 1859  
Born March 2, 1816  
Died January 17, 1882
- William W. Rice ..... 1860  
Born March 7, 1826  
Died March 1, 1896

\*Elected Mayor, ad interim, by the City Council, in joint convention, Dec. 19, 1870 to fill the vacancy caused by the decease of James B. Blake.

P. Emory Aldrich ..... 1862  
 Born 1813  
 Died March 4, 1895

D. Waldo Lincoln ..... 1863-4  
 Born January 16, 1813  
 Died July 1, 1880

Phinehas Ball ..... 1865  
 Born January 18, 1824  
 Died December 19, 1894

\*James B. Blake .. 1866-7-8-9-70  
 Born June 19, 1827  
 Died December 18, 1870

Edward Earle ..... 1871  
 Born February 10, 1811  
 Died May 19, 1877

George F. Verry ..... 1872  
 Born July 14, 1826  
 Died October 5, 1883

Clark Jillson ..... 1873, 5-6  
 Born April 11, 1825  
 Died June 5, 1894

Edward L. Davis ..... 1874  
 Born April 22, 1834  
 Died March 2, 1912

Charles B. Pratt ..... 1877-8-9  
 Born February 14, 1824  
 Died May 9, 1898

\*Elected for the sixth time, Dec. 12, 1870.  
 Died December 18, 1870.

Frank H. Kelley ..... 1880-1  
 Born September 9, 1827  
 Died October 25, 1890

Elijah B. Stoddard ..... 1882  
 Born June 5, 1826  
 Died September 27, 1903

Samuel E. Hildreth ..... 1883  
 Born December 8, 1829  
 Died June 26, 1893

Charles G. Reed ..... 1884-5  
 Born April 22, 1835  
 Died November 21, 1899

Samuel Winslow ..... 1886-7-8-9  
 Born February 28, 1827  
 Died October 21, 1894

Francis A. Harrington ..... 1890-1-2  
 Born November 17, 1846  
 Died August 28, 1922

Henry A. Marsh ..... 1893-4-5  
 Born September 7, 1836  
 Died November 6, 1914

Augustus B. R. Sprague ..... 1896-7  
 Born March 7, 1827  
 Died May 17, 1910

\*Rufus B. Dodge, Jr. . . . . 1898-9-1900  
 Born November 24, 1861  
 Died December 13, 1935

\*By reason of a tie vote for Mayor at the election of December, 1900, whereby there was no choice. Rufus B. Dodge Jr. held the office until Feb. 25, 1901.

Philip J. O'Connell ..... 1901  
 Born December 18, 1870  
 Died March 2, 1931

Edward F. Fletcher ..... 1902-3  
 Born June 17, 1854  
 Died December 18, 1943

Walter H. Blodget ..... 1904-5  
 Born 1850  
 Died January 6, 1923

John T. Duggan ..... 1906-7  
 Born October 27, 1855  
 Died September 5, 1927

James Logan ..... 1908-9-10-11  
 Born May 6, 1852  
 Died November 30, 1929

David F. O'Connell ..... 1912  
 Born February 8, 1859  
 Died August 12, 1923

George M. Wright ..... 1913-14-15-16  
 Born April 12, 1865  
 Died January 7, 1926

Pehr G. Holmes ..... 1917-18-19  
 Born 1881  
 Died December 19, 1952

Peter F. Sullivan ..... 1920-21-22-23  
 Born June 29, 1871  
 Died May 21, 1931

Michael J. O'Hara 1924-5-6-7-8-9-30-1  
 Born 1878  
 Died February 3, 1946

John C. Mahoney ..... 1932-3-4-5  
 Born 1879  
 Died July 12, 1946

Walter J. Cookson ..... 1936  
 Born April 17, 1876  
 Died June 11, 1936

\*John S. Sullivan ..... 1936-7  
 Born December 18, 1875  
 Died April 12, 1949

William A. Bennett 1938-9-40-1-2-3-4-5  
 Born March 7, 1887  
 Died September 15, 1970

Charles F. Jeff Sullivan .... 1946-7-8-9  
 Born October 10, 1904  
 Died August 24, 1962

Andrew B. Holmstrom .. 1950-51-52-53  
 Born April 10, 1895  
 Died January 13, 1970

James D. O'Brien .. 1954-5-6-7-8-60-1  
 Born June 12, 1908  
 (resigned Jan. 2, 1959)  
 Died June 9, 1965

Joseph C. Casdin ..... 1959  
 Born March 10, 1914

John M. Shea ..... Jan.-Aug. 1962  
 Born December 8, 1902  
 (resigned Aug. 31, 1962)

\*Elected October 6, 1936 to fill vacancy  
 caused by the decease of Walter J.  
 Cookson.

Joseph C. Casdin  
 Sept. 1, 1962 - April 30, 1963  
 Born March 10, 1914  
 (resigned April 30, 1963)

Paul V. Mullaney ..... 1963-4-5  
 Born November 22, 1919

George A. Wells ..... 1966  
 Born October 7, 1910  
 (resigned Jan. 3, 1967)

Joseph C. Casdin ..... 1967-68  
 Born March 10, 1914

John M. Shea ..... 1969  
 Born December 8, 1902  
 (resigned Jan. 5, 1970)

George A. Wells ..... 1970  
 Born October 7, 1910  
 (resigned Jan. 4, 1971)

Joseph M. Tinsley ..... 1971  
 Born June 23, 1915  
 (resigned Jan. 3, 1972)

Thomas J. Early ..... 1972  
 Born July 18, 1917  
 (resigned Jan. 2, 1973)

Joseph M. Tinsley ..... 1973  
 Born June 23, 1915

Israel Katz ..... 1974-1975  
 Born May 20, 1907

Thomas J. Early ..... 1976-1977  
 Born July 18, 1917

**WORCESTER**

**"Heart of the Commonwealth"**

First settled in 1674, named and resettled  
 1684.

Permanently settled, 1713.

Incorporated as a town 1722, as a city  
 1848.

Area, 38,441 sq. miles, or about 24,634  
 acres.

Average length 6.4 miles; width 6 miles.

Dwellings Apr. 1951, 27,490; 1952, 27,426;  
 1953, 28,482; 1954, 28,640; 1955, 28,719;  
 1956, 29,280; 1957, 29,755; 1958, 29,618;  
 1959, 29,537; 1960, 29,755; 1961, 29,890;  
 1962, 30,008; 1963, 30,324; 1964, 30,596;  
 1965, 30,808; 1966, 30,843; 1967, 31,143;  
 1968, 31,103; 1969, 31,104; 1970, 30,783;  
 1971, 30,569; 1972, 30,320; 1973, 30,000.  
 1974, 30,275; 1975, 30,304.

**Valuation:**

1953	\$331,255,700
1954	334,434,550
1955	340,437,150
1956	343,873,400
1957	347,774,950
1958	357,172,050
1959	358,800,550

1960	360,761,150
1961	362,780,200
1962	365,933,750
1963	370,282,550
1964	374,832,600
1965	377,710,600
1966	383,837,850
1967	388,530,600
1968	390,403,500
1969	395,552,650
1970	405,641,900
1971	413,013,900
1972	423,218,050
1973	434,485,500
1974	442,161,850
1975	462,762,900

Tax, exclusive of polls:

1953	\$16,562,785.00
1954	17,390,596.60
1955	19,064,480.40
1956	21,307,750.80
1957	22,535,816.76
1958	25,609,243.57
1959	25,403,078.94
1960	26,478,868.41
1961	26,628,066.68
1962	28,103,732.00
1963	29,844,688.27
1964	33,135,201.84
1965	33,389,617.04
1966	33,931,265.94

1967	38,775,353.88
1968	38,962,269.30
1969	47,308,096.94
1970	50,461,852.36
1971	58,069,754.34
1972	61,281,973.64
1973	65,433,516.30
1974	68,892,390.03
1975	68,581,461.78

Rate of taxation per \$1,000:	1951, \$48.40;
	1952, \$50.80; 1953, \$50.00; 1954, \$52.00;
	1955, \$56.00; 1956, \$62.00; 1957, \$64.80;
	1958, \$71.70; 1959, \$70.80; 1960, \$73.40;
	1961, \$73.40; 1962, \$76.80; 1963, \$80.60;
	1964, \$88.40; 1965, \$88.40; 1966, \$88.40;
	1967, \$99.80; 1968, \$99.80; 1969, 119.60;
	1970, 124.40; 1971, 140.60; 1972, 144.80;
	1973, 150.60; 1974, 144.50; 1975, 148.20.

Assessed Polls: Male —	1949, 65,174;
	1950, 64,299; 1951, 63,581; 1952, 63,610;
	1953, 62,037; 1954, 62,294; 1955, 61,549;
	1956, 61,181; 1957, 57,720; 1958, 57,288;
	1959, 55,932; 1960, 56,332; 1961, 55,387;
	1962, 53,332; 1963, 52,832; 1964, none;
	(abolished by law.)

Registered Voters (male and female):	
	1952, 108,465; 1953, 103,313; 1954;
	101,481; 1955, 97,459; 1956, 101,977;
	1957, 97,150; 1958, 96,259; 1959, 93,406;
	1960, 98,744; 1961, 95,062; 1962, 94,424;

1963, 91,752; 1964, 94,982; 1965, 91,254;  
1966, 86,779; 1967, 87,450; 1968, 90,350;  
1969, 85,708; 1970, 84,904; 1971, 86,195;  
1972, 91,450; 1973, 87,899; 1974, 85,957;  
1975, 83,757.

Vote for President: 1940, 90,044; 1944,  
83,931 and 152 Federal War Ballots;  
1948, 94,461; 1952, 97,421; 1956, 50,853;  
1960, 91,362; 1964, 82,629; 1968, 76,650;  
1972, 71,121.

Vote for Governor: 1946, 72,891; 1948,  
94,461; 1950, 82,666; 1952, 96,341; 1954,  
41,208; 1956, 49,890; 1958, 75,708; 1960,  
91,362; 1962, 78,975; 1964, 82,366; 1966,  
71,497; 1970, 31,365; 1974, 57,404.

Vote for Mayor: 1943, 53,492; 1945, 58,-  
874; 1947, 69,653.

Vote for Councillors (Plan E): 1949,  
74,708; 1951, 58,573; 1953, 56,766; 1955,  
63,804; 1957, 61,460; 1959, 67,102; 1961,  
64,981; 1963, 65,632; 1965, 56,774; 1967,  
48,562; 1969, 43,876; 1971, 48,455; 1973,  
48,137; 1975, 45,418.

State Election, November 2, 1976

Municipal Election, November 8, 1977

Miles of Public Streets, 369.05

Miles of Paved Streets, 369.05

Miles of Asphalt Sidewalks, 161.62

Miles of Granolithic Sidewalks, 137.00

1,000 Lumen Lights	4273
2,500 Lumen Lights	95
4,000 Lumen Lights	1763
6,000 Lumen Lights	589
8,000 Lumen Lights	1881
11,000 Lumen Lights	128
22,000 Lumen Lights	3194
21,000 Fluorescent Lights	25
35,000 Lumen Lights	21
63,000 Lumen Lights	111
130,000 Sodium Vapor Lights	89
Total No. Street Lights	<u>12,299</u>

Police Officers, exclusive of Chief and  
Deputy Chiefs of Police,

12 Captains  
27 Lieutenants  
47 Sergeants  
353 Police Officers

439

Walkie-Talkies, 95

Permanent Firefighters, exclusive of  
Board of Engineers, 519



## CITY HALL

Cornerstone laid September 12, 1896.  
 Dedication exercises, April 28, 1898.  
 Occupied May 1, 1898.  
 Length, 219 feet; width, 85 feet.  
 Heights from grade line to top of cornice, 65 feet; to top of tower, 205 feet.  
 Cost of Building, \$590,000. Furnishings, \$38,000. Grading, etc. \$22,000. Total, \$650,000.  
 Architects, Peabody & Stearns, Boston.  
 Builders, Norcross Brothers, Worcester.

## PUBLIC PARKS AND PLAYGROUNDS

Public Parks	Acreage
Beaconsfield Rd. Sq.	1.24
Boyce Sq.	.18
Boynton	114.66
Brooks, John Hapgood Sq.	.12
Burncoat	15.1
Cascade	70.7
Chandler Hill*	81.288
Columbus	8.03
Common	4.4
Crompton	14.63
Dodge	13.00
Elm	60.
Fairmount	.95
Flagg St. Sq.	.32
Grant Sq.	1.55

Green Hill	482.37
Hadwen	50.138
Institute	24.618
Lake	78.16
Middle River	8.1
Morgan	11.2
Old Normal School Property	.051
Oread Castle	3.123
Ramshorn Island	1.5
Salisbury-Bancroft Tower	11.79
University	13.7

\*Fee in the Commonwealth 1,039,305

Public Playgrounds	Acreage
Apricot St.	2.39
Banis, Jos. & Paul Play Area	.467
Beaver Brook	16.30
Bell Pond	3.5
Bennett Field	3.17
Burncoat St.	1.26
Chandler St. Lots	.583
Coes Pond	1.87
Cookson Field	18.63
Great Brook Valley Com. Ctr.	.492
Great Brook Valley Play Area	6.96
Greenwood	14.85
Harrington	6.
Holmes Field	8.
Indian Lake	1.631
Kendrick	15.05
Lake View	1.2

Logan Field	11.28
Mulcahy Field	3.44
Oakland Heights	1.461
O'Brien, Lt. Martin	.689
Rockwood Field	15.78
Shale St.	.777
South Worcester	4.866
Vernon Hill	15.04
Wetherell Est.	6.7
	<hr/>
	166.888
Total Acreage	1,230.374

### RESERVOIRS

Area in acres, elevation above City Hall  
and Storage Capacity

#### High Service Reservoirs

Lynde Brook — 132 acres; 342.75 feet; 717,422,000 gallons.
Kettle Brook, No. 1 — 15 acres; 364.35 feet; 19,307,000 gallons.
Kettle Brook, No. 2 — 30.36 acres; 507.5 feet; 127,310,000 gallons.
Kettle Brook, No. 3 — 37.41 acres; 559 feet; 152,306,000 gallons.
Kettle Brook, No. 4 — 118.51 acres; 604.73 feet; 513,746,000 gallons.

#### Low Service Reservoirs

Holden, No. 2 — 52.63 acres; 237.80 feet; 257,398,000 gallons.
Holden, No. 1 — 130 acres; 269.85 feet; 729,319,000 gallons.
Kendall — 171.82 acres; 333 feet; 792,- 163,000 gallons.
Pine Hill — 350.9 acres; 429 feet; 2,970,- 967,000 gallons.
Quinapoxet — 280 acres; 250 feet; 1,200,- 000,000 gallons.
Elevation of Main Street at City Hall, above tide water, 481 feet.
Water pressure at City Hall: High Service — 145 pounds per sq. in. Low Service — 1,001 pounds per sq. in.

#### WATER STATISTICS

Miles of Main Pipe	539.42
Fire Hydrants (Public)	4,730
Meters	37,000
Total Valuation of Water Works to Dec. 31, 1974	\$80,000,000.00

#### SEWER STATISTICS

Miles of Sanitary Sewers	340.879
Miles of Combined Sewers	68.657
Miles of Surface Sewers	296.522
Total Miles of Sewers	706.058

Number of Manholes	21,393
Number of Catch Basins	12,266
Number of House Connections	47,102
Number of Miles of House Connections	509.79
Gallons of Sewage for fiscal year ending Dec. 31, 1973	13,976.37
Total cost of sewerage system Dec. 31, 1973	\$53,864,039.01

#### POPULATION OF WORCESTER

1722 — 200	1895 — 98,767
1765 — 1,475	1900 — 118,421
1775 — 1,925	1905 — 128,135
1790 — 2,095	1910 — 145,986
1800 — 2,411	1915 — 162,637
1810 — 2,577	1920 — 179,754
1820 — 2,962	1925 — 190,757
1830 — 4,172	1930 — 186,837
1840 — 7,497	1935 — 190,471
1850 — 17,049	1940 — 193,402
1860 — 24,960	1945 — 138,741
1865 — 30,058	1950 — 203,486
1870 — 41,105	1955 — 202,612
1875 — 49,317	1960 — 186,587
1880 — 58,291	1965 — 180,341
1885 — 68,389	1970 — 176,572
1890 — 84,655	1975 — 172,342

Year	Births	Marriages	Deaths
1945	4565	2081	3005
1946	6054	3171	3002
1947	6581	2942	2952
1948	5908	2661	3019
1949	5893	2266	2849
1950	5771	2255	2841
1951	6205	2289	3002
1952	6370	2122	3031
1953	6352	2105	3052
1954	6452	1946	2944
1955	6522	1951	3066
1956	6522	1984	3008
1957	6864	1848	3077
1958	6606	1699	3078
1959	6498	1571	3119
1960	6451	1657	3213
1961	6412	1543	3125
1962	6222	1549	3091
1963	6176	1549	3144
1964	5738	1571	3167
1965	5586	1729	3251
1966	5505	1714	3151
1967	5374	1837	3252
1968	5244	1877	3284
1969	5282	2018	3218
1970	5408	1894	3240
1971	5137	1968	3132
1972	4746	1953	3192
1973	4736	1898	3308
1974	4155	1933	3209
1975	4203	1815	3116

**RULES OF THE CITY COUNCIL  
OF THE CITY OF  
WORCESTER, MASSACHUSETTS**

Rule 1. At all meetings of the City Council five (5) Councillors shall constitute a quorum for the transaction of business.

**Duties and Powers of the Chair**

Rule 2. On the first Monday of January, following the regular municipal election, the City Council shall, by a majority vote of all the members elected, elect a mayor from its own members who shall preside at all meetings of the City Council and perform such other duties as are prescribed in section one hundred (100) of Chapter 43 of the General Laws, and any acts in amendment thereof or supplementary thereto. The City Council shall, in like manner, elect a Vice-Chairman.

Rule 3. The Mayor shall take the chair at the hour to which the City Council has adjourned and call the members to order. In the absence of the Mayor, the Vice-Chairman of the City Council shall preside and, in the absence of both, a temporary chairman shall be chosen, who shall serve during the absence of both the Mayor and Vice-Chairman.

Rule 4. He shall preserve decorum and order, may speak to points of order, in preference to other members; shall decide all questions of order, subject to an appeal to the City Council, regularly seconded; and no other business shall be in order till the question on the appeal shall have been decided. The question shall be put as follows: "Shall the decision of the chair stand as the judgment of the City Council?" The vote shall be by roll call, and it shall be decided in the affirmative unless a majority of the votes are to the contrary.

Rule 5. He shall declare all votes. If any member doubts the vote, the chair, without further debate upon the question, shall require the Clerk to call the roll of affirmative and negative votes and the chair shall declare the results; but no such declaration shall be made unless a quorum of the City Council has voted.

Rule 6. All final votes of the City Council on questions involving the expenditure of fifty dollars or more, or upon the request of any member any vote of the City Council shall be by yeas and nays and shall be entered on the records.

Rule 7. When an order or resolution relates to a subject which may properly be examined and reported upon by a standing committee of the City Council, such order or resolution shall upon presentation be referred to such committee.

All petitions, remonstrances, memorials, communications or any matter before the City Council may be referred as follows:

1. To a standing committee of the City Council.
2. To a special committee of the City Council.
3. To the City Manager.
4. To any department or department head, or any person, group or organization to whom referral is permitted, authorized or allowed under the provisions of the Plan E Charter and under applicable provisions of the Massachusetts General Laws.

Rule 8. The chair shall put all questions in the order in which they are moved, unless the subsequent motion be previous in its nature, except that in naming sums and fixing times, the largest sum and the longest time shall be first put.

After a motion has been put by the chair, it shall not be withdrawn, except by unanimous consent.

Rule 9. When a question is under debate the chair shall receive no motion, but

To adjourn

To lay on the table

For the previous question

To postpone to a certain day

To refer

To amend

To postpone indefinitely

which several motions shall have precedence in the above order. A motion to strike out the enacting clause of an ordinance shall be equivalent to a motion to postpone indefinitely. A motion to adjourn shall be in order at any time, except upon immediate repetition, and that motion, the motion to lay on the table, the motion to take from the table, and the motion for a previous question shall be decided without debate.

Rule 10. The previous question shall be put in the following form: "Shall the main question be now put?" and all further amendments or debates of the main

question shall be suspended until the previous question is decided.

Rule 11. When two or more members at the same time indicate their desire to take the floor, the chair shall name the member who is entitled to the floor.

Rule 11A. When two or more members at the same time indicate their desire to take the floor, the chair shall give preference to that member who has not as yet spoken on the subject under discussion.

Rule 11B. That amendments to proposed orders, resolutions, petitions, and ordinances which are already in writing, shall be reduced to writing before being proposed and shall be given to the Clerk of the moment, in written form before being considered by the City Council.

#### **Rights and Duties of Members**

Rule 12. Every member, when about to speak shall rise and respectfully address the chair, and wait until he is recognized; shall confine himself to the question under debate and avoid personalities and speak for no more than ten minutes except with consent of the Council.

Rule 13. No member speaking shall be interrupted by another, but by rising to a call to order for explanation.

Rule 14. No member shall vote on any question, or serve on any committee, where his private interest is immediately concerned distinct from that of the public.

Rule 15. Every member present when a question is put shall vote unless the City Council for special reasons excuses him. Application to be so excused on any question must be made before the City Council has decided, or before the calling of the yeas and nays; and such application shall be accompanied by a brief statement of the reasons and shall be decided without debate.

Rule 16. A question having been taken, it shall not be in order for any member to move reconsideration thereof at the same meeting, but a motion to reconsider may be made at the next meeting, provided written notice of such motion shall be filed with the City Clerk within forty-eight hours, Saturday and Sunday to be excluded in the computation of the forty-eight hours, but no more than one motion for reconsideration of any vote shall be entertained.

#### **Regular Meetings**

Rule 17. Regular meetings of the City Council shall be held weekly on Tues-

day evenings at 7:00 o'clock p.m. unless at a previous meeting, by a majority vote, the City Council determines another day, time and/or place. They shall be held in the Council Chamber. If agreed to by a majority of the Council, City Council meetings may be held at any other suitable public building within the City of Worcester.

During the months of July and August, the City Council shall hold one regular meeting each month.

#### **Special Meetings**

Rule 18. The Mayor, or Vice-Chairman of the City Council, or any four members thereof, may at any time call a special meeting by causing written notices, stating the time and purpose of holding such meetings and signed by the person or persons calling the same, to be delivered in hand to each member of the City Council, or left at his usual dwelling place, at least twelve hours before the time of such meeting.

Meetings of the City Council may also be held at any time when all members of the City Council are present and consent thereto (G.L., c. 43, s. 98.)

Rule 18A. An item not on the calendar of a regular or special meeting shall not

be considered nor acted upon in the event that there is one vote in objection thereto.

### **Order of Business**

**Rule 19.** At every regular meeting of this City Council the order of business shall be as follows:

1. Invocation
2. Pledge of Allegiance
3. Roll Call
4. Reading of the records, if requested by the City Council.
5. Public Hearing
6. Motion for reconsideration
7. Citizens and employees of the city shall have a reasonable opportunity to be heard at any meeting of the City Council in regard to any matter considered thereat; providing that the Chairman of the City Council may terminate such participation after expiration of a reasonable time and shall terminate when such participant departs from the subject matter being considered or in his presentation conducts himself in a manner other than is reasonable and proper in the presentation of the subject to the City Council.

That citizens filing petitions with the City Council be limited to five (5) minutes at first presentation to address the Council, and further after petitioner has spoken that item be referred without further discussion or debate except for questions of City Council Members, to proper committee, commission, department or City Manager for investigation, disposition or recommendation, and upon report to City Council full discussion and debate be allowed by members of the Council and any interested members of the public, before final action by the Council is taken.

8. Communications from the City Manager.
9. Recess to Finance Committee to take up matters before said Committee, and no action is to be taken on recommendations or actions taken by the said committees on Finance and Ordinance until the next regular meeting of the City Council.

Citizens and employees of the city shall have a reasonable opportunity to be heard at any meeting of the Finance Committee in regard to any matter considered there-



at; providing that the Chairman or the Finance Committee may terminate such participation after expiration of a reasonable time and shall terminate when such participant departs from the subject matter being considered or in his presentation conducts himself in a manner other than is reasonable and proper, in the presentation of the subject to the Finance Committee.

10. Recess to Ordinance Committee, if necessary.
11. Motions, orders, or resolutions.
12. Communications and reports from City Officers.
13. Reports of Committees.
14. Unfinished business of preceding meetings.

Rule 20. The seats of the members of the City Council shall be numbered, and determined by lot; and no member shall change his seat but by permission of the chair.

#### Communications and Committees

Rule 21. All petitions, memorials or remonstrances addressed to the City Council shall be filed with the City Clerk

and presented by the chair or by a member in his place who may explain the subject thereof. All petitions for bus service shall be referred to the City Manager for his report and recommendation to the City Council.

No petition, remonstrance, resolution or other communication, submitted by any improvement association, civic society, club or other unincorporated organization, or its officers, shall be considered by the City Council or printed in its proceedings unless such organization shall have filed with the City Clerk a statement sworn to by one of its officers, specifying the number of members in good standing, the time and place of meeting and a list of the officers for the current year.

Rule 21A. No action shall be taken by the City Council, or one of its committees on any petition unless the principal petitioner on any petition before the City Council or any of its committees shall be notified that his petition is to be heard and/or final action is to be taken by the City Council.

Rule 22. All papers of whatever description which may require action by the City Council, shall be presented to

the City Clerk not later than 12 noon on the Friday preceding the day of each regular meeting. Papers presented after that hour on such day will not be considered until the next meeting.

The City Manager's recommendations and reports including pertinent data relating to same, shall be presented to the City Clerk not later than 4:00 P.M. on the Friday preceding the day of each regular meeting.

Rule 23. The City Clerk shall prepare a list of all matters to come before the City Council and the Committee on Finance and Ordinances at each meeting in accordance with the established order of business and shall mail to the residence of each Councillor a copy of the same not later than twenty-four hours prior to said meeting. Copies of these lists shall be available to the public at each meeting.

A petition, resolution, order, remonstrance, memorial, communication or other matter acted upon unfavorably by the Council including placing on file, such petition, resolution, order, remonstrance, memorial, communication or other matter or the substance thereof shall not again be docketed on the Council Calendar for consideration by the Council with-

in a period of 3 months of such unfavorable action unless previously authorized by a 2/3 vote of the Council.

Rule 24. The City Clerk is authorized by these rules to order and publish notice of hearings on petitions presented to him requiring public hearings before the Council.

Rule 24A. A petition for annuity to be paid under Section 89 of Chapter 32 of the General Laws shall be placed on file unless it shall be accompanied by a medical certificate, certifying that the death of the applicant's husband was causally related to his employment in the Police or Fire Department of the City of Worcester.

A petition for annuity to be paid under Section 89 of Chapter 32 of the General Laws shall be placed on file if it is received within six months after a petition for an annuity to be paid to the same persons has been denied by the City Council or within six months after a board of physicians created under the provisions of said Section 89 of Chapter 32 of the General Laws has refused to issue to the City Treasurer the certificate required by said section.

A petition for increase of pension under the provisions of Section 90A of Chapter 32 of the General Laws shall be placed on file if it is not accompanied by a medical certificate certifying that the disability of the petitioner at the time of his retirement was casually related to his employment as an employee of the City of Worcester.

A petition for increase of pension under the provisions of Section 90A of Chapter 32 of the General Laws shall be placed on file if it is received within two years after a petition for increase of pension to be paid the same person has been denied by the City Council.

Rule 25. There shall be appointed standing committees of the City Council as follows:

1. Committee on Commerce and Development, to consist of three (3) councillors, to consider all matters pertaining to Commerce, Industry, Labor, Urban Renewal, Development and Planning.
2. Committee on Community Development, to consist of three (3) councillors, to consider all aspects of Community Development Block Grant Funding.

3. Committee on Fees and Charges, to consist of three (3) councillors, to periodically review the Fees and Charges assessed by city departments.
4. Committee on Finance, to consist of the mayor and eight (8) councillors, to consider all matters of appropriations and loans, and in general any matters affecting the financial interests of the city; to consider all official bonds.
5. Committee on Human Resources, to consist of three (3) councillors, to consider problems of Youth, Aging, and Human problems in general.
6. Committee on Legislative Affairs to consist of three (3) councillors, to consider all matters pertaining to legislation affecting Worcester — said Committee to meet periodically with elected members of the General Court so that the city can lobby for or against pending legislation that would have an impact on the community.
7. Committee on Military Affairs and Veterans' Service, to consist of three (3) councillors, to consider all

matters pertaining to veterans organizations and veterans in general, and military affairs.

8. Committee on Municipal Operations to consist of three (3) councillors to consider all matters involving problems in municipal operations and procedures.
9. Committee on Ordinances, to consist of the mayor and eight (8) councillors.
10. Committee on Parks and Recreation, to consist of three (3) councillors, to consider all matters pertaining to the parks, playgrounds and recreational activities.
11. Committee on Public Safety, to consist of three (3) councillors, to consider all matters pertaining to police, fire and public health.
12. Committee on Public Service to consist of three (3) councillors, to consider all complaints that may be sent to the City Council against public service corporations, and to consider all matters affecting lighting system.
13. Committee on Public Works, to consist of three (3) councillors, to consider all matters pertaining to

streets, water, sewers, public buildings and engineering.

14. Committee on Regional Affairs to consist of three (3) councillors, to consider all matters pertaining to urban-suburban roles and regionalization of facilities and service.
15. Committee on Rules and Regulations, to consist of three (3) councillors, to periodically review the rules and regulations of the City Council.
16. Committee on Traffic and Parking, to consist of three (3) councillors, to consider all matters pertaining to traffic conditions.

**All committees of this council shall be appointed by the Mayor.**

The principal petitioner of any petition to be heard by a Standing Committee of the City Council must be notified of the date, time, and place at which his petition will be heard by the Committee.

No petition may be voted by a standing committee of the City Council unless the principal petitioner has been notified as specified above.

In meetings of the Committee on Finance and Ordinance:

When a question is under debate the chair shall receive no motion, but

To Adjourn

To lay on the table

For the previous question

To postpone to a certain day

To refer

To amend

To postpone indefinitely

which several motions shall have precedence in the above order. A motion to strike out the enacting clause of an ordinance shall be equivalent to a motion to postpone indefinitely. A motion to adjourn shall be in order at any time, except upon immediate repetition and that motion, the motion to lay on the table, the motion to take from the table, and the motion for a previous question shall be decided without debate.

The previous question shall be put in the following form: "Shall the main question be now put?" and all further amendments or debates of the main question shall be suspended until the previous question is decided.

Rule 26. Notice of all committee meetings must be given at least twenty-four

(24) hours before the time for meeting, but meetings may be held at any time by unanimous consent of all the members of the committee, and a voting quorum must consist of a majority of the committee members.

Rule 27. All reports and papers submitted to the City Council shall be legibly written. The City Clerk or one of his assistants shall make copies of any papers to be reported by the committee, at the request of the chairman thereof.

Reports of all committees, whether by ordinance, resolve or otherwise, shall be made to the City Council, and no report shall be received unless agreed to in committee actually assembled.

Rule 28. The Mayor shall be ex-officio chairman of any committee of which he is a member, and on all other committees the councillor first named shall be chairman, and in case of his resignation, or inability to serve, the member of the committee next in order shall be chairman.

#### Members' Lobby

Rule 29. No person will be admitted within the rail in the City Council Chamber at any meeting of the City Council, except upon permission of the Mayor.

## Hearings

Rule 30. The time devoted to public hearings at any meeting of the City Council shall not be more than two (2) hours at any one sitting. Any hearing not completed within the specified time may be continued to another meeting. Any individual, except attorneys at law, appearing before the City Council at a public hearing and claiming to represent another as agent or otherwise in the matter being heard shall file with the City Council a written authorization signed by the individual, organization or corporation whose interests such individual represents. Ten (10) minutes shall be allowed each speaker to express his views on the matter being heard by the City Council.

In all hearings before the City Council the case of the petitioner shall be first submitted, except in matters affecting acceptance of highways or taking by right of eminent domain.

### Ordinances, Orders, Etc.

Rule 31. All by-laws passed by the City Council shall be termed ordinances, and the enacting style shall be, "Be it ordained by the City Council of the city

of Worcester." In all votes by which the City Council expresses anything by order or command the form of expression shall be "Ordered," and in all votes by which the City Council expresses opinions, principals, facts or purposes, the form shall be "Resolved."

Rule 32. The City Clerk shall determine the newspaper of the city in which shall be published any loan order or any ordinance and said publication shall be made in each newspaper in regular order, beginning with the oldest publication.

Rule 33. Every ordinance and every order, resolution or vote shall after its passage remain in the possession of the City Clerk for forty-eight (48) hours after the day of meeting for the purpose of giving any councillor an opportunity to file notice of his intention to move reconsideration. This rule cannot be suspended except by unanimous consent.

### Amendment and Suspension

Rule 34. None of the foregoing rules and orders shall be suspended at any meeting unless two-thirds of all the members of the council consent thereto, with the exception of Rule 18A.

No action is to be taken on any proposed amendment until the next regular meeting after the amendment has been proposed.

None of the foregoing rules or orders shall be amended or repealed unless two-thirds of all the members of the Council consent thereto.

#### Cushing's Law

Rule 35. The Council shall be governed by "Cushing's Law and Practice of Legislative Assemblies" in all questions of parliamentary practice not provided for by special rules or orders.

#### Municipal Law

Votes required:

1. For approval of budget — majority 5 votes — G.L. c. 44, sec. 1, 32, line 20.
2. For intra-departmental (within the same department) transfers of funds — majority — 5 votes — G.L. c. 44, sec. 33B.
3. For inter-departmental (from one dept. to another) transfer of funds 2/3 plus assent of dept. head from whose department funds are being transferred — 6 votes. G.L. c. 44, sec. S33B.

4. For transfer of one appropriation to another not between departments is a straight appropriation of money and requires a majority vote — 5 votes. G.L. c. 44, sec. 32 and G.L. c. 43, sec. 99.
5. For approval of Loan orders whether within or outside of the Debt Limit — 2/3 vote — 6 votes. G.L. c. 44, sec. 7 and 8 (last paragraph).
6. For approval of appropriation for purchase or taking of land, 2/3 of council — 6 votes. G.L. c. 40, sec. 14, G.L. c. 43, sec. 30.
7. For acceptance of statute, a majority of council — 5 votes. G.L. c. 4, sec. 4. (Ellison vs. Haverhill 309 Mass. 350, 351, 21 Pick 75, 82.) G.L. c. 43, sec. 18, 99.
8. For adoption of an ordinance — majority of council — 5 votes. G.L. c. 43, sec. 18, 99. Emergency preamble requires 2/3 vote. G.L. c. 43, sec. 20.
9. For decreeing of a public street — majority of council — 5 votes. G.L. c. 43, sec. 18, 99, but such orders usually carry an appropriation for such taking under G.L. c. 40, sec. 14, and 10 therefore below applies.

10. For order taking an interest in land by decreeing — 2/3 of council. G.L. c. 40, sec. 14 and G.L. c. 43, sec. 18, 30.
11. For construction order, streets, sewer, etc., majority of council — 5 votes. G.L. c. 43, sec. 18, 99.
12. For passage of original zoning ordinance or change of zoning ordinance 2/3 vote of entire council — 6 votes. G.L. c. 40A, sec. 7.

If written protest is filed with the City Clerk before the close of the hearing held before the council or its committee and which protest is signed by at least 20% of the owners of land proposed to be included in the change, or 20% of the owners of land immediately adjacent and extending 300 feet therefrom or 20% of the owners of land within 200 feet of the proposed change, then 3/4 or 7 votes are required. G.L. c. 40A, sec. 7.

13. For increase of pension under G.L. chapter 32, section 90A a two-thirds vote — 6 votes. G.L. c. 32, s. 90A. 1
- 14 For increase in salary or wage — 2/3 or 6 votes. G.L. c. 44, s. 33A.

15. To add a street to the Official Map, two-thirds vote — 6 votes, unless Planning Board after hearing has approved, then majority or 5 votes. G.L. c. 41, sec. 81F.



**PLAN E.—GOVERNMENT BY A  
CITY COUNCIL INCLUDING A  
MAYOR ELECTED FROM ITS  
NUMBER, AND A CITY MANAGER**

**Section 93. Plan E; When Effective.**

The method of city government provided for in the following twenty-three sections shall be known as Plan E. Upon the adoption by a city of Plan E, it shall become operative as provided in sections one to forty-five, inclusive, except as otherwise provided by the following sections. (1938, 378, sec. 15.)

**Section 94. "City Clerk" and "Registrars of Voters" Defined.**

The terms "city clerk" and "registrars of voters" when used in sections ninety-three to one hundred and sixteen, inclusive, shall have the respective meanings given them by section one of chapter fifty. (1938, 378, sec. 15.)

**Section 95. City Council to Be Governing Body.**

The government of the city and the general management and control of all its affairs shall, except as otherwise provided in this chapter, be vested in a city council, which shall exercise its powers

in the manner hereinafter set forth, but subject to sections one to forty-five, inclusive, insofar as not inconsistent; except that the city manager shall have the authority hereinafter specified, that the general management and conduct of the public schools of the city and of the property pertaining thereto shall be vested in the school committee, and that the city clerk, the city auditor, any official of the city appointed by the governor and any trustees or other officers whose election by the voters of the city is required by reason of the fact that the city has accepted any gift, devise or bequest shall have the powers and duties which may be conferred and imposed upon them by law. (1938, 378, sec. 15.)

**Section 96. Members of City Council, Election, Number, Terms of Office.**

The city council shall consist of seven or nine members, as provided in this section, all of whom shall, at each regular municipal election, be elected at large for terms of two years each by proportional representation as hereinafter provided and shall serve until their successors are qualified. The city council in any city having seven wards or less at

the time of adoption of this plan shall be composed of seven members and the city council in any city having more than seven wards at the time of adoption thereof, nine members. Section eight of chapter thirty-nine shall apply to members of the city council. All trustees or other officers mentioned in section ninety-five shall at each regular municipal election be elected at large for terms of two years each by proportional representation as hereinafter provided. (1938, 378, sec. 15.)

**Section 97. City Council to Exercise All Legislative Powers; Organization, etc.**

The city council shall have and exercise all the legislative powers of the city, except as such powers are reserved by this chapter to the school committee and to the qualified voters of the city.

The city council, elected as aforesaid, shall meet at ten o'clock in the forenoon of the first Monday of January following the regular municipal election, and the members of the city council shall severally make oath, before the city clerk or a justice of the peace, to perform faithfully the duties of their respective offices,

except that any member-elect not present shall so make oath at the first regular meeting of the city council thereafter which he attends. For the purposes of organization, the city clerk shall be temporary chairman until the mayor or vice-chairman has qualified. Thereupon the city council shall, by a majority vote of all the members elected, elect a mayor and a vice-chairman from its own members and the persons elected as such shall likewise make oath to perform faithfully the duties of the respective offices to which they are so elected, and they may so make oath at the same meeting at which they are so elected. The organization of the city council shall take place as aforesaid, notwithstanding the absence, death, refusal to serve or non-election of one or more of the members; provided, that a majority of all the members elected to the city council are present and have qualified. If the office of mayor or vice-chairman becomes vacant, the city council shall in like manner elect one of its members to fill such office for the unexpired term; provided, that no such vacancy shall be filled so long as there is any vacancy in the council. (1938, 378, sec. 15.)

### Section 98. Meetings.

The city council shall fix suitable times for its regular meetings. The mayor, or the vice-chairman of the city council, or any four members thereof, or any three members thereof in the case of a city council composed of seven members, may at any time call a special meeting by causing written notices, stating the time of holding such meeting and signed by the person or persons calling the same, to be delivered in hand to each member of the city council, or left at his usual dwelling place, at least twelve hours before the time of such meeting. Meetings of the city council may also be held at any time when all the members of the city council are present and consent thereto. Except in the cases of executive sessions authorized by section twenty-three A of chapter thirty-nine, all meetings of the city council shall be open to the press and to the public, and the rules of the city council shall provide that citizens and employees of the city shall have a reasonable opportunity to be heard at any such meeting in regard to any matter considered thereat. (1938, 378, sec. 15; 1958, 626, sec. 9.)

**Section 99. Quorum; Presiding Officer;  
City Clerk, Duties, etc.**

A majority of all the members elected to the city council shall constitute a quorum. The mayor, if present, shall preside at the meetings and may vote. In the absence of the mayor, the vice-chairman of the city council shall preside and, in the absence of both, a temporary chairman shall be chosen, who shall serve during the absence of both the mayor and the vice-chairman. The city clerk shall be, ex officio, clerk of the city council, and shall keep records of its proceedings; but, in case of his absence or disability or of a vacancy in the office, the city council shall elect a temporary clerk, who shall be sworn to the faithful discharge of his duties and shall act as clerk of the city council until the city clerk resumes his duties or a new city clerk is qualified. All final votes of the city council on questions involving the expenditure of fifty dollars or more, or upon the request of any member any vote of the city council, shall be by yeas and nays and shall be entered on the records. The affirmative vote of a majority of all the members elected to the city council shall be necessary for the passage of any order, ordinance, resolu-

tion or vote, except that the affirmative vote of a majority of the members present shall be sufficient to adjourn any meeting of the city council. (1938, 378, sec. 15.)

**Section 100. Mayor to Be Official Head  
of City, Powers, etc.; Vice-  
Chairman.**

The mayor shall be recognized as the official head of the city for all ceremonial purposes and shall be recognized by the courts for the purpose of serving civil process and by the governor for military purposes. In time of public danger or emergency, as determined by the city council, he may, with its consent, take command of the police, maintain order and enforce the laws; and he shall have all the authority and powers conferred upon mayors by sections eighteen and nineteen of chapter thirty-three. He shall be chairman of the city council and chairman of the school committee. He shall have no power to veto but shall have the same powers as any other member of either such body to vote upon all measures coming before it. He shall perform such other duties consistent with his office and with sections ninety-three to one hundred and sixteen, inclusive, as

may be imposed upon him by the city council. During the absence or disability of the mayor, or during the time such office is vacant, his duties shall be performed by the vice-chairman. In case, at any time, there shall be neither a mayor nor a vice-chairman, the member of the council senior in length of service, or, if more than one have so served, then the member senior both in age and length of service shall perform the duties of mayor until a new mayor has qualified. The mayor shall have no power of appointment, except of the employees mentioned in section twenty-five and except as provided in section one hundred and two. (1938, 378, sec. 15, 1941, 722, sec. 5.)

**Section 101. (Repealed, 1952, 259, sec. 3.) Editorial Note —**

The subject matter of repealed sec. 101 relative to salaries of the mayor and council is now found in sec. 17A of the instant chapter, and in G.L. c. 39, sec. 6A.

**Section 102. Vacancies.**

Except as provided in this section, a vacancy in any elective body shall be filled in the manner provided in section thirteen of chapter fifty-four A. If, under

said section, no regularly nominated candidate of the city council or school committee remains, the vacancy shall be filled for the unexpired term by a majority vote of the remaining members, except that if the remaining members fail to fill such vacancy within thirty days after they shall have been notified by the city clerk that such vacancy exists, such vacancy shall be filled by the appointment of any qualified voter of the city by the mayor, or, if there is no mayor, by the vice-chairman, or if there is no mayor or vice-chairman, by the member of the council or of the school committee, as the case may be, senior in length of service, if more than one have so served, then the member senior both in age and length of service. (1938, 378, sec. 15; 1941, 722, sec. 6.)

**Section 103. Appointment and Removal of City Manager; Qualifications, etc.**

The city council shall appoint a city manager who shall be sworn to the faithful performance of his duties and who shall be the chief administrative officer of the city and shall be responsible for the administration of all departments, commissions, boards and officers of the

city, whether established before its adoption of this plan or thereafter, except that of the city clerk, city auditor, any official appointed by the governor or any body elected by the voters of the city. He shall be appointed on the basis of his administrative and executive qualifications only, and need not be a resident of the city or commonwealth when appointed. He shall hold office during the pleasure of the city council and shall receive such compensation as it shall fix by ordinance, but not exceeding twenty thousand dollars annually. No member of the city council shall during his term of office be chosen as city manager, and no person who has within two years been elected to or served in any elective office in the city or in the county in which the city is located shall be chosen as city manager.

Before the city manager may be removed, if he so demand, he shall be given a written statement of the reasons alleged for his removal and shall have the right to be heard publicly thereon at a meeting of the city council prior to the final vote on the question of his removal, but pending and during such hearing the city council may suspend him from office. The action of the city council in suspending or removing the city manager shall be final, it being the intention of this

provision to vest all authority and fix responsibility for such suspension or removal in the city council. In case of the absence, disability or suspension of the city manager, the city council shall designate the head of some department to perform the duties of city manager during such absence, disability or suspension, and, in case the office of city manager becomes vacant, the city council shall designate the head of some department to serve as acting city manager until a new city manager is appointed. (1938, 378, sec. 15; 1950, 353; 1967, 36.)

#### **Section 104. Duties, Powers and Rights of City Manager.**

Except as otherwise specifically provided in this chapter, it shall be the duty of the city manager to act as chief conservator of the peace within the city; to supervise the administration of the affairs of the city; to see that within the city the laws of the commonwealth and the ordinances, resolutions and regulations of the city council are faithfully executed; and to make such recommendations to the city council concerning the affairs of the city as may to him seem desirable; to make reports to the city council from time to time upon the af-

fairs of the city; and to keep the city council fully advised of the city's financial condition and its future needs. He shall prepare and submit to the city council budgets as required of the mayor by section thirty-two of chapter forty-four and, in connection therewith, may, to the extent provided by said section thirty-two in the case of a mayor, require the submission to him, by all departments, commissions, boards and offices of the city, of estimates of the amounts necessary for their expenses. He shall make all appointments and removals in the departments, commissions, boards and offices of the city for whose administration he is responsible, except as otherwise provided in this chapter, and shall perform such other duties as may be prescribed by this chapter or be required of him by ordinance or resolution of the city council. The city manager shall have and possess, and shall exercise, all the powers, rights and duties, other than legislative, had, possessed or exercised, immediately prior to the adoption of this plan, by the mayor, board of aldermen, common council and all other boards, commissions and committees of the city and their members, severally or collectively, except such as are by this

chapter conferred upon the school committee or are otherwise provided for thereby. (1938, 378, sec. 15.)

#### **Section 105. Appointments and Removals.**

Such officers and employees as the city council, with the advice of the city manager, shall determine are necessary for the proper administration of the departments, commissions, boards and offices of the city for whose administration the city manager is responsible shall be appointed, and may be removed, by the city manager. The city manager shall report every appointment and removal made by him to the city council at the next meeting thereof following such appointment or removal. The city manager may authorize the head of a department, commission or board, or the holder of an office, for whose administration he is responsible, to appoint and remove subordinates in such department, commission, board or office. All appointments by, or under the authority of, the city manager, if subject to chapter thirty-one and the rules and regulations made under authority thereof, shall be made in accordance therewith, and all other appointments as aforesaid shall be on the

basis of executive and administrative ability and training and experience in the work to be performed. (1938, 378, sec. 15.)

**Section 106. Regulations.**

Officers and employees of the city appointed by, or under the authority of, the city manager shall perform the duties required of them by the city manager, under general regulations of the city council. Any violation of this section shall constitute sufficient grounds for removal of any such officer or employee. (1938, 378, sec. 15.)

**Section 107. City Council Not to Request Appointment or Removal by City Manager, etc.**

Neither the city council nor any of its committees or members shall direct or request the appointment of any person to, or his removal from, office by the city manager or any of his subordinates, or in any manner take part in the appointment or removal of officers and employees in that portion of the service of said city for whose administration the city manager is responsible. Except for the purpose of inquiry, the city council and its members shall deal with that

portion of the service of the city as aforesaid solely through the city manager, and neither the city council nor any member thereof shall give orders to any subordinate of the city manager either publicly or privately. Any member of the city council who violates, or participates in the violation of, any provision of this section shall be punished by a fine of not more than five hundred dollars or by imprisonment for not more than six months, or both, and upon final conviction thereof his office in the city council shall thereby be vacated and he shall never again be eligible for any office or position, elective or otherwise, in the service of the city. (1938, 378, sec. 15.)

**Section 108. Employees Not to Solicit, etc., Political Contributions.**

No employee of any department, board or commission of the city shall, directly or indirectly, give, solicit or receive, or in any manner be concerned in giving, soliciting or receiving any assessment, subscription or contribution for any political party or for any candidate for city office. Whoever violates any provision of this section shall be punished by a fine of not more than five hundred dol-



lars or by imprisonment for not more than six months, or both, and upon final conviction thereof his office or position in the service of the city shall thereby be vacated and he shall never again be eligible for any office or position, elective or otherwise, in the service of the city. (1938, 378, sec. 15.)

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