

**MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE
MEETING HELD ON JANUARY 29, 2015**

An Administration and Finance Committee Meeting was held on Thursday, January 29, 2015 at 7:00P.M. in the City Council office, Room 204.

Committee Members present: Committee Chairperson Colin LePage, Councillor William Macek and Councillor Mary Ellen Daly O'Brien. Absent - Councillor Michael McGonagle. Councillor Melinda Barrett also attended.

Department Heads: William Cox-City Solicitor

The following items were discussed:

1.) Review of the Rules and Regulations of the City Council – *The current Rules and Regulations were reviewed. No motions were offered to change the Rules and Regulations as they are currently constituted.**

2.) **Doc. 90-** Ordinance relating to Peddling and Soliciting, Section 191-9 Licensees, add at end of subsection A: permitted to locations: “Food Trucks of any size may be allowed at all permitted fixed location with approval from City Council” – *The Committee reviewed the proposed amendment to Chapter 191-11, subsection A stating “Food Trucks of any size may be allowed at all permitted fixed location with approval from City Council” and does not recommend passage of the amendment as it is proposed. The Committee requests that the City Solicitor revise and/or add definition(s) for food trucks to Article IV: Transient Vendors and Peddlers and Hawkers of Seasonal Products. In the Committee’s review of the currently listed seven (7) fixed locations within the City. Members offered potential new additional locations such as Plug Pond and the District Court area. The Committee requests that the following City Departments comment on the existing locations as well as potential new locations for food trucks and their patrons: Police, Fire, Board of Health, Economic Development, Engineering and Recreation. A motion was made to table the matter to the next scheduled meeting (date to be determined) to allow for comments from City departments to be received regarding potential fixed locations and for the Committee to conduct site visits of the potential locations. Passed unanimously.*

3.) On motion of Councillor McGonagle to refer Ordinance: chapter 191 – Peddling/Soliciting to Administration & Finance with regard to Door to Door Sales. *The Committee reviewed City Chapter 191-9, Licenses and M.G.L. Chapter 101, Section 34 regarding: “Door to Door Sales”. A motion was made requesting that the City Solicitor amend and apply the proper language to Chapter 191, Article IV by removing references to the required approval of the City Council and thereby authorizing the Chief of Police or designated official as stipulated in M.G.L. Chapter 101, Section 34. Passed unanimously.*

Respectfully submitted,

Colin F. LePage, Chairperson
Administration and Finance Committee, Haverhill City Council

January 30, 2015

CL/bsa

*encl. – Rules and Regulations

c: Mayor James J. Fiorentini
City Councillors