



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, July 24, 2012 at 7:00 PM
City Council Chambers, Room 202

1. APPROVAL OF RECORDS OF THE PREVIOUS MEETING

2. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING

3. COMMUNICATIONS FROM THE MAYOR

3.1. Communication from Mayor Fiorentini with the Administration's position on two orders regarding Retirement and Pensions

3.1.1. Document 68-B, Order: City Council Accept provisions of §48 of Ch. 176 of Acts of 2011. This section amends M.G.L. Ch. 32, by adding § 90D 1/2, that will establish \$12,000.00 minimum retirement allowance for retirees who had been granted a "Superannuation, Accidental Disability or Ordinary Disability" Retirement and had completed 25 years or more of creditable service

In Council Jun 12, 2012

Attachment

3.1.2. Document 68, Order: City Council Accept provisions of §29 of Ch. 176 of Acts of 2011. Allow minimum allowance contained in M.G.L. Ch. 32, § 12 (2)(d), Member Survivor Allowance, to be increased from \$250.00 per month to \$500.00 per month

In Council Jun 12, 2012

Attachment

4. UTILITY HEARING(S) AND RELATED ORDER(S)

NO SCHEDULE

5. APPOINTMENTS

5.1. **Confirming Appointments:**

5.1.1. Haverhill Cultural Council (Exp: July 24, 2015): *Kara Andrew*

Attachment

5.1.2. Haverhill Brightside Commission (Exp: July 24, 2013): *Richard LeBlond*

Attachment

5.1.3. Haverhill Cultural Council (Exp: July 24, 2015): *Jennifer Couturier*

Attachment

5.1.4. Haverhill Cultural Council (Exp: July 24, 2015): *Mary Phennicie*

Attachment

5.2. **Non-Confirming Appointments:**

NO SCHEDULE

6. PETITIONS

6.1. **Petitions:**

NO SCHEDULE

6.2. **Applications:**

6.2.1. Application from Marlene Yeo for "Somebody Cares New England" for a Block Party at 358 Washington st (asking to block off Sheperd St) on August 11th from 9am to 3pm

Attachment

6.2.2. Application from Catherine Hennessy for "St. Vincent de Paul Society—All Saints & Saint James Conferences"—for a fundraising walk to be held on Saturday, September 29th at 9 am beginning at All Saints Parish, continuing onto public streets, and ending at Saint James Church Parking Lot Attachment



CITY OF HAVERHILL CITY COUNCIL AGENDA

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6.2.3. Application from Grzegorz Kubel for a One Day All Alcohol License for a wedding reception at Winnekenni Castle, August 4th from 3pm to 11pm Attachment

6.2.4. Application from Teresa Budrewicz for a Block Party to close 80 Appleton st to W Clifton st to the corner of Freemont st on August 4th from 11 am to 7 pm (with a rain date of August 5th)
Conditional upon police approval Attachment

6.3. **Annual License Renewals:**

NO SCHEDULE

7. HEARINGS AND RELATED ORDERS

NO SCHEDULE

8. MOTIONS AND ORDERS

8.1. Election Warrant – Tuesday, September 6, 2012 to vote for Senator in Congress for the Commonwealth; Representative in Congress for the Third Congressional District; Councillor for the Fifth Councillor District; Senator in General Court for the First Essex Senatorial District; one Representative in General Court for the Second Essex Representative District; one Representative in General Court for the Third Essex Representative District; One Representative in General Court for the Fourteenth Essex Representative District; one Representative in General Court for the Fifteenth Representative District; Register of Deeds for Essex Southern District; and Clerk of Courts for Essex County Attachment

8.2. Ordinance Relating to Vehicles and Traffic; Amend “Central Business District Parking Map dated 8/17/11”
File 10 days Attachment

8.2.1. Related communication from Michael K Stankovich, Director of Public Works

8.3. Ordinance Relating to Vehicles and Traffic; Amend Chapter 240-108, ARTICLE XV1. Parking Fees, Rates and Terms regarding “Central Business District Parking Fees, Rates and Terms” chart **File 10 days** Attachment

9. UNFINISHED BUSINESS OF PRECEDING MEETINGS

9.1. Document 74, Ordinance re: Signs - Amend Chapter 213-5; Advertising On or Over City Property
Filed Jul 10 2012 Attachment

10. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES

10.1. **Monthly Reports:**

10.1.1. Abatement Report from Board of Assessors for month of June 2012 Attachment

10.2. **Communications from Councillors:**

10.2.1. Communication from Councillor Amirian announcing his official resignation from City Council effective July 31, 2012 Attachment



CITY OF HAVERHILL CITY COUNCIL AGENDA

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- 10.2.2. Communication from Council President Michitson and Councillors Amirian & LePage requesting to introduce Doug Edison, former president of Brightside to present him with a citation for his leadership in the community [Attachment](#)
- 10.2.3. Communication from Councillor Macek requesting to discuss traffic planning for the Bradford Square/South Central st area [Attachment](#)
- 10.2.4. Communication from Councillor Macek requesting to discuss bicycling on Haverhill streets [Attachment](#)
- 10.2.5. Communication from Councillor Macek requesting to discuss giving notice to property owners of record prior to any formal action by the City to enact a zoning change(s) of their property in whole or part [Attachment](#)
- 10.2.6. Communication from Councillor McGonagle requesting a progress report on the repairs to the Hunking Middle School [Attachment](#)
- 10.2.7. Communication from Councillor LePage requesting to introduce Bill Brown of NRB to discuss potential construction options regarding educational and municipal facilities [Attachment](#)
- 10.2.8. Communication from Councillor Hart requesting a discussion regarding no parking signs on Lowell av alongside Hadley West [Attachment](#)
- 10.2.9. Communication from Councillor Hart requesting a discussion regarding removal of a handicap parking space at 60 Franklin st [Attachment](#)
- 10.2.10. Communication from Councillor Hart requesting a discussion regarding removal of a handicap parking space at 54 North st [Attachment](#)

11. RESOLUTIONS AND PROCLAMATIONS

- 11.1. Proclamation – *Colombia Independence Day, July 23, 2012* [Attachment](#)

12. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS

- 12.1. **Council Committee Reports:**
NO SCHEDULE
- 12.2. Documents referred to Committee Study [Attachment](#)

13. ADJOURN



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-374-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

July 19, 2012

City Council President John Michitson
And Members of the Haverhill City Council

RE: Retirement and Pensions

Dear Mr. President and members of the City Council:

There are currently before you two orders concerning retirement and pensions. I appreciate the City Council asking for the administration's position on these matters.

Document number **8.2.2** would establish a \$12,000 minimum retirement for those who completed 25 years or more of service. It affects, at the present time, only five retirees two of whom already have pensions over \$11,000. The total cost to our pension system is under \$10,000 per year. I feel that this is the right thing to do for our lowest paid retirees and I recommend approval. Given today's current wage schedules, it is extremely unlikely that this will ever affect anyone again. This has no long-term effect on our system and I recommend adopting it.

Document number **8.2.1** would double the minimum allowance for survivors from \$250 per month to \$500 per month. This currently affects 18 spousal survivors. It is not clear to me if this will affect the future group of survivors. I have been attempting to speak to the actuary hired by the retirement board on this but as of the time of writing this letter, the retirement board has changed actuaries and I have not been able to reach them.

While I am inclined to support this measure, I believe that it should be done as part as of an overall plan to keep our pension and retirement system economically viable.

Postretirement benefits remain, and will be for some time, items we must watch most closely in order to keep our City fiscally stable. As I indicated in my budget message, our contribution to the City Pension System has been rising at an unsustainable rate of 7.7% average per year over the past decade.

Pensions are thought to be largely out of our control because they are governed by state law. There are, however, there are some things we can do to make certain that our pension system remains economically viable. Keeping the system economically viable is in our interest and in the interest of our retirees. Every retiree needs to know that our system is viable and that they will be able to receive the pension that is promised to them long into the future.

Last year, when Gov. Deval Patrick signed into law the new pension reform law, he made this basic point. The Governor indicated that the pension system, as it was, was not economically viable and

would not protect retirees into the future. For that reason, the Legislature, for future employees, increased retirement age and contribution rates as part of an overall package.

While our retirement system has done very well over 20 to 25 years, there are a number of concerns that I have.

We should look at an overall package here in Haverhill to make certain the retirement system always remains economically viable. Here are some concerns that I have:

- **Our system appears to be inadequately funded compared to many other systems**

The degree to which a retirement system is currently funded is one measure of our financial health of the pension board. Currently the Haverhill system is approximately 51.4% funded.

The national average is a good deal higher. Nationally, the average pension board is funded at approximately 75%.

Many Massachusetts cities are funded at a higher average than we are. The Massachusetts state pension system is funded at State 81%, Teachers 66.3% State Average 63.3%.

By state law, all local retirement systems must be fully (100%) funded by the year 2040. To their credit, our retirement board has chosen a more aggressive date of 2023. This also gives some flexibility in the event of a future market downturn.

- **Our Presumed Rate of Return is higher than it is in many other cities**

A second area of concern is the assumption that we use in determining what the rate of return will be in our pension system. Currently Haverhill assumes a "presumed rate of return" of 8.25% per year. This assumes that over the next few years our investment rate of return will average 8.25% per year. In the event the pensions average less than that, the city is required to pay the additional funding out of its annual operating expense. This can amount to hundreds of thousands or even millions of dollars per year. (There are other assumptions which going to funding so this is actually a good deal more complicated than I am making it.)

Over the past 20 or 25 years Haverhill has met or exceeded this presumed rate of return in the 8.25% and has, up until this time, been in line with what most other pension boards have assumed. Over the long run our pension system has done better than most in terms of investments. I commend our retirement board for overall good rate of return over the past 20 to 25 years.

However, in more recent years, and, in particular, since the economic downturn in 2008, the rate of return on our retirement investments has not come anywhere close to an average annual return of 8.25%. Most other retirement boards in the state and throughout the country have had the same difficulty. Our five year average rate of return was 2.5% per year. Our 10 year rate was 6.3% per year. Last year our rate of return was under 1%. As you can see, none of these rates of return come anywhere close to the 8.25% per year assumption. Similar retirement boards throughout the stated country have experienced similar returns.

As a result, over the past several years pension boards throughout the country are reconsidering what is a reasonable rate of return to assume on their pensions. The State of Massachusetts is in the process of changing its presumed rate of return from 8.25% to 8%. Many pension boards throughout the country are lowering their presumed rate of return down to 7 1/2 or even 7%.

Part of the overall plan that we should develop should be to look at our assumed rate of return and consider what a realistic rate is.

Lowering our assumed rate of return is ultimately a very expensive matter. The lower the rate of return the more money we must contribute out of our operating expenses on a yearly basis. If we were to lower our presumed rate of return, from 8.25% to 8%, that will cost us hundreds of thousands of dollars out of our operating expenses on a yearly basis.

Rather than tackle our pension problems on a piecemeal basis, it is my opinion that we should develop an overall plan to make the pension system more financially viable in the future. Some of the items we need to examine are as follows:

1. Should we lower the assumed rate of return over a course of years from 8.25% to something lower? What are the costs of doing so?
2. Should we continue to give a 3% cost-of-living increase on the current COLA base of \$12,000?
3. Should we make any changes, at this time, in the \$12,000 COLA base?
4. Are there any changes that should be made in the investment mix?

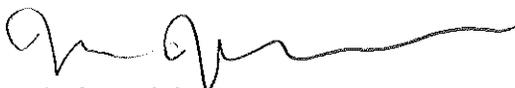
Over the next few months, I'm going to ask the retirement board to sit down with me to see if we can come up with a joint plan which will address these issues.

Once we have adopted a plan, then I will, in all probability, recommend at that time that we also adopt the second document which is before you, which is item **8.2.1**, but only as part of an overall plan to keep the system fiscally stable.

I urge you to send document **8.2.1** to committee for study and I will work with that committee to see if we can develop an overall plan.

Thank you, again, for asking for my opinion and for your consideration.

Very truly yours,



James J. Fiorentini, Mayor

DOCUMENT 68-B

CITY OF HAVERHILL

In Municipal Council June 12 2012

ORDERED:

That the City Council of the City of Haverhill accept the provisions of § 48 of Chapter 176 of the Acts of 2011. This section amends M.G.L. Chapter 32, by adding § 90D ½, that will establish a \$12,000.00 minimum retirement allowance for retirees who had been granted a "Superannuation, Accidental Disability or Ordinary Disability" Retirement and had completed 25 years or more of creditable service.

On motion of Councillor Macek to refer to Mayor for Mayor/Council conference

MOTION PASSED and

PLACED ON FILE and REFER TO MAYOR FOR MAYOR/COUNCIL CONFERENCE

Attest:

Mye G. Torz

City Clerk



Accept Act - Ben Cooke



THE SEGAL COMPANY
 116 Huntington Avenue 8th Floor Boston, MA 02116-5744
 T 617.424.7336 F 617.424.7390 www.segalco.com

Kathleen A. Riley, FSA, MAAA, EA
 Senior Vice President and Actuary
 kriley@segalco.com

April 4, 2012

Haverhill Retirement Board
 4 Summer Street, Room 303
 Haverhill, MA 01830

Re: **Costs of Increasing the Minimum Survivor Benefit and
 Increasing Benefits for Retirees with 25 Years of Service**

Dear Board Members:

As requested, we have calculated the cost of increasing the \$250 per month minimum allowance contained in M.G.L. Chapter 32, Section 12 to \$500 per month in accordance with Section 30 of Chapter 176. This change would apply to all participants whose beneficiaries are currently receiving a minimum survivor benefit that is less than \$500 per month and to future beneficiaries. Our estimates are based on data supplied by the Retirement Board for 21 eligible beneficiaries currently receiving Section 12 benefits of less than \$500 per month. The total monthly benefit increase is \$3,240.

We have also calculated the cost of a one-time increase in benefits for retirees with 25 years of creditable service and an annual benefit amount less than \$15,000 per year to \$15,000 per year, and those with an annual benefit amount less than \$12,000 per year to \$12,000 per year, in accordance with Section 48 of Chapter 176. Our estimates are based on data supplied by the Retirement Board for 17 eligible retirees with over 25 years of creditable service currently receiving retiree benefits less than \$15,000 annually. The total monthly increase is \$3,578. There were 5 eligible retirees with over 25 years of creditable service currently receiving retiree benefits less than \$12,000 annually. The total monthly increase is \$769.

The table below shows the impact of these benefit increases:

		Additional Cost		
		With Increased Minimum Survivor Benefit	With Increased Benefit for Retirees With 25 Years of Service	
January 1, 2012	Current		To \$15,000	To \$12,000
Unfunded Liability	\$145,461,000	\$380,000	\$342,000	\$72,000
Total Normal Cost	4,992,000	10,000	N/A	N/A



If these additional costs are amortized over the full 19-year period of the funding schedule (through 2032) with amortization payments increasing at 4.0% per year, the increase to the fiscal 2014 appropriation is \$45,000 for the minimum survivor benefit increase, \$30,000 for the increase for retirees with 25 years of service to \$15,000 and \$6,000 for the increase for retirees with 25 years of service to \$12,000.

Please refer to our January 1, 2010 Actuarial Valuation and Review dated December 6, 2010 for the data, assumptions and plan of benefits underlying these calculations.

This report was prepared in accordance with generally accepted actuarial principles and practices at the request of the Board to assist in administering the Retirement System.

The measurements shown in this actuarial valuation may not be applicable for other purposes. Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and changes in plan provisions or applicable law.

The actuarial calculations were directed under my supervision. I am a member of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein. To the best of my knowledge, the information supplied in this actuarial valuation is complete and accurate. In my opinion, each assumption is reasonable (taking into account the experience of the plan and reasonable expectations) and such other assumptions, in combination, offer my best estimate of anticipated experience under the plan.

Please let us know if you have any questions or need any additional information.

Sincerely,



Kathleen A. Riley

KCR/jpb

cc: Kathleen Gallant

DOCUMENT 68

CITY OF HAVERHILL

In Municipal Council June 12 2012

ORDERED:

That the City Council of the City of Haverhill accept the Provisions of § 29 of Chapter 176 of the Acts of 2011. This Section would allow the minimum allowance contained in M.G.L. Chapter 32, § 12 (2)(d), Member Survivor Allowance, to be increased from \$250.00 per month to \$500.00 per month.

On motion of Councillor Macek to refer to Mayor for Mayor/Council conference
MOTION PASSED and
PLACED ON FILE and REFER TO MAYOR FOR MAYOR/COUNCIL CONFERENCE

Attest:



City Clerk



Accept Act - Ben Cooke

William J. Klueber
Chairman
Charles Benevento
James P. Cleary, III
Donald J. Shea
Lewis F. Poore, Jr.
Members



Telephone: (978) 374-2358
Facsimile: (978) 374-2353

Haverhill Retirement Board

4 Summer Street • Room 303
Haverhill, MA 01830-5843

June 12, 2012

Honorable President and Members
Of the Haverhill City Council

RE: Chapter 176 of the Acts of 2011, an Act Providing for Pension Reform and Benefits Modernization
§ 29 – Increase to Chapter 32, §12 (2)(d) – Member Survivor Allowance
§ 48 – Adds § 90D1/2, Creating a Minimum Retiree Allowance of \$12,000 per year, with 25 years or more of Creditable Service

Dear Ladies and Gentlemen:

On behalf of my fellow Board Members, I respectfully request that the City Council consider the acceptance of Chapter 176 of the Acts of 2011, §§ 29 and 48.

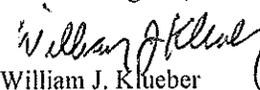
The acceptance of § 29 would allow the minimum allowance contained in M.G.L. Chapter 32, § 12(2)(d), Member Survivor Allowance, to be increased from \$250.00 per month to \$500.00 per month. This would affect eighteen (18) survivors.

The acceptance of §48 would add § 90D1/2 to M.G.L. Chapter 32 and would allow any member retired under a Superannuation, Accidental Disability or Ordinary Disability Retirement, who had completed twenty-five (25) years or more of creditable service, a minimum of \$12,000.00 per year. This would affect five (5) retirees.

As these increased benefits are local option, approval by the Haverhill City Council on the action taken by the Haverhill Retirement Board is necessary. I am enclosing information regarding the added costs for the eighteen (18) survivors and the five (5) retirees compiled by the Segal Company, as well as a copy of §§ 29 and 48 of Chapter 176 of the Acts of 2011.

If you have any questions regarding the aforementioned matter, please contact any of the Haverhill Retirement Board Members or myself.

With best regards,


William J. Klueber

cc: Mayor James J. Fiorentini



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Kathleen A. Riley, FSA, MAAA, EA
 Senior Vice President and Actuary
 kriley@segalco.com

April 13, 2012

Haverhill Retirement Board
 4 Summer Street, Room 303
 Haverhill, MA 01830

Re: **Costs of Increasing the Minimum Survivor Benefit - Revised**

Dear Board Members:

As requested, we have revised the calculation shown in our April 4, 2012 letter of the cost of increasing the \$250 per month minimum allowance contained in M.G.L. Chapter 32, Section 12 to \$500 per month in accordance with Section 30 of Chapter 176. This revision excludes non-spousal beneficiaries. This change would apply to all participants whose eligible beneficiary is currently receiving a minimum survivor benefit that is less than \$500 per month and to future beneficiaries. Our estimate is based on data supplied by the Retirement Board for 18 eligible beneficiaries currently receiving Section 12 benefits of less than \$500 per month. The total monthly benefit increase is \$2,663.

The table below shows the impact of these benefit increases:

<u>January 1, 2012</u>	<u>Current</u>	<u>Additional Cost With Increased Minimum Survivor Benefit</u>
Unfunded Liability	\$145,461,000	\$290,000
Total Normal Cost	4,992,000	10,000

If these additional costs are amortized over the full 19-year period of the funding schedule (through 2032) with amortization payments increasing at 4.0% per year, the increase to the fiscal 2014 appropriation is \$37,000.

Please refer to our January 1, 2010 Actuarial Valuation and Review dated December 6, 2010 for the data, assumptions and plan of benefits underlying these calculations.

This report was prepared in accordance with generally accepted actuarial principles and practices at the request of the Board to assist in administering the Retirement System.

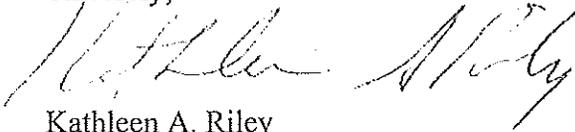


The measurements shown in this actuarial valuation may not be applicable for other purposes. Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and changes in plan provisions or applicable law.

The actuarial calculations were directed under my supervision. I am a member of the American Academy of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein. To the best of my knowledge, the information supplied in this actuarial valuation is complete and accurate. In my opinion, each assumption is reasonable (taking into account the experience of the plan and reasonable expectations) and such other assumptions, in combination, offer my best estimate of anticipated experience under the plan.

Please let us know if you have any questions or need any additional information.

Sincerely,



Kathleen A. Riley

KCR/jpb

cc: Kathleen Gallant

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JAMES J. FIORENTINI
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

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July 12, 2012

City Council President John A. Michitson
& Members of the City Council

RE: Appointments – Cultural Council

Dear Mr. President and City Council Members:

I hereby appoint Kara Andrew of 64 Barker St., Haverhill, to the Haverhill Cultural Council.

This is a confirming appointment and I recommend your approval. This appointment takes effect upon confirmation and expires July 24, 2015.

Very truly yours,


James J. Fiorentini
Mayor

JJF/lk

cc: Kara Andrew
Karren McCabe, Chair, Haverhill Cultural Council

Encl.

KARA ANDREW
800 Turnpike Street, Suite 300
North Andover, MA 01845
978-682-4466

ATTORNEY AT LAW 2002-Present

Engaging in the general practice of law in Massachusetts and New Hampshire including but not limited to criminal law, mental health litigation, estate planning, business law, probate and divorce law. Serve as trustee, conservator and/or guardian for various probate clients. Mediator and Guardian ad Litem.

Safety Net Solutions, Inc: Assistant General Counsel handling contract litigation and human resource matters.

Committee of Public Counsel Services: Independent Contractor Serving as a member of the Essex County Bar Advocate Program representing indigent adult and juvenile defendants in criminal matters. Member of the Children and Families Law Program representing individuals on Care and Protection matters. Member of the Mental Health Litigation Unit representing respondents at civil commitment proceedings.

Parkside Apartments: 02/02-02/09: HUD certified manager of Housing, Chief Counsel and troubleshooter of the first resort for landlord tenant matters. Worked with the Department of Housing and Urban Development to ensure compliance to housing regulations.

MASSACHUSETTS BAY TRANSPORTATION AUTHORITY 2000-2002

Director of Human Resources

Defended employment claims. Managed all human resource issues for a highly diverse workforce of 6,500 employees. Worked within the bounds of more than 27 labor union contracts. Administered a \$60 million benefits budget and a \$2.2 million human resources budget including \$800 thousand for authority wide training and development.

MASSACHUSETTS HIGHWAY DEPARTMENT 1997-2000

Chief Operating Officer

Managed and directed nine departments and 150 employees. Including the Human Resources Department, the Civil Rights Unit, the Worker's Compensation Department, the Labor Relations Division, the Fiscal Department, the Budget Department, the Training Department, the Information Technology Division and Building Facilities.

Chief of Staff

Administered the \$74 million operating budget, expenditures for the \$500 million capital budget and human resources issues for more than 2,200 employees.

Assistant to the Commissioner

Served as team leader on various multi million dollar economic development initiatives such as; the Commonwealth's first Rest Area and Visitor Center initiative valued at more than \$15 million; the Commonwealth's first Bicycle and Pedestrian program which was recognized nationally for its innovation by the American Planning Association; the Federal Enhancement program, and the Scenic Byways Initiative.

MASSACHUSETTS OFFICE OF TRAVEL AND TOURISM 1993-1997

Director of Operations

Administered all procurement, contract, fiscal, information technology, and budget and human resources issues.

Special Projects Coordinator

Co-Founder of the Massachusetts Agricultural Tourism Economic Development Initiative. Monitored budget through the legislative process. Managed, planned and organized Italian familiarization trips. Administered human resources and staff development.

CIVIC:

- Fit Girls of Newburyport volunteer running coach. Volunteer Mediator for Woburn District Court. Volunteer Conciliator for the Haverhill District Court. Member of the Human Rights Committee for the Tewksbury State Hospital. Greater Boston Legal Services Initiating member of *The Fenway* Elder Law Clinic at Suffolk University Law School. Past Member of the Nominating Committee YWCA of Greater Lawrence. Board of Directors YWCA of Greater Lawrence 2004-2010. Volunteer student trial Judge for the Massachusetts Bar Association. Former member of Windham New Hampshire Zoning Board and Bicycle Committee.

EDUCATION:

Suffolk University Law School 2000, Trial Team Training Group. Distinguished Oral Advocate. *Dicta* student newspaper.

Suffolk University, Bachelor of Science, *cum laude*, Communications. Phi Gamma Mu, International Social Science Honor, Delta Alpha Phi academic honor. Nationally ranked for collegiate (CEDA) debate.



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

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July 19, 2012

City Council President John Michitson
& Members of the City Council

RE: Appointment to the Haverhill Brightside Commission

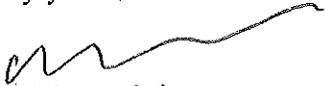
Dear Council President & Members of the City Council:

I hereby appoint the following person to the Haverhill Brightside Commission:

Richard LeBlond of 242 Broadway, Haverhill, MA 01832

This is a confirming appointment and I recommend your approval. This appointment takes effect upon confirmation and expires July 24, 2013.

Very truly yours,


James J. Fiorentini
Mayor

JJF/lk

Cc: Vincent Ouellette, Rec. Director



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

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July 19, 2012

City Council President John A. Michitson
& Members of the City Council

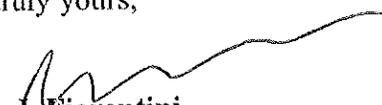
RE: Appointments – Cultural Council

Dear Mr. President and City Council Members:

I hereby appoint Jennifer Couturier of 329 South Main St. Unit 3L, Bradford , to the Haverhill Cultural Council.

This is a confirming appointment and I recommend your approval. This appointment takes effect upon confirmation and expires July 24, 2015.

Very truly yours,


James J. Fiorentini
Mayor

JJF/lk

cc: Jennifer Couturier
Karren McCabe, Chair, Haverhill Cultural Council

Encl.

Jennifer E. Couturier

329 South Main Street, Unit 3L, Bradford, MA 01835; 508-517-6303; jen.couturier@gmail.com

OBJECTIVE

To secure a promising position within Northern Essex Community College that offers both a challenge and an opportunity for growth, while allowing me to contribute to the wellness of others within the community that I grew up.

EDUCATION

Suffolk University, Boston, MA

Bachelor of Science, Major: Marketing/Management, May 2006

COMPUTER SKILLS & QUALIFICATIONS

Windows XP, Microsoft Word, Excel, PowerPoint, Outlook, Publisher, Access, PeopleSoft, Navision, SBT, Adobe Professional, Report Writer; Constant Contact; Some HTML coding experience; Excellent customer service and administrative experience; Demonstrated organizational skills; Proven ability to work in a fast paced environment; Strong problem-solving skills; Excellent attention to detail and multi-tasking skills; Proven ability to work independently or in a team environment; Possess program and individual development skills; Proven capability of conducting training and assessments.

PROFESSIONAL EXPERIENCE

The Arc of Greater Haverhill-Newburyport, Haverhill, MA

05/10 – Present

Adult Family Care (AFC) Program Manager

- Conduct all program and some agency marketing and outreach.
- Maintain the agency's website and oversee all agency social networking and email marketing.
- Was appointed as a member of the Events & Fundraising Committee, a subcommittee of the Board of Directors.
- Report directly to the Chief Operating Officer and supervise a team of Case Managers and Registered Nurses.
- Developed and maintain the AFC program's policy and procedures.
- Provide the fiscal administration of the AFC program including billing, budget preparation, and required program statistical and financial reports.
- Ensure that The Arc of GHN meets all requirements as stated in the MassHealth regulations.
- Conduct initial and annual home inspections in accordance to the MassHealth's definition of a qualified setting.
- Responsible for all program referrals and providing initial and ongoing assessments.
- Obtain a social history and conduct a psychosocial assessment and evaluation of each member.
- Train, evaluate, and supervise all AFC caregivers in conjunction with the assigned Registered Nurse.
- Participate in the development, implementation, and ongoing review of the AFC plan of care.
- Conduct monthly onsite home visits to the members on my current caseload.
- Complete care management progress notes corresponding with each on-site visit and upon significant change.
- Assist with obtaining information and accessing other healthcare and community based services.
- Review and document the fire and safety procedures for the qualified setting.
- Participate and implement discharge planning for members when necessary.

Osrham Sylvania, Danvers, MA

10/09 – 05/10

Payroll Specialist

- Use Microsoft Word, Excel, Outlook, PeopleSoft and on a daily basis.
- Served as a primary point of contact for Sylvania Lighting Services' (SLS) payroll department, consisting of daily customer service/communication with Supervisors, Managers and Financial Administrators throughout the country.
- Responsible for maintaining and distributing weekly overtime reports.
- Handled all tax and direct deposit set-ups for new hires as well as current employees.
- Processed all SLS garnishment and child support orders that are received.
- Set-up and processed payroll for all SLS certified payroll/prevailing wage jobs.
- Processed all SLS payroll reimbursements and payroll deductions.
- Ran reports for SLS payroll to ensure that the payroll is calculated properly and resolve any issues that may arise.
- Notified supervisors and managers of approvals needed to be made on their behalf in order to properly process their employee's payroll each week.

Business Analyst/Assistant Program Manager

- Served as the Assistant Program Manager for PPL's New Mexico program. My responsibility's included: managing the customer service and operations teams, providing orientation and training for individuals and care providers; developing and maintained the programs Policies; coordinated and presented training sessions for the client and case managers; maintained all budgets.
- Provided direct consulting support for two Senior Consultants who managed the New Mexico, Maine, and Pennsylvania programs.
- Served as a primary point of contact for payroll operations for three projects and was a backup point of contact for other projects.
- Was involved in creating a Policy & Procedure Manual for all of the Payroll Operations performed within the company. This manual is still used as a training tool when new contracts are awarded.
- Worked daily with the IT team and contributed to the development of the software for PPL's NM program.
- Worked closely with the graphics team to coordinate marketing material.
- Performed a superior volume of work, while requiring minimal supervision.
- Developed marketing and outreach materials for programs. Produced a variety of company materials including: letters, reports, proposals, forms, policies & procedures, brochures, presentations, and training material.
- Developed and maintained professional communication skills with consumers, employers, family providers, clients, and state agencies.
- Performed Medicaid billing for PPL's Maine and New Mexico programs.
- Conducted multiple training sessions for PPL's clients within NM, PA and ME on various topics.
- Received a 4.9 out of 5 possible points on the Employee Performance Review.
- Understood the customer's needs and concerns and responded to them while serving theirs as well as Public Partnerships' best interests.
- Attended and conducted multiple offsite enrollment sessions throughout the country for the company's new projects where I was a lead presenter. It was my responsibility to train large scale groups of the participants in these new programs.

REFERENCES

- **Mollie Murphy, Chief Operating Officer, Annkissam**
Phone: 314.495.5972; Email: mollie.grotpeter@annkissam.com
- **Jim McInnis, Chief Financial Officer, Public Partnerships, LLC**
Phone: 617.426.2026, Extension 1194, Email: jmcinnis@pcgus.com
- **Stacey Soucy, Project Manager, Public Partnerships, LLC**
Phone: 617.426.2026, Extension 1266, ssereno@pcgus.com



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-374-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

July 20, 2012

City Council President John A. Michitson
& Members of the City Council

RE: Appointments – Cultural Council

Dear Mr. President and City Council Members:

I hereby appoint Mary Phennicie of 21 Highland Ave. #1, Haverhill, to the Haverhill Cultural Council.

This is a confirming appointment and I recommend your approval. This appointment takes effect upon confirmation and expires July 24, 2015.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lk

cc: Mary Phennicie
Karen McCabe, Chair, Haverhill Cultural Council

Encl.



City of Haverhill

Application for Permit

Name of Organization	Somebody Cares New England		
Address of Organization	358 Washington St.		
Requesting Permit for (List Type of event)	Block Party	Date & Time	August 11, 2012 9am -> 3pm
Location of Event	358 Washington St. / asking to block off Shepherd St. /		
Authorized or Contact Person	Marlene J. Yeo	Telephone/Cell #/Pager # (Indicate if pager)	978-697-0783

(To be completed for use of City Property/Outdoor Activity and other Special Events)

Approval of Fire Chief (Where applicable)			
Approval of the Recreational Director Required for all recreational facilities	Signature	Date	Comments/Restrictions
Approval of the Chief of Police Required for all OUTDOOR EVENTS I.e.: Parades/Carnivals/Community Events	<i>Wing Lee</i> Signature	7-12-12 Date	

General Release & Indemnity Agreement

The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts, dues, claims and demands both in law and equity, more especially any and all claims as a result of the issuance of this permit and or use of any City Property, including, but not limited to, property damages and personal injuries resulting from the same.

Signature of Authorized Agent of Organization: *Marlene J. Yeo* Date: *July 9, 2012*
 Signature Witnessed by: *[Signature]* Date: *7-9-12*

City Council will hear request for application on: _____ (date) _____ (time)
 Applicant must attend Yes [] No []

Office Use

Permit

Permit approved on: _____ Proof of Insurance _____ # Detail Officers _____
Policy Number/Exp. Date

Attendance Limited to: _____ Other Restrictions/requirements: _____

Signed: _____ Issued on: _____ Seal _____
City Clerk



City of Haverhill

6.2.2

Application for Permit

Name of Organization	St. Vincent de Paul Society - All Saints St. Anne <i>Compton</i>		
Address of Organization	—		
Requesting Permit for (List Type of event)	Fundraising Walk	Date & Time	Sat. Sept 29, 2012 9:00 AM
Location of Event	see attached letter		
Authorized or Contact Person	Catherine Hennessy	Telephone/Cell #/Pager # (Indicate if pager)	978.204.6487

(To be completed for use of City Property/Outdoor Activity and other Special Events)

Approval of Fire Chief (Where applicable)			
Approval of the Recreational Director Required for all recreational facilities	Signature	Date	Comments/Restrictions
Approval of the Chief of Police Required for all OUTDOOR EVENTS I.e.: Parades/Carnivals/Community Events	<i>[Signature]</i> Signature	7-12-12 Date	

General Release & Indemnity Agreement

The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts, dues, claims and demands both in law and equity, more especially any and all claims as a result of the issuance of this permit and or use of any City Property, including, but not limited to, property damages and personal injuries resulting from the same.

Signature of Authorized Agent of Organization: _____ Date: _____

Signature Witnessed by: _____ Date: _____

City Council will hear request for application on: _____
 Applicant must attend Yes [] No [] (date) (time)

Office Use

Permit

Permit approved on: _____ Proof of Insurance _____ # Detail Officers _____
 Policy Number/Exp. Date

Attendance Limited to: _____ Other Restrictions/requirements: _____

Signed: _____ Issued on: _____ Seal

City Clerk

July 2, 2012

ST. VINCENT DE PAUL SOCIETY

ALL SAINTS & ST.JAMES CONFERENCES

HAVERHILL, MA

Dear President Mitchison & Council Members,

We respectfully request permission to hold a fundraiser called "Friends of the Poor Walk" to be held on Saturday, September 29, 2012 in the City of Haverhill beginning at 9:00 AM. We will walk Rain or Shine.

The route of the walk will begin at All Saints Church at Blaisdell Street, Right on Broadway, Right On Moulton Way; Right at Railroad Square and a Left onto the Comeau Bridge; Left onto South Pleasant St. until the Stop Sign then Right to Chadwick St. and Left to Carleton St. Left onto South Main St. across the Basiliere Bridge continuing up Main and Left onto Bailey Boulevard. Right onto Emerson and a Left onto Winter St. ending the walk at St. James Church parking lot.

The Saint Vincent de Paul Societies affiliated with all 4 Catholic Churches in Haverhill do a tremendous service to those in need of food, rent, security deposits, utilities, prescriptions, furniture, and clothing. "There are no works that are foreign to the Society." However all these works take funds that are not government run and the funds that each conference receive are solely provided by the generosity of donors. The need is overwhelming here in Haverhill, countless people call weekly for help and most frequently are referred to us by Salvation Army, Community Action, and other State and Federally funded agencies.

We hope that you will allow us to do this fundraiser that we would like to become an annual event each year on the Feast of St. Vincent de Paul.

Respectfully,



Catherine Hennessy

St. Vincent de Paul Society

All Saints Conference President

978-204-6487

Kathleen Fitts

St. James Conference President

978-373-6791



RECEIVED

2012 JUN -8, A 6: 38

License Commission, Room 118
Phone: 978-420-9751 Fax: 978-373-8490
License_comm@cityofhaverhill.com

APPLICATING OFFICE
APPLICATION FOR SPECIAL LICENSE ONE DAY
FOR THE SALE OF ALCOHOLIC BEVERAGES

Date of Request: 05/29/12

Official Use ONLY:	
FEE: \$ <u>165</u>	PAID: \$ <u>165</u>
ISSUED: _____	LIC#: _____

Please mark (X) which type of Special License you are applying for:

Wines and Malts ONLY
(\$100 Fee & \$40 Application)

ALL Alcoholic Beverages
(\$125 Fee & \$40 Application)

Butlers & Burs

NAME OF ORGANIZATION

Wedding Reception Kubel
Name of Event

508-527-1218
Applicant's Phone Number

08/04/12
Date of Event

Winnemkenne Castle
Location of Event

Greggorz Kubel
Name of Applicant

3pm - 11pm
Time of Event

27 Peoples Place, Haverhill, MA
Applicant's Mailing Address

kgkubel@msn.com
Applicant's Email

Approval

[Signature]
Chief of Police
6/13/12
Date

Joseph C. Edwards
License Commission
7-12-12
Date

City Council (City Property) Date

Mayor (City Property) Date

Subject to police approval

6.2.4



City of Haverhill

Application for Permit

Name of Organization	Teresa Budrewicz 30 W Rockambault Street	
Address of Organization	80 Appleton St to West Clifton to Corner Freeman St	
Requesting Permit for (List Type of event)	Block Party family reunion	Date & Time: Sat August 4 11 AM to 7pm
Location of Event	On the street	
Authorized or Contact Person	Gary Cunningham	Telephone/Cell #/Pager # (Indicate if pager): 978 457 3430

with Rainy Sun August 5th 2012

(To be completed for use of City Property/Outdoor Activity and other Special Events)

Approval of Fire Chief (Where applicable)			
Approval of the Recreational Director Required for all recreational facilities	Signature	Date	Comments/Restrictions
Approval of the Chief of Police Required for all OUTDOOR EVENTS I.e.: Parades/Carnivals/Community Events	Signature	Date	

General Release & Indemnity Agreement

The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts, dues, claims and demands both in law and equity, more especially any and all claims as a result of the issuance of this permit and or use of any City Property, including, but not limited to, property damages and personal injuries resulting from the same.

Signature of Authorized Agent of Organization: Teresa Budrewicz Date: 7/18/12

Signature Witnessed by: [Signature] Date: 7-18-12

City Council will hear request for application on: _____ (date) _____ (time)

Applicant must attend Yes [] No []

Office Use

Permit

Permit approved on: _____ Proof of Insurance _____ # Detail Officers _____
Policy Number/Exp. Date

Attendance Limited to: _____ Other Restrictions/requirements: _____

Signed: _____ Issued on: _____ Seal

City Clerk



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

That the State Primaries to be held in the several wards in the City on THURSDAY, THE SIXTH day of SEPTEMBER, 2012; the polls to open at seven o'clock in the forenoon and to close at eight o'clock in the evening, and to be held in accordance with the provisions of Chapter 53 of the General Laws and amendments thereto.

The voters of the Democratic, Republican and Green-Rainbow Parties are requested to meet at their respective ward rooms, as designated, on the above date and give in their votes for the nomination of candidates of their respective parties for SENATOR IN CONGRESS FOR THIS COMMONWEALTH; REPRESENTATIVE IN CONGRESS for the Third Congressional District; COUNCILLOR for the Fifth Councillor District; SENATOR IN GENERAL COURT for the First Essex Senatorial District; One REPRESENTATIVE IN GENERAL COURT for the Second Essex Representative District; One REPRESENTATIVE IN GENERAL COURT for the Third Essex Representative District; ONE REPRESENTATIVE IN GENERAL COURT for the Fourteenth Essex Representative District; One REPRESENTATIVE IN GENERAL COURT for the Fifteenth Representative District; REGISTER OF DEEDS for Essex Southern District and CLERK OF COURTS for Essex County.

And be it further

ORDERED: That notice of the above meeting shall be posted on the Municipal Bulletin Board and in the City Clerk's Office.

Maps on File in Clerk's Office



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

~~ORDERED~~

MUNICIPAL ORDINANCE

CHAPTER 240

AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 240, as amended, is hereby further amended as follows:

By inserting the words and numbers: "as revised on 07/19/2012," immediately following the words and numbers "Central Business District Parking Map dated 08/17/11" wherever said words and figures shall appear in Chapter 240.

The Central Business District Parking Map dated 08/17/11, as revised on 07/19/2012, is attached hereto and incorporated herein.

APPROVED AS TO LEGALITY

City Solicitor



8.2.1

Haverhill

Department of Public Works
500 Primrose Street
Haverhill, MA 01830
Phone: 978-374-2360
Fax: 978-374-2362
www.ci.haverhill.ma.us

Michael K. Stankovich
Director of Public Works
mstankovich@cityofhaverhill.com

Date: July 20, 2012
To: City Council President John A. Michitson and Members of the City Council
From: Michael K. Stankovich, Director of Public Works *MKS*
Re: Central Business District Parking Map Changes

After considerable review of the Central Business District Parking map by City staff, our parking consultant and parking vendor, Parking Commission, plus numerous meetings with downtown businesses, we are proposing the following parking map and ordinance changes:

1. Removed Pay Parking, Group D from KEY and changed west side of upper parking deck to same permit parking as all other city parking lots
2. Added discount (17%) for annual permit parking, or \$ 150.00 per year
3. Added nine (9) additional permit parking spaces to Haverhill Place parking lot
4. Added "first 15 minutes free" to Group A (On-street Parking)
5. Added (7) 30-Minute Spaces Located at the Southeast Corner of parking garage by Pentucket Bank

Attached please find a copy of the map with the proposed parking changes illustrated. We plan to attend the City Council meeting on August 7th to explain these proposed changes.

cc. Mayor James J. Fiorentini
William Cox, City Solicitor



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

~~DELETED~~

MUNICIPAL ORDINANCE

CHAPTER 240

AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 240-108, ARTICLE XVI. Parking Fees, Rates and Terms is hereby amended as follows:

By inserting the words and numbers: "as revised on 07/19/2012," immediately following the words and numbers "Central Business District Parking Map dated 08/17/11" where said words and figures shall appear in the attached CENTRAL BUSINESS DISTRICT PARKING FEES, RATES AND TERMS chart.

By adding the following words and numbers between the "15-minute limit" and the "2-hour limit" Parking Keys:

"30-minute limit 30 minutes N/A N/A N/A N/A N/A 8:00 am - 6:00pm";

By adding the word and number "15 minutes" after the Parking Key "Pay parking, Group A" under the heading "Free Period"; and

By adding the following: "****" after figure "\$15.00" in the line beginning with "Permit Parking" and the following at the end of the chart:

"**** Parking permits may be obtained for an annual fee of \$150 per year."

APPROVED AS TO LEGALITY

City Solicitor

VEHICLES AND TRAFFIC

240 Attachment 1

City of Haverhill

Central Business District Parking Fees, Rates and Terms
[Added 9-6-2011 by Doc. 23-H]

Parking Key - Restriction*	Free Period	Hourly Rate	Monthly Rate	Escalation After	Escalated Hourly Rate	Daily Maximum	Hours of Operation
Unrestricted	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Police business	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15-minute limit	15 minutes	N/A	N/A	N/A	N/A	N/A	8:00 a.m. to 6:00 p.m.
2-hour limit	2 hours	N/A	N/A	N/A	N/A	N/A	8:00 a.m. to 6:00 p.m.
Pay parking, Group A	30 minutes	\$0.50	N/A	3 hours, 15 minutes	\$1.00	\$8.00	8:00 a.m. to 8:00 p.m. for all parking lot; 3:00 p.m. to 8:00 p.m. for all streets
Pay parking, Group B	30 minutes	\$0.50	N/A	N/A	N/A	\$6.00	8:00 a.m. to 8:00 p.m.
Pay parking, Group C	120 minutes	\$0.50	N/A	None	N/A	\$2.00	8:00 a.m. to 8:00 p.m., no overnight
Pay parking, Group D	N/A.	N/A	\$5.00	N/A	N/A	N/A	8:00 a.m. to 8:00 p.m., no overnight
Permit Parking**	N/A	N/A	\$15.00	N/A	N/A	N/A	24 hours per day

NOTES:

* "Parking Key - Restriction" refers to those as shown on the Central Business District Parking Map dated 8/17/11, filed in the office of the City Engineer, Plan 2B/3418, a copy of which is also on file with the City Clerk, and the corresponding parking indicated therein, as amended from time to time.

** Permit parking available to residents and employees in the Central Business District. Those residents who are handicapped, disabled or have attained age 60 shall pay 50% of the monthly rate for a parking permit.

COPY

55



DOCUMENT 55

CITY OF HAVERHILL

In Municipal Council April 17 2012

~~ORDER~~

MUNICIPAL ORDINANCE

CHAPTER 240

AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 240-108, ARTICLE XVI. Parking Fees, Rates and Terms is hereby amended as follows:

By deleting the number and word "30 Min." under the heading "Free Period" on the attached CENTRAL BUSINESS DISTRICT PARKING FEES, RATES AND TERMS chart.

Also, by adding the following line after the line beginning with "Parking Permit":

"Visitor Permits*** N/A. N/A N/A N/A N/A N/A 24hrs./day"

and the following at the end of the chart:

"***Visitor Permits for adjacent or specified nearby parking lots may be issued to the building owners of Phoenix Row/Phoenix Way and 25 Washington Square to be used solely by persons visiting or providing services to residents of these properties. Such Visitor permits shall not exceed twenty (20) to each property at any given time. The City reserves the right to revoke these Permits at any time."

APPROVED AS TO LEGALITY

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk

IN CITY COUNCIL: May 1 2012

PASSED

Attest: City Clerk

APPROVED:

Mayor



DOCUMENT 74

CITY OF HAVERHILL

In Municipal Council July 10 2012

~~ORDER~~

MUNICIPAL ORDINANCE

CHAPTER 213

AN ORDINANCE RELATING TO SIGNS

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 213, as amended, is hereby further amended as follows:

§213-5 Advertising On or Over City Property.

By adding the following at the end of the current section:

“A fee of two hundred (\$200) dollars shall be charged to hang banners over a sidewalk or public way. ”

The above changes to be effective upon approval.

Also,

§213-5 Advertising On or Over City Property.

By deleting the following:

A. “...or hang any banner or sign over any sidewalk, street, highway or other public way, “

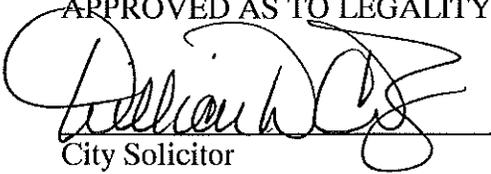
Subsection B to be deleted in its entirety and the following inserted in place thereof:

B. “Banners to be attached to a City building or facility advertising a public entertainment or event shall be allowed on a first-come basis for a period of time not to exceed two weeks prior to the event. Banners shall be hung commencing on a Monday, or Tuesday if Monday is a legal holiday, following approval. All such banners shall be hung by the Department of Public Works. The City Council shall demand a suitable surety bond or insurance indemnity policy to save the City harmless from all liability of any nature whatsoever caused directly or indirectly by the hanging of such banners. Preference for the hanging of banners shall be given to persons and/or organizations from within the City.”

74

The above changes to be effective January 1, 2013.

APPROVED AS TO LEGALITY



City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk

Ordinance Relating To Signs

CITY OF HAVERHILL
MASSACHUSETTS
CITY SOLICITOR'S OFFICE
145 South Main Street
Bradford, MA 01835
(978) 373-2360
EMAIL: billcoxlaw@aol.com

WILLIAM D. COX, JR.
CITY SOLICITOR

July 5, 2012

TO: City Councillor Colin F. LePage,
Chairperson, Administration and Finance Committee

FROM: William D. Cox, Jr., Esq. 
City Solicitor

RE: Ordinance relating to Signs

Enclosed please find an ordinance I was requested to prepare as a result of an Administration and Finance Committee meeting on April 26, 2012 relative to Chapter 213-5 of the City Code concerning advertising on or over City property.

Enclosed is a copy of the current provisions of the Code, as well as the minutes of the April 26, 2012 meeting, to assist the Council in reviewing the proposed ordinance.

Should you have any questions or concerns, please feel free to call upon me.

cc: Mayor James J. Fiorentini

GENERAL CODE



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New Laws	Help	Print
CHAPTER 208. SEWERS		CHAPTER 216. SNOW AND ICE REMOVAL
L		

This electronic version is provided for informational purposes only. For the official version please contact the municipality.

[Jump to Content](#)

CHAPTER 213. SIGNS

- [§ 213-1. Permit required for advertising devices.](#)
- [§ 213-2. Permit required for billboards and advertising devices.](#)
- [§ 213-3. Permit required for postings on fences, walls, trees and poles.](#)
- [§ 213-4. Advertising signs on vehicles.](#)
- [§ 213-5. Advertising on or over City property.](#)

Chapter 213. SIGNS

[HISTORY: Adopted by the City Council of the City of Haverhill as Secs. 23-1, 23-2, 23-3 and 22-43 of the 1963 City Code (Ch. 213 of the 1980 Code). Amendments noted where applicable.]

GENERAL REFERENCES

Projections and encroachments on public ways — See Ch. 222, Art. IV.
 Zoning — See Ch. 255.

§ 213-1. Permit required for advertising devices.

No person shall, in any street or way or other public place, post up or paint any placard, handbill, poster, notice or advertising design, or cut or carve any such notice or advertising design upon any object, nor shall any person erect or maintain any billboards or bulletin boards in any street or way or public place without first obtaining a permit therefor from the Chief of Police.

§ 213-2. Permit required for billboards and advertising devices.

No person shall post, erect, display or maintain in the City on any public way or on private property within public view from any highway, public park or reservation any billboard or advertising device without first obtaining a permit therefor from the City Council. Application for the permit shall be made to the City Council, which shall refer the same to the Planning Board of the City for hearing and report, and notice of the time and place of the hearing shall be given by the Board by publication in a local newspaper at least 10 days before the hearing. This section shall not apply to billboards, etc., already erected, nor shall it include signs, etc., exempted by provisions of MGL c. 93, §§ 29 to 33, inclusive.

§ 213-3. Permit required for postings on fences, walls, trees and poles.

[Amended 5-1-2001 by Doc. 68; 10-26-2010 by Doc. 99-BB] No person shall post on or affix to any fence, wall, tree box, post, pole, including utility poles, or other structure within or bordering on the lines of any public street, way or ground any bill, placard, notice, poster or advertising design without first obtaining from the Chief of Police a permit therefor, nor shall any such matter be posted or affixed to a billboard or bulletin board without the previously obtained consent of the owner thereof.

§ 213-4. Advertising signs on vehicles.

No person shall operate or park a vehicle on any street or highway for the sole purpose of displaying advertising signs, without a permit from the Chief of Police.

§ 213-5. Advertising on or over City property.

[Added 10-26-2010 by Doc. 99-BB]

- A. Unless otherwise provided for within this Code, no person shall place advertising on any building, facility or real property owned or controlled by the City of Haverhill, or hang any banner or sign over any sidewalk, street, highway or other public way, without a permit from the City Council.

- B. Street banners advertising a public entertainment or event shall be allowed on a first-come basis for a period of time not to exceed two weeks prior to the event. Banners shall be hung commencing on a Monday, or Tuesday if Monday is a legal holiday, following approval. All such banners which are to be hung over a sidewalk or public way or attached to a City building or facility shall be hung by the Department of Public Works. The City Council shall demand a suitable surety bond or insurance indemnity policy to save the City harmless from all liability of any nature whatsoever caused directly or indirectly by the hanging of such banners. Preference for the hanging of banners shall be given to persons and/or organizations from within the City.

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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

12.1.1

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MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE
MEETING HELD ON APRIL 26, 2012

An Administration and Finance Committee Meeting was held on Thursday, April 26, 2012 at 7:00P.M. in the City Council office, Room 204.

Committee Members present: Committee Chairperson Colin LePage, Councilor Michael McGonagle and Councilor William Macek.

Department Heads: Margaret Toomey, City Clerk and Michael Stankovich, Director-Public Works

Attendees: Marlene Stasinos.

The following documents were discussed:

1.) Doc.#10 – Petition from Marlene Stasinos, Stasinos Farms, requesting to hang banner promoting their Pumpkin Festival; hang over intersection of Rte. 125 and Salem St. in Bradford, Oct. 1- Oct. 13, 2012. There was a review and discussion of surrounding communities' policies regarding the hanging of banners from street to street. DPW Director Michael Stankovich estimates it takes three hours to hang this style of banner. After much discussion of the associated costs and liability to the City on this method of displaying banners, a recommendation was made to add a fee of \$200 to each banner application for the remainder of this calendar year and to end the practice of hanging banners street to street effective January 1, 2013. Another recommendation was for the DPW Director to research the feasibility of placing two free-standing poles at a high visibility site from which a banner could be hung utilizing a ground level mounted mechanism affixed to such poles that would raise and lower a banner. It was noted in the discussions that the current ordinance does not specify the monetary value of the surety bond or insurance indemnity policy. A motion was made to recommend these changes to the full Council. Passed unanimously.

2.) Doc. #16-D - Order that the sum of \$34,623.00 be transferred from Capital Account – Rail Trail to new Capital Account – Backup Generator – Highway Building. DPW Director Michael Stankovich provided a report listing the minimum power requirements for the DPW facility as previously requested. After review and discussion of the estimated costs of utilizing multiple portable generators along with their limited life span and maintenance, a recommendation was made to obtain a single, permanent mounted 100KW, 3 phase commercial grade generator. Another recommendation was that the appropriation order of \$65,000 from Capital Project – Rail Trails be transferred back to its original source, General Fund Capital Projects; and that a potential acceptable funding source of the \$34,623 for the generator be the budget reserve account of fiscal year 2013 as related to the Snow and Ice account. A motion was made to recommend these changes to the full Council. Passed unanimously.



CITY OF HAVERHILL
ASSESSORS OFFICE – ROOM 115
Phone: 978-374-2316 Fax: 978-374-2319
Assessors@cityofhaverhill.com

July 2, 2012

TO: MEMBERS OF THE HAVERHILL CITY COUNCIL:

In accordance with Municipal Ordinance, Chapter 7,
entitled "Assessor" as follows:

The Board of Assessors shall file monthly with the
City Council a copy of the report submitted to the
Auditor showing a summary of the above abated
amounts for that month.

Attached herewith is the report for the month of
June as filed in the Assessors Office.

Very truly yours,

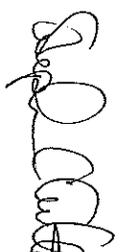
Stephen C. Gullo, MAA
Assessor

ASSESSING DEPARTMENT JUNE 2012

Day	2012 REAL EST/ATE	2012 MVE	2011 MVE	2010 MVE	2012 MVE CANCEL	2012 BOAT	2011 BOAT	2010 BOAT	2011 MVE UNCOLLECT	PERSONAL PROP	2008 PERSONAL PROP/UNCOL	2011 PERSONAL PROP/UNCOL	2005 MVE UNCOL	2006 MVE UNCOL	2007 MVE UNCOL	2003 UNCL.PERS. PROP.	1999 UNCL.PERS. PROP.
1																	
2																	
3																	
4		4,087.52	51.94	17.08	48.74												
5																	
6																	
7																	
8																	
9																	
10																	
11		18,224.71	188.64														
12																	
13																	
14																	
15																	
16																	
17																	
18		6,686.41	102.08	57.50													
19																	
20																	
21																	
22		1,044.80															
23																	
24																	
25			6,913.12	27.05			25.00										
26																	
27																	
28																	
29		5,981.53															
30																	
31																	
Retunda																	
Rec. by																	
Collector																	
Totals	1,044.80	43,483.39	379.71	74.59	48.74		25.00										

To the Auditor of Accounts:
 This is to certify that abatement amounts as shown above, amounting in the aggregate
 48,744
 Forty Five Thousand Seven Dollars & 49/100
 have been duly authorized. CANCELLATION ABATEMENT AG

BOARD OF ASSESSORS.

BY  Chairman

Sven A. Amirian
45 Talmuth Ave.
Haverhill, MA 01830

July 16, 2012

Haverhill City Council
4 Summer Street,
Room 204
Haverhill, MA 01830

Dear President Michitson,

As you are aware, one of the requirements of my new position as President of the Greater Haverhill Chamber of Commerce is that I step down from the Haverhill City Council. While I still believe strongly that I could perform both roles without conflict, I respect the will of the Chamber Board of Directors and hereby announce my official resignation effective July 31st, 2012. It has been an honor serving with you and my other fellow councilors and I look forward to our continued collaboration.

Best Regards,



Sven A. Amirian



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July 19, 2012

TO: Members of the City Council

Council President John A. Michitson, and Councilors Sven Amirian and Colin LePage, wish to introduce Doug Edison, former president of Brightside to present citation for his exemplary leadership in the community.

John A. Michitson, President
City Council

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July 19, 2012

Mr. President and Members of the City Council

Councillor William J. Macek wishes to discuss traffic planning for the Bradford Square/South Central Street area.


City Councillor William J. Macek

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CITY OF HAVERHILL

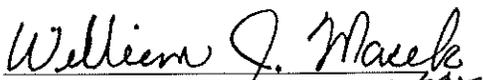
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July 19, 2012

Mr. President and Members of the City Council

Councillor Macek wishes to discuss bicycling on Haverhill streets.


City Councillor William J. Macek

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10.2.5

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July 19, 2012

Mr. President and Members of the City Council

Councillor Macek wishes to discuss giving notice to property owners of record prior to any formal action by the City to enact a zoning change(s) of their property in whole or in part.


City Councillor William J. Macek 632

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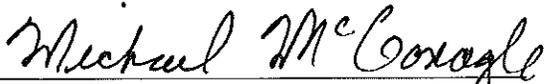
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July 19, 2012

TO: Mr. President and Members of the City Council:

Councillor Michael McGonagle would like to request a progress report on the repairs to the Hunking Middle School.


City Councillor Michael McGonagle

10.2.7

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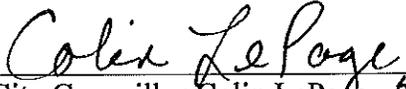
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July 20, 2012

TO: Mr. President and Members of the City Council

Councillor Colin LePage would like to introduce Bill Brown of NRB Inc. to discuss potential construction options regarding educational and municipal facilities.


City Councillor Colin LePage *602*

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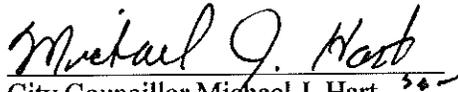
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July 13, 2012

TO: Mr. President and Members of the City Council

Councillor Hart would like to request a discussion about no parking signs on Lowell Avenue alongside Hadley West.


City Councillor Michael J. Hart 34-

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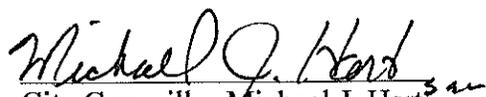
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July 13, 2012

TO: Mr. President and Members of the City Council

Councillor Michael J. Hart requests a discussion regarding the removal of a handicap parking space at 60 Franklin Street as it is no longer needed.


City Councillor Michael J. Hart



DOCUMENT 7-E

Copy

CITY OF HAVERHILL

In Municipal Council March 22 2011

~~XXXXXX~~ MUNICIPAL ORDINANCE

CHAPTER 240

An Ordinance Relating to Parking 60 Franklin Street—Add 1 Handicap Parking Space)

BE IT ORDAINED by the City Council of the City of Haverhill that Article XIII, Section 240-1302 Schedule B: Parking Restrictions and Prohibitions of the Haverhill City Code, as amended be further amended by adding the following:

LOCATION	REGULATION	HOURS/DAYS
<u>60 Franklin Street</u>		
Add one space in front of # 60 Franklin Street except for 1-24 hour handicap parking space at #60 Franklin Street	No Parking	24 Hours

APPROVED as to legality:

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

[Signature]

City Clerk

IN CITY COUNCIL: April 5 2011

PASSED

Attest:

[Signature]
City Clerk

APPROVED:

Mayor

10.2.10

CITY COUNCIL

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July 13, 2012

TO: Mr. President and Members of the City Council

Councillor Michael J. Hart requests a discussion regarding the removal of a handicap parking space at 54 North Street as it is no longer needed.


City Councillor Michael J. Hart



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED: P R O C L A M A T I O N

Whereas, on July 20, 1810, Antonio Narino led the Bogota uprising which won independence in various sections of what was then New Grenada. A civil war between federalists and centralists consumed the nation for the next nine years as the revolutionaries fought over how the country would be governed. This instability allowed the Spanish to reconquer Colombia, leading to the final proclamation of independence by Simon Bolivar in 1819. Colombians are now ranked as one of the happiest nations in the world.

Whereas, throughout its history, the City of Haverhill has welcomed people from around the world of every nationality, and we appreciate people of various cultures who help make this City so great; and

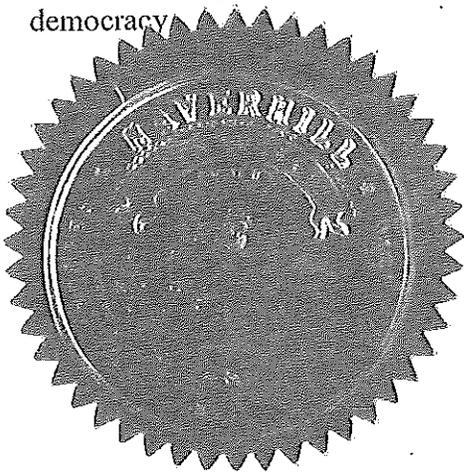
Whereas, we recognize that the Colombian community has had a positive impact on life in this City, and it continues to be a growing presence as Colombian Americans contribute significantly to many areas such as the arts, education, industry, science and community service; and

Whereas, people of Colombia ancestry demonstrate a strong work ethic and tremendous perseverance that have enabled them to find success and to improve their own community as well as others, making our City a better place for people of all backgrounds; and

NOW, THEREFORE I, JAMES J. FIORENTINI MAYOR of the City of Haverhill, Massachusetts, do hereby declare July 23, 2012.

Colombia Independence Day

in the City of Haverhill and urge all citizens to join me and our citizens of Colombian American descent in recognizing the historic observance of the 202nd Anniversary of the Colombia Independence Day and the Colombian people in their pursuit for freedom and democracy.



IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the City of Haverhill to be affixed this 20th day of July in the year of our Lord two thousand and twelve.


 Mayor James J. Fiorentini

CITY COUNCIL

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DOCUMENTS REFERRED TO COMMITTEE STUDY

#5-L/10	Communication from Councillor Macek requesting to propose the enactment of a Safe Building Ordinance.	NRPP	2/23/10
74-X/11	Communication from Co. Amirian requesting a discussion about proposed pig farm at Boxford Road	Planning & Dev.	9/27/11
4	Communication from Councillor Macek requesting a discussion regarding the proposed Monument Square traffic divider/island.	Planning & Dev.	1/3/12
12-E	Communication from Councillor Scatamacchia requesting to introduce Vincent Kissel to speak regarding safety issues at Kenoza Avenue and Newton Road	Planning & Dev	1/17/12
40-D	Communication from Councillor Daly O'Brien requesting a discussion re: the issue of charging an annual fee to non-profit properties in lieu of taxes with religious and government properties being exempt.	A & F	4/3/12
40-F	Communication from Councillor Daly O'Brien requesting to discuss lighting in the area of the parking garage	Public Safety	5/8/12
71	Ordinance – Waterfront Interim Planning Overlay District (WIPOD) Amend Section 255-7 and Add a new Section 255-18.2	Planning & Dev.	7/10/12