



JAMES J. FIORENTINI  
MAYOR  
April 18, 2012

CITY OF HAVERHILL  
MASSACHUSETTS

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

**RE: Finance Director**

Dear President Michitson and Members of the City Council:

About two years ago, at my request, the City Council adopted a local law allowing us to appoint a Chief Financial Officer of the City pursuant to Article 32-53 of the code of the City of Haverhill. The new law (MGL 43C, Sec.11) allowed me to streamline the number of direct reports to the Mayor in instituting better management practices for the City and I thank the Council for adopting the law, which is as follows:

The City accepted MGL c. 43C, § 11 in 2008.

**Our Code has been updated and below are the provisions:**

**§ 32-53. Chief Financial Officer.**

**A.** The Finance and Records Department shall be under the immediate supervision and direction of the Chief Financial Officer. The Chief Financial Officer shall be appointed by and responsible to the Mayor for a term of three years, subject to removal as otherwise provided by the Charter and this Code. The Chief Financial Officer shall serve, *ex officio*, as the Auditor, Treasurer, Collector or Treasurer-Collector; provided, however, that the Chief Financial Officer shall not serve, *ex officio*, as both Auditor and Treasurer, Collector or Treasurer-Collector.

**B.** The Chief Financial Officer's duties shall include, but not be limited to, coordination of all financial services and activities, maintenance of all accounting records and other financial statements, payment of all obligations, receipt of all funds due, assistance to all other City or town departments and offices in any matter related to financial affairs, monitoring of the expenditure of all funds, including periodic reporting to appropriate agencies on the status of accounts, supervision of all purchases of goods, materials and supplies and maintenance of inventory controls, supervision of all data processing facilities and any other matter relating to municipal finance as may be determined necessary or desirable.

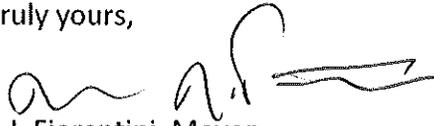
**C.** The Chief Financial Officer shall appoint all personnel under the direction and control of the Finance and Records Department subject to the approval of the Mayor, unless otherwise provided by the Charter.

It was pointed out to me, recently, that although we adopted the law, I neglected to officially appoint Mr. Benevento as our finance director.

Accordingly, I now officially appoint our City Auditor, Charles Benevento, as the Chief Finance Officer for the City of Haverhill.

This is a non-confirming appointment which takes effect immediately.

Very truly yours,

A handwritten signature in black ink, appearing to read 'James J. Fiorentini', with a stylized flourish extending to the right.

James J. Fiorentini, Mayor

JJF/lk