



CITY OF HAVERHILL CITY COUNCIL AGENDA

**Tuesday, May 31, 2016 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 regarding two documents – the latest revision to our five-year capital plan and a Transfer Order to begin the first phase of the capital plan
 - 3.1.1 City of Haverhill - Mayor’s Recommendations, Capital Improvement Program 2016-2020
 - 3.1.2 Transfer \$1,937.00 from Free Cash to the Capital projects as listed:

| | | |
|-----------------------------------|-------------|--------------------|
| Clerk Rebind vital books | \$6,000 | |
| Design next section of rail trail | \$50,000 | |
| City IT security audit | \$6,500 | |
| City Hall Energy improvements | \$75,000 | |
| City Hall document management | \$100,000 | |
| Parking Deck repairs | \$200,000 | |
| East Broadway Bridge | \$300,000 | |
| Sidewalk repair projects | \$1,200,000 | <u>Attachments</u> |
- 4. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES
- 5. UTILITY HEARING(S) AND RELATED ORDER(S)
- 6. APPOINTMENTS
 - Confirming Appointments
 - Non-confirming Appointments
 - Cable TV Advisory Board:**
 - 6.1 William Gould – Chair
 - 6.2 Shaun Ashworth
 - 6.3 Ron Dionne Attachments
 - Auxiliary Police
 - Resignations
- 7. PETITIONS
- 8. APPLICATIONS/HANDICAP PARKING SIGNS
- 9. ONE DAY LIQUOR LICENSES
- 10. APPLICATIONS FOR PERMIT
 - 10.1 *Haverhill Firefighting Museum*, 911 Memorial service & unveiling of Memorial Sculpture, 75 Kenoza av; in front of Armory building; Sept 11th, 8 am-10 am
 - 10.2 *Haverhill Firefighters Local 1011*; 5K Road race, start/end Lafayette sq; Sept 11, 12 noon – 1:30 pm
Applications have Police approval Attachments
- 11. TAG DAYS
 - 11.1 *Boys & Girls Club of Greater Haverhill* July 9
 - 11.2 *Haverhill Fire Dept – Boot Drive* Sept 3, 4, 5 Attachments



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, May 31, 2016 at 7:00 PM
City Council Chambers, Room 202

12. ANNUAL LICENSE RENEWALS:

Roller Skating Rink

Pool Tables

Cedardale 1 Pool Table 931 Boston rd

Sunday Pool

Cedardale 1 Sunday Pool Table

Attachments

Bowling

Sunday Bowling

Buy & Sell Second Hand Clothing

Buy & Sell Second Hand Articles

Common Ground Used Furniture Outlet – Paul Fitzgibbons 129 Winter st

Net Five Seconds LLC- Office Furniture – Jason Clarke 143 Essex st

Attachments

Junk Dealer

Haverhill Salvage – Paul Goldberg 81 Hale st

Attachment

Buy & Sell Old Gold

Pawnbroker

Limousines

Auctioneer

Theater

Exterior Vending Machine

Coin-Ops (Renewals)

Sunday License

Fortune Teller

13. HAWKER/PEDDLER

14. DRAINLAYER 2016 LICENSE

14.1 Jeff Masterson – *renewal*

Attachment

15. HEARINGS & RELATED ORDERS

16. NEW BUSINESS/ORDERS

17. ORDINANCES (FILE 10 DAYS)

NO SCHEDULE

18. UNFINISHED BUSINESS OF PRECEDING MEETINGS

18.1 DOCUMENT 19-I; Councillor LePage submits Minutes of the *Administration & Finance Committee*

Meeting held May 12 2016; containing City Council Rules & Regulations

Continued from May 24th

Related communication from City Solicitor William Cox



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, May 31, 2016 at 7:00 PM
City Council Chambers, Room 202

18.2 DOCUMENT 21-C; Ordinance re: Vehicles and Traffic; *Back Lane*; No Parking Both sides, entire length
24 hours *filed May 18th*

18.3 DOCUMENT 63; Order – Real property on Merrimack st, known as the *Riverfront Promenade Parking Lot* and as shown on Assessors Map 102, Block 7, Lots 11, 16, 17 & 20, containing approximately 0.932 acres, is hereby declared surplus and Mayor is authorized to secure a real estate appraisal of the Lots and to issue a request for proposals for the sale & development of said real property

18.4 **Substitute Order**: Real property on Merrimack st known as Goecke Parking Deck and also property on Merrimack st known as Riverfront Promenade Parking Lot be declared surplus and Authorize Mayor to issue a request for proposals for the sale & development of said real properties

Continued from May 24th

Attachments

19. MONTHLY REPORTS

NO SCHEDULE

20. COMMUNICATIONS FROM COUNCILLORS

20.1. Communication from Councillor Daly O'Brien requesting to discuss the water supply quality, specifically, iron levels in our community

20.2. Communication from Councillor Daly O'Brien requesting to discuss the need for loading zone on Washington st after business hours

20.3. Communication from Councillor Bevilacqua requesting to discuss summer jobs for Haverhill youth

Attachments

21. RESOLUTIONS AND PROCLAMATIONS

21.1 PROCLAMATION – *Immigrant Heritage Month*, June 2016

Attachment

22. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS

23. DOCUMENTS REFERRED TO COMMITTEE STUDY

24. ADJOURN



JAMES J. FIORENTINI
MAYOR

**CITY OF HAVERHILL
MASSACHUSETTS**

3.1
CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
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MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

May 26, 2016

City Council President John A. Michitson and
Members of the Haverhill City Council

RE: Capital Plan

Dear Mr. President and Members of the Haverhill City Council:

Attached are two documents: the latest revisions to our five-year capital plan and a transfer order for \$1,937,500 to begin the first phase of the capital plan.

The most important item in the transfer order is to transfer \$1.2M for sidewalk repairs.

Many of the sidewalks in our city were put in under the federal WPA project in the 1930s. They were put in all at once, and, unfortunately, they have begun to deteriorate all at once. Over the last two years we have allocated \$200,000 a year for sidewalk and roadway improvements. While this is much more money than we had spent in the past, it is nowhere near enough money. It is time to begin to rebuild our sidewalks.

In my inaugural address for this term I stated a goal of making Haverhill a "walkable city." I indicated both in my inaugural address in my state of the city speech that the key to making this a walkable city is to have safe sidewalks we can walk on.

Last summer, we worked with the Merrimack Valley Planning Commission to hire interns to assess our sidewalks. We became one of the few communities in the state that actually now has a sidewalk assessment and a roadway assessment. We learned in our sidewalk assessment that we have approximately \$12M worth of repairs that need to be made to our existing sidewalks. This does not include the millions of dollars that will be needed to build new sidewalks in areas that have no sidewalks at all.

We do not have the resources to do all that needs to be done with our sidewalks but that does not mean that we should not do anything. For the first time in over a decade last year we had adequate free cash to tackle some of our capital projects. I cannot think of a better use of our free cash then to begin the process of repairing our sidewalks.

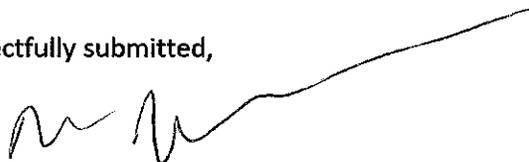
This must be started before the end of the fiscal year for several reasons. First, it will take some time to do the engineering work that is required, hire the contractors gear up and begin the work. If we delay until after the fiscal year begins on July 1, it will be extremely difficult to get much work done. Second, we cannot use this existing certified free cash after June 30. Accordingly, I am recommending that we transfer some of the free cash now so that we can begin the sidewalk work immediately.

I know that the public will be excited to hear that we are repairing sidewalks. It is important, frankly, to downplay expectations and for everyone to understand that even with \$1.2M, six times more than we have ever spent in the past, we cannot come close to doing all of the sidewalk repairs that need to be done. In a few weeks we will present a detailed sidewalk plan to you. We will concentrate, first, on the areas where we believe children walk to school. There will be areas that we just cannot get to this year or next year and will have to wait until future years.

The other items that we wish to get started on immediately are all listed in the transfer order. The most important of these I to finish the repairs of the East Broadway Bridge, make some emergency repairs to the Goecke deck and to begin our project of digitizing documents at City Hall for better record retention and better management. We are also asking for \$6500 for an IT security audit (much less than we thought it would be) money to design or begin the design of the next section of the rail trail and money to rebind some of the vital books in the city clerk's office.

A transfer order is attached and I recommend approval. Mr. Stankovich and I will be at the meeting Tuesday night to answer any questions you might have.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'James J. Fiorentini', with a long, sweeping horizontal line extending to the right.

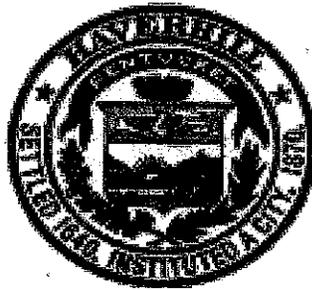
James J Fiorentini, Mayor

3.1.1

CITY OF HAVERHILL

Mayor's Recommendations

CAPITAL IMPROVEMENT PROGRAM 2016 - 2020



MAYOR
James J. Fiorentini

MAY, 2016

Executive Summary

The Mayor respectfully submits the following Capital Improvement Program (CIP). It should be noted that the CIP is not a static process. The creation of this CIP is based on the best available information at the time of development with some projects requiring additional price and scope information. However, circumstances during the budget year and out-years do change which may require a change in plan. This plan is a forward looking document designed to inform the community in the broadest possible way of the potential needs and demands they may be facing. In addition, a capital budget plan is a fluid document subject to change each year as priorities change and additional information becomes available. As a result, a project, which had a priority in a previous edition of the capital plan, may have a different priority in subsequent year updates. After the first year of the capital plan, the information provided in the subsequent years is not so much to provide as a formal "pecking order", but instead to identify trends far enough in advance to address problems in a rational and timely manner. Finally, the CIP does not appropriate funds, but rather functions as a budgeting tool, supporting the actual appropriations that are made through the budget year.

Capital Improvement Program

A capital improvement program is a fiscal planning tool that documents the City's capital asset needs, ranks the needs in order of project priority, and schedules projects for funding and implementation as budgetary constraints allow. The CIP is a dynamic process and one that is likely to change from year to year. The process provides the opportunity to plan for major expenditures in the future while evaluating new and current projects based on up to date data. The CIP is a composite of the City's capital needs, tempered by current and future financial capability.

What is a capital improvement?

A capital improvement is a **non-routine expenditure for new construction, major equipment purchase, or improvement to existing buildings, facilities, land or infrastructure, with an estimated useful life of five (5) years.**

Among the items properly classified as capital improvements are:

- ◆ New public buildings, or additions to existing buildings, including land acquisition costs and equipment needed to furnish the new building or addition for the first time;
- ◆ Major alterations, renovations, or improvements to existing buildings which extend the useful life of the existing buildings by five (5) years;
- ◆ Land acquisition and/or improvement, unrelated to a public building, but necessary for conservation or parks and recreation purposes;
- ◆ Major equipment acquisition, replacement or refurbishment;
- ◆ New construction or major improvements to the City's physical infrastructure, including streets, sidewalks, stormwater drains, the water distribution system, and the sanitary sewer system, which extend the useful life of the infrastructure by at least five (5) years, and
- ◆ A feasibility study or engineering design services which are related to a future capital improvement.

What are the benefits of a capital improvement program?

- ◆ Facilitates coordination between capital needs and the operating budgets;
- ◆ Enhances the community's credit rating through improved fiscal planning and avoids sudden changes in its debt service requirements;
- ◆ Identifies the most economical means of financing capital projects;
- ◆ Increases opportunities for obtaining federal and state aid;

- ◆ Relates public facilities to the City's strategic plan or public and private development and redevelopment policies and plans;
- ◆ Focuses attention on community objectives and fiscal capacity;
- ◆ Keeps the public informed about future needs and projects;
- ◆ Coordinates overlapping units of local government to reduce duplication, and encourages careful project planning and design to avoid costly mistakes and reach goals.

Capital Program Categories

In an effort to gain consistency in categorizing and evaluating projects this program is divided into the following six "Program Categories".

Land - The acquisition through purchase, long term lease, with or without conditions, of undeveloped real estate. If the acquisition of land is associated with the acquisition of a building or an infrastructure project, the project should be categorized in those respective categories.

Building - The replacement, renovation, addition to, construction or acquisition through purchase or long-term lease of a building structure or a major component thereof.

Infrastructure – This category would include such things as water and sewer pipes, pumping stations, roadwork, sidewalks, traffic signals, drainage systems and other improvements of a lasting nature but not related to building structures.

Equipment (Rolling) – All equipment that meets the definition of a capital project item that is capable of self-propulsion from one location to another.

Equipment (Non-rolling) – All other equipment that meets the definition of a capital project item. The item may be transportable; however, if it is capable of moving under its own power it should be classified under "Equipment (rolling)". If the item is a piece of equipment that is intended to be permanently installed in a building such as an air conditioner or a furnace, that item should be classified under "Building".

Technology – All technology related equipment of projects.

Projects Approved for Fiscal Year 16 (to date)

| | | | |
|--|------|-----------|--------------------|
| City/School Energy Efficiency Improvements | 2016 | 2,500,000 | Bonds |
| Paint and Repair Eves City Hall | 2016 | 55,000 | Capital Budget |
| City Hall Retaining Wall Study | 2016 | 60,000 | Capital Budget |
| Rail Trail | 2016 | 125,000 | Capital Budget |
| City Hall Flooring | 2016 | 10,000 | Capital Budget |
| DPW Front End Loader w/Snow Blower | 2016 | 150,000 | Capital Budget |
| DPW Retro-Fit Front End Loader | 2016 | 40,000 | Capital Budget |
| DPW One Ton Truck | 2016 | 35,000 | Capital Budget |
| DPW Blue Lights for Snow Work | 2016 | 24,500 | Capital Budget |
| Boardwalk Easements | 2016 | 76,800 | Capital Budget |
| Whittier School Water Damage | 2016 | 27,786 | Insurance Proceeds |
| Fire Water St. Heating Repairs | 2016 | 9,100 | Capital Budget |
| Police Sprinkler Head Repairs | 2016 | 9,500 | Capital Budget |
| City Hall Parking Lot Stair Repairs | 2016 | 12,000 | Capital Budget |
| HHS Sidewalk Repairs | 2016 | 21,050 | Capital Budget |
| HHS Curbing and Concrete Repairs | 2016 | 11,004 | Capital Budget |
| City Hall Council AC Repairs | 2016 | 1,557 | Capital Budget |
| City Hall Energy Upgrades | 2016 | 20,489 | Capital Budget |
| Mold Mitigation-Police Station | 2016 | 110,782 | Insurance Proceeds |
| Health Department Vehicle | 2016 | 26,410 | Capital Budget |
| Police Windows | 2016 | 37,500 | Free Cash |
| Consentino School | 2016 | 500,000 | Insurance Proceeds |
| Bradford Rail Trail | 2016 | 60,000 | Free Cash |
| | | 3,923,477 | |

Above are the projects the Mayor and Council have already approved for FY16. The total of all projects approved by the city since 2003 is \$128,243,992 and includes the High School renovation and the new Hunking project. Because the High School was not excluded from the Prop 2 ½ limits it dominated the early years of capital funding.

Project Requests and Recommendations

The following pages contain the list of projects recommended for fiscal year 2016 along with the full list for all years. In general, the recommended projects have been prioritized such that they ensure efficient delivery of services to the community while controlling both short and long term costs.

**Fiscal Year 2016-2020
Capital Project Listings**

Capital Projects - by Funding Source

Capital Fund

| Project ID | Project Name | Funding Source | Amount |
|------------|---|----------------|-------------|
| 14 | Flooring | City Hall | \$0.00 |
| 92 | City Hall Bathrooms | City Hall | \$20,000.00 |
| 103 | City Hall Exterior repairs | City Hall | \$0.00 |
| 21 | New Roadside Mower | DPW | \$0.00 |
| 31 | Drainage projects | DPW | \$0.00 |
| 35 | Six Wheel Dump Truck with plow | DPW | \$26,000.00 |
| 36 | One ton (# T-1) with new one ton | DPW | \$23,560.00 |
| 37 | Trackless multi-purpose tractor | DPW | \$0.00 |
| 64 | Sidewalk | DPW | \$0.00 |
| 98 | Kanab's Ave/Newton design | DPW | \$0.00 |
| 100 | Water St. Design/Improvements | DPW | \$0.00 |
| 104 | New Riding Mowers | DPW | \$25,000.00 |
| 50 | Water St. Kitchen Remodel Appliances | Fire | \$55,000.00 |
| 57 | Heaters for Rocks Village and Avers Village | Fire | \$20,000.00 |
| 58 | Bradford Windows | Fire | \$0.00 |
| 59 | 16th Ave. Facade | Fire | \$2,000.00 |
| 60 | High St. Wiring and remodel upstairs | Fire | \$0.00 |
| 61 | High St. New Windows | Fire | \$0.00 |
| 107 | 16th Ave Flooring | Fire | \$0.00 |
| 8 | Library VFDs on 16th Supply Fans | Library | \$0.00 |
| 91 | Library VFDs on Geothermal Well Pumps | Library | \$0.00 |
| 34 | Technology for conference room | MIS | \$0.00 |
| 106 | Wireless System for City Hall | MIS | \$0.00 |

| | | | | | | | | | |
|------------|-----|---|--------------|----------------|--------------|----------------|--------------|--------------|--------------|
| DPW | 20 | Replace Aerial Bucket Truck | \$195,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 24 | New one ton Dump Truck/w Sander | \$0.00 | \$0.00 | \$62,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 26 | Capping of Northern Landfill | \$0.00 | \$8,000,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 28 | Truck replacements in DPW | \$0.00 | \$0.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 |
| DPW | 29 | Bridge repairs | \$0.00 | \$0.00 | \$250,000.00 | \$250,000.00 | \$250,000.00 | \$250,000.00 | \$750,000.00 |
| DPW | 30 | Front end loader replacement | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$230,000.00 |
| Fire | 51 | Water St. "Rose tower" (assessment) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Fire | 55 | High St. Wiring and remodel upstairs | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$40,000.00 | \$0.00 | \$0.00 |
| Fire | 62 | Radio replacement | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Fire | 99 | Fire Truck Replacement Plan | \$420,000.00 | \$0.00 | \$145,000.00 | \$32,000.00 | \$40,000.00 | \$0.00 | \$0.00 |
| Police | 77 | Window Repairs for Police Station | \$350,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Police | 78 | Police Station Generator | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$120,000.00 |
| Police | 109 | Deleg. Pond Buildings | \$0.00 | \$0.00 | \$250,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Recreation | 97 | Rail Trail Phase 3 | \$0.00 | \$0.00 | \$175,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| School | 57 | Colony Hill/Silver Hill Air conditioner repairs | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$100,000.00 | \$0.00 | \$0.00 |
| School | 68 | Consentation Renovation | \$0.00 | \$0.00 | \$0.00 | \$5,000,000.00 | \$0.00 | \$0.00 | \$0.00 |
| School | 75 | Whittier Middle School Lockers | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$175,000.00 |
| School | 76 | HS Pool building roof | \$0.00 | \$0.00 | \$0.00 | \$500,000.00 | \$0.00 | \$0.00 | \$0.00 |
| School | 80 | Whittier Repairs | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$500,000.00 |

Summary for 'Financing Source' = General Bond (22 detail records)

| | | | | | |
|------------------|--------------|----------------|----------------|----------------|----------------|
| Department Total | \$965,000.00 | \$8,000,000.00 | \$1,894,500.00 | \$6,162,000.00 | \$1,415,000.00 |
| Percent Total | 33.25% | 91.01% | 69.24% | 91.74% | 74.08% |

Library Trustees

| | | | | | | | | | |
|---------|----|--------------------------------------|--------|------------|--------|--------|--------|--------|--------|
| Library | 79 | Library Outside Air Water Loop Reset | \$0.00 | \$2,287.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
|---------|----|--------------------------------------|--------|------------|--------|--------|--------|--------|--------|

Summary for 'Financing Source' = Library Trustees (1 detail record)

| | | | | | |
|------------------|--------|------------|--------|--------|--------|
| Department Total | \$0.00 | \$2,287.00 | \$0.00 | \$0.00 | \$0.00 |
| Percent Total | 0.00% | 0.03% | 0.00% | 0.00% | 0.00% |

and Total

\$2,902,500.00 \$8,789,847.00 \$2,735,940.00 \$6,717,000.00 \$1,910,000.00

Capital Projects - by Department

| Department | Project ID | Project Description | Category | 2016 | 2017 | 2018 | 2019 | 2020 | Total | Percent of Total | |
|---|---|-------------------------------|-------------------------------------|---------------------|-------------|-----------|-----------|----------|-------------|------------------|------|
| City Hall | 13 | City Hall Air Conditioner | Building | \$0 | \$30,000 | \$0 | \$0 | \$0 | \$30,000 | 0.0% | |
| | 14 | Floors | Building | \$0 | \$20,000 | \$0 | \$0 | \$0 | \$20,000 | 0.0% | |
| | 15 | Retaining Wall | Infrastructure | \$0 | \$0 | \$500,000 | \$0 | \$0 | \$500,000 | 0.0% | |
| | 17 | City Hall Energy Improvements | Building | \$75,000 | \$0 | \$0 | \$0 | \$0 | \$75,000 | 0.0% | |
| | 18 | City hall boiler | Building | \$0 | \$0 | \$250,000 | \$0 | \$0 | \$250,000 | 0.0% | |
| | 92 | City Hall Bathrooms | Building | \$0 | \$26,000 | \$0 | \$0 | \$0 | \$26,000 | 0.0% | |
| | 103 | City Hall Exterior repairs | Building | \$0 | \$23,560 | \$0 | \$0 | \$0 | \$23,560 | 0.0% | |
| | Summary for 'Department' = City Hall (7 detail records) | | | | | | | | | | |
| | Departmental Total | | | | \$75,000 | \$99,560 | \$750,000 | \$50,000 | \$0 | \$974,560 | 0.0% |
| | Percent of Total | | | | 2.6% | 1.1% | 27.4% | 0.7% | 0.0% | 0.0% | |
| Clerk | 93 | Clerk Rebind vltle books | Equipment (non-rolling) | \$6,000 | \$0 | \$0 | \$0 | \$0 | \$6,000 | 0.0% | |
| | 105 | Voting Tabulators | Equipment (non-rolling) | \$0 | \$0 | \$162,000 | \$0 | \$0 | \$162,000 | 0.0% | |
| | Summary for 'Department' = Clerk (2 detail records) | | | | | | | | | | |
| | Departmental Total | | | | \$6,000 | \$0 | \$162,000 | \$0 | \$0 | \$168,000 | 0.0% |
| | Percent of Total | | | | 0.2% | 0.0% | 5.9% | 0.0% | 0.0% | 0.0% | |
| | DPW | 6 | Parking Deck Repairs | Infrastructure | \$200,000 | \$0 | \$0 | \$0 | \$0 | \$200,000 | 0.0% |
| | | 20 | Replace Neutral Bucket Truck | Equipment (rolling) | \$195,000 | \$0 | \$0 | \$0 | \$0 | \$195,000 | 0.0% |
| | | 21 | New Roadside Mower | Equipment (rolling) | \$0 | \$0 | \$75,000 | \$0 | \$0 | \$75,000 | 0.0% |
| | | 24 | New one-ton Dump Truck/w/Sander | Equipment (rolling) | \$0 | \$0 | \$67,500 | \$0 | \$0 | \$67,500 | 0.0% |
| | | 25 | East Broadway Bridge - addt funding | Infrastructure | \$300,000 | \$0 | \$0 | \$0 | \$0 | \$300,000 | 0.0% |
| 26 | | Cap on for Northern Landfill | Infrastructure | \$0 | \$8,000,000 | \$0 | \$0 | \$0 | \$8,000,000 | 0.0% | |
| 28 | | Truck replacements in DPW | Equipment (rolling) | \$0 | \$0 | \$100,000 | \$100,000 | \$0 | \$200,000 | 0.0% | |
| Summary for 'Department' = DPW (7 detail records) | | | | | | | | | | | |
| Departmental Total | | | | \$695,000 | \$8,000,000 | \$175,000 | \$0 | \$0 | \$8,870,000 | 0.0% | |
| Percent of Total | | | | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | 0.0% | | |

| | | | | | | |
|-----|---------------------------------|---------------------|-------------|-----------|-----------|-----------|
| 29 | Bridge repairs | Infrastructure | \$0 | \$450,000 | \$250,000 | \$250,000 |
| 30 | Front end loader replacement | Equipment (rolling) | \$0 | \$0 | \$0 | \$230,000 |
| 31 | Drainage projects | Infrastructure | \$0 | \$50,000 | \$50,000 | \$50,000 |
| 35 | Six Wheel Dump Truck with plow | Equipment (rolling) | \$0 | \$195,000 | \$0 | \$0 |
| 36 | One ton (# 1) with new function | Equipment (rolling) | \$0 | \$45,000 | \$0 | \$0 |
| 37 | Trackless multi-purpose Tractor | Equipment (rolling) | \$0 | \$115,000 | \$0 | \$0 |
| 38 | Sidewalk repair projects | Infrastructure | \$1,200,000 | \$0 | \$0 | \$0 |
| 64 | Sidewalk | Infrastructure | \$0 | \$300,000 | \$300,000 | \$300,000 |
| 98 | Kanara Ave/Newton design | Infrastructure | \$0 | \$25,000 | \$0 | \$0 |
| 100 | Water St. Design/Improvements | Infrastructure | \$0 | \$55,000 | \$0 | \$0 |
| 104 | New riding Mowers | Equipment (rolling) | \$0 | \$20,000 | \$0 | \$0 |

Summary for 'Department' = DPW (18 detail records)

Departmental Total
Percent of Total

| | | | | |
|-------------|-------------|-----------|-----------|-----------|
| \$1,895,000 | \$8,388,000 | \$952,500 | \$700,000 | \$930,000 |
| 65.3% | 95.4% | 34.8% | 10.4% | 48.7% |

| | | | | | | |
|----|---|-------------------------|-----|---------|----------|----------|
| 50 | Water St. Kitchen Remodel Appliances | Building | \$0 | \$2,000 | \$0 | \$0 |
| 51 | Water St. Hose tower (assessment) | Building | \$0 | \$0 | \$90,000 | \$0 |
| 55 | High St. Wiring and remodel upstairs | Building | \$0 | \$0 | \$40,000 | \$0 |
| 57 | Heating for Rocks Village and Avers Village | Building | \$0 | \$5,000 | \$0 | \$0 |
| 58 | Bradford Windows | Building | \$0 | \$0 | \$30,000 | \$0 |
| 59 | 16th Ave Facade | Building | \$0 | \$0 | \$25,000 | \$0 |
| 60 | High St. Wiring and remodel upstairs | Building | \$0 | \$0 | \$40,000 | \$0 |
| 61 | HIGHST New Windows | Building | \$0 | \$0 | \$0 | \$10,000 |
| 62 | Radio replacement | Equipment (non-rolling) | \$0 | \$0 | \$50,000 | \$0 |

| | | | | | | | |
|-----|-----------------------------|---------------------|-----------|-----|-----------|----------|----------|
| 99 | Fire Truck Replacement Plan | Equipment (rolling) | \$420,000 | \$0 | \$145,000 | \$32,000 | \$40,000 |
| 107 | 16th Ave Flooring | Building | \$0 | \$0 | \$0 | \$20,000 | \$0 |

Summary for 'Department' = Fire (11 detail records)

| | | | | | | | |
|--------------------|---|---------------------------------|-----------|---------|-----------|-----------|----------|
| Departmental Total | | | \$420,000 | \$5,000 | \$242,000 | \$232,000 | \$50,000 |
| Percent of Total | | | 14.5% | 0.1% | 8.8% | 3.5% | 2.6% |
| Library | 8 | Library VFDs on AHU Supply Fans | \$0 | \$0 | \$19,854 | \$0 | \$0 |

| | | | | | | | |
|----|---------------------------------------|----------|-----|---------|----------|-----|-----|
| 79 | Library Outside Air Water Loop Reset | Building | \$0 | \$2,287 | \$0 | \$0 | \$0 |
| 91 | Library VFDs on Geothermal Well Pumps | Building | \$0 | \$0 | \$24,586 | \$0 | \$0 |

Summary for 'Department' = Library (3 detail records)

| | | | | | | | |
|--------------------|----|--------------------------------|------|---------|----------|------|------|
| Departmental Total | | | \$0 | \$2,287 | \$44,440 | \$0 | \$0 |
| Percent of Total | | | 0.0% | 0.0% | 1.6% | 0.0% | 0.0% |
| MIS | 34 | Technology for conference room | \$0 | \$5,000 | \$0 | \$0 | \$0 |

| | | | | | | | |
|----|------------------------|-------------------------|-----------|-----|-----|-----|-----|
| 53 | City IT security audit | Equipment (non-rolling) | \$5,500 | \$0 | \$0 | \$0 | \$0 |
| 94 | City Hall Scanning | Technology | \$100,000 | \$0 | \$0 | \$0 | \$0 |

| | | | | | | | |
|-----|-------------------------------|------------|-----|----------|-----|-----|-----|
| 106 | Wireless System for City Hall | Technology | \$0 | \$25,000 | \$0 | \$0 | \$0 |
|-----|-------------------------------|------------|-----|----------|-----|-----|-----|

Summary for 'Department' = MIS (4 detail records)

| | | | | | | | |
|--------------------|----|-----------------------------------|-----------|----------|------|------|------|
| Departmental Total | | | \$106,500 | \$30,000 | \$0 | \$0 | \$0 |
| Percent of Total | | | 3.7% | 0.3% | 0.0% | 0.0% | 0.0% |
| Police | 77 | Window Repairs for Police Station | \$350,000 | \$0 | \$0 | \$0 | \$0 |

| | | | | | | | |
|-----|--------------------------|-------------------------|-----|----------|-----------|-----|-----------|
| 78 | Police Station Generator | Building | \$0 | \$0 | \$0 | \$0 | \$120,000 |
| 108 | Security cameras | Equipment (non-rolling) | \$0 | \$50,000 | \$0 | \$0 | \$0 |
| 109 | Dog Pound Building | Building | \$0 | \$0 | \$250,000 | \$0 | \$0 |

Summary for 'Department' = Police (4 detail records)

| | | | | | | | |
|--------------------|---|-------------------|-----------|----------|-----------|----------|-----------|
| Departmental Total | | | \$350,000 | \$50,000 | \$250,000 | \$0 | \$120,000 |
| Percent of Total | | | 12.1% | 0.6% | 9.1% | 0.0% | 6.3% |
| Recreation | 3 | Park Improvements | \$0 | \$0 | \$35,000 | \$35,000 | \$35,000 |

| | | | | | | | | | | |
|----|--------------------|----------------|----------|-----|-----------|-----|-----|-----|-----|-----|
| 95 | Rail Trail | Infrastructure | \$50,000 | \$0 | \$130,000 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 96 | Rail Trail Design | Infrastructure | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 97 | Rail Trail Phase 3 | Infrastructure | \$0 | \$0 | \$175,000 | \$0 | \$0 | \$0 | \$0 | \$0 |

Summary for 'Department' = Recreation (5 detail records)

| | | | | | | | | | | |
|---------------------------|--|--|----------|-----------|-----------|----------|----------|----------|----------|------|
| Departmental Total | | | \$50,000 | \$180,000 | \$210,000 | \$35,000 | \$35,000 | \$35,000 | \$35,000 | 1.8% |
| Percent of Total | | | 1.7% | 2.0% | 7.7% | 0.5% | 0.5% | 0.5% | 0.5% | 1.8% |

| | | | | | | | | | | |
|----|-------------------------------|----------|-----|-----|-----------|-----------|-----------|-----------|-----------|-----------|
| 65 | School Ceilings Replaced | Building | \$0 | \$0 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| 66 | Walnut Square water intrusion | Building | \$0 | \$0 | \$25,000 | \$0 | \$0 | \$0 | \$0 | \$0 |

| | | | | | | | | | | |
|----|--|----------|-----|-----|-----|-------------|-------------|-------------|-------------|-------------|
| 67 | Golden Hill/Silver Hill Air conditioning repairs | Building | \$0 | \$0 | \$0 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 |
| 68 | Consention Renovation | Building | \$0 | \$0 | \$0 | \$5,000,000 | \$5,000,000 | \$5,000,000 | \$5,000,000 | \$5,000,000 |

| | | | | | | | | | | |
|----|--------------------------------|----------|-----|-----|-----|-----------|-----------|-----------|-----------|-----------|
| 75 | Whittier Middle School lockers | Building | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$175,000 | \$175,000 |
| 76 | HS Pool building roof | Building | \$0 | \$0 | \$0 | \$500,000 | \$500,000 | \$500,000 | \$500,000 | \$500,000 |

| | | | | | | | | | | |
|----|------------------|----------|-----|-----|-----|-----|-----|-----|-----------|-----------|
| 80 | Whittier Repairs | Building | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$500,000 | \$500,000 |
|----|------------------|----------|-----|-----|-----|-----|-----|-----|-----------|-----------|

Summary for 'Department' = School (8 detail records)

| | | | | | | | | | | |
|---------------------------|--|--|------|----------|-----------|-------------|-----------|-----------|-----------|--|
| Departmental Total | | | \$0 | \$35,000 | \$125,000 | \$5,700,000 | \$775,000 | \$775,000 | \$775,000 | |
| Percent of Total | | | 0.0% | 0.4% | 4.6% | 84.9% | 40.6% | 40.6% | 40.6% | |

and Total \$2,902,500 \$8,789,847 \$2,735,940 \$6,717,000 \$1,910,000

Capital Projects - by Category

| Project Category | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
|------------------|------|------|------|------|------|------|
|------------------|------|------|------|------|------|------|

Building

| Item | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 |
|--|--------------|-------------|--------------|--------------|--------------|--------------|
| 13 City Hall Air Conditioner | \$0.00 | \$30,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 14 Flooring | \$0.00 | \$20,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 17 City Hall Energy Improvements | \$75,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 18 City Hall boiler | \$0.00 | \$0.00 | \$250,000.00 | \$0.00 | \$0.00 | \$0.00 |
| 92 City Hall Bathrooms | \$0.00 | \$26,000.00 | \$0.00 | \$0.00 | \$50,000.00 | \$0.00 |
| 103 City Hall Exterior repairs | \$0.00 | \$23,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 50 Water St. Kitchen Remodel Appliances | \$0.00 | \$0.00 | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 |
| 51 Water St. Hose tower (assessment) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$90,000.00 | \$0.00 |
| 55 High St. Wiring and remodel upstairs | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$40,000.00 | \$0.00 |
| 57 Heating for Rocks Village and Ayers Village | \$0.00 | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 58 Bradford Windows | \$0.00 | \$0.00 | \$30,000.00 | \$0.00 | \$0.00 | \$0.00 |
| 59 16th Ave. Facade | \$0.00 | \$0.00 | \$25,000.00 | \$0.00 | \$0.00 | \$0.00 |
| 60 High St. Wiring and remodel upstairs | \$0.00 | \$0.00 | \$40,000.00 | \$0.00 | \$0.00 | \$0.00 |
| 61 High St. New Windows | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,000.00 | \$0.00 |
| 107 16th Ave Flooring | \$0.00 | \$0.00 | \$20,000.00 | \$0.00 | \$0.00 | \$0.00 |
| 8 Library VFDs on AHD Supply Fans | \$0.00 | \$0.00 | \$19,854.00 | \$0.00 | \$0.00 | \$0.00 |
| 79 Library Outside Air Water Loop Reset | \$0.00 | \$2,287.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 91 Library VFDs on Geothermal Well Pumps | \$0.00 | \$0.00 | \$24,886.00 | \$0.00 | \$0.00 | \$0.00 |
| 77 Window Repairs for Police Station | \$350,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 78 Police Station Generator | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$120,000.00 | \$0.00 |
| 109 Dog Pound Building | \$0.00 | \$0.00 | \$250,000.00 | \$0.00 | \$0.00 | \$0.00 |
| 65 School Ceilings Replaced | \$0.00 | \$0.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 |
| 66 Walnut Square water intrusion | \$0.00 | \$0.00 | \$25,000.00 | \$0.00 | \$0.00 | \$0.00 |

| | | | | | | | | |
|--------|--|--------|--------|--------|----------------|--------|--------|--------------|
| School | 67 Golden Hill/Silver Hill Air conditioner repairs | \$0.00 | \$0.00 | \$0.00 | \$100,000.00 | \$0.00 | \$0.00 | \$0.00 |
| School | 68 Consention Renovation. | \$0.00 | \$0.00 | \$0.00 | \$5,000,000.00 | \$0.00 | \$0.00 | \$0.00 |
| School | 75 Whittier Middle School Lockers | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$175,000.00 |
| School | 76 HS Pool building roof | \$0.00 | \$0.00 | \$0.00 | \$500,000.00 | \$0.00 | \$0.00 | \$0.00 |
| School | 80 Whittier Repairs | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$500,000.00 |

Summary for 'Project Category' = Building (28 detail records)

| | | | | | | | | |
|------------------|--|--------------|--------------|--------------|----------------|--------------|--|--|
| Department Total | | \$425,000.00 | \$106,847.00 | \$766,440.00 | \$5,900,000.00 | \$905,000.00 | | |
| Percent Total | | 14.64% | 1.22% | 28.01% | 87.84% | 47.38% | | |

Equipment (non-rolling)

| | | | | | | | | |
|--------|-----------------------------|------------|-------------|--------------|-------------|--------|--------|--------|
| Clerk | 93 Clerk Rebind vttle books | \$6,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Clerk | 105 Voting Tabulators | \$0.00 | \$0.00 | \$162,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Fire | 62 Radio replacement | \$0.00 | \$0.00 | \$0.00 | \$50,000.00 | \$0.00 | \$0.00 | \$0.00 |
| MIS | 83 City IT security audit | \$6,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Police | 108 Security cameras | \$0.00 | \$50,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Summary for 'Project Category' = Equipment (non-rolling) (5 detail records)

| | | | | | | | | |
|------------------|--|-------------|-------------|--------------|-------------|--------|--|--|
| Department Total | | \$12,500.00 | \$50,000.00 | \$162,000.00 | \$50,000.00 | \$0.00 | | |
| Percent Total | | 0.43% | 0.57% | 5.92% | 0.74% | 0.00% | | |

Equipment (rolling)

| | | | | | | | | |
|------|-------------------------------------|--------------|--------------|--------------|--------------|--------------|--------|--------|
| DPW | 20 Replace Aerial Bucket Truck | \$195,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 21 New Roadsides Mower | \$0.00 | \$0.00 | \$75,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 24 New one ton Dump Truck/w Sander | \$0.00 | \$0.00 | \$62,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 28 Truck replacements in DPW | \$0.00 | \$0.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$0.00 | \$0.00 |
| DPW | 30 Front end loader replacement | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$250,000.00 | \$0.00 | \$0.00 |
| DPW | 35 Six Wheel Dump Truck with plow | \$0.00 | \$195,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 36 One ton (# T-1) with new one ton | \$0.00 | \$43,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 37 Trackless multi-purpose tractor | \$0.00 | \$0.00 | \$115,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 104 New riding Mowers | \$0.00 | \$20,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Fire | 99 Fire Truck Replacement Plan | \$420,000.00 | \$0.00 | \$145,000.00 | \$32,000.00 | \$40,000.00 | \$0.00 | \$0.00 |

| | | | | | |
|------------------|--------------|--------------|--------------|--------------|--------------|
| Department Total | \$615,000.00 | \$258,000.00 | \$497,500.00 | \$132,000.00 | \$370,000.00 |
| Percent Total | 21.19% | 2.94% | 18.18% | 1.97% | 19.37% |

Infrastructure

| | | | | | |
|------------|--|----------------|----------------|--------------|--------------|
| City Hall | 15 Retaining Wall | \$0.00 | \$500,000.00 | \$0.00 | \$0.00 |
| DPW | 6 Parking Deck Repairs | \$200,000.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 25 East Broadway Bridge - addt funding | \$300,000.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 26 Capping of Northern Landfill | \$0.00 | \$8,000,000.00 | \$0.00 | \$0.00 |
| DPW | 29 Bridge repairs | \$0.00 | \$0.00 | \$250,000.00 | \$250,000.00 |
| DPW | 31 Drainage projects | \$0.00 | \$50,000.00 | \$50,000.00 | \$50,000.00 |
| DPW | 38 Sidewalk repair projects | \$1,200,000.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | 64 Sidewalk | \$0.00 | \$0.00 | \$300,000.00 | \$300,000.00 |
| DPW | 98 Kanoza Ave/Newton design | \$0.00 | \$25,000.00 | \$0.00 | \$0.00 |
| DPW | 100 Water St. Design/Improvements | \$0.00 | \$55,000.00 | \$0.00 | \$0.00 |
| Recreation | 3 Park Improvements | \$0.00 | \$0.00 | \$35,000.00 | \$35,000.00 |
| Recreation | 33 Riverside Park Grant Match | \$0.00 | \$130,000.00 | \$0.00 | \$0.00 |
| Recreation | 95 Rail Trail | \$50,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Recreation | 96 Rail Trail Design | \$0.00 | \$50,000.00 | \$0.00 | \$0.00 |
| Recreation | 97 Rail Trail Phase 3 | \$0.00 | \$0.00 | \$175,000.00 | \$0.00 |
| School | 16 Consentino Rear Access Road | \$0.00 | \$35,000.00 | \$0.00 | \$0.00 |

Summary for 'Project Category' = Infrastructure (15 detail records)

| | | | | | |
|------------------|----------------|----------------|----------------|--------------|--------------|
| Department Total | \$1,750,000.00 | \$8,345,000.00 | \$1,310,000.00 | \$635,000.00 | \$635,000.00 |
| Percent Total | 60.29% | 94.94% | 47.88% | 9.45% | 33.25% |

Technology

| | | | | | |
|-----|-----------------------------------|--------------|-------------|--------|--------|
| MIS | 34 Technology for conference room | \$0.00 | \$5,000.00 | \$0.00 | \$0.00 |
| MIS | 94 City Hall Scanning | \$100,000.00 | \$0.00 | \$0.00 | \$0.00 |
| MIS | 106 Wireless System for City Hall | \$0.00 | \$25,000.00 | \$0.00 | \$0.00 |

Project Name: Department: Fiscal Year:

Summary for 'Project Category' = Technology (3 detail records)

| | | | | | |
|------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Department Total | \$100,000.00 | \$30,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Percent Total | 3.45% | 0.34% | 0.00% | 0.00% | 0.00% |
| and Total | \$2,902,500.00 | \$8,789,847.00 | \$2,735,940.00 | \$6,717,000.00 | \$1,910,000.00 |



3.1.2

Document

CITY OF HAVERHILL

In Municipal Council

Ordered:

That the City transfer the sum of \$1,937,500 from the Free Cash to the Capital projects as listed below:

| | |
|-----------------------------------|-------------|
| Clerk Rebind vital books | \$6,000 |
| Design next section of rail trail | \$50,000 |
| City IT security audit | \$6,500 |
| City Hall Energy improvements | \$75,000 |
| City Hall document management | \$100,000 |
| Parking Deck repairs | \$200,000 |
| East Broadway Bridge | \$300,000 |
| Sidewalk repair projects | \$1,200,000 |

| Department | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 |
|---|----------------|--------------|--------------|--------------|--------------|
| Police | \$0.00 | \$50,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Recreation | \$0.00 | \$0.00 | \$35,000.00 | \$35,000.00 | \$35,000.00 |
| Recreation | \$0.00 | \$130,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Recreation | \$0.00 | \$50,000.00 | \$0.00 | \$0.00 | \$0.00 |
| School | \$0.00 | \$35,000.00 | \$0.00 | \$0.00 | \$0.00 |
| School | \$0.00 | \$0.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 |
| School | \$0.00 | \$0.00 | \$25,000.00 | \$0.00 | \$0.00 |
| Summary for 'Financing Source' = Capital Fund (30 detail records) | | | | | |
| Department Total | \$0.00 | \$757,560.00 | \$841,440.00 | \$555,000.00 | \$495,000.00 |
| Percent Total | 0.00% | 8.62% | 30.76% | 8.26% | 25.92% |
| Free Cash | | | | | |
| City Hall | \$0.00 | \$30,000.00 | \$0.00 | \$0.00 | \$0.00 |
| City Hall | \$75,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Clerk | \$6,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | \$200,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | \$300,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DPW | \$1,200,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| MIS | \$6,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| MIS | \$100,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Recreation | \$50,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Summary for 'Financing Source' = Free Cash (9 detail records) | | | | | |
| Department Total | \$1,937,500.00 | \$30,000.00 | \$0.00 | \$0.00 | \$0.00 |
| Percent Total | 66.75% | 0.34% | 0.00% | 0.00% | 0.00% |
| General Bond | | | | | |
| City Hall | \$0.00 | \$0.00 | \$500,000.00 | \$0.00 | \$0.00 |
| City Hall | \$0.00 | \$0.00 | \$250,000.00 | \$0.00 | \$0.00 |
| Clerk | \$0.00 | \$0.00 | \$162,000.00 | \$0.00 | \$0.00 |

61



JAMES J. FIORENTINI
MAYOR

**CITY OF HAVERHILL
MASSACHUSETTS**

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

May 26, 2016

City Council President John A. Michitson and
Members of the Haverhill City Council

RE: Cable TV Advisory Committee

Dear Mr. President and Members of the Haverhill City Council:

I hereby re-appoint William Gould, 22 Littlefield Court, as Chair of the Cable TV Advisory Board. This is a non-confirming appointment.

Very truly yours,

James J. Fiorentini
Mayor

JJF/ah

612



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
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FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

May 26, 2016

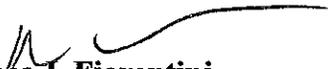
City Council President John A. Michitson and
Members of the Haverhill City Council

RE: Cable TV Advisory Committee

Dear Mr. President and Members of the Haverhill City Council:

I hereby appoint Shaun Ashworth, 70 Fountain Street #2, to the Cable TV Advisory Committee.
This is a non-confirming appointment.

Very truly yours,


James J. Fiorentini
Mayor

JJF/ah



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

6.3

CITY HALL, ROOM 100
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May 26, 2016

City Council President John A. Michitson and
Members of the Haverhill City Council

RE: Cable TV Advisory Committee

Dear Mr. President and Members of the Haverhill City Council:

I hereby appoint Ron Dionne, 81 Monument Street, to the Cable TV Advisory Committee. This is a non-confirming appointment.

Very truly yours,

James J. Fiorentini
Mayor

JJF/ah



City of Haverhill

Application for Permit

10.1

| | | | |
|--|--------------------------------|--|----------------------------|
| Name of Organization | HAVERHILL FIREFIGHTING MASTERS | | |
| Address of Organization | 75 KENOZA AVE | | |
| Requesting Permit for (List Type of event) | MEMORIAL SERVICE | Date & Time | SEPT 11, 2016 8:00 - 10:00 |
| Location of Event | 75 KENOZA AVE | | |
| Authorized or Contact Person | CYNTHIA GRAHAM | Telephone/Cell #/Pager # (Indicate if pager) | 978-994-1854 |

TO CLOSE IN FRONT OF ARMY BLDG FOR MEMORIAL SERVICE / UNVEILING OF MEMORIAL SCULPTURE
(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: Cynthia Graham Date: 5/16/16

Signature Witnessed by: _____ Date: _____

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
Application for Permit

2016MAY18AM09:38HAU\CITY

10.2

| | | | |
|--|------------------------------------|--|----------------------|
| Name of Organization | HAVERHILL FIRE FIGHTERS LOCAL 1011 | | |
| Address of Organization | 75 KENOZIA AVE | | |
| Requesting Permit for (List Type of event) | ROAD RACE 5K | Date & Time | 9/11/16 12:30 - 1:30 |
| Location of Event | STARTS AND ENDS LAFAYETTE SQUARE | | |
| Authorized or Contact Person | Tim Carroll | Telephone/Cell #/Pager # (Indicate if pager) | 978 994 9380 |

(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 | | 5/23/16 | for notified |

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: 5/16/16

Signature Witnessed by: Date: 5/18/16

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



MICHELOB ULTRA EXTRA MILE EVENTS CHALLENGE

JOIN NOW



<http://www.mapmyrun.com>

Tim (/my/home/)

MY HOME (/)

DISCOVER (/US/)



HILLDALE
TO
BATEMEN
TO

HANNAH
DOSHIA
TO
NB
TO
BROADWAY

2016MAY16AM09:38HAV CITYC



11.1

Haverhill

City Clerk's Office, Room 118
Phone: 978-374-2312 Fax: 978-373-8490
cityclerk@cityofhaverhill.com

MAY 20 2016

Date: _____

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks to receive a license for TAG DAYS:

Organization: Boys & Girls Club of Greater Haverhill Applicant's Name: Kathleen Brett

Applicant's Residence: 21 Dione Drive, Haverhill Applicant's Signature: Kathleen Brett

(3 CONSECUTIVE DAYS ONLY, ONE OF WHICH MAY INCLUDE SOLICITATION ON A PUBLIC WAY)

Date of Tag Day Request(s): July 9 2016 Date—Solicitation on a Public Way: N/A
SATURDAY

Canister: _____ Tag: ✓ Fee: \$ 10.00

STREET LOCATIONS (SELECT BELOW):

OFF STREET LOCATIONS (SPECIFY OTHER):

Rosemont St and Main St _____

Market Baskets

Water st and Mill st _____

Dunkin Donuts

South Main St & Salem St
(Bradford Common) _____

Heavenly Donuts

Main St & Kenoza Ave
(Monument Square) _____

Post Office

Office Use Only

Recommendation by Police Chief: ✓ Approved
_____ Denied

[Signature]
Police Chief

In Municipal Council, _____

Attest: _____
City Clerk



Haverhill

11.2

City Clerk's Office, Room 118
Phone: 978-374-2312 Fax: 978-373-8490
cityclerk@cityofhaverhill.com

Date: 5/12/16

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks to receive a license for TAG DAYS:

Organization: Haverhill Fire (Boat Drive) Applicant's Name: Greg Willy

Applicant's Residence: 115 Boston Rd. Haverhill Applicant's Signature: [Signature]

(3 CONSECUTIVE DAYS ONLY, ONE OF WHICH MAY INCLUDE SOLICITATION ON A PUBLIC WAY)

Date of Tag Day Request(s): 9/3/16 - 9/5/16 Date—Solicitation on a Public Way: 9/3/16

Canister: _____ Tag: _____ Fee: \$ _____

STREET LOCATIONS (SELECT BELOW):

OFF STREET LOCATIONS (SPECIFY OTHER):

Rosemont St and Main St X

All Fire Stations.

Water st and Mill st X

South Main St & Salem St
(Bradford Common) X

Main St & Kenoza Ave
(Monument Square) X

Office Use Only

Recommendation by Police Chief: Approved
_____ Denied

[Signature]
Police Chief

In Municipal Council, _____

Attest: _____
City Clerk

CITY OF HAVERHILL

12.

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that they may receive a License:

Type of license Pool Tables & Billiards

Name of business "Cedarvale"

Type of business Health & Fitness

Address of business 931 Boston Road

Greg Herbert

G Herbert

PRINT APPLICANT NAME

APPLICANT'S SIGNATURE

HAVERHILL, MA, 2015

\$60 1st
\$30 2nd
\$100 Sunday

OFFICE USE ONLY

RENEW

No. _____

FEE 190

IN MUNICIPAL COUNCIL, _____, 2015

ATTEST:

_____, CITY CLERK

APPROVED ✓

DENIED _____

MR [Signature]
POLICE CHIEF

(IF NEEDED, OTHER DEPARTMENT SIGN-OFF)

MORE INFO ON BACK

CITY OF HAVERHILL

12

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that they may receive a License:

Type of license Buy + Sell Second Hand Articles

Name of business "Common Ground Used Furniture Outlet"

Type of business NON-PROFIT SALES OF USED FURNITURE

Address of business 129 Winter St

PAUL FITZGIBBONS

Paul Fitzgibbon

PRINT APPLICANT NAME

APPLICANT'S SIGNATURE

HAVERHILL, MAY 10, 2015

OFFICE USE ONLY

RENEW

No. #

FEE 50.00

IN MUNICIPAL COUNCIL, _____, 2015

ATTEST:

_____, CITY CLERK

APPROVED _____

DENIED _____

[Signature]
POLICE CHIEF

(IF NEEDED, OTHER DEPARTMENT SIGN-OFF)

MORE INFO ON BACK

CITY OF HAVERHILL

12

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that they may receive a License:

office

Type of license Buy + Sell Second Hand Articles (furniture)

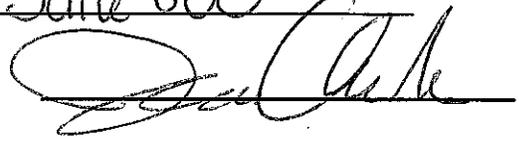
Name of business Jason Clarke - NET (Bite) Seconds LLC

Five

Type of business Retail

Address of business 143 Essex St Suite 800

Jason Clarke



PRINT APPLICANT NAME

APPLICANT'S SIGNATURE

HAVERHILL, MA May, 2016

OFFICE USE ONLY

RENEW

No. 16

FEE 50.00

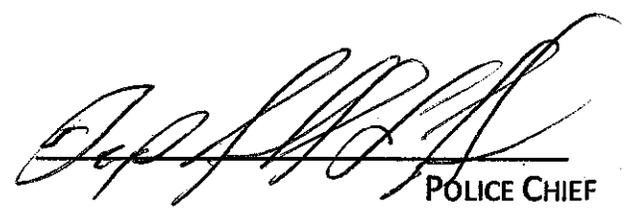
IN MUNICIPAL COUNCIL, _____, 2016

ATTEST:

_____, CITY CLERK

APPROVED _____

DENIED _____



POLICE CHIEF

(IF NEEDED, OTHER DEPARTMENT SIGN-OFF)

MORE INFO ON BACK

CITY OF HAVERHILL

12.

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that they may receive a License:

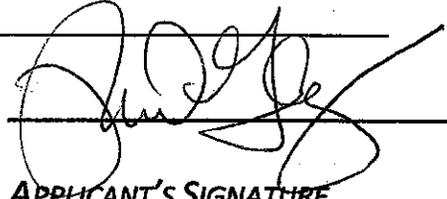
Type of license Junk Dealer

Name of business "Haverhill Salvage"

Type of business Junk Dealer

Address of business 81 Hale St

Paul Goldberg



PRINT APPLICANT NAME

APPLICANT'S SIGNATURE

HAVERHILL, May 18, 2016

OFFICE USE ONLY

RENEW

No. _____

FEE 200.00 # PA 5/18/16

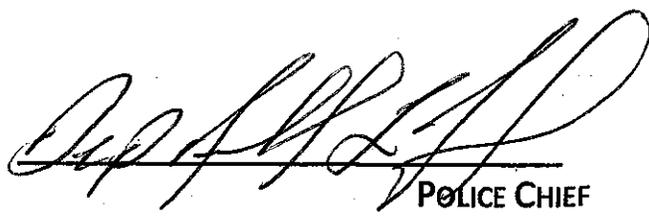
IN MUNICIPAL COUNCIL, _____, 2016

ATTEST:

_____, CITY CLERK

APPROVED _____

DENIED _____


POLICE CHIEF

(IF NEEDED, OTHER DEPARTMENT SIGN-OFF)

MORE INFO ON BACK

14.1

CITY OF HAVERHILL

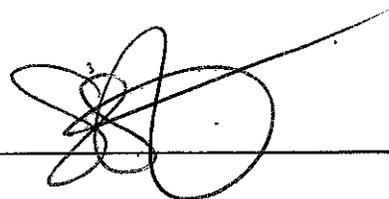
DATE 5/24/2016

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that he may receive a license for

DRAINLAYER

Drainlayer's Name Jeff Masterson
PRINTED

Signature 

Home Address:

Street 80 Alderbrook Drive PO box _____

City/Town Topsheld State MA Zip Code 01983

Tel No. (978) 887-1151 Cell No. (978) 815-8448

Business Name J. Masterson Construction Corporation

Business Address:

Street 46 Prince Street PO Box _____

City/town Danvers State MA Zip Code 01923

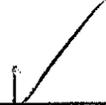
Tel No. (978) 774-8782 FAX No. (978) 750-8046

New/Renewal Fee \$100.00

In Municipal Council,

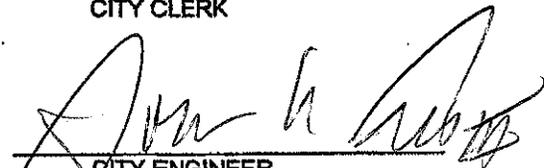
_____ 20____

Attest:

APPROVED 

DENIED _____

CITY CLERK


CITY ENGINEER

CITY COUNCIL

19-1

JOHN A. MICHITSON
PRESIDENT
MELINDA E. BARRETT
VICE PRESIDENT
ANDRES X. VARGAS
MICHAEL S. MCGONAGLE
JOSEPH J. BEVILACQUA
COLIN F. LEPAGE
MARY ELLEN DALY O'BRIEN
WILLIAM J. MACEK
THOMAS J. SULLIVAN



1811

CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycnci@cityofhaverhill.com

CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE
MEETING HELD ON MAY 12, 2016

An Administration and Finance Committee Meeting was held on Wednesday, May 12, 2016 at 7:00P.M. in the City Council office, Room 204.

Committee Members: Committee Chairperson Colin LePage, Council Vice President Melinda Barrett, Councillor Mary Ellen Daly O'Brien, Councillor William Macek. Council President John Michitson, Councillor Andres Vargas, Councillor Joseph Bevilacqua and Councillor Thomas Sullivan also attended.

Department Heads: City Solicitor William Cox, City Clerk Linda Koutoulas

Attendees: Ron MacLeod, Tricia Barrett-MacLeod

The following items were discussed:

- 1.) **Doc. 6-T** – Communication from Councillor Bevilacqua requesting to discuss proposed amendment to the application form for an exterior vending machine license; *The Committee reviewed the proposed changes to the application form submitted by the City Clerk and the Committee made one additional amendment to replace the social security number with the employer information number (EIN) on the back of the application form. A motion was made to accept the form as revised, passed unanimously.*
- 2.) **Doc. 38-H** – Communication from Councillor Bevilacqua requesting to discuss economic development business retention promotion and assistance program; *Councillor Bevilacqua informed that he made his presentation at the Council meeting and had no additional information for discussion. A motion was made to remove the item from the Council Study list, passed unanimously.*
- 3.) **Doc. 38-I** – Communication from Councillor Bevilacqua requesting a business & industry recognition opportunity; *Councillor Bevilacqua informed that he made his presentation at the Council meeting and had no additional information for discussion. A motion was made to remove the item from the Council Study list, passed unanimously.*
- 4.) **Doc. 38-V** – Communication from Councillor Daly O'Brien requesting a re-evaluation of the City Council Rules & Regulations; *The current Rules and Regulations were reviewed by all Councillors present. Additions and deletions of such Rules were suggested and discussed by all present. Recommended changes are to: Rule 2A, Rule 10, Rule 11, Rule 17, Rule 23, Rule 27C, and Rule 33.* A motion was made to send the proposed amendments to the City Solicitor for review of language and legality and then back for full Council review and approval, passed unanimously.*

The meeting adjourned at 9:49 p.m.

Respectfully submitted,



Colin LePage, Chairperson
Administration and Finance Committee
Haverhill City Council

May 12, 2016

CL/bsa

*encl. -- Rules and Regulations

c: Mayor James J. Fiorentini
City Council

IN CITY COUNCIL: May 24 2016.

MOTION TO BRING BACK COUNCIL RULES AND REGULATIONS FOR MAY 31st COUNCIL MEETING

Attest: MOTION PASSED

City Clerk

CITY OF HAVERHILL

MASSACHUSETTS

CITY SOLICITOR'S OFFICE

145 South Main Street

Bradford, MA 01835

(978) 373-2360

FAX: 978/891-5424

EMAIL: billcoxlaw@aol.com

WILLIAM D. COX, JR.
CITY SOLICITOR

May 23, 2016

TO: John Michitson, President and Members of the Haverhill City Council

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

RE: Rules and Regulations of the City Council

As requested, I have reviewed the changes proposed to the Rules and Regulations of the City Council at the Administration and Finance Committee meeting on May 12, 2016. Below are several suggestions:

1. Amendment to Rule 11, Committees, regarding the President having final authority in determining which committee/department an item may be referred to reflects the intention as expressed at the A&F meeting. *I would suggest that when the President makes a decision which varies from a motion approved by a majority of the Council, that the President report the action to the members.*
2. Amendment to Rule 27C, Clerk Shall Prepare a List of All Matters, added language which provides: "The City Council President or presiding officer shall have oversight and discretion of the content of the final agenda to ensure compliance with the Massachusetts Open Meeting Law (M.G.L. c.30A, sections 18-25)." *The new language provides for compliance with the Open Meeting Law and in furtherance of that goal I would recommend that the following sentence be included at the end of this Rule: "Agenda items must be sufficiently specific to reasonably inform the public of the issues to be discussed at the meeting."*
3. Amendment to Rule 33, Hearings, adds the language: "Anyone wishing to speak in favor of or against the proponent or petitioner shall be allowed up to three (3) minutes. At the discretion of the presiding officer, a speakers' time may be limited due to repetitious information." *I would suggest some clarification as to whether the first sentence of this added language is referring to within the 30 minutes each side has to speak, or is in*

addition to the 30 minutes each side is given to present as provided for in the second sentence of this Rule.

8. At the A&F meeting an amendment regarding public participation was reviewed. I would suggest that the Council consider codifying your current practice.

“Rule 27D. Any Haverhill resident, organization or taxpayer may request the President, or any other member, to be placed on the agenda for the next regularly scheduled meeting to speak about a matter or concern, provided it is related to issues that are within the Council’s jurisdiction. The person shall be allowed up to three (3) minutes to speak, which time may be expanded or limited at the discretion of the presiding officer.”

Should you have any questions or concerns, please do not hesitate to contact me.

RULES AND REGULATIONS OF THE CITY COUNCIL

ORGANIZATION

Rule 1. The City Council shall meet for organization at ten o'clock in the forenoon on 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 office, except any member-elect not present shall make oath at the first regular meeting of the City Council thereafter which s/he attends.

For the purpose of organization, the City Clerk shall be temporary Chairperson until the President and Vice President are elected. President nominee(s) must have a minimum of one year's experience on the Haverhill City Council to qualify for election.

The City Council shall, by majority vote of all members elected, elect a President and Vice President from its own members; and the persons elected shall likewise make oath to perform faithfully the duties of the respective offices to which they are so elected at the same meeting, except any member-elect not present shall make oath at the first regular meeting of the City Council thereafter which s/he attends.

The following year, the first Tuesday of January at 7:00 o'clock P.M., the members of the City Council shall meet for the purpose of organization.

Within the first sixty (60) days of each term of a City Council, the members of the City Council shall vote to approve, amend, add, or disapprove of its Rules and Regulations.

REGULAR MEETINGS

Rule 2. Regular meetings of the City Council shall be held every Tuesday at 7:00 o'clock P.M. except in June there shall be a meeting on the first, third and fourth Tuesday except when June has five Tuesdays then it will be first, third and fifth. From July through Labor Day, the Council shall meet every other week beginning with the second Tuesday of July. In September, after Labor Day, the Council shall return to its regular weekly schedule. The meeting(s) scheduled for the Tuesday after the President's Day holiday in February, Tuesday before Thanksgiving and the Tuesday of the Christmas holiday week shall be cancelled. The meetings shall be held in the City Council Chambers, City Hall. The City Council may at any meeting, by a majority vote, discontinue any further meetings herein before scheduled.

MEETINGS OPEN TO PUBLIC

Rule 2A. Except in the case of executive sessions, all meetings of the City Council and of City Council Committees thereof shall be open to the public, and the City Council shall provide that citizens shall have up to three (3) minutes, unless a longer period is deemed necessary by the presiding Councillor to be heard at any such meeting in regard to any matter considered there. All meetings of the City Council shall conform to the Massachusetts Open Meeting Law (M.G.L. c.30A sections 18-25).

SPECIAL MEETINGS

Rule 3. The President, or in his/her absence the Vice President, of the City Council, or any three members thereof, 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 or by electronic communication to each member of the City Council at least twenty-four hours before the time of such meeting.

Every notice for a special meeting shall specify the subject to be acted upon and the place and time where the meeting is to take place.

HOLIDAYS

Rule 4. Whenever the day set by these rules for any meeting of the City Council shall fall upon a holiday, then such meeting shall be cancelled by order of the Council.

QUORUM

Rule 5. Five (5) members of the City Council shall constitute a quorum.

REMOTE PARTICIPATION

Rule 6. Remote participation of City Council meetings shall be conducted in accordance with the Code of the City of Haverhill, Chapter 66, Article III.

PRESIDING OFFICER

Rule 7. The President, if present, shall preside at the meetings. In the absence of the President, the Vice President of the City Council shall preside or, in the absence of both, the next available Councillor in a downward sequential order as determined by the voting results of the last City Council election shall preside if s/he desires during the absence of both the President and the Vice President.

VACANCY IN THE OFFICE OF PRESIDENT OR VICE PRESIDENT

Rule 8. If the office of President becomes vacant, the Vice President shall assume duties of the President or if the office of Vice President becomes vacant, the City Council, in the manner provided in Rule 1, shall at the next regularly scheduled meeting 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 a vacancy in the City Council.

DUTIES OF PRESIDING OFFICER

Rule 9. The presiding officer shall preserve decorum and order, may speak to points of order in preference to other members; shall decide all questions of order, subject to any appeal to the City Council, regularly seconded; and no other business shall be in order until the question on the appeal shall have been decided. The vote upon the appeal from the ruling of the chair shall be by roll call and shall stand unless a majority of the votes are to the contrary. The chair shall be allowed to vote on any question of appeal.

The presiding officer or his/her designee shall report all votes and the presiding officer shall then declare the result, and if the result be in doubt, may call for a roll call vote. Such declaration, if not the result of a roll call, shall stand unless it is reversed by a roll call called for by any member.

RELINQUISHING THE CHAIR

Rule 10. When the presiding officer desires to relinquish the chair, s/he shall call upon the Council Vice President, and, if not present, s/he shall call upon the next available Councillor in a downward sequential order as determined by the voting results of the last City Council election but such substitution shall not continue beyond the will of the presiding office so relinquishing the chair or beyond any adjournment, except as hereafter provided.

If the presiding officer wishes to present an agenda item or participate in any subject under debate, s/he shall relinquish the chair as above provided and shall not resume the chair until s/he is through speaking and all points of order arising therefrom have been decided.

The presiding officer may, however, express a final opinion on any subject in which debate has concluded, without relinquishing the chair.

COMMITTEES

Rule 11. The President of the City Council shall appoint all standing committees, all special committees, shall fill any committee vacancy and designate the rank of the members of each committee unless specifically directed otherwise by a majority of the council. There shall be the following standing committees:

1. Administration & Finance Committee: Department of Finance & Records; and Law
2. Natural Resources & Public Property Committee: Water and Wastewater; Energy Conservation; Conservation Commission; Department of Public Buildings; Assessors; Parks and Playgrounds
3. Planning & Development Committee: Department of Community Planning and Development; Planning Department; Engineering.
4. Public Health, Safety & Works Committee: Department of Law Enforcement; Department of Fire Safety Services; Public Works; Public Health.
5. Citizen Outreach Committee: Constituent and Neighborhood Groups

The City Councillor responsible for initiating an item at an official Council meeting which is then forwarded to a Committee for further study and review must make him/herself available at the Committee meeting upon which said item is to be reviewed. Failure or inability of procuring Councillor to attend the meeting to which the item is scheduled to be heard shall result in said item being tabled to the next meeting of the Committee.

The Committee Chairperson shall ensure items referred to Committee be reported on as soon as reasonably possible after item is referred. On any item submitted to Committee of the City Council, the President shall have final authority as to which Committee or to which department an item will be forwarded to. Any item submitted to sub-committee of the City Council shall be reported back to the

City Council with recommendation(s) for action, if any. The City Council Vice President shall work to ensure items referred to Committee be reported on within 60 days of referral by the Committee Chairperson.

The meetings of the standing committees of the City Council shall be held on Mondays, Wednesdays or Thursdays no earlier than 7:00 PM. in the City Council office, Room 204, except in cases where the subject matter to be discussed is deemed by the Committee Chairperson to be more appropriate at another day, time or place.

SUFFICIENCY OF VOTE

Rule 12. 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, resolution, or vote except as noted herein or otherwise provided by the General Laws. The affirmative vote of a majority of the members present shall be sufficient to adjourn any meeting of the City Council.

COUNCIL VOTES NECESSARY PLAN A

| | | | |
|----|---|----------|---------|
| | Annual Budget | Majority | 5 votes |
| | Salary Appropriation | Majority | 5 votes |
| | Salary Ordinance (increase) | 2/3 | 6 votes |
| | Loan Orders | 2/3 | 6 votes |
| | Transfer from one department to another (C.44 S.33B) | 2/3 | 6 votes |
| | Transfer within department | Majority | 5 votes |
| | Eminent Domain | 2/3 | 6 votes |
| * | Zoning ordinances and amendments | 2/3 | 6 votes |
| ** | Zoning Special Permits | 2/3 | 6 votes |
| | Suspend Rules | 2/3 | 6 votes |
| | To amend a document | Majority | 5 votes |
| | To rescind a document | 2/3 | 6 votes |
| | To expunge a document | 2/3 | 6 votes |
| | To override a Mayor's veto | 2/3 | 6 votes |
| | Motion to censure | 2/3 | 6 votes |
| * | If a petition signed by the owners of 20% of the property abutting is presented to the Clerk prior to the close of the hearing, protesting a change, the document requires 7 votes, (see G.L. C.40A s.5) | | |
| ** | Cluster Residential Development, Planned Unit Development and Multifamily dwellings (see G.L. c.40A), Used and New Car Dealerships (see Zoning Regulations Ch.255-16, Table of Use and Parking Regulations) | | |

EVERY MEMBER SHALL VOTE EXCEPT AS PROVIDED IN THIS RULE

Rule 13. Every member present when a question is put shall vote, unless any Councillor for special reasons stated before the roll call vote and decided upon without debate shall be excused. No member shall leave the Council Chambers without permission of the chair if his/her presence is necessary to make a quorum.

MANNER OF VOTING YES - NO - VOICE VOTE

Rule 14. Final votes of the City Council shall be by individual voice vote by YES or NO and shall be entered on the records. The presiding officer shall always vote last.

With the exception of votes for orders, ordinances and Council votes necessary under the Plan A form of government, the President may proceed by voice vote of the City Council unless objected to by another member of the City Council in which case the vote shall be recorded as stated above.

Notwithstanding the language contained in Rule 12, no member shall vote on any question or serve on any committee where his/her private right is immediately concerned, distinct from the public interest.

Rule 15. Prior to the announcement by the Chair of the result of a roll call vote, any Councillor may ask to have his/her name called again in order to record him/herself differently.

GAINING THE FLOOR

Rule 16. Every Councillor, when wishing to speak, shall raise his/her hand respectfully or, if available, signal the Chair by some other acceptable manner, asserting his/her desire to gain the floor and wait until s/he is recognized.

EVERY ORDER OR RESOLUTION MUST BE ENDORSED

Rule 17. No order or resolution shall be received or acted upon unless endorsed by a member of the Council and properly seconded.

WITHDRAWING NOTICE

Rule 18. After a motion is stated or read by the Chair and properly seconded, it shall be deemed to be in possession of the Council, and shall be disposed of by vote, but the mover or seconder may withdraw it at any time before a decision or amendment.

PETITIONS ONCE REJECTED

Rule 19. Except as otherwise might be provided specifically in the Massachusetts General Laws, whenever final action on any order, ordinance, petition or question has been taken by the City Council, no further order, ordinance, petition or question which in substance is the same as heretofore acted upon, shall be resubmitted to the Council within six months from the time of the Council's previous action thereon unless two-thirds of the Council consents in writing for its resubmission.

Nothing in this rule shall be intended to waive provisions of Rules 22 and 23 and said rule shall not be considered inconsistent with said rules numbered 22 and 23.

ORDINANCE AND BOND ORDERS REFERRED TO CITY SOLICITOR

Rule 20. Every ordinance and every order for a bond issue shall, before its passage, be referred to the City Solicitor, who shall forthwith examine the same as to its legality and notify the Council of his/her findings.

That it be a standing rule of this Council that no final or definite action be passed by this Council in the matter of abatement of betterment assessments until such time as the legality of a proposed abatement be approved by the City Solicitor.

ENACTING STYLE

Rule 21. All by-laws passed by the City Council shall be entitled ordinances and the enacting style be "Be it ordained by the City Council of the City of Haverhill". In all votes by which the City Council expresses anything by order or by command, the enacting style shall be "Ordered:" and in all votes by which the City Council expresses opinions, principles, facts or purposes, the enacting style shall be "Resolved".

Rule 22. When a question is under debate, the chair will receive motions in accordance with Order of Precedence outlined in "Robert's Rules of Order".

PREVIOUS QUESTION

Rule 23. The previous question shall be put in the following form: "Move the main question." Once seconded, all further amendment or debate of the main question shall be suspended until the previous question is decided.

On the previous question, not exceeding five minutes shall be allowed for debate, which shall be confined to giving reasons why the main question should not be put, and no member shall speak more than two minutes.

RECONSIDERATION

Rule 24. After a vote has been taken, it shall be in order for any member voting with the prevailing side to move reconsideration thereof at the same meeting at which the vote was taken, or to file with the City Clerk, not later than twelve o'clock noon of the second business day following such meeting, written notice of a motion to reconsider such vote. After receiving such written notice of reconsideration, the Clerk shall place it on the calendar for the next regular meeting or for any intervening special meeting, provided the same is included in the call thereof.

Whenever a written notice of a motion to reconsider has been filed as aforesaid, the Clerk shall notify all of the members of the City Council and any parties that spoke at the Council meeting when the original vote was taken. In the case of a question decided by a tie vote, the prevailing side shall be considered to be the one in whose favor the question was decided. Not more than one motion for reconsideration of any vote shall be entertained, and no vote upon either of the following motions shall be reconsidered: viz: to adjourn; to lay on the table; to take from the table and the previous question.

KEEPER OF THE RECORD

Rule 25. The Clerk or her/his designee shall attend and keep the records of all meetings of the Council. S/he shall record the names of the members present, and shall have the care and custody of the city records, and all documents, maps, plans and papers pertaining to the business of the City Council. The City Council Administrative Assistant or her/his designee shall assume the duties of the Clerk in her/his absence.

PAPERS MUST BE FILED BEFORE 11:00 A.M. FRIDAY BEFORE MEETING

Rule 26. All papers of whatever description which may require action by the City Council shall be presented to the City Clerk not later than 11:00 A.M. on the Friday preceding the day of each regular meeting, except when such preceding day is a holiday or City Hall is closed, then they shall be presented at the same hour on the Thursday preceding the day of the meeting. Papers presented after that hour on such day will not be considered until the next meeting, unless admission is approved by two-thirds of the City Council.

CLERK SHALL PREPARE A LIST OF ALL MATTERS

Rule 27. The City Clerk shall prepare a list of all matters to come before the City Council at each meeting in accordance with the established order of business and shall deliver to the Council office for each Councillor, a copy of the same on the same day that the agenda is prepared.

As part of the agenda for each meeting, on a separate sheet in a suitable format, there shall be a list of all orders, documents, reports and communications which have been referred to a Council committee for report or action, along with the date submitted to the committee.

Rule 27A. No business or document scheduled to come before the City Council may be removed or omitted from the agenda prior to a meeting.

Rule 27B. The City Council shall allow for re-reading of all back up material related to any Ordinance before the vote is taken for passage.

Rule 27C. The President of the City Council shall not allow any communication or other matter to be placed on the agenda that does not conform with the City Council's Rules and Regulations or, if not governed by a rule or regulation, that does not conform with Robert's Rules of Order. The City Council President or presiding officer shall have oversight and discretion of the content of the final agenda to ensure compliance with the Massachusetts Open Meeting Law (M.G.L. c.30A sections 18-25).

EXAMINATION OF RECORDS OF PREVIOUS MEETING

Rule 28. At each meeting of the Council, the records for the meeting shall be referred to a member thereof (excepting to the President) for examination; and for the next Council meeting s/he shall report the results thereof to the Chair who shall accept the minutes for the file unless objected by any City Councillor whereupon the Chair shall then place before the meeting the question of approval of the same.

ORDER OF BUSINESS

Rule 28. At every regular meeting of the City Council the order of business shall be as follows:

1. Opening Prayer
2. Pledge of Allegiance
3. Approval of the records of previous meeting
4. Assignment of minutes review for next meeting
5. Communications from the Mayor
6. Utility hearing(s) and related order(s)

7. Appointments
8. Petitions
9. Hearings and related Orders
10. Motions and Orders
11. Unfinished business of preceding meetings
12. Communications and reports from city officers and employees
13. Resolutions and Proclamations
14. Council committee reports and announcements

The above shall not be departed from except by permission of the presiding officer.

Any public hearing that is expected to exceed more than two hours in duration in the opinion of the City Council President, may be scheduled by the President as a special meeting to be held other than at the time of a regularly scheduled City Council meeting, provided that special Council meeting can be televised by the local cable channel.

PASSAGE AT ONE SESSION

Rule 29. Except as otherwise might be provided specifically in the Massachusetts General laws, any ordinance after having been placed on file for at least 10 days, and any order or resolution may be passed through all its stages of legislation at one session, provided that no member of the Council objects thereto; but if any member of the Council objects, the measure shall be postponed for that meeting.

PARLIAMENTARY PRACTICE

Rule 30. In all matters of parliamentary practice not provided for in these rules, the City Council shall use "Robert's Rules of Order", the latest edition, as a guide.

Rule 31. Insofar as these rules are not of statutory source or origin, the same may be suspended at any meeting by a two-thirds vote of all Councillors present, but not otherwise. Suspension of rules shall apply only for the subject matter under consideration, which must be stated prior to voting for said suspension of rules.

These rules may be amended or repealed by the vote of five Councillors, but said amendment or repeal shall not be effective until the next regular meeting.

If any action is taken inconsistent with these rules, the same shall be construed to have been taken in suspension thereof provided there is a two-thirds consent of all members of the Council, or there is no objection raised prior to the meeting being adjourned.

COUNCIL BUDGET

Rule 32. Prior to the Presidents submission of the Council annual budget to the Mayor, the President shall seek input from each Councillor and each Councillor shall be allowed to provide his/her input to the City Council budget.

HEARINGS

Rule 33. All public hearings of the City Council will have the following guidelines. The proponent or petitioner will have up to thirty minutes to make their presentation. The opposition will have up to thirty minutes to make their presentation. Each side, proponent and opposition, will have up to five (5) minutes each for rebuttal after initial presentations. Anyone wishing to speak in favor of or against the proponent or petitioner shall be allowed up to three (3) minutes. At the discretion of the presiding officer, a speakers' time may be limited due to repetitious information.

If a petitioner needs more time for a presentation, the presiding officer may at his/her discretion allow for additional time for any proponent or petitioner to complete a presentation, provided that an equal amount of time be granted to the opposition.

INDOCTRINATION OF NEW COUNCILLORS

Rule 34. It shall be the responsibility of the Council President to hold indoctrination for all new Councillors within thirty days of the final election. This also includes making available to Councillors Robert's Rules of Order in the City Council office and any other information that is pertinent for a smooth transition.

INTRADEPARTMENTAL COMMUNICATION

Rule 35. Any individual Councillor or the Council body may make a formal request for information or ask pertinent questions of the Mayor, City Department Heads, Boards or Commissions pursuant to a matter placed on the Council meeting agenda provided, that, in all cases, the information requested or questions asked, be in accordance with the manner provided in Section 19 of the City Charter as follows:

The City Council at any time may request from the Mayor, or, under Plan D or E, from the city manager, specific information on any municipal matter within its jurisdiction, and may request him to be present to answer written questions relating thereto at a meeting to be held not earlier than one week from the date of the receipt by the Mayor, or under Plan D or E, by the city manager, of said questions. The Mayor, or, under Plan D or E, the city manager, shall personally, or through the head of a department or a member of a board, attend such meeting and publicly answer all such questions. The person so attending shall not be obliged to answer questions relating to any other matter. The Mayor, or, under Plan D or E, the city manager, may attend and address the City Council in person or through the head of a department, or a member of a board, upon any subject. (1915, 267, I, § 19; 378, § 8; 1948, 459, § 6.)

USE OF CITY COUNCIL STATIONERY

Rule 36. The use of City Council stationery with official letterhead shall be afforded to the Council President to communicate with any City Department, citizens, private businesses or State and Federal entities as s/he deems necessary. However, any communication issued by any other Council member on said stationery with respect to an issue previously, presently or potentially under the auspices of the City Council, Mayor or any commission, committee, authority, board, task force or any other decision making body on the local, state or federal level, must be through the Council Administrative Assistant and must be copied to the Council President.

The Council President shall be responsible for alerting each newly elected Councillor of this rule during the orientation period outlined in Rule 34.

SPECIAL ELECTION AND BALLOT QUESTIONS

Rule 37. Whenever the City Council votes for any special election or question to be placed on a ballot, the City Clerk shall immediately enter into the agenda for the following week an agenda item that would require providing a copy of the certified mail receipt to each Councillor. This would prove that the proper departments in local or state government have been notified of the special election or of the ballot question.

MOTIONS TO CENSURE

Rule 38. A communication to place a motion to censure a member of the City Council on the agenda must be filed with the City Clerk in a timely manner and must be in writing and signed by no less than six members of the City Council and must specify egregious behavior and/or conduct unbecoming of a City Councillor.

21-C



DOCUMENT 21-C

18.2

CITY OF HAVERHILL

In Municipal Council May 17 2016

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, be further amended by adding the following to § 240-85 Schedule B: Parking Restrictions and Prohibitions:

| | | |
|----------------------------------|-------------------|---------------|
| Back Lane | No Parking | 24 hrs |
| Both sides, entire length | | |

APPROVED AS TO LEGALITY:

City Solicitor

PLACED ON FILE for at least 10 days
Attest:

City Clerk



Haverhill

Engineering Department, Room 300
Tel: 978-374-2335 Fax: 978-373-8475
John H. Pettis III, P.E. - City Engineer
JPettis@CityOfHaverhill.com

May 17, 2016

**MEMO TO: CITY COUNCIL PRESIDENT JOHN MICHITSON AND
MEMBERS OF THE CITY COUNCIL**

Subject: *Back Lane – No Parking Ordinance*

Per the recommendation of the Traffic & Safety Committee, attached find the Ordinance for No Parking along Back Lane.

Please contact me if you have any questions.

Sincerely,

John H. Pettis III, P.E.
City Engineer

C: Mayor Fiorentini, Stankovich, Ward, DeNaro, Cox

63
see new
order



DOCUMENT 63

18.3

CITY OF HAVERHILL

In Municipal Council May 24 2016

ORDERED:

ORDERED

That the real property located on Merrimack Street, known as the Riverfront Promenade Parking Lot and as shown on Assessors Map 102, Block 7, Lots 11, 16, 17 and 20, containing approximately 0.932 acres, being and is hereby declared surplus. The Mayor is hereby authorized to secure a real estate appraisal of the Lots, and, to issue a request for proposals for the sale and development of said real property.

POSTPONED TO MAY 31 2016

Attest:

City Clerk



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

May 20, 2016

City Council President John A. Michitson and
Members of the Haverhill City Council

RE: Surplus Parcel

Dear Mr. President and Members of the Haverhill City Council:

As you know, we are in the process of doing an economic development study for the Merrimack Street part of downtown. The group doing the study is the Utile Group and is called the Utile study.

A key recommendation of the study is that we explore whether or not private investors are interested in investing in any of the land which the city owns in the Merrimack Street area.

I would like to begin this process by seeing if developers are interested in any of the land on the lower end of Merrimack Street in order to invest in the city. Of course they would have to replicate any parking if they were to purchase or lease the land.

The first step in this process would be to declare the land surplus. The ultimate authority to dispose of this land or any other land would always be up to the City Council

Enclosed is an order and I recommend approval. Bill Pillsbury will be before you Tuesday night to answer any questions you may have.

Very truly yours,

James J. Fiorentini (dub)

James J. Fiorentini, Mayor

JJF/ah

Substitute
Order



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

18,4

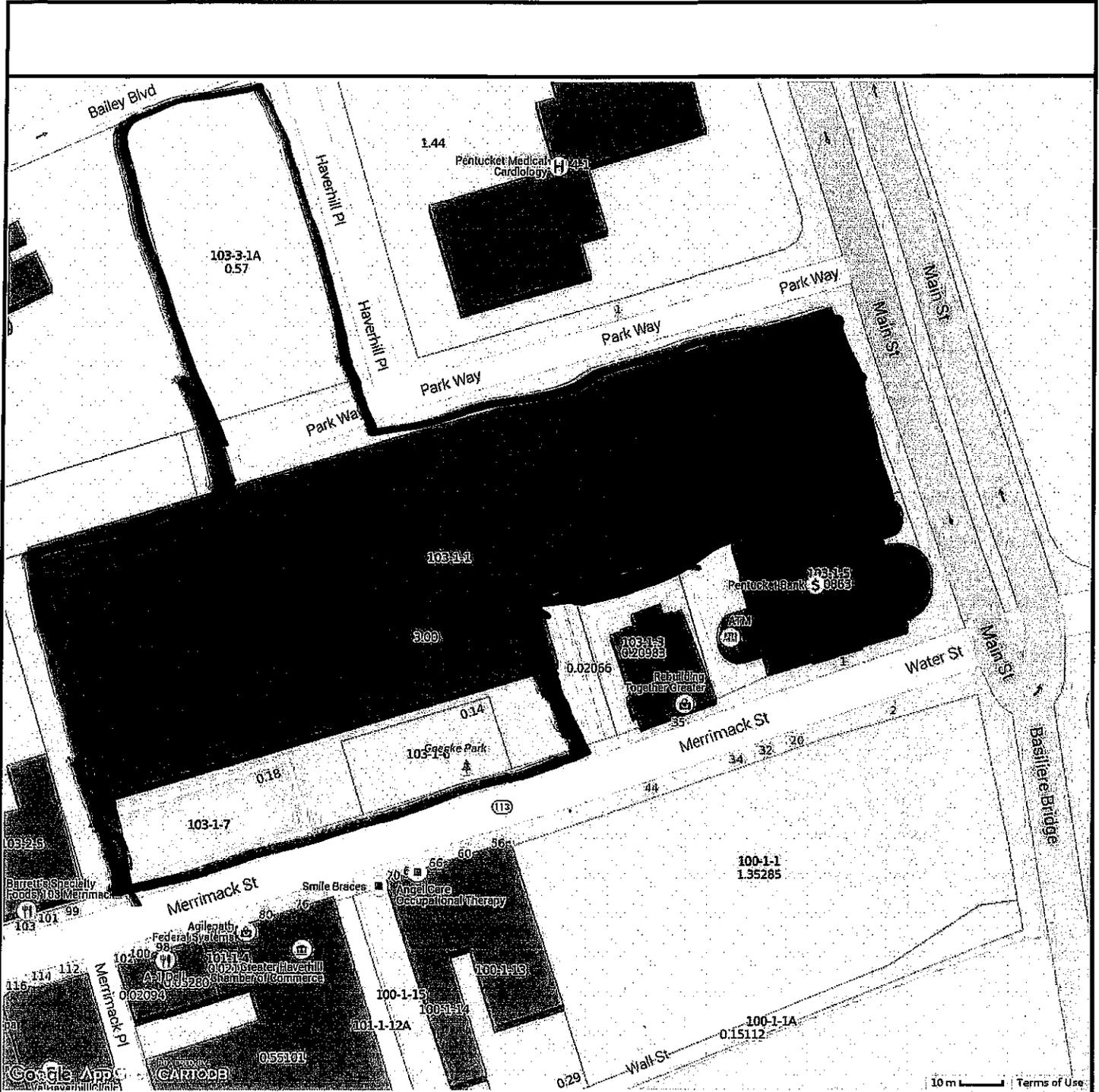
To replace
Dec 63

ORDERED:

ORDERED

That the real property located on Merrimack Street known as the Goecke Parking Deck as shown on Assessors map 103 block 1 lot 1 containing approximately 3 +/- acres; and real property located on Merrimack Street being the two former urban renewal disposition parcels currently utilized as surface level parking as shown on assessors map 103 block 1 lot 7 and 8 containing approximately .18 and .14 +/- acres respectively; and real property on Park Way shown on assessors map 103 block 3 lot 1A containing approximately .57 Acres +/-, **being and is hereby declared surplus.** The Mayor is hereby authorized to secure a real estate appraisal of the lots and to issue a request for proposals for the sale and development of said property

That the real property located on Merrimack Street, known as the Riverfront Promenade Parking Lot and as shown on Assessors Map 102, Block 7, Lots 11, 16, 17 and 20, containing approximately 0.932 acres, **being and is hereby declared surplus.** The Mayor is hereby authorized to secure a real estate appraisal of the Lots, and, to issue a request for proposals for the sale and development of said real property.



Property Information

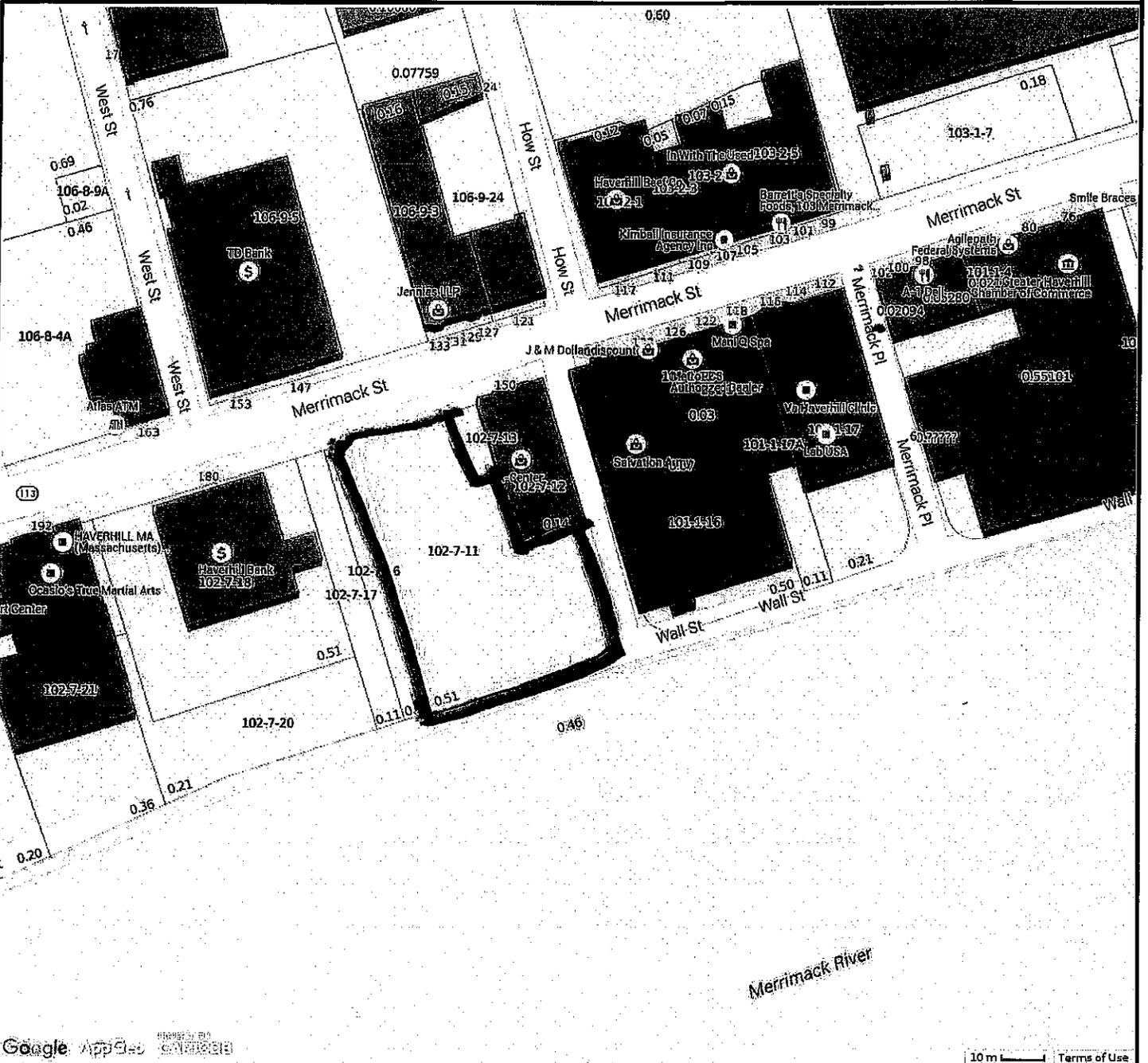
Property ID 103-1-7
Location MERRIMACK ST
Owner CITY OF HAVERHILL



**MAP FOR REFERENCE ONLY
 NOT A LEGAL DOCUMENT**

City of Haverhill, MA makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Parcels updated March 1, 2016
 Properties updated March 1, 2016



Property Information

Property ID 102-7-11

Location MERRIMACK ST

Owner CITY OF HAVERHILL



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Parcels updated March 1, 2016
Properties updated March 1, 2016

CITY COUNCIL

JOHN A. MICHITSON
PRESIDENT
MELINDA E. BARRETT
VICE PRESIDENT
ANDRES X. VARGAS
MICHAEL S. MCGONAGLE
JOSEPH J. BEVILACQUA
COLIN F. LEPAGE
MARY ELLEN DALY O'BRIEN
WILLIAM J. MACEK
THOMAS J. SULLIVAN



CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

20.1

CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycncl@cityofhaverhill.com

May 25, 2016

TO: Mr. President and Members of the City Council

Councillor Mary Ellen Daly O'Brien would like to discuss water supply quality, specifically, iron levels in our community.

Mary Ellen Daly O'Brien
City Councillor Mary Ellen Daly O'Brien 2016

CITY COUNCIL

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20.2

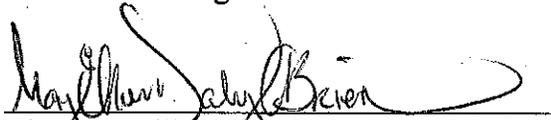
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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

May 25, 2016

TO: Mr. President and Members of the City Council

Councillor Mary Ellen Daly O'Brien would like to discuss the need to have the loading zone on Washington Street after business hours.


City Councillor Mary Ellen Daly O'Brien

CITY COUNCIL

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2013

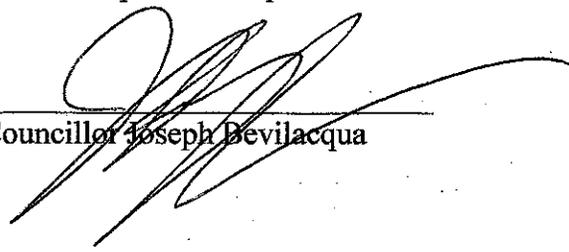
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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

May 25, 2016

Mr. President and Members of the City Council

Councillor Joseph Bevilacqua would like to discuss summer jobs for Haverhill youth.



City Councillor Joseph Bevilacqua

21.11

PROCLAMATION

Whereas, generations of immigrants from every corner of the globe have built our country's economy and created the unique character of our nation;

Whereas, immigrants continue to grow businesses, innovate, strengthen our economy, and create American jobs in Haverhill, MA;

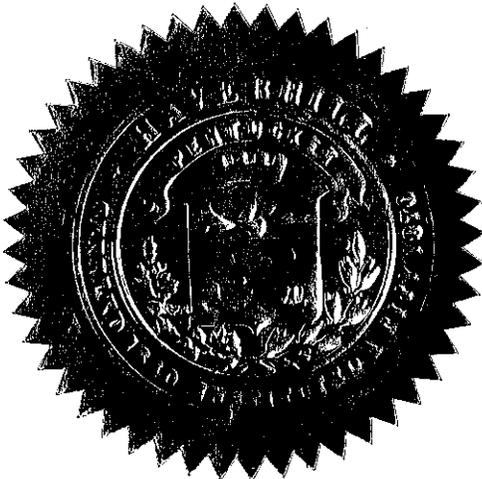
Whereas, immigrants have provided the United States with unique social and cultural influence, fundamentally enriching the extraordinary character of our nation;

Whereas, immigrants have been tireless leaders not only in securing their own rights and access to equal opportunity, but have also campaigned to create a fairer and more just society for all Americans; and

Whereas, despite these countless contributions, the role of immigrants in building and enriching our nation has frequently been overlooked and undervalued throughout our history and continuing to the present day:

NOW, THEREFORE, I, James J. Fiorentini, Mayor of the City of Haverhill, do hereby proclaim the month of June 2016 as

Immigrant Heritage Month



IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the City of Haverhill to be affixed this 31st day of May in the year of our Lord two thousand and sixteen


MAYOR JAMES J. FIORENTINI

CITY COUNCIL

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23

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HAVERHILL, MASSACHUSETTS 01830-5843

DOCUMENTS REFERRED TO COMMITTEE STUDY

| | | | |
|------|--|--|---------------------|
| 55-X | Communication from Councillor Sullivan regarding a Jr. Park Ranger Sumer Program | Public Safety | 8/19/14 |
| 74-Q | Communication from Councillor Macek requesting discussion re: exploring various Possibilities for "Expanded Notification" processes for certain matters re: Zoning Changes and Special Permit application. | A&F Transferred- Planning & Development | 7/14/15 2/2/16 |
| | Suspension of Rules to discuss unpermitted BnB's operating in City of Haverhill | A & F | 10/20/15 1/27/16 |
| 6-Q | Communication from Councillor Macek requesting a discussion on the establishment of an Adult Fitness and Wellness zone | NRPP | 2/9/16 |
| 6-W | Communication from Councillor Bevilacqua requesting to discuss Wood School Play-ground | NRPP | 2/23/16 |
| 6-Z | Communication from Council President Michitson requesting to introduce Ron MacLeod to discuss traffic & safety concerns and associated public safety resources | Public Safety | 3/8/16 |
| 38-B | Communication from Councillors Macek and Bevilacqua requesting discussion on current zoning regulations for housing conversions and possible changes necessary to protect integrity of existing property and neighborhoods | Planning & Dev. | 3/8/16 |
| 38-F | Communication from Councillors Barrett and LePage requesting to discuss double poles in the City | A & F | 3/15/16 |
| 38-W | Communication from Councillor Barrett requesting to give an update on response from MBTA/Keolis & US EPA about idling trains in Bradford | Citizen Outreach | 4/5/16 |
| 51 | Communication from Pres. Michitson requesting to submit petition from Burnham St. residents requesting Burnham St. be made one way coming in from Groveland St. onto Burnham | Public Safety | 4/12/16 |