



CITY OF HAVERHILL  
CITY COUNCIL AGENDA

LINDA

Tuesday, March 31, 2015 at 7:00 PM  
City Council Chambers, Room 202

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1. APPROVAL OF RECORDS OF THE PREVIOUS MEETING
2. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING
3. COMMUNICATIONS FROM THE MAYOR
4. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES

4.1. Communication from Police Chief Alan DeNaro requesting to appear before Council to highlight the accomplishments of a member of the Haverhill Police over the past several years Attachment

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

NO SCHEDULE

6. APPOINTMENTS

Confirming Appointments

NO SCHEDULE

Non-confirming Appointment

NO SCHEDULE

Resignations:

NO SCHEDULE

7. Petitions:

7.1. Petition from John J Guerin Jr, Capital Campaign Director, *Opportunity Works Inc*, requesting to hang a Banner at the Goecke Parking Deck-Main st; April 13-April 25<sup>th</sup>; for their 31<sup>st</sup> Annual Lend-a-Hand Auction by the Sea; to be held April 25<sup>th</sup> at the *Blue Ocean Music Hall* in Salisbury, MA – and also requests banner fee be waived Attachment

7.2. Petition from City of Haverhill requesting *Acceptance of Bonin dr* as a public way

**Refer to Planning Board  
Council Hearing April 28<sup>th</sup>**



# CITY OF HAVERHILL CITY COUNCIL AGENDA

**Tuesday, March 31, 2015 at 7:00 PM**  
**City Council Chambers, Room 202**

**7.3** Petition from *Affordable Housing and Services Collaborative Inc* requesting permit approval for Chapter 40R Application in the "Downtown Smart Growth Overlay District", "DSGOD" - for rehabilitation of an existing 8 story building; residential development; dwelling units to include affordable units, mixed income and mixed use at 98-112 Essex st **Council Hearing April 21st**  
Attachments

**8. Applications:**

**8.1. Handicap parking signs:**

1. Leonardo Hernandez, 81 Pilling st
  2. Beverly A Sheehan, 187 Grove st, Apt 2
- Refer to planning for Ordinances*

Attachments

**8.2. One Day Liquor Licenses**

NO SCHEDULE

**8.3. Applications for Permit**

NO SCHEDULE

**9. Tag Days**

- 9.1. Amvets** August 14 & 15 Friday & Saturday  
*off street only*

Attachment

**10. Annual License Renewals:**

**10.1. Buy & Sell Second Hand Articles**

NO SCHEDULE

**Coin-ops**

NO SCHEDULE

**Sunday License**

NO SCHEDULE

**11. Hawker/Peddler:**

NO SCHEDULE



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA**

**Tuesday, March 31, 2015 at 7:00 PM  
City Council Chambers, Room 202**

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**12. Drainlayer 2015 License**

NO SCHEDULE

**13. HEARINGS AND RELATED ORDERS**

NO SCHEDULE

**MOTIONS AND ORDER**

13.1 Order – Appropriate \$405,000.00 from Wastewater Retaining Earnings and transfer to Wastewater Expense accounts as follows:

Wastewater Sludge Disposal	\$325,000
Sludge Dewatering Chemicals	\$ 40,000
Normal Maintenance	\$ 40,000

Attachment

13.2 Order – Wastewater Division will perform the project and Appropriate \$35,000.00 from Wastewater Retained Earnings and transfer it to Upper Lake st Sewer Betterment capital fund for design of a gravity sewer line from 625 Lake st to 629 Lake st and upon completion the City will assess betterments for a portion of the project cost

Attachment

13.3 Order – Appropriate from *Water Retaining Earnings* \$750,000.00 and transfer to the Capital Project – *Water Treatment Plant Improvements*

Attachment

**14. Ordinances (File 10 Days)**

NO SCHEDULE

**15. UNFINISHED BUSINESS OF PRECEDING MEETINGS**

15.1. Document 10-K, Communication from Councillors LePage and Sullivan requesting a discussion regarding the Cogswell School RFP

Postponed from March 17 2015

15.2 Order –Cogswell School property be declared surplus and Lease with option to purchase property at 351 South Main st

*Related communication from City Solicitor William Cox*

15.3 Document 36, Ordinance re: Vehicles and Traffic – Amend City Code Chapter 240-108, ARTICLE XVI Parking Fees, Rates and Terms

*filed March 18 2015*

Attachments



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA**

**Tuesday, March 31, 2015 at 7:00 PM  
City Council Chambers, Room 202**

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**16. MONTHLY REPORTS  
NO SCHEDULE**

**17. Communications from Councillors**

- 17.1. Communication from Councillor Scatamacchia requesting a discussion on the signalization of  
Route 125 from Monument Square through Bradford Attachment

**18. Resolutions and Proclamations**

NO SCHEDULE

**19. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

NO SCHEDULE

**20. DOCUMENTS REFERRED TO COMMITTEE STUDY**

**21. ADJOURN**



4.1

**HAVERHILL  
POLICE DEPARTMENT  
40 Bailey Blvd.  
Haverhill, Massachusetts 01830**

Alan R. DeNaro  
Chief of Police

TEL. (978) 722-1502  
FAX. (978) 373-3981

March 25, 2015

Council President John Michitson  
Members of the Haverhill City Council  
4 Summer Street  
Haverhill, MA 01830

Re: Employee Recognition

Dear President Michitson:

I am requesting permission to appear before Council on Tuesday night, March 31, 2015, to highlight the accomplishments of a member of the Haverhill Police over the past several years. Should you have any questions please feel free to contact me.

Sincerely,

Alan R. DeNaro  
Chief of Police



# Haverhill

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

Honorable President and Members of the City Council:

7.1

Date: March 26, 2015

Fee: \_\_\_\_\_ (Please see attached waiver request)

The undersigned respectfully asks permission to hang a **BANNER** over a sidewalk or public way.

Organization: Opportunity Works, Inc.

Wording on Banner: 31st Annual Lend-a-Hand Auction by the Sea

Dates to Hang (Begin on Monday—2 week Max): April 13 – April 25, 2015

Applicant's Name: John J. Guerin, Jr.

Signature: *John J. Guerin, Jr.*

Location(s):

- Route 125 – at Salem Street and South Main Street
- Goecke Parking Deck – Main Street
- Goecke Parking Deck – Merrimack Street

Requirements

- Certificate of Insurance Liability Naming the City of Haverhill as Additional Insured on File
- \$200 Fee over Public Property (Please see attached waiver request)

Additional Comments:

Applicants Address: 209 R Summer Street, Haverhill

Applicant's Telephone 978-373-3976



**Opportunity  
Works** Empowering People...  
Changing Lives

www.opportunityworks.org  
www.facebook.com/OpportunityWorks

March 26, 2015

Honorable John A. Michitson, President  
Haverhill City Council  
4 Summer Street, Room 204  
Haverhill, MA 01830

**RE: Banner Hanging Fee - Waiver Request**

Dear President Michitson and Honorable Members of the Haverhill City Council:

Opportunity Works respectfully requests that the \$200 fee be waived as a requirement of our application to hang a banner over a public way in the city.

As you know, Opportunity Works has requested to hang a banner on the Main Street side of the Goecke Parking Deck from April 13 – April 25 to advertise our 31st Annual Lend-A-Hand Auction by the Sea taking place on April 25. The Lend-A-Hand Auction is our most significant fund raising event each year. The proceeds of the auction are essential to support the many services and programs we provide to adults living with disabilities and their families in Haverhill and throughout the Greater Merrimack Valley.

As you also no doubt know, Opportunity Works is a private, not-for-profit 501(c)3 corporation and we are currently building a new 37,000 sq. ft. facility in Haverhill to meet the ever-growing need for our diverse and comprehensive programs. We have paid or will be paying tens of thousands of dollars in building and other fees related to this construction project. Opportunity Works has not requested a waiver of any of those fees.

We make this request as the auction is our premier fund raiser and the money raised enhances our unique service and programming capabilities. The waiver by this esteemed Council will also strengthen our partnership with the city in serving residents who genuinely need our assistance. We hope the Council will act favorably on our request and thank you for your service to the city.

Sincerely,

John J. Guerin, Jr.

Capital Campaign Director

On behalf of the Opportunity Works community



# CERTIFICATE OF LIABILITY INSURANCE

GREAT-2 OP ID: KC

DATE (MM/DD/YYYY)

03/26/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Chase & Lunt LLC 65 Parker Street Newburyport, MA 01950 Edward H. Howlett	<b>CONTACT NAME:</b> Edward H. Howlett
	<b>PHONE (A/C, No, Ext):</b> 978-462-4434
	<b>FAX (A/C, No):</b> 978-465-6204
	<b>E-MAIL ADDRESS:</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>
	<b>INSURER A:</b> Selective Insurance Company
	<b>INSURER B:</b>
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

**INSURED**  
 Opportunity Works, Inc.  
 Jane Harris-Fale  
 10 Opportunity Way  
 Newburyport, MA 01950

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Prof Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		S2139322	01/01/2015	01/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 Emp Ben. \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			A9099874	01/01/2015	01/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			S2139322	01/01/2015	01/01/2016	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			TO BE SENT BY CARRIER			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  CITY OF H  City of Haverhill 4 Summer St., Rte.210 Haverhill, MA 01830	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Edward H. Howlett
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March 25, 2015

Linda L. Koutoulas, City Clerk  
City of Haverhill  
4 Summer Street  
Haverhill, MA 01830

RE: Banner Display for Opportunity Works Lend-A-Hand Auction

Opportunity Works is excited to announce its 31st Annual Lend-A-Hand Auction by the Sea that will take place on Saturday, April 25, 2015. The support of our community has been vital to the success of our event and is even more crucial to the achievement of meeting our fundraising goals for the coming year.

This year, we respectfully request that the Haverhill City Council grant us permission to display a Lend-A-Hand Auction banner, size 3' x 15', at a location in the city from *April 13 until April 25, 2015*. With permission, we would like to hang the banner on the Main Street side of the Goecke Parking Deck. If this location is not available, then we would be willing to consider a substitute location.

The auction is a live event this year and will take place on Saturday, April 25, at 6:00 pm at the Blue Ocean Music Hall in Salisbury. The evening will include both live and silent auctions with our special guest host, Bob Lobel. Auction items are also currently available on [www.biddingforgood.com/OpportunityWorks](http://www.biddingforgood.com/OpportunityWorks) until April 8th in advance of the live auction.

Opportunity Works is a private, non-profit organization with locations in Haverhill and Newburyport and the Lend-A-Hand Auction is our principal fundraising event that represents an increasingly important source of revenue. Proceeds from the benefit will go directly to supporting our agency's mission, which is to enhance the quality of life for adults with developmental disabilities including autism. As you know, Opportunity Works is constructing a new, state-of-the-art campus behind and abutting Northern Essex Community College in Haverhill.

We are truly grateful for the support that we receive from our community and look forward to another successful auction. If you should have any questions, please feel free to contact our Director of Development, Deborah Andrews, at **978-358-5803**.

Sincerely,



John J. Guerin  
Lend-A-Hand Auction  
Opportunity Works

(978) 373-3976



Hearing April 28 2015

# Haverhill

Engineering Department, Room 214  
Tel: 978-374-2335 Fax: 978-373-8475  
John H. Pettis III, P.E. - City Engineer  
[JPettis@CityOfHaverhill.com](mailto:JPettis@CityOfHaverhill.com)

7.2

March 20, 2015

Subject: Petition for Street Acceptance – Bonin Drive

City of Haverhill  
City Clerk's Office  
4 Summer Street  
Haverhill, MA

City Council,

We are seeking Street Acceptance of Bonin Drive, as shown on a plan entitled Definitive Subdivision Plan of Bonin Drive in Haverhill, MA. Attached are 30 copies of said plan, and a complete legal description.

Sincerely,

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



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

COPY

ORDERED:

**IT APPEARING** that the common convenience and necessity  
require it,  
It is hereby  
That the following street herein described be accepted as a  
**Public Way**

Bonin Drive

Beginning at a point on the westerly side of Pilgrim Road, at land now or formerly of Descoteau as shown on a plan entitled Definitive Plan Subdivision Plan of Bonin Drive in Haverhill, MA for Arthur Bonin, 1"=40', dated Oct. 16, 1985, revised Nov. 26, 1985 by DiPrete Marchionda & Assoc., Inc.;

Thence running N 86°25'44" W a distance of 182.36 feet to a stone bound;

Thence with a curve turning to the right an arc length of 244.83 feet, a radius of 150.00 feet to a stone bound;

Thence N 07°05'23" E a distance of 229.20 feet to a stone bound;

Thence with a curve turning to the left an arc length of 15.12 feet, a radius of 15.00 feet to a stone bound;

Thence with a curve turning to the right an arc length of 309.48 feet, a radius of 60.00 feet to a stone bound;

Thence with a curve turning to the left an arc length of 15.12 feet, a radius of 15.00 feet to a stone bound;

Thence S 07°05'23" W a distance of 229.21 feet to a stone bound;

Thence with a curve turning to the left an arc length of 163.22 feet, a radius of 100.00 feet to a stone bound;

Thence S 86°25'44" E a distance of 182.36 feet to a stone bound;

Thence S 03°34'16" W a distance of 50.00 feet to a stone bound and the point of beginning;

Meaning and intending to describe Bonin Drive as shown on the aforementioned Definitive Plan, as recorded in Plan Book 206, Plan 73 and on file at the Haverhill Engineering office as Plan 2B 1069, file #10131.

IT BEING THE ORDER OF THE CITY COUNCIL

7764179 April 21 2015

# Horsley Witten Group

*Sustainable Environmental Solutions*

90 Route 6A • Sandwich, MA • 02563  
Phone - 508-833-6600 • Fax - 508-833-3150 • [www.horsleywitten.com](http://www.horsleywitten.com)

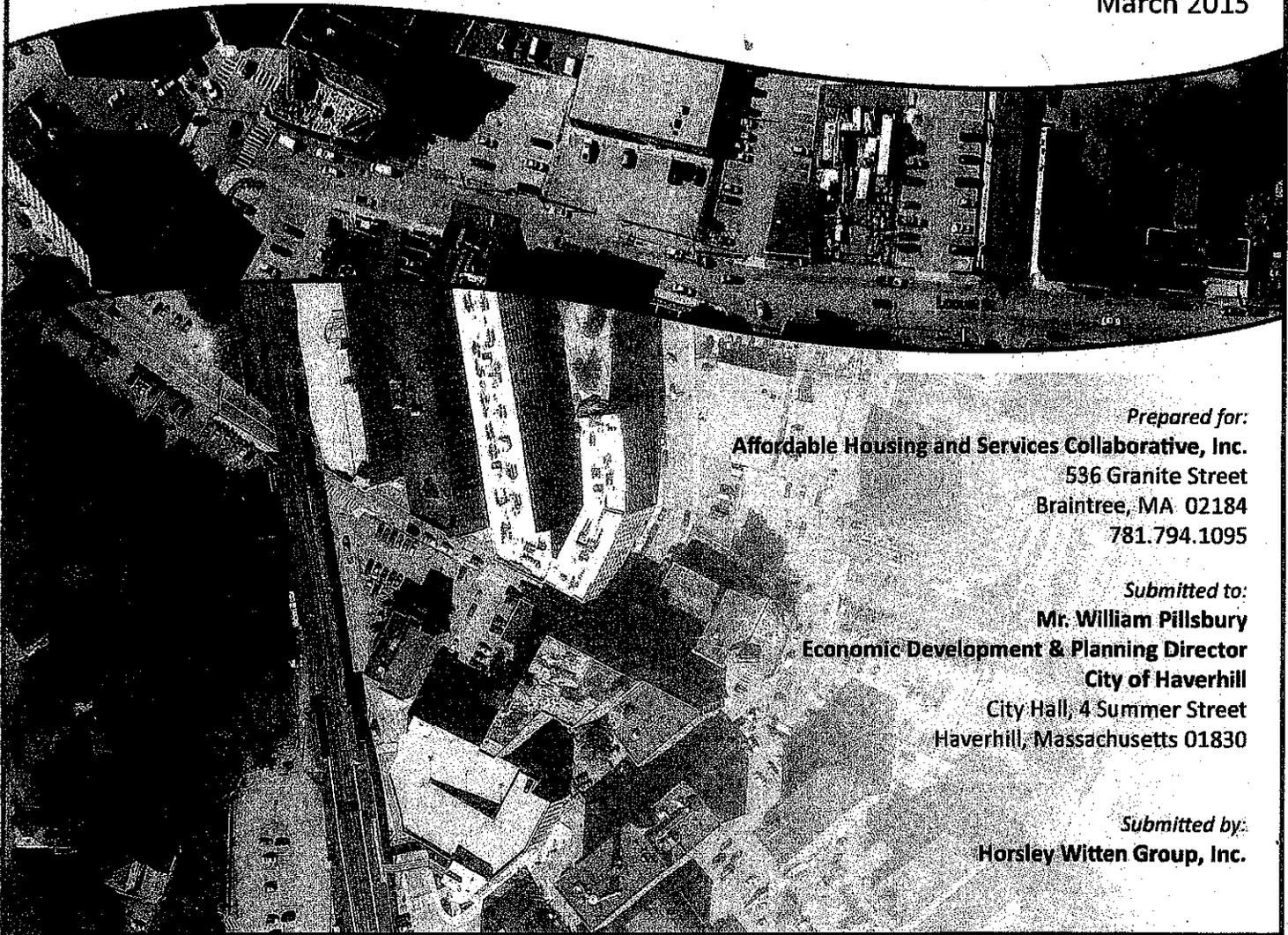


7.3

## Chapter 40R Application Downtown Smart Growth Overlay District

Residential Development  
98-112 Essex Street  
Haverhill, MA 01830

March 2015



*Prepared for:*  
**Affordable Housing and Services Collaborative, Inc.**  
536 Granite Street  
Braintree, MA 02184  
781.794.1095

*Submitted to:*  
**Mr. William Pillsbury**  
**Economic Development & Planning Director**  
**City of Haverhill**  
City Hall, 4 Summer Street  
Haverhill, Massachusetts 01830

*Submitted by:*  
**Horsley Witten Group, Inc.**

# Horsley Witten Group

## Sustainable Environmental Solutions

24 Federal Street • Fifth Floor • Boston, MA 02110  
www.horsleywitten.com



March 20, 2015

Mr. William Pillsbury  
Economic Development & Planning Director  
City of Haverhill  
City Hall, 4 Summer Street  
Haverhill, Massachusetts 01830

Re: 98-112 Essex Street, Haverhill, MA  
40R Residential Development

Dear Mr. Pillsbury:

On behalf of Affordable Housing and Services Collaborative, Inc., enclosed please find the following Exhibits in connection with the submission of a Chapter 40R application for the above referenced project:

1. Chapter 40R Application for the Haverhill Downtown Smart Growth Overlay District;
2. Legal Descriptions;
3. Preliminary Affirmative Fair Housing Marketing and Tenant Selection Plan;
4. Preliminary Residential Market Study;
5. MassDocs Affordable Housing Restriction;
6. MassDocs Declaration of Restrictive Covenants;
7. MassDocs Tax Credit Regulatory Agreement;
8. Essex Street Elevation;
9. West Façade Elevation;
10. Existing Context Photos;
11. Existing Condition Photos;
12. Rendering Proposed Parking Layout – 1;
13. Rendering Proposed Parking Layout – 2;
14. Existing Conditions;
15. Demolition Plan;
16. Proposed Parking Layout – 1;
17. Proposed Parking Layout – 2;
18. Utility Plan; and
19. Check in the amount of \$310.00 made payable to the City of Haverhill.

The Applicant waives the 65 day hearing requirement.

Please contact Janet Carter Bernardo at 857-263-8193 or at [jbernardo@horsleywitten.com](mailto:jbernardo@horsleywitten.com) if you have any questions regarding this application.

Sincerely,

HORSLEY WITTEN GROUP, INC.

A handwritten signature in black ink that reads "Janet Carter Bernardo". The signature is written in a cursive, flowing style.

Janet Carter Bernardo, P.E., LEED AP  
Senior Project Manager



AFFORDABLE HOUSING  
AND SERVICES  
COLLABORATIVE, INC.

**CHAPTER 40R APPLICATION  
DOWNTOWN SMART GROWTH OVERLAY DISTRICT**

**CITY OF HAVERHILL  
PERMIT APPROVAL AUTHORITY/CITY COUNCIL**

**Project Address:** 98-112 Essex Street  
Haverhill, MA  
**Map/Block/Lot:** 302-56-8  
**DSGOD Subzone:** A  
**Applicant Name:** Affordable Housing and Services Collaborative, Inc.  
**Contact Person:** Michael Mattos  
**Telephone/Fax No.:** (781) 794-1095  
**Address:** 536 Granite Street  
Braintree MA 02184  
**Owner Name:** Affordable Housing and Services Collaborative, Inc.

**General Information:**

Rehabilitation of existing 8 story building

Total Area of Site: 18,228 sf, 0.42 acres

Building Area sf: 91,300 sf

Commercial sf: 3,300 sf

No. of Dwelling Units: 62

No. of Affordable Units: 55

Project Density: 91,300 sf - 25% (91,300) = 68,475  
sf/1,200 sf

57 allowable units

No. of Units by Size: 15 (1) bedroom  
41 (2) bedrooms  
6 (3) bedrooms

Design Standards: Existing structures within the High Density 220  
- Subzone A are eight-plus story mill structures.  
Housing production within Subzone A will take  
place entirely as redevelopment of existing  
buildings.

Mixed Use: 91,300 sf (5%) = 4,565 sf allowed

No. of parking spaces 1.2 spaces (15 1-bedroom units) = 18 spaces

Required: 1.4 spaces (47 2/3-bedroom units) = 66 spaces

Total required = 84 residential spaces

No of parking spaces 1 parking space/unit = 62

Provided: Plus 22 additional spaces

Total provided = 84 spaces



AFFORDABLE HOUSING  
AND SERVICES  
COLLABORATIVE, INC.

### Parking Table

Location	Type	Number of Spaces	Notes
98-112 Essex Street	Regular (9' x 19')	9	1 & 5
	Compact (8' x 18')	7	1
	Handicap (5' aisle)	2	2
	Handicap Van (8' aisle)	2	2
Parking Garage	Regular spaces (9' x 19')	15	3
Locust Street Lot	Existing	29	4
Locke Street Parking lot	Existing	20	6
<b>Total</b>		<b>84</b>	

#### Notes:

1. Building purchase of 98-112 Essex Street includes rights to pass through Merrimack Valley Regional Transit Authority (MVRTA) Granite Street Parking Garage to access 15 parking spaces on west side of building.
2. Lotus Realty LLC is providing Affordable Housing and Services Collaboration, Inc. (AHSC) a 20-foot vehicle easement to access 5 parking spaces east side of building\*.
3. Lotus Realty LLC has lease agreement with MVRTA to use 15 parking spaces inside Granite Street parking garage. Lotus Realty LLC has agreed to transfer lease agreement to AHSC\*.
4. Lotus Realty LLC currently owns Lot 17 on Locust Street which contains 29 numbered parking spaces. Lotus Realty LLC has agreed to sell Lot 17 to AHSC. Locust Street lot is approximately 240 feet from 98-112 Essex Street\*.
5. Two spaces on west side of building may not be available during snow events.
6. AHSC to purchase 20 parking space permits annually from City of Haverhill. Locke Street Parking Lot is approximately 530 feet from 98-112 Essex Street.

\* = See enclosed letter parking confirmation letter from Seller, Lotus Realty LLC

#### Narrative Describing Proposed Project:

The Applicant proposes to redevelop the vacant, historic brick and concrete eight-story building located at 98-112 Essex Street into a mixed-income, mixed-use development that will provide a range of affordable housing opportunities, as well as ground floor commercial space. The adjacent one story building will be demolished. The proposed development will contribute to the revitalization of downtown Haverhill as part of a 40R Smart Growth Development. It is located within Subzone A of the Haverhill Downtown Smart Growth Overlay District. The proposed development will provide 62 units of residential housing, consisting of approximately 15 one-bedroom units, 41 two-bedroom units, and 6 three-bedroom units, with 3,300 square feet of ground floor commercial space along Essex Street. Consistent with the

100 Granite Street  
Haverhill, MA 02184

978-794-1005  
978-794-1001

www.ahsc.org



AFFORDABLE HOUSING  
AND SERVICES  
COLLABORATIVE, INC.

Purpose Section 255-120 of the Downtown Smart Growth Overlay District (DSGOD), the Proposed Development will provide a range of housing opportunities, along with a mixed use development component, to be located in a distinctive and attractive site development program. The program promotes compact design and a variety of transportation options, including enhanced pedestrian access to employment and nearby rail access. As detailed in the table below, all of the proposed affordable units will comply with the affordability requirements of §255-126C. Additionally, all of the affordable units will be subject to an affordable housing restriction and tax credit compliance agreement in the format enclosed herein.

<u>30% AMI</u>	Max. Household Size (1.5xBR)	Max 2014 LIHTC Income Limits	30% of Max Monthly Income	Proposed Monthly Rent
1 Bedroom	2	\$ 21,150	\$ 6,345	\$ 495
2 Bedroom	3	\$ 23,790	\$ 7,137	\$ 594
3 Bedroom	5	\$ 28,560	\$ 8,568	\$ 687

<u>60% AMI</u>	Max. Household Size (1.5xBR)	Max 2014 LIHTC Income Limits	30% of Max Monthly Income	Proposed Monthly Rent
1 Bedroom	2	\$ 42,300	\$ 12,690	\$ 905
2 Bedroom	3	\$ 47,580	\$ 14,274	\$ 1,137
3 Bedroom	5	\$ 57,120	\$ 17,136	\$ 1,374

**Relief Being Requested:**

1. Allowable number of residential units for Subzone A is 57 units.  
Proposed project development is for 62 units.
2. Commercial use space is to be located on First Floor.  
Proposed project development provides commercial use space on the ground floor.



AFFORDABLE HOUSING  
AND SERVICES  
CO-OPERATIVE, INC.

## Section 255-130 Application for Plan Approval

### A. Required Submittals (20 copies)

		Plan/Narrative
(1)	The perimeter dimensions of the lot, Assessor's Map, lot and block numbers.	Existing Conditions
(2)	All existing and proposed buildings, structures, building setbacks, parking spaces, driveway openings, distance between buildings, plan view exterior measurements of individual buildings, driveways, service areas and open areas.	Existing Conditions Proposed Parking Layout-1 Proposed Parking Layout-2
(3)	Internal roads, sidewalks and parking areas (width dimensions of paving and indication of number of parking spaces).	Proposed Parking Layout-1 Proposed Parking Layout-2
(4)	All facilities for sewage, refuse and other waste disposal and for surface water drainage.	Utility Plan
(5)	All proposed landscaping features, such as fences, walls, planting areas and walks on the lot and tract.	Proposed Parking Layout-1
(6)	Existing major natural features, including streams, wetlands and all trees six inches or larger in caliper (caliper is girth of the tree at approximately waist height).	Not Applicable
(7)	Scale and North arrow (minimum scale of one inch equals 40 feet).	Existing Conditions
(8)	Total site area in square footage and acres and area to be set aside as public open space, if appropriate.	Proposed Parking Layout-2
(9)	Percentage of lot coverage (including the percentage of the lot covered by buildings) and percentage of open space, if appropriate.	Proposed Parking Layout-2
(10)	The proposed residential density in terms of dwelling units per acre and	Narrative

50 Granite Street  
Sunderland, MA 02184

Phone: 781 794 1005  
Fax: 781 794 1001

ahscinc.org



AFFORDABLE HOUSING  
 AND SERVICES  
 COLLABORATIVE, INC.

	types of proposed commercial uses in terms of the respective floor area, and recreation areas, and number of units proposed by type: number of one-bedroom units, two-bedroom units, etc., if appropriate.	
(11)	Location sketch map (indicate surrounding streets and properties and any additional abutting lands owned by the applicant).	Proposed Parking Layout-2
(12)	Representative elevation sketches of buildings (indicate height of building and construction material of the exterior facade).	Architectural
(13)	Typical unit floor plan for residential uses. Floor plan should be indicated for each type of unit proposed: either one bedroom, two bedrooms or more. The area in square feet of each typical unit should be indicated.	Architectural
(14)	Developer's (or his representative's) name, address and phone number.	Narrative
(15)	Draft Housing Marketing and Selection Plan as required by § 255-126A.	AFHMP & TSP
(16)	Evidence that the Project complies with the cost and eligibility requirements of § 255-126C.	Marketing Study
(17)	Project plans that demonstrate compliance with the requirements of § 255-126D.	Architectural
(18)	A form of Affordable Housing Restriction that satisfies the requirements of Section 255-126E.	Mass Docs Affordable Housing Restriction and Tax Credit Regulatory Agreement
(19)	Any other information which may include required traffic, school, and/or utilities impact study and in order to adequately evaluate the scope and potential impacts of the proposed project.	Marketing Study

316 Granite Street  
 Braintree, MA 02184

Tel: 781-734-1005  
 Fax: 781-734-1001

[www.ahsc.org](http://www.ahsc.org)



AFFORDABLE HOUSING  
AND SERVICES  
COLLABORATIVE, INC.

- B. Rehabilitation plan. If living quarters are to be rehabilitated, or areas to be converted into living quarters, in addition to the required site plan, nine copies of the following described plan shall be furnished:

		Plan/Narrative
(1)	A floor plan of each floor on which remodeling is to be done or areas converted into living quarters.	Architectural
(2)	A floor plan showing the stairways, halls, door openings into the halls and exit doors of each floor or floors where remodeling or converting is to be done.	Architectural
(3)	An elevation of the parts of the building where outside stairways or fire escapes are to be located. The plans and elevations shall be clearly illustrated.	Architectural

- C. Records. All plans and elevations presented with the application shall remain a part of the records of the PAA. The provision of the plan and the application shall be the sole responsibility of the applicant.

It is understood that the documents presented with this Application shall remain a part of the records of the Plan Approval Authority.

I hereby certify that I have read and understand the required submittals of the Downtown Smart Growth Overlay District (Chapter 40R) Chapter 255. Zoning, Article XIV. Downtown Smart Growth Overlay District (DSGOD) Sections 255-120 through 255-135 for Rehabilitation Projects in Subzone A.

APPLICANT SIGNATURE:

Mugmatt

Date: 3/17/2015

See Attached Letter from Seller, Lotus Realty LLC

538 Granite Street  
Beverly, MA 02184

781 794 1085  
781 794 1001

ahscinc.org

**Zoning Table:**

Per TABLE 2: Table of Dimensional and Density Regulations

19. All multifamily/residential special permit projects shall conform to the dimensional and density regulations of the CC Zone.

20. All multifamily/residential special permit projects shall contain allowed commercial or industrial uses on the first floor of the structure.

<b>Address:</b>	<b>Assessors Map:</b>	<b>Lot Area:</b>
98-112 Essex St. (Lot 8 & 6A) 0 Locust Street (Lot 17)	302/56/8 & 6A 304/59/2	18,228+/- SQ. FT. .42 acres 9,727 +/- SQ. FT. .22 acres
0 Granite St. (intend to subdivide and use for handicap parking)	302/56/2	5,880 +/- SQ. FT. .13 acres
	<b>Existing/Proposed:</b>	<b>Required/Allowed in CC Zone:</b>
Lot Frontage – Essex Street	120.35 feet	100 feet
Lot Depth – between Essex Street and City of Haverhill Garage lot	153.3 feet	100 feet
Front yard Setback to – Essex Street	0 feet	10 feet
Side yard Setback to – Granite Street	0 feet – 0.3 feet	20 feet
Side yard setback to – Batchelder Court	21.8 feet	20 feet
Rear yard setback – City of Haverhill parking garage lot	1.0 feet	20 feet
Percentage of Lot Coverage - existing with one story building	36%	60%
Percentage of Lot Coverage - proposed without one story building	30%	60%
Maximum Building Height	90 feet 11 inches	74 feet
Maximum Building Stories	8 Stories	6 stories
Maximum Floor Area Ratio	91,300/18,228 = 5.0	2.0

In City Council: \_\_\_\_\_

Voted: that Council Hearing will be held: \_\_\_\_\_

Attest: \_\_\_\_\_ City Clerk

In City Council: \_\_\_\_\_

\_\_\_\_\_

Attest: \_\_\_\_\_ City Clerk

**LOTUS REALTY LLC**

**60 Norton Road  
Quincy, MA 02169**

February 24, 2015

Mr. John A. Michitson, City Council President,  
City Council  
City of Haverhill  
4 Summer Street,  
Haverhill, MA 01830

Re: Parking for 98 Essex Street Project

Dear Council President Michitson:

Please note that as the seller of 98-112 Essex Street in Haverhill, MA, I have agreed to also sell to the buyer, Affordable Housing and Service Collaborative, Inc. (AHSC), forty-nine (49) parking spaces so that they will be able to provide the necessary number of parking spaces that will appropriately support their proposed adaptive redevelopment of the property into 62 units of housing. The parking spaces that will be sold include:

- 15 spaces assigned from MVRTA garage
- 5 spaces with access easement off of Granite Street
- 29 spaces in existing parking lot located in Locust Street

TOTAL: 49 Spaces

It is my understating that AHSC's site plan provides for an additional fifteen (15) on-site parking spaces, bring their overall parking count to 64 spaces.

Sincerely,



Sean Chen  
Manager

2/28/2015

Cc: Michael J. Mattos, AHSC, Inc.

**CITY OF HAVERHILL**  
**APPLICATION FOR HANDICAP PARKING SIGN**

8.1

\*NEW    
\*RENEWAL

DATE OF REQUEST 2-20-14 DATE OF APPROVAL 1

NAME: Leonardo Hernandez

ADDRESS: 81 Pilling Street

TELEPHONE #: 978-891-5985

VEHICLE TYPE: Honda Civic 2002 Blue

PLATE #: 236 WV2

Do you currently have off street parking at your residence?  Yes  No

If yes, why is there a need for a handicap parking sign? There is off street parking for the 1st and second floor the floor that we live on has none all taken by other tenants no room for my car

Did you have a handicap parking sign at a previous address?  Yes  No

If yes, location? \_\_\_\_\_

Leonardo Hernandez  
Applicant Signature

• Please include a copy of your current handicap placard or handicap registration, along with this application.

Approve  Denied

\_\_\_\_\_  
Reason for denial

Ala R. [Signature]

Chief of Police Signature

Approve  Denied

\_\_\_\_\_  
Reason for denial

City Council Approval

Please allow for a minimum of thirty (30) days for sign placement upon approval of City Council.

\*ORDINANCE WILL EXPIRE 24 MONTHS FROM DATE OF APPROVAL.

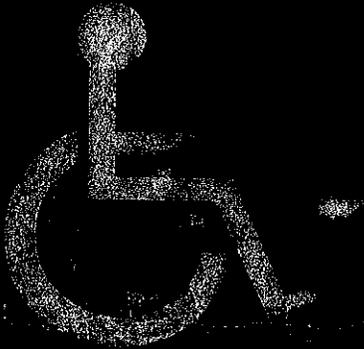
MAIL OR DELIVER COMPLETED APPLICATION TO CHIEF OF POLICE, 40 BAILEY BLVD.

**P86719797**

**Expires:**

**06-28-18**

**Disabled Person  
Parking Identification Permit**



*David Hernandez*

**HERNANDEZ**

**LEONARDO**

**Commonwealth of  
Massachusetts**



To: Chief Denaro  
From: Officer Powell  
Date: March 20, 2015  
Re: Handicap parking sign request

Dear Sir,

I visited the applicant, Leonardo Hernandez at 81 Pilling St. He requests a handicap sign be placed in front of 81 Pilling St.. The location does have a driveway. The home is a multifamily. He rents at this location and is not allowed use of the driveway. He has several health issues including chronic COPD. I would recommend that a sign be placed at this location.

Respectfully Submitted,

  
Officer Lance Powell #8  
Traffic & Safety

**CITY OF HAVERHILL**  
**APPLICATION FOR HANDICAP PARKING SIGN**

8.7

\*NEW   
\*RENEWAL

DATE OF REQUEST 3-5-15 DATE OF APPROVAL 3-19-15

2,

NAME: Beverly A Sheehan

ADDRESS: 187 Grove st Apt 2

TELEPHONE #: 978 327 8805

VEHICLE TYPE: 2002 Volvo

PLATE #: ~~PLATE~~ 3397223-NH

Do you currently have off street parking at your residence?  Yes  No

If yes, why is there a need for a handicap parking sign? \_\_\_\_\_

Did you have a handicap parking sign at a previous address?  Yes  No  
If yes, location? \_\_\_\_\_

I have P.C.A  
that works with me  
18 hourly week

x Beverly Sheehan  
Applicant Signature

• Please include a copy of your current handicap placard or handicap registration, along with this application.

Approve  Denied

Reason for denial

Alan R. J. [Signature]

Chief of Police Signature

Approve  Denied

Reason for denial

City Council Approval

Please allow for a minimum of thirty (30) days for sign placement upon approval of City Council.

\*ORDINANCE WILL EXPIRE 24 MONTHS FROM DATE OF APPROVAL.

MAIL OR DELIVER COMPLETED APPLICATION TO CHIEF OF POLICE, 40 BAILEY BLVD.

**P67474220**

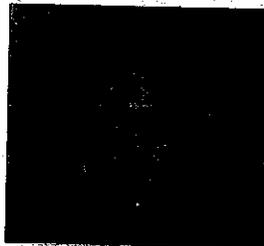
**Expires:**

**02-12-20**

**Disabled Persons  
Parking Identification Placard**



*Celia J. Elia* Registrar



**SHEEHAN**

**BEVERLY**

**A**

**Commonwealth of  
Massachusetts**

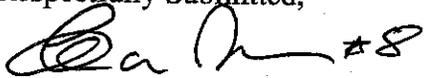


To: Chief Denaro  
From: Officer Powell  
Date: March 19, 2015  
Re: Handicap parking sign request

Dear Sir,

I spoke with the applicant, Beverly Sheehan of 187 Grove St. apt 2. She requests a handicap sign be placed in front of 187 Grove St. She does have access to a driveway. She currently has a handicap placard. She also has a P.C.A. that works with her 18 hours weekly. I would recommend that a sign be placed at this location.

Respectfully Submitted,



Officer Lance Powell #8  
Traffic & Safety

9.1



# Haverhill

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

Date: March 18, 2015

Honorable President and Members of the Municipal Council:

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

Organization: AMVETS - Post 147 Applicant's Name: Richard Bunnell

Applicant's Residence: 45 Fifth Ave 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): August 14 & 15, 2015. Date-solicitation on Public Way: \_\_\_\_\_

Canister: \_\_\_\_\_ Tag: \_\_\_\_\_ Fee: \$ \_\_\_\_\_

**Street Locations (Select Below):**

- Rosemont St and Main St: \_\_\_\_\_
- Water St and Mill St: \_\_\_\_\_
- South Main St & Salem St: \_\_\_\_\_  
(Bradford Common)
- Main St & Kenoza Ave: \_\_\_\_\_  
(Monument Square)

**Off Street Locations (Specify Other):**

Market Bunkies  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommendation by Police Chief:  **Office Use Only** off street only  
 Denied Police Chief [Signature]

In Municipal Council: \_\_\_\_\_

Attest: \_\_\_\_\_

City Clerk



DOCUMENT

13.1

**CITY OF HAVERHILL**

In Municipal Council

ORDERED:

THAT the city appropriate from *Wastewater Retaining Earnings* **\$405,000.00** and transfer to the listed Wastewater Expense accounts in the following amounts:

\$325,000	Wastewater Sludge Disposal	6010040.1.0442.5291
\$ 40,000	Sludge Dewatering Chemicals	6010040.1.0442.5539
\$ 40,000	Normal Maintenance	6010040.1.0442.5253



# Haverhill

Robert E. Ward, Deputy DPW Director  
Water/Wastewater Division  
Phone: 978-374-2382 Fax: 978-521-4083  
rward@haverhillwater.com

March 24, 2015

To: The Honorable James J. Fiorentini  
Mayor of Haverhill

From: Robert E. Ward *REW*  
Deputy DPW Director

Subject: Request to Transfer Wastewater Funds

It is hereby requested that the amounts listed below be transferred from Wastewater Retained Earnings to the accounts listed below.

Amount	Account	Account Number
\$325,000.00	Wastewater Sludge Disposal	6010040.1.0442.5291
\$40,000.00	Sludge Dewatering Chemicals	6010040.1.0442.5539
\$40,000.00	Normal Maintenance	6010040.1.0442.5253

The additional funds are needed to pay for the hauling and disposal of wastewater treatment plant sludge, additional chemicals for reducing plant odors, and repair to miscellaneous equipment.

If you need additional information, do not hesitate to call me at extension 2328 or via email at [rward@haverhillwater.com](mailto:rward@haverhillwater.com).

cc: Andrew Vanni, Finance Director  
Mike Stankovich, DPW Director  
William Pauk, Finance/Project Manager



CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE (978) 374-2300  
FAX (978) 373-7544  
WWW.CI.HAVERHILL.MA.US

**JAMES J. FIORENTINI**  
MAYOR

**CITY OF HAVERHILL**  
MASSACHUSETTS

March 27, 2015

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

Re: Transfer of Funds for Wastewater

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

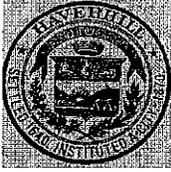
Attached is an order to appropriate \$405,000 from Wastewater Retained Earnings and transfer it to the wastewater expense accounts listed. The funds are needed to pay for sludge disposal, chemicals, and equipment repair at the wastewater treatment plant.

I recommend approval.

Very truly yours,

*James J. Fiorentini (dsnd)*

James J. Fiorentini, Mayor



DOCUMENT

13.2

**CITY OF HAVERHILL**

In Municipal Council

**ORDERED:** That the Wastewater Division, subject to appropriation for design and construction by the Mayor and City Council, extend gravity sewer approximately 450 feet along Lake Street from 625 Lake Street to 629 Lake Street; and

That the City appropriate \$35,000.00 from Wastewater Retained Earnings and transfer it to Upper Lake Street Sewer Betterment capital fund for the purpose of designing of a gravity sewer line located along Lake Street from 625 Lake Street to 629 Lake Street and;

That upon completion of construction, the City assess betterments for a portion of the project cost in accordance with Chapter 208, Article III of the Code of the City of Haverhill.

**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  
WWW.CI.HAVERHILL.MA.US

March 27, 2015

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

Re: Order to Extend City Sewer to Upper Lake Street

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

Attached is an order to extend city sewer to upper Lake Street using sewer assessments. The order directs the Wastewater Division to proceed with the project, appropriates \$35,000 to pay for the design, and states that city will assess betterments to pay for part of the project. The project cost will be funded 55 percent using wastewater funds and 45 percent sewer assessments.

I recommend approval.

Very truly yours,

*James J. Fiorentini (dms)*

James J. Fiorentini, Mayor



# Haverhill

Robert E. Ward, Deputy DPW Director  
Water/Wastewater Division  
Phone: 978-374-2382 Fax: 978-521-4083  
rward@haverhillwater.com

March 18, 2015

To: The Honorable James J. Fiorentini  
Mayor of Haverhill

From: Robert E. Ward *REW*  
Deputy DPW Director

Subj: Proposed City Council order to Extend City Sewer to Upper Lake Street  
Using Sewer Assessments

Enclosed is a proposed City Council Order and supporting information to extend City sewer on upper Lake Street using sewer assessments in accordance with Chapter 208, Article III of the Code of the City of Haverhill.

This project will extend City sewer approximately 450 feet along Lake Street from 625 Lake Street to 629 Lake Street. The residents in this area were surveyed to determine whether or not they were in favor of extending City sewer and participating in paying for the project with sewer assessments. The City received a favorable response from more than 60 percent of the residents.

The proposed Order does three things:

1. Orders the Wastewater Division to perform the project. (subject to appropriation of funds).
2. Appropriates \$35,000 to complete the design.
3. States that upon completion of construction, the City will assess a betterment assessment to fund 45 percent of the project costs.

Upon completion of design the funding will need to be appropriated for construction. After completion of construction the Order and Schedule of Assessments must be approved to authorize the levy and collection of the assessments from the residents.

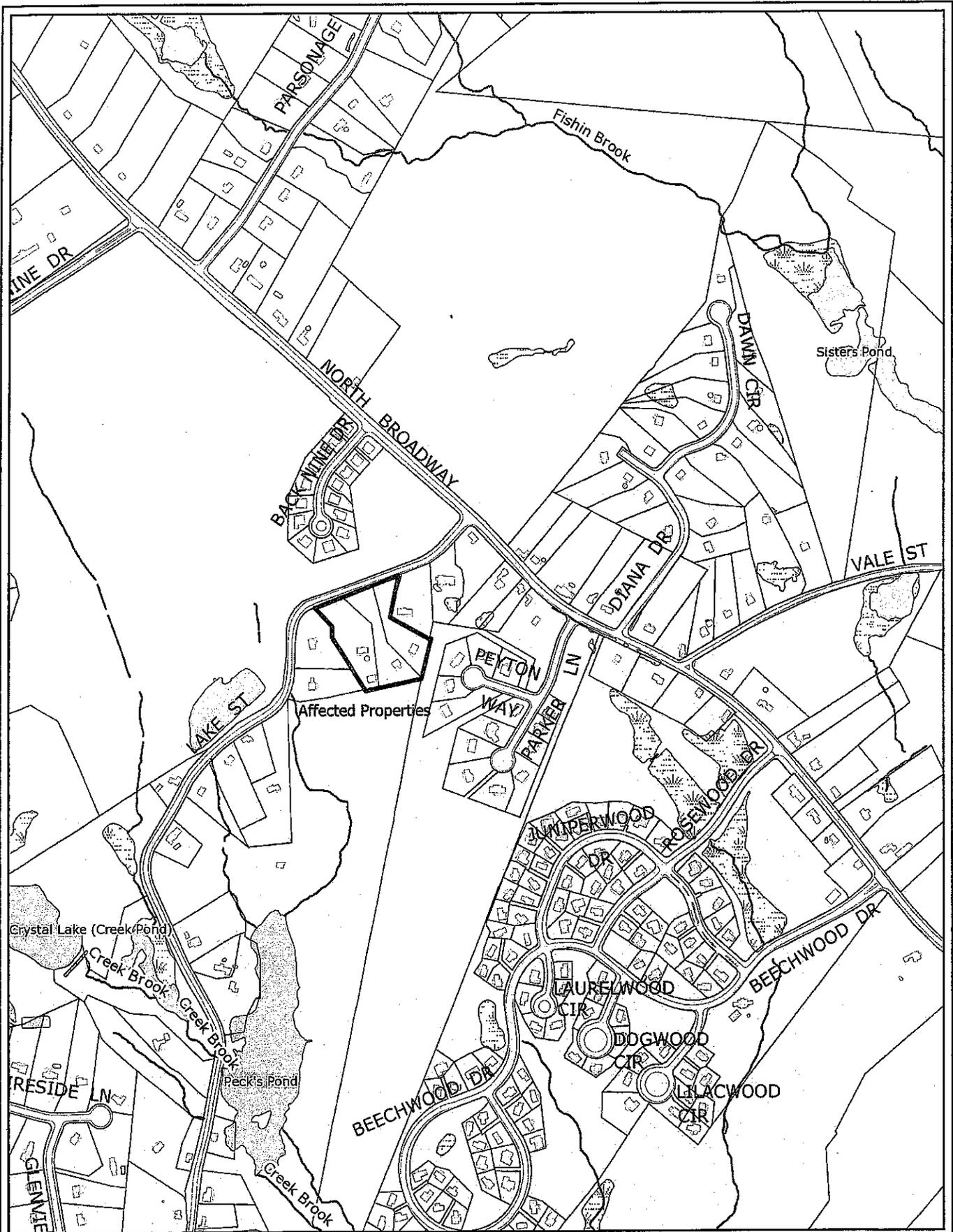
If the enclosed Order is acceptable, please forward it to the City Clerk to be placed on the City Council meeting agenda. If you need additional information, please let me know.

## Attachments

Cc: William D. Cox, Jr., City Solicitor  
Andrew Vanni, City Auditor/Finance Director  
Mary Beth Roy, Treasurer  
Michael Stankovich, DPW Director  
Paul Jessel, Collection System Supervisor

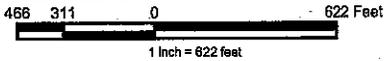
## List of Attachments

1. Proposed Order
2. Map showing project location
3. Neighborhood Sewer Extension Fact Sheet
4. Draft Order and Schedule of Sewer Assessments
5. Sewer Betterment Fact Sheet
6. Sample copy of survey letter sent to residents
7. Letter from residents
8. Chapter 208, Article III Sewer Assessments



**City of Haverhill, MA**

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**Upper Lake St.**

Proposed Sewer Extension

# Neighborhood Sewer Extension Fact Sheet

---

The purpose of this fact sheet is to provide general information about extending city sewer to neighborhoods not connected to the City's system.

Extending city sewer to a new area involves construction of the city sewer main down the centerline of the street, constructing a sewer service pipe for each building to be connected, plumbing work inside the building to connect the to the new service pipe and abandoning individual septic systems. The installation of the city sewer is heavy construction and will significantly impact traffic, daily neighborhood activities, lawns, etc. until the project is complete. Typically, contractors are required to restore roads, sidewalks, lawns, etc. to their original condition or better.

When complete and a home is connected, the City maintains responsibility for the operation and maintenance of the main line in the street. The homeowner is responsible for their service pipe and connection. The homeowner must also join all sewer users in sharing the cost of operation and maintenance of the city system.

## **How can sewer be extended to my neighborhood?**

The process for extending city sewer to a neighborhood begins by the residents expressing an interest in participating with the City in extending sewer to the area. The City requires 60 percent of the residents in the area, determined by a mailed survey, to be in support of the project. Support of the project includes sharing responsibility with the City for funding the project. The City pays for 55 percent of the project cost while the homeowners are responsible for 45 percent. Homeowners are assessed a sewer betterment to fund their share of the project costs.

In addition to the residents being in support of the project, the City must also appropriate funding for the project. It is important to understand the City has to consider issues of fairness, ability to pay, benefits received, availability of funds and the source of city funding when deciding whether to appropriate funding for a project. These issues are also important factors in determining the cost share between the homeowners and City.

After city funding is appropriated and the City Council adopts an "order of assessments" for the estimated project costs, the project can be designed and constructed. A typical neighborhood sewer can be designed and constructed within 1 to 1½ years after the funding is approved. Homeowners are allowed to connect after the project is completed and accepted by the City. Homeowners are not required to connect and may do so at any time after the project is complete. However, even if you do not connect, you are still required to pay the sewer betterment assessment.

## **Making the Connection**

The City will notify homeowners when the city sewer is ready for homeowners to connect. When the city sewer is installed, a sewer service pipe is installed from the city main to the edge of the pavement for each property. This makes it easier and less expensive for homeowners to connect.

The homeowner is responsible for completing all the steps necessary to connect their house to the city sewer line. In general, the steps include obtaining a sewer connection permit, paying the connection fees, hiring a contractor to install the sewer service, plumbing modifications inside the home, and any requirements related to abandoning a septic system. In some circumstances where the house is lower in elevation than the city sewer, an individual pumping system may be necessary.

## **Costs to Homeowners**

Homeowners are responsible for their share of the project cost (betterment assessment) and the costs associated with their connection to the City system. Connection to the system is optional. The costs include:

1. Betterment assessment (required even if the property does not connect to the sewer system)
2. Cost to install the service pipe (or pump system) from the house to the city system and inside plumbing
3. One-time sewer connection fees
4. Septic system decommissioning
5. Quarterly sewer user rates once hooked up to the system.

# Neighborhood Sewer Extension Fact Sheet

---

## Sewer Betterments

Betterment charges are fees assessed on properties that undergo a specific improvement that ultimately improves property values. In Haverhill, for sewer projects, the properties are assessed 45 percent of the project cost and the City pays 55 percent. Betterments are a lien on the property. The property owner is not personally liable for the assessment.

The steps of the assessment process are as follows:

1. The City Council adopts an "order of assessments" which describes the area receiving the benefit and contains an estimate of the betterments to be assessed against each parcel.
2. The "Order of Assessments" is recorded at the Registry of Deeds within 90 days of its adoption. This action creates a lien on the property. If you refinance your mortgage after the "estimated assessment" is recorded at the Registry of Deeds, lenders will most likely require that this lien be satisfied before approving a new mortgage, reducing your proceeds from the refinancing.
3. Project is constructed.
4. The City Engineer determines the total cost of the project upon completion.
5. The City determines "actual" assessments and provides the list to the Assessor's Office to prepare the bills and commit them to the Collector's Office.
6. Collector sends the bills to the property owners – they may
  - Pay in full within 30 days with no interest
  - Pay part of the bill and apportion the remainder to your tax bill
  - Apportion the entire bill to your tax bill for up to 20 years @ 5 percent interest
7. Abatement Process – Property owners who believe they may be entitled to an abatement should file their request with the City Council within 6 months of the mailing date of the bill.

Interest begins to accrue on the 31<sup>st</sup> day after the bill is mailed. Apportioned betterments are placed on the third quarter tax bill (mailed in December and due on February 1<sup>st</sup>) each year thereafter until paid in full. The

first year bill will contain from 10 to 22 months of interest, depending on when the bill is mailed.

If you have any questions about this process, please contact the City Treasurer's Office at (978) 374-2320

## Sewer Service Connection Fees and Installation Costs

Homeowners are required to pay for cost of the connection from their home to the city's pipe. The cost to connect includes connection fees, the service pipe installation, plumbing modifications and decommissioning of the septic system. The installation and plumbing costs depend on the distance from the home to collection pipes, the status of the home's plumbing, and other factors.

## Sewer User Rates

Once a home is connected to the city sewer system, it must join all current users to pay for the annual operating costs of running the system. Sewer bills are based on water meter readings. The current sewer rate is \$3.90 per hundred cubic feet. The average household bill in 2013 for Haverhill is \$73 per quarter. Homes not on city water may be required to install a water meter on their well for determining their sewer bill.

**Order and Schedule of Sewer Assessments**

ORDERED: that the property and estates named in the following schedule be and are hereby severally charged and assessed in the amount therein names as a reasonable sum for use of the Common Sewer, for the disposal of their Sewerage as determined by the City Council under provisions of Chapter 208, Section 8-11, of the Ordinances relating to Sewers and Municipal Ordinance Document 131 dated August 26, 2003; and is further.

ORDERED: that the Treasurer and Collection of Taxes be and is hereby empowered and authorized and directed to levy and collect each and every of the amount as herein assessed, and in making collection and enforcing payments of said sums they shall exercise the powers conferred by the status of this Commonwealth in such cases made and provided, and be governed thereby, and a certified copy of this order and of said schedule and the powers conferred on them by law in such cases shall be his warrant and authority therefore.

**LAKE STREET**

A schedule of assessments made by the City Council upon property herein names for use of common sewer wastewater contract number

Map, Block, Lot	Property Owner	Street No.	Address	Total Assessment	Abated	Amount Paid	Date of Payment
571-2-38A	O'Keefe, Timothy ETUX	629	Lake St	\$18,149.87			
571-2-38B	Lofaro, Piero M	627	Lake St	\$19,672.12			
571-2-38C	Zink, William H ETUX	625	Lake St	<u>\$17,096.01</u>			
			Total	\$54,918.00			

To the Treasurer and Collector of taxes of the City of Haverhill: I hereby certify that the foregoing is a true copy of an order with schedule of Assessments for sewer construction attached thereto, duly passed by the City Council of the City of Haverhill.

NOTE: The assessments in this draft Order and Schedule of Sewer Assessment will be replaced with assessments based on the actual project cost after the work is completed.

*What you should know about*

## **Sewer Betterments**

### *How they are assessed and your options for paying*

The approval of a sewer project for your neighborhood sets in motion a process for ensuring that the bonds authorized for financing the project will be adequately protected. A major source of funds to repay these bonds comes from the “betterments” assessed to homeowners that will benefit from the project. The steps of this process are as follows:

- STEP 1** The City Council adopts an “order of assessments” which describes the area receiving the benefit and contains an **estimate** of the betterments to be assessed against each parcel.
- STEP 2** “Order of Assessments” is recorded at the Registry of Deeds within 90 days of its adoption. This action creates a lien on the property – *see advice (\*) below!!*
- STEP 3** Construction of the project.
- STEP 4** Upon completion of the project, total costs are determined by the City Engineer.
- STEP 5** The City determines “actual” assessments and provides the list to the Assessors Office to prepare the bills and commit them to the Collector’s Office.
- STEP 6** Collector sends the bills to the property owners – they may
- pay in full within 30 days with no interest
  - pay part of the bill, apportion the remainder to your tax bill
  - apportion the entire bill to your tax bill for up to 20 years @ 5 percent interest

**NOTE ON INTEREST:** Interest begins to accrue on the 31<sup>st</sup> day after the bill is mailed. Apportioned betterments are placed on the third quarter tax bill (mailed in December and due on February 1<sup>st</sup>) each year thereafter until paid in full. The first year bill will contain from 10 to 22 months of interest, depending on when the bill is originally mailed.

- STEP 7** Abatement Process – Property owners who believe they may be entitled to an abatement should file their request with the City Council within 6 months of the mailing date of the bill.

***\*STEP 2 - ADVICE - If you refinance your mortgage after the “estimated assessment” is recorded at the Registry of deeds, lenders will most likely require that this lien be satisfied before approving a new mortgage, reducing your proceeds from the refinancing.***

Any questions on this process, please contact the City Treasurer’s office.

*Treasurer/Tax Collector (978) 374-2320*



# City of Haverhill

Paul J. Jessel, Collection System Supervisor  
Water/Wastewater Division  
Phone: 978-374-2382 Fax: 978-521-4083  
pjessel@haverhillwater.com

December 4, 2012

Mr. William Zink  
625 Lake Street  
Haverhill, MA 01832-1160

Re: Sewer Extension Survey – Lake Street Area Sewer Betterment Updated

Dear Mr. Zink,

I want to first apologize for the error in the first mailing. You were inadvertently placed with the Parsonage Hill residents estimated costs. Enclosed is the updated cost estimate for residents in the Lake Street neighborhood who expressed an interest in further exploring the possibility of using sewer betterment assessments that provides funding for the project by sharing the cost between the city and the residents. In order to measure the exact amount of support for this endeavor, we are surveying property owners along these streets.

The City would fund 55 percent of the total project cost. The estimated cost per property for residents is set forth below.

Estimated Average Betterment Assessment	\$18,255 (see Fact Sheet for payment options)
Estimated Installation of Service to House	\$50 per foot
Permit Fees	\$1,600

Attached you will find a Sewer Betterment Fact Sheet providing information about betterment assessments to assist you in making a decision. Connection into the City's sewer system is not mandatory. Permit fees and the cost for each individual service are not included in the betterment assessment.

City Council members will be very interested in learning about the amount of residential support for this project before they vote on the proposal. We therefore request that you complete the enclosed, short survey and return it to us by **January 4, 2013** care of the following address:

City of Haverhill  
Wastewater Treatment Plant  
40 South Porter Street  
Haverhill, MA 01835-7646

Once the survey information has been received and compiled, we will notify you of the results. In order to move forward with this project, we are looking for a minimum of 60 percent approval of the returned surveys from residents. In the meantime, if you have any questions, please call me at (978) 374-2382 or e-mail [pjessel@haverhillwater.com](mailto:pjessel@haverhillwater.com).

Sincerely,  
*Paul J. Jessel*  
Paul J. Jessel  
Collection System Supervisor

Piera LoFaro Wilson  
627 Lake Street  
Haverhill, MA 01832

June 26, 2012

Mayor James Fiorentini  
City Of Haverhill  
4 Summer Street  
Room 100  
Haverhill, MA 01830

Dear Mayor Fiorentini:

My name is Piera Wilson and I am one of four homeowners located on Lake Street in Haverhill. We are writing to you today at the suggestion of Paul Jessel in Waste Water Division with regards to extending the public sewer connection through your Sewer Betterment Program so that we can hook up to it.

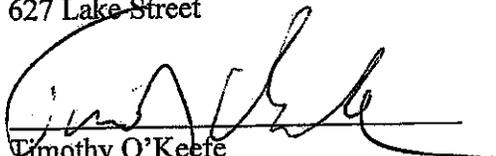
Our homes are all serviced by private septic, but with septic systems that are 25 years old some have already begun to fail and we are in a situation where we have to hook up to city sewer. However, the public sewer connection which was extended down Lake Street about 3 years ago, stopped about 300 feet short of our property and therefore we can't hook up as it is today. We live in a small cluster of homes located at the end of Lake Street directly across Crystal Springs Golf Course and are the only remaining homes on the entire street with no access to city sewer. We are requesting that the city extend the sewer connection to the end of the road, thereby allowing the option to connect.

We are requesting that something be done so that we can address this problem as quickly as possible as one system is already failing and requires immediate attention. We would like to know what the process is in order to proceed with the Sewer Betterment Program. We appreciate your help with this matter and look forward to hearing from you.

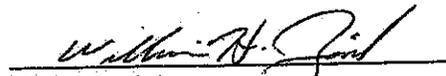
Sincerely,



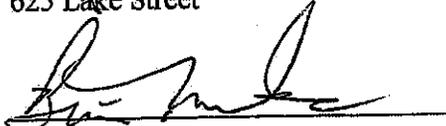
Piera LoFaro Wilson  
627 Lake Street



Timothy O'Keefe  
629 Lake Street



William Zink  
625 Lake Street



Brian Mackie  
631 Lake Street

## Chapter 208. SEWERS

### Article III. Sewer Assessments

#### § 208-8. Certifications required.

The City Engineer shall certify to the City Council, for the purpose of assessments, the frontage and area of abutters on the street or way through which the sewer has been constructed, together with the amount certified to him by the Director of Public Works as the cost of constructing such sewer.

#### § 208-9. Frontage and area to be basis for rates.

Assessments upon owners of estates served by the City sewers shall be by fixed uniform rates based upon the estimated average cost of all sewers therein, both according to the frontage of such estates on any street or way where a public sewer is connected and according to the area of such estates within a fixed depth of 120 feet from such street or way.

#### § 208-10. Establishment of costs and rates.

[Amended 6-23-1998 by Doc. 96; 9-16-2003 by Doc. 131]

The City shall assess 45% of the total project costs to residents in the following manner: The certified cost of all sewers in the sewer system is hereby fixed at a uniform rate per running foot, the same having been so found and determined. The fixed uniform rates to be assessed upon estates are hereby established at an equal rate upon each foot of frontage on any street or way where a sewer is constructed and another equal rate upon each square foot area with such fixed depth of 120 feet from such street or way, the same having been found and determined shared among opposite property owners.

#### § 208-11. Payment by owners not liable to assessment.

Owners of estates or parts of estates not liable to assessment or not in fact assessed shall pay for the use of common sewers for the disposal of their sewage from such estate or parts of estates such reasonable sum as the City Council shall determine.<sup>11</sup>

[1]:

*Editor's Note: Original § 208-9.1, Owners on sewers constructed by private developers, added 6-24-1997 by Doc. 115, which immediately followed this section, was repealed 3-14-2000 by Doc. 41.*



DOCUMENT

13.3

**CITY OF HAVERHILL**

In Municipal Council

ORDERED:

THAT the city appropriate from *Water Retaining Earnings* **\$750,000.00** and transfer to the Capital Project - *Water Treatment Plant Improvements*.



# Haverhill

Robert E. Ward, Deputy DPW Director  
Water/Wastewater Division  
Phone: 978-374-2382 Fax: 978-521-4083  
[rward@haverhillwater.com](mailto:rward@haverhillwater.com)

March 19, 2015

To: The Honorable James J. Fiorentini  
Mayor of Haverhill

From: Robert E. Ward *rek*  
Deputy DPW Director

Subject: Request to Transfer Water Funds

It is hereby requested that seven hundred and fifty thousand dollars (\$750,000) be transferred from Water Retained Earnings to the Water Treatment Plant Improvements (Account 3111019).

The funds are needed to pay for the final design of improvements to the water treatment plant.

If you need additional information, do not hesitate to call me at extension 2328 or via email at [rward@haverhillwater.com](mailto:rward@haverhillwater.com).

cc: Andrew Vanni, Finance Director  
Mike Stankovich, DPW Director  
William Pauk, Finance/Project Manager



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  
WWW.CI.HAVERHILL.MA.US

March 27, 2015

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

Re: Transfer of Funds for Water

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

Attached is an order to appropriate \$750,000 from Water Retained Earnings and transfer it to the Capital Project – *Water Treatment Plant Improvements* account. The funds are needed to pay for the design of improvements to the water treatment plant.

I recommend approval.

Very truly yours,

*James J. Fiorentini (handwritten)*

James J. Fiorentini, Mayor

10-K  
CITY COUNCIL

JOHN A. MICHITSON  
PRESIDENT  
ROBERT H. SCATAMACCHIA  
VICE PRESIDENT  
MELINDA E. BARRETT  
WILLIAM J. MACEK  
WILLIAM H. RYAN  
THOMAS J. SULLIVAN  
MARY ELLEN DALY O'BRIEN  
MICHAEL S. MCGONAGLE  
COLIN F. LEPAGE



1511

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

CITY OF HAVERHILL  
HAVERHILL, MASSACHUSETTS 01830-5843

February 19, 2015

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

Councillors LePage and Sullivan request a discussion regarding the Cogswell School RFP.

  
City Councillor Colin LePage

  
City Councillor Thomas Sullivan

IN CITY COUNCIL: February 24 2015  
POSTPONED TO MARCH 3 2015  
Attest:

\_\_\_\_\_  
City Clerk

IN CITY COUNCIL: March 3 2015  
POSTPONED TO MARCH 10 2015  
Attest:

\_\_\_\_\_  
City Clerk

IN CITY COUNCIL: March 10 2015  
POSTPONED TO MARCH 17 2015  
Attest:

\_\_\_\_\_  
City Clerk

IN CITY COUNCIL: March 17 2015  
POSTPONED TO MARCH 31 2015  
Attest:

\_\_\_\_\_  
City Clerk

15.2



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

ORDERED:

**That the real property located at 351 South Main Street, also known as the Cogswell School, located on Assessors' Map 719, Bock 666, Lot 9, containing approximately 0.677 acres and a building formerly used as a school, being and is hereby declared surplus.**

**Further, that the Mayor being and is hereby authorized to execute a Lease Agreement with Greater Haverhill Chamber of Commerce Community Arts and Education Foundation for the lease of said real property, a copy of which is attached hereto and incorporated herein. The Mayor is also authorized to execute a deed and any other documents necessary to effectuate the sale of said real property pursuant to the terms of the OPTION TO PURCHASE in Paragraph #18 of said Lease.**

## LEASE

Greater Haverhill Chamber of Commerce Community  
Arts and Education Foundation  
and  
City of Haverhill

1. **PARTIES:** The City of Haverhill, LESSOR, which expression shall include its successors and assigns where the context so admits, do hereby Lease to Greater Haverhill Chamber of Commerce Community Arts and Education Foundation, a Massachusetts Chapter 180 not for profit corporation, LESSEE, which expression shall include its successors and assigns where the context so admits, and the LESSEE hereby Leases the following described Premises:
2. **PREMISES:** The leased premises known as the Cogswell School which are as shown on the building sketch and descriptions included in Exhibit A attached hereto, which consists of the building and all associated facilities (the "Premises") located at 351 South Main Street, Haverhill, Massachusetts, together with improvements now existing or hereafter created in accordance with such plans and specifications as may be agreed upon in writing between LESSOR and LESSEE.
3. **TERM:** The Term of this Lease shall be for Three (3) years commencing on April 1, 2015 and ending on March 31, 2018.
4. **RENT:** The LESSEE shall pay to the LESSOR rent in the amount of One Thousand Two Hundred (\$1,200.00) Dollars for the year, payable upon the signing of this Lease for the first year and on April 1<sup>st</sup> for each year thereafter to the City Treasurer.
5. **RENT NET OF COSTS AND EXPENSES:** LESSEE shall be solely responsible for all utilities, water and sewer use charges, fuel to heat the Premises, insurance on the Premises, the repair and maintenance of the leased Premises, and all other costs and expenses in connection with the leased Premises of every sort and nature. The sums described in this Article shall be deemed to be additional money and shall be paid promptly when due. LESSOR shall not be responsible for any costs or expenses of any sort or nature connected with the Premises.
6. **UTILITIES:** The LESSEE shall pay, as they become due, all bills for electricity and other utilities (whether they are used for furnishing heat or other purposes) that are furnished to the leased Premises. LESSOR shall have no obligation to provide utilities or equipment other than the utilities and equipment within the Premises as of the commencement date of this Lease. In the event LESSEE requires additional utilities or equipment, the installation and maintenance thereof shall be the LESSEE'S sole obligation, provided that such installation shall be subject to the written consent of the LESSOR. Ample parking is available for the Premises.

7. **CONDITIONS:** LESSEE accepts the building, improvements, and any equipment or fixtures on or in the Premises "AS IS" in their existing condition and agrees that no representation, statement, or warranty, express or implied, has been made by or on behalf of the LESSEE as to such condition, or as to the use that made be made of such property. LESSEE shall be responsible all maintenance and repairs for the Premises. If the need for any capital improvement or repair, which shall at no time be the responsibility of the LESSOR, renders the continuing use of the building unsustainable by the LESSEE, then the LESSEE may terminate this agreement, which shall include the Option to Purchase, by sending notice to the LESSOR in the manner provided in Section 16 of this Lease.
8. **COMPLIANCE WITH LAWS:** The LESSEE acknowledges that no trade or occupation will be conducted in the leased Premises or use made thereof which will be unlawful, improper, noisy or offensive, or contrary to any law or any municipal by-law or ordinance in force in Haverhill, Massachusetts.
9. **FIRE INSURANCE:** The LESSEE shall maintain property and liability insurance in accordance with paragraph thirteen of this Lease. The LESSEE shall not permit any use of the leased Premises which will make voidable any insurance on the property of which the leased Premises are a part, or on the contents of said property or which shall be contrary to any law or regulation from time to time established by the New England Fire Insurance Rating Association, or any similar body succeeding to its powers. The LESSEE shall, on demand, reimburse the LESSOR all extra insurance premiums caused by the LESSEE'S use of the Premises.
10. **ASSIGNMENT - SUBLEASING:** The LESSEE shall not assign or sublet the whole or any part of the leased Premises, without the prior written consent of the LESSOR, and shall at all times remain liable to LESSOR for the payment of all rent and for the full performance of the covenants and conditions of this Lease.
- 11.
12. **INDEMNIFICATION AND LIABILITY:** LESSEE shall indemnify, defend and hold harmless LESSOR from and against any and all liability, fines, suits, claims, demands and actions, and costs and expenses of any kind and nature of anyone whomsoever, whether or not caused by negligence of LESSEE, due to or arising out of (a) any breach, violation or non-performance of any covenant, condition or agreement in this Lease to be fulfilled, kept, observed and performed on the part of LESSEE and/or (b) any damage to property occasioned by LESSEE'S use and occupancy of the leased premises, and/or (c) any injury to person or persons, including death resulting at any time therefrom, occurring in the leased premises. The removal of snow and ice from the leased premises shall be LESSEE'S responsibility. The LESSEE shall save the LESSOR harmless from all loss and damage occasioned by the use or escape of water or by the bursting of pipes, and indemnify LESSOR from any claim or damage resulting from neglect in not removing snow and ice from the leased premises.

13. **LESSEE'S PROPERTY AND LIABILITY INSURANCE:** The LESSEE shall maintain with respect to the leased Premises and the property of which the leased Premises are a part comprehensive property insurance for \$1,500,000 @ 80% coinsurance, with the LESSOR to be named as either a mortgagee or an insured. In addition, the LESSEE shall maintain a Commercial General Liability insurance policy, which must include contractual liability, in amounts and limits equal \$1,000,000.00 per occurrence and \$2,000,000.00 annual aggregate. In the above such insurance coverage shall be with responsible companies qualified to do business in Massachusetts and in good standing therein insuring the LESSOR as well as LESSEE against injury to persons or damage to property as provided. The LESSEE shall deposit with the LESSOR certificates for such insurance at or prior to the commencement of the Term, and thereafter within thirty (30) days prior to the expiration of any such policies. All such insurance certificates shall provide that such policies shall not be canceled without at least ten (10) days prior written notice to each assured named therein. Any such insurance coverage secured under the terms of this Lease shall be subject to review and approval by the City's Insurance Consultant.

14. **FIRE CASUALTY - EMINENT DOMAIN:** Should a substantial portion of the leased Premises or of the property of which they are a part be substantially damaged by fire or other casualty, or be taken by eminent domain, the LESSOR may elect to terminate this Lease. When such fire, casualty, or taking renders the leased Premises substantially unsuitable for their intended use, a just and proportionate abatement of rent shall be made and the LESSEE may elect to terminate this Lease if:

- (a) The LESSOR fails to give written notice within ten (10) days of intention to restore leased Premises, or
- (b) The LESSOR fails to restore the leased Premises to a condition substantially suitable for their intended use within ninety (90) days of said fire, casualty or taking.

The LESSOR reserves, and the LESSEE grants to the LESSOR, all rights which the LESSEE may have for damages or injury to the leased Premises for any taking by eminent domain, except for damage to the LESSEE'S fixtures, property, or equipment.

15. **DEFAULT AND BANKRUPTCY:** In the event that:

- (a) The LESSEE shall default in the payment of any installment of rent or other sum herein specified and such default shall continue for fifteen (15) days after written notice thereof; or
- (b) The LESSEE shall default in the observance or performance of any other of the LESSEE'S covenants, agreements, or obligations

hereunder and such default shall not be corrected within thirty (30) days after written notice thereof; or

- (c) The LESSEE shall be declared bankrupt or insolvent according to law, or, if any assignment shall be made of LESSEE'S property for the benefit of creditors,

then the LESSOR shall have the right thereafter, while such default continues, to re-enter and take complete possession of the leased Premises, to declare the Term of this Lease ended, and remove the LESSEE'S effects, without prejudice to any remedies which might be otherwise used for arrears of rent or other default

16. **NOTICE:** Any notice from the LESSOR to the LESSEE relating to the leased Premises or the occupancy thereof shall be deemed duly served if mailed to the leased Premises, registered or certified mail, return receipt requested, postage prepaid, addressed to the LESSEE. Any notice from the LESSEE to the LESSOR relating to the leased Premises or to the occupancy thereof, shall be deemed duly served, if mailed to the LESSOR by registered or certified mail, return receipt requested, postage prepaid, addressed to the LESSOR as follows: Mayor of the City of Haverhill, 4 Summer Street, Haverhill, MA 01830 or at such address as the LESSOR may from time to time otherwise advise in writing.
17. **SURRENDER:** The LESSEE shall at the expiration or other termination of this Lease remove all LESSEE'S goods and effects from the leased Premises, (including, without hereby limiting the generality of the foregoing, all signs and lettering affixed or painted by the LESSEE, either inside or outside the leased Premises). LESSEE shall deliver to the LESSOR the leased Premises and all keys, locks thereto, and other fixtures connected therewith and all alterations and additions made to or upon the leased Premises, in good condition. In the event of the LESSEE'S failure to remove any of LESSEE'S property from the Premises, LESSOR is hereby authorized, without liability to LESSEE for loss or damage thereto, and at the sole risk of LESSEE, to remove and store any of the property at LESSEE'S expense, or to retain same under LESSOR'S control or to sell at public or private sale, without notice, any or all of the property not so removed and to apply the net proceeds of such sale to the payment of any sum due hereunder, or to destroy such property.
18. **OPTION TO PURCHASE:** LESSEE shall have an exclusive option to purchase the land and building of which the leased Premises are a part, commonly known as the Cogswell School located at 351 South Main Street, Haverhill, Massachusetts (the "Property") during the term of this lease. Provided that the LESSEE is not in material default under the terms and provisions of this Lease, the option to purchase shall be exercisable by written notice given by LESSEE unto the LESSOR in the manner provided in Section 16 of this Lease during the term of this lease. The notice of the exercise of the option to purchase may state that the purchase is contingent upon the LESSEE obtaining purchase money

mortgage financing on commercially reasonable terms. The specific terms of the option to purchase are as follows:

- A. **PURCHASE PRICE:** The Purchase Price of the Property shall be One Hundred Sixty Thousand (\$160,000.00) Dollars if exercised in the first year of the lease. If exercised in the second year of the lease the purchase price shall be One Hundred Sixty Five Thousand (\$165,000) dollars. If exercised in the third year of the lease the purchase price shall be One Hundred Seventy Thousand (\$170,000) dollars.
- B. **CLOSING:** LESSOR and LESSEE shall close on the sale of the Property within sixty (60) days of the date on which the notice of the exercise is received by LESSOR, unless otherwise agreed in writing. The closing shall take place at City Hall, 4 Summer Street, Haverhill, Massachusetts, or such other location if the parties shall agree. LESSEE shall be responsible for preparing a suitable deed and any other documents necessary for the sale of the property, and, shall pay all costs of closing. LESSOR shall receive the full amount of the purchase price at closing with no deductions from same, unless otherwise agreed between the parties.
19. **RIGHT OF FIRST REFUSAL:** If the LESSEE receives a bona fide offer to purchase the Premises within the five (5) years following the sale of the Premises to LESSEE, the LESSEE must first offer the Premises to the LESSOR on the same terms and conditions as offered by the third party. LESSEE shall provide LESSOR with a copy of any such written offer to purchase, signed by LESSEE and the third party. LESSOR shall have sixty (60) days from the receipt of said offer to purchase to accept such an offer by given written notice of the acceptance in the manner provided in Section 16 of this Lease. If LESSOR and LESSEE do not close on the sale within ninety (90) days of such notice of acceptance any such right of first refusal herein shall expire.

IN WITNESS WHEREOF, the said parties hereunto set their hands and seals this \_\_\_ day of \_\_\_\_\_, 2015.

LESSEE

LESSOR

Greater Haverhill Chamber of Commerce  
Community Arts and Education Foundation

City of Haverhill

By: \_\_\_\_\_  
Name: Danielle M. Kravetz Smida  
Title: Chairperson

By: \_\_\_\_\_  
Name: James J. Fiorentini, Mayor

Approved as to Legality:

City Solicitor

**Exhibit A**

(See attached sketch and descriptions of the Premises.)

**Exhibit B**

(See attached Schedule of Insurance)

**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**

March 14, 2015

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

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

**RE:** **Order - Lease with Option to Purchase - Cogswell School**

The City and the Greater Haverhill Chamber of Commerce Community Arts and Education Foundation have agreed to terms for the lease of the former Cogswell School.

The lease terms are as follows: A 3 year term commencing on April 1, 2015 with an annual rent of \$1,200 to be paid in advance. The tenant is responsible for all costs and expenses, including utilities and insurance, and the City has no responsibility to perform any maintenance or repairs during the term of the lease. The lease also contains an Option to Purchase which provides that the tenant has an exclusive option to purchase the building for \$160,000 during the first year of the lease, \$165,000 during the second year of the lease and \$170,000 during the third year of the lease. Finally, the lease also provides a Right of First Refusal back to the City if the tenant should purchase the property and then sell it within five years of purchase.

Unfortunately, the parties did not reach an agreement before the Council agenda deadline on Friday at 11 am and the Mayor would respectfully request that the Council suspend the rules and act on this matter. Thank you.

**cc:** James J. Fiorentini, Mayor



15.3

**CITY OF HAVERHILL**

In Municipal Council March 17 2015

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 240-108, ARTICLE XVI. Parking Fees, Rates and Terms is hereby amended as follows:

By deleting the figure "\$0.50" under the heading "Hourly Rate" on the CENTRAL BUSINESS DISTRICT PARKING FEES, RATES AND TERMS chart, and, by inserting the figure and words "\$1.00 for on-street/\$0.75 for off-street parking" in place thereof; and,

By deleting the figures and words "8:00 a.m. to 6:00 p.m.", "8:00 a.m. to 8:00 p.m." "3:00 p.m. to 8:00 p.m.", under the heading "Hours of Operation" on the CENTRAL BUSINESS DISTRICT PARKING FEES, RATES AND TERMS chart, and, by inserting the figures and words "10:00 a.m. to 8:00 p.m." in place thereof; and,

By deleting the figure "\$8.00" under the heading "Daily Maximum" on the CENTRAL BUSINESS DISTRICT PARKING FEES, RATES AND TERMS chart, and, by inserting the figure "\$10.00" in place thereof; and,

By deleting the figure "\$6.00" under the heading "Daily Maximum" on the CENTRAL BUSINESS DISTRICT PARKING FEES, RATES AND TERMS chart, and, by inserting the figure "\$7.50" in place thereof; and,

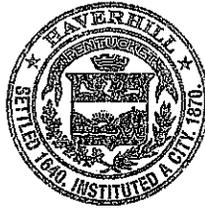
By deleting the figure "\$2.00" under the heading "Daily Maximum" on the CENTRAL BUSINESS DISTRICT PARKING FEES, RATES AND TERMS chart, and, by inserting the figure "\$6.00" in place thereof.

APPROVED AS TO LEGALITY

\_\_\_\_\_  
City Solicitor  
PLACED ON FILE for at least 10 days  
Attest:

\_\_\_\_\_  
City Clerk

File 10 days



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

March 13, 2015

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

RE: Parking Ordinance

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

Enclosed please find the ordinances incorporating the changes to the parking plan as recommended by our consultant and our parking committee.

These changes must be placed on file for two weeks after which time I recommend approval.

Respectfully submitted,

James J. Fiorentini, Mayor

JJF/ah



# Haverhill

Michael K. Stankovich  
Director of Public Works  
[mstankovich@cityofhaverhill.com](mailto:mstankovich@cityofhaverhill.com)

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

Date: March 13, 2015  
To: Mayor James J. Fiorentini  
From: Michael K. Stankovich, Director of Public Works *Michael K. Stankovich*  
Re: Central Business District Parking

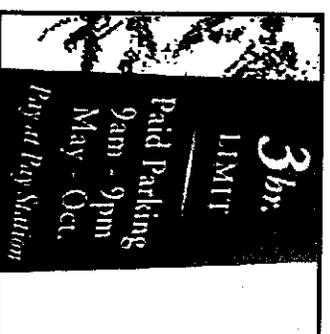
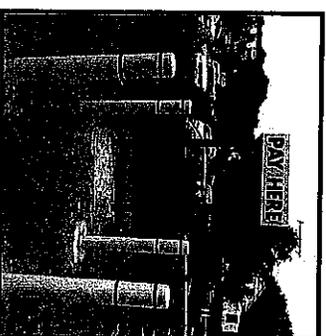
Please be advised that Parking Consultant John Burke has recommended changes to the Central Business Parking District area. The Central Business District Parking Commission concurs with these proposed changes.

# Program Review

## Recommendations

### *Simplify/Standardize Parking Program*

12. Improve functionality and user-friendliness of pay stations by:
  - Installing awnings to reduce glare & provide cover from rain/sun
  - Improving pay station signage/instruction plate
  - Converting to Pay & Display in lots
  - Promoting 5-minute customer grace period on expiration.
  
13. Standardize on- & off-street meter pay periods, payment methods and corresponding signage
  - 10 a.m. to 8 p.m. (M-F). Consider Sat. in future
  - Pay & Display for on-street and off-street parking
  - Unified sign system (i.e. lot name, hours of ops., fee, time limits, branding, etc.)

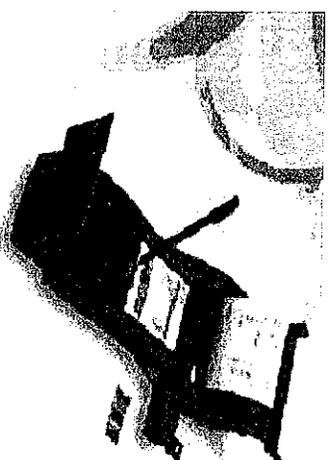


# Program Review

## Recommendations

### *Sustainable Pricing & Enforcement*

14. Increase the on-street hourly parking rate to \$1.00 and off-street hourly rate to \$0.75 to ensure that the program is self-sustaining.
15. Replace manual ticket writing with an electronic/wireless handheld system integrated with the Pay Station's management system, Permit Program and Pay-by-Phone.



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ROBERT H. SCATAMACCHIA  
VICE PRESIDENT  
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WILLIAM H. RYAN  
THOMAS J. SULLIVAN  
MARY ELLEN DALY O'BRIEN  
MICHAEL S. MCGONAGLE  
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CITY OF HAVERHILL  
HAVERHILL, MASSACHUSETTS 01830-5843

March 27, 2015

TO: Mr. President and Members of the City Council

Councillor Robert H. Scatamacchia requests a discussion on the signalization of Route 125 from Monument Square through Bradford.

Councillor Robert H. Scatamacchia

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DOCUMENTS REFERRED TO COMMITTEE STUDY

4	Communication from Councillor Macek requesting a discussion regarding the proposed Monument Square traffic divider/island.	Planning & Dev.	1/3/12
102	Communication from Councillor Macek requesting to discuss the Taxicab and Buses Ordinance	Administration & Finance	10/15/13
102-H	Communication from Councillor Macek requesting to propose the establishment of an Adult and Senior Fitness Park	NRPP	10/29/13
84 & 84A/13	Ordinance re: Zoning, Amend City Code, Ch. 255, Table of Use & Parking Regulations Page 8; to allow Medical Marijuana Dispensary/Treatment centers to be located only in our business parks	Transferred to Administration & Finance	2/11/14
55-E	Communication from Councillor Macek – necessary repairs on the Clement Farm property leased to American Legion	NRPP	6/17/14
55-F	Communication from Councillor Daly O'Brien re: Street noise increasing on Essex St. and Washington St. area	Public Safety	6/17/14
55-U	Communication from President Michitson requesting to address comprehensive vision, plan & process – critical information for City Council to determine needs/gaps, solutions and spending priorities for Haverhill	A & F	8/19/14
55-X	Communication from Councillor Sullivan regarding a Jr. Park Ranger Sumer Program	Public Safety	8/19/14
90	Ordinance Relating to Peddling and Soliciting, Section 191—9 Licenses add at end of subsection A: permitted to Locations: "Food Trucks of any size may be allowed at all permitted fixed location with approval from City Council"	A & F	9/2/14
125	Petition from Brian S. Minkle requesting to purchase City land abutting his property on Crystal Lake Rd., Assessor's Map 566, Block 2, Lot 11, said house is at 35 Mendum Rd/ 86 Crystal Lake Rd, Assessor's Map 566, Block 2, Lot 7A	NRPP	12/2/14
10-B	Communication from Councillor Barrett requesting to discuss lack of City representation on HC Media Board of Directors	A.& F	1/6/15
10-J	Communication from Councilor LePage requesting to discuss tag days	Public Safety	2/10/15
10-N	Communication from Councillor McGonagle requesting to introduce a representative from Haverhill Fire Dept. Safety Committee to give status update on rescue truck	Public Safety	3/3/15