



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, February 2, 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

NO SCHEDULE

- 4. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES

NO SCHEDULE

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

5.1 Document 16; Petition from National Grid requesting permission for pole and wire locations on South Pearson st; Plan 20778333

5.1.1 Document 16-B; Order grant National Grid permission for pole and wire location on South Pearson st; Plan 20778333 Attachments

- 6. APPOINTMENTS

Confirming Appointments

Conservation Commission Elizabeth Welch expires Feb 2 2019 **To Be Confirmed**

Non-confirming Appointments

Parks, Playgrounds & Recreation Commission Kerry Fitzgerald expires Feb 2 2017
Forestry Management Committee David Lefcourt

Neighborhood Advisory Board

Heather Urso Christine Kelley Michael Valvo
Linda Getchell Lynda Brown

Attachments

AUXILIARY POLICE:

NO SCHEDULE

RESIGNATIONS

NO SCHEDULE

- 7. PETITIONS:

7.1 Petition from Verizon New England and Mass Electric Company requesting permission for joint pole relocation on Madison st; Plan P201-1AOS6SE (Hearing Feb 23rd)

- 8. APPLICATIONS/HANDICAP PARKING SIGNS

- 9. ONE DAY LIQUOR LICENSES

NO SCHEDULE

- 10. APPLICATIONS FOR PERMIT

TAG DAYS

HHS Baseball March 19 & 20
Haverhill Inner City Boxing June 17, 18,19
HHS Girls Swim Team August 27 & 28

Attachments



CITY OF HAVERHILL
CITY COUNCIL AGENDA

Tuesday, February 2, 2016 at 7:00 PM
City Council Chambers, Room 202

11. ANNUAL LICENSE RENEWALS:

- ROLLER SKATING RINK
- POOL TABLES
- BOWLING
- SUNDAY BOWLING
- BUY & SELL SECOND HAND CLOTHING
- BUY & SELL SECOND HAND ARTICLES
- JUNK DEALER
- BUY & SELL OLD GOLD
- PAWNBROKER
- LIMOUSINES
- AUCTIONEER
- THEATER
- NO SCHEDULES

COIN-OPS (renewals):

Laundro-day 200 Main st 5 Coin-ops

SUNDAY LICENSE

Laundro-day 5 Sunday Coin-ops Attachments

12. HAWKER/PEDDLER:

NO SCHEDULE

13. DRAINLAYER 2016 LICENSE (renewals):

13.1 Richard Golen Mark Viens
 John Jablonski King Weinstein

Attachments

14. HEARINGS & RELATED ORDERS

NO SCHEDULE

15. NEW BUSINESS/ORDERS

15.1 Order – Transfer \$110,781.86 from Insurance Reimbursement Over \$20,000 account to the capital project account Mold Mitigation-Police Station

15.2 Order-Transfer \$10,997.83 from Police Salaries & Wages acct to Police Substation expenditure account

Attachments

16. ORDINANCES (FILE 10 DAYS)

16.1 Ordinance re: Vehicles & Traffic; Amend Code Chapter 240-85 Schedule B: Parking Restrictions and Prohibitions; No Parking - *Irving av* File 10 days

16.2 Ordinance re: Vehicles & Traffic; Amend Code Chapter 240-95 Schedule L: Stop Streets

Old Amesbury Line rd East/West at Intersection of Merrimac Road

File 10 days

Attachments



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, February 2, 2016 at 7:00 PM
City Council Chambers, Room 202

17. UNFINISHED BUSINESS OF PRECEDING MEETINGS:

17.1 Document 67/2015; Ordinance re: Peddling and Soliciting; Amend City Code Chapter 191; Article VII
Food Trucks *filed May 13 2015*

17.2 Document 73-X/2015; Application for Drainlayer license; Bruce Hoehn
Applicant has met all conditions for approval
continued from Jan 12 2016

17.3 Document 119-M/2015; Communication from President Michitson and Councillors Barrett & LePage
requesting status of septic odor mitigations in Bradford

17.4 Document 15; Loan Order - \$2.2M for funding design and construction of the first two phases of odor
control improvements to the Wastewater Treatment Facility & pumping station
filed Jan 20 2016 Attachments

18. MONTHLY REPORTS

NO SCHEDULE

19. COMMUNICATIONS FROM COUNCILLORS

19.1 Communication from Councillor Bevilacqua requesting a discussion regarding handicap parking at
Haverhill Stadium

19.2 Communication from Councillor Vargas requesting to introduce the Mt Washington Group, *Urban
Kindness*, to provide an update on the vision for the neighborhood Attachments

20. RESOLUTIONS AND PROCLAMATIONS

NO SCHEDULE

21. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS

21.1 Councillor LePage submits Minutes of the *Administration & Finance Committee* meeting held
January 27th 2016 Attachment

22. DOCUMENTS REFERRED TO COMMITTEE STUDY

23. ADJOURN

16

Hearing February 2 2016

Questions contact – Stefanie Steeves 978 725 1159

PETITION FOR POLE AND WIRE LOCATIONS

North Andover, Massachusetts

To the City Council
Of Haverhill Massachusetts

NATIONAL GRID requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

South Pearson St-National Grid to install one solely owned pole 4-1 and anchor approximately 180 feet from existing pole 4, in order to provide service to two new homes on South Pearson St. Location approximately as shown on plan attached

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – South Pearson-Haverhill Massachusetts

20778333 January 5, 2016

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

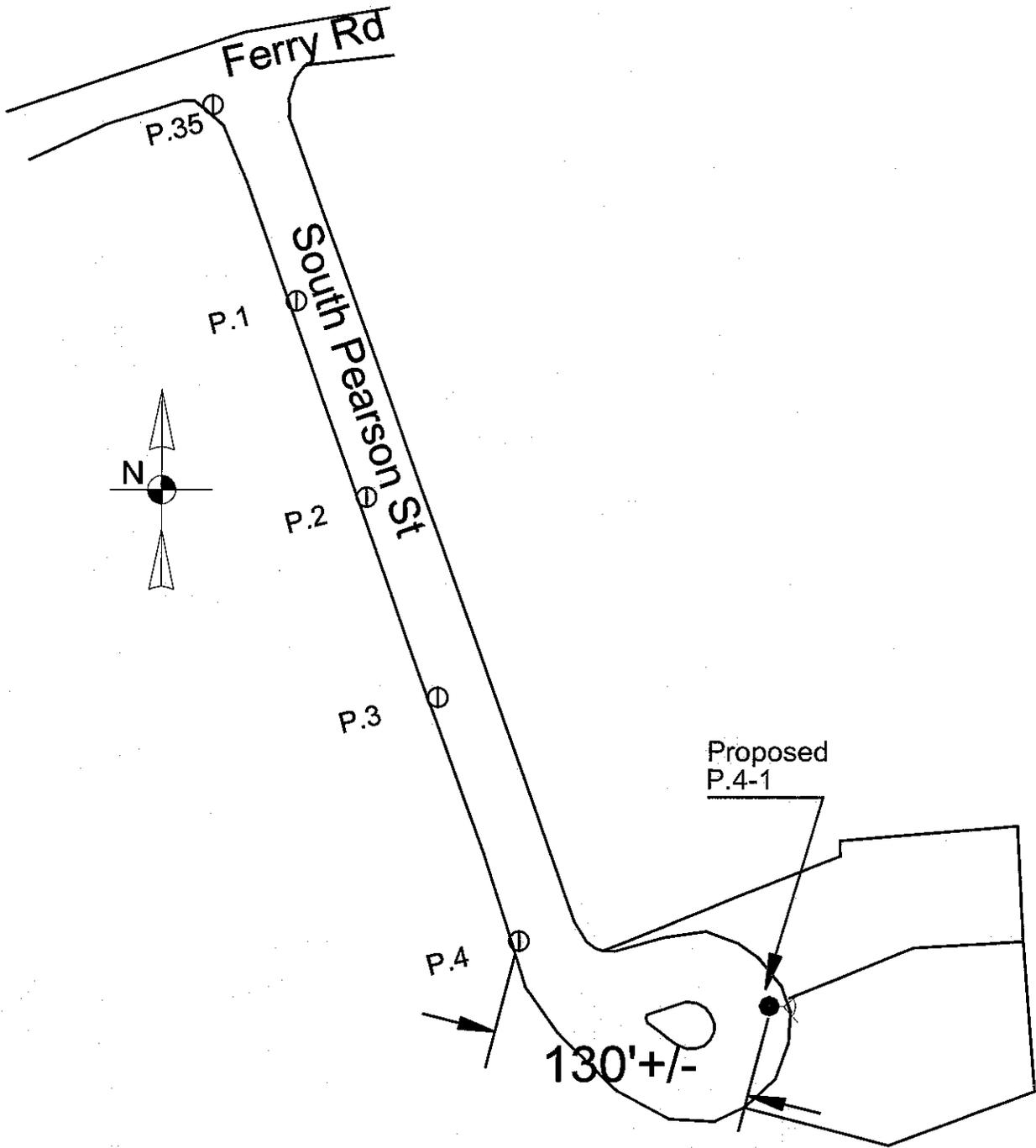
NATIONAL GRID
BY Rafal Pano
Engineering Department



IN CITY COUNCIL: January 19 2016
VOTED: that HEARING BE HELD FEBRUARY 2 2016
Attest:

2016JAN08am11:25HAVERHILL CITY C

City Clerk



SOLEY OWNED POLE PETITION

nationalgrid



POLE (EXISTING)



PROPOSED POLE & ANCHOR

Proposal to install new soley owned Nationalgrid Pole 4-1 in order to provide electric service to two new homes on South Pearson St, Haverhill, MA

Date: 12/21/2015

WORK REQUEST: 20778333

To The: City Of Haverhill

For Proposed: Pole 4-1 Location: S.Pearson St

Drawn By: S.Steeves

DISTANCES ARE APPROXIMATE

16-B

City
5.1.1

Questions contact – Stefanie Steeves 978 725 1159

ORDER FOR POLE AND WIRE LOCATIONS

In the City of Haverhill, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that NATIONAL GRID and be and it is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 5th day of January 2016.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – South Pearson St-Haverhill Massachusetts.

20778333 Dated: January 5, 2016. Filed with this order

There may be attached to said poles such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

South Pearson St-National Grid to install one solely owned pole 4-1 and anchor approximately 180 feet from existing pole 4, in order to provide service to two new homes on South Pearson St.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City/Town of _____, Massachusetts held on the _____ day of _____ 20 _____.

Massachusetts City/Town Clerk.
20 _____

Received and entered in the records of location orders of the City/Town of _____
Book _____ Page _____

Attest:
City/Town Clerk

Hearing February 2 2016

16-B

I hereby certify that on
at

20 , at o'clock, M
a public hearing was held on the petition of

NATIONAL GRID

for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....
.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing with notice adopted by the of the City of Massachusetts, on the day of 20 , and recorded with the records of location orders of the said City, Book , and Page . This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

6.
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

January 29, 2016

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

RE: Conservation Commission

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

I hereby appoint Elizabeth Welch, 69 Buttonwoods Ave., to the Conservation Commission. This is a confirming appointment and will expire on 2/2/2019. I recommend your approval.

Very truly yours,


James J. Fiorentini
Mayor

JJF/ah
cc: Rob Moore

ELIZABETH MARIE WELCH
69 Buttonwoods Avenue
Haverhill, Ma 01830
Cell: (978) 476-1233
Email: tierneywelch@comcast.net

OBJECTIVE:

To pursue the opportunity to succeed by fully utilizing my extensive knowledge of the legal field within a team-oriented firm, proving my value through hard work and dedication while contributing to an organization's success

SKILLS:

Corporate/Real Estate:

- Assist in the creation and maintenance of domestic and international subsidiaries, including the formation of corporations, LLCs, LLPs, preparation of resolutions, consents, minutes, stock certificates, agreements, bylaws, articles, amendments, maintaining directorships, filing annual reports corporate compliance for foreign subsidiaries; due diligence in connection with audit response letters and maintaining subsidiary minute books
- Assist with the coordination of financial, legal and commercial due diligence for M&A transactions, including checking titles over assets being sold, researching governmental regulatory concerns (eg monopolies, employment law, taxes); management of client data rooms; formation of acquisition subsidiaries, tracking and organizing closing documents and signature pages, drafting closing certificates, and maintaining electronic records and transactional closing binders
- Assist with the management of annual meetings, including the preparation and maintenance of hard copy books and other board reporting materials
- Assist with the preparation and filing of Section 16 securities filings and maintain Section 16 compliance records, assists with public company reporting, including coordination of Exchange Act filings (8-K, 10-K and 10-Q) and registration statements (including Form S-8); assists with preparation of annual proxy statement and coordination of proxy statement publication and annual meeting of stockholders process, support maintenance and documentation of 10b5-1 Trading Plans for officers and directors; support global equity compliance efforts and projects
- Assist with the coordination of due diligence for pre and post closing duties related to real estate commercial transactions including but not limited to: title research, ordering and interpreting title examinations, ordering municipal lien and corporate certificates, requesting payoff information, obtaining mortgage discharges, preparation of deeds, HUD settlement statements, account reconciliations, title policies and closing packages, coordination of closings, processing of checks, and preparation of closing binders; working with commercial clients on drafting, preparing, analyzing, abstracting and managing commercial leases for real estate holding companies.

Corporate/Contracts:

- Assist in the drafting, review, analysis and negotiation of contracts, including NDAs, MSAs, end-user license agreements, third party supplier agreements, professional services agreements, distribution agreements, RFQs, RFPs, and SOWs in order to determine contractual obligations and to ensure contract provisions can be met
- Coordinate with the other members of the Legal team to ensure effective workflow, consistent process execution and unified approaches throughout the Legal department
- Preparation and management of study agreements and other client-related documents for Phase I through Phase IIa clinical research studies, preparation of base and advanced study agreements for in-house and external site studies including but not limited to, Master Service Agreements, Preferred Provider Agreements, and Clinical Trial Agreements
- Experience working in various environments including law firms, corporations, healthcare/pharmaceutical/biotech/life sciences companies

Litigation:

- **Discovery:** Manage litigation process, including logistics of document production (hard copies, electronic data, physical evidence). Assist with responses to subpoenas, document and deposition requests arising from third-party litigation. Assist with responses to discovery requests, third party subpoenas, due diligence inquiries. Analyze documents and materials, perform factual research, compile information into charts, graphs, timelines. Management of litigation support systems and databases, coordination of litigation holds and document production, maintenance of chain of custody, including tracking of materials received and produced through the discovery process, preparation of privilege logs, compilation of appendixes and exhibits, preparation of litigation reports. Research rules of procedure for relevant court venues and assure adherence thereto. Communication with outside counsel to ensure timely and accurate exchange of documents and materials as well as the preparation of briefs and other legal documents. .
- **Depositions:** Manage preparation for expert witnesses, organize exhibits, summarize deposition transcripts
- **Motions and court filings:** Pull relevant documents, proofread papers, organize briefs, exhibits and appendixes; work with attorneys in the preparation and filing of all court documents
- **Trial preparation:** Prepare witness and matter materials, organize interview memos, digests and other relevant documents for attorney review and case preparation.

PROFESSIONAL EXPERIENCE:

Corporate/Contracts/Litigation Paralegal, Boston/Merrimack Valley, MA 2007 to Present

Charles River Development (via Inside Edge Legal) – *Contracts/Corporate Paralegal*
Cubist Pharmaceuticals (via Hegan Roessle Group) - *Litigation Paralegal*
Denham Capital Management LP (via Inside Edge Legal) - *Corporate Paralegal*
Brookfield Renewable Energy Group, U.S. Operations (via Inside Edge Legal) - *Corporate Paralegal*
Varian Semiconductor Equipment Associates - *Corporate Paralegal*

Cetrulo & Capone LLP, Boston, MA 2004 – 2006

Secretarial Coordinator and Trainer

- Supervised and trained administrative staff and interns for litigation law firm
- Provided backup executive support for top principal of firm
- Prepared and edited litigation documents, corporate closing documents, commercial real estate documents
- Coordinated coverage for 25 legal secretaries
- Trained attorneys, secretaries, paralegals, and file clerks on MS Office, Outlook, Elite time entry, billing and miscellaneous office procedures
- Maintained professional demeanor and priorities while juggling numerous projects
- Demonstrated strong, effective communication (verbal/written) and interpersonal skills with both staff and clients
- Handled confidential materials with discretion

Independent Contracting, Boston and Andover, MA 2002 – 2004

- Provided top-notch legal and executive support for Boston and Andover area law firms in all areas of law
- Ropes & Gray; Hale and Dorr; Fish & Richardson; Cabot Corporation; Murray & Quill; Devine, Millimet & Branch; Minasian & Minasian Law Firm

McDermott, Will & Emery, Boston, MA 2000 – 2002

Legal Assistant

- Provided legal assistance for corporate, litigation, real estate and intellectual property departments
- Progressed into a position supporting senior partner (head of litigation department)
- Managed administrative duties for litigation department, including heavy daily interaction with senior management, outside counsel, and other business professionals
- Extensively edited correspondence, pleadings, contracts, etc.
- Timely completion of new client applications, conflict checks and audit reports
- Preparation of billing statements, maintenance of payment records and client files
- Organized conferences, travel reservations, etc.

Mintz, Levin, Cohn, Ferris, Glovsky & Popeo, Boston, MA 1998 – 1999

Legal Assistant

- Supported senior partners in corporate transactional work, business, commercial and environmental litigation.
- Prepared client correspondence, pleadings, legal notices, settlement agreements, narrative reports, due diligence reports, allocation charts, mediation agreements, contracts, audit letters, merger acquisition documents
- Maintained client databases using Word and Excel
- Conducted conflict checks and processed new client applications
- Prepared billing statements and maintained payment records
- Organized conferences, coordinated attendees, made travel reservations, arranged for meal service

PROFESSIONAL SKILLS:

- Self-motivated with ability to work independently and be reliable, responsive and accountable in a fast paced, deadline-driven environment
- Ability to handle multiple responsibilities simultaneously and still meet high quality standards under pressure
- Excellent communication, interpersonal, organizational, and writing skills
- Ability to distill critical information from situations and apply the appropriate legal lens for developing solutions
- Strong and consistent attention to detail
- Sound judgment, strong work ethic, and commitment to ethical behavior
- Solutions-oriented team player with a commitment to client satisfaction
- Ability to organize, coordinate and motivate cross-functional teams
- Demonstrated ability to communicate effectively across all levels of the organization
- Ability to effectively manage outside vendors and adhere to a budget and timeline
- Strong computer skills, including database management
- Notary Public

Computer Skills:

- 75+ WPM, Windows XP, MS Word, Excel, Access, PowerPoint, WordPerfect, Lotus 1-2-3, Outlook, InterAction with Outlook, PC Docs, Soft Solutions, DOCS Open, iManage, FileSite, Lotus Notes, Secretariat, ETE, CMS, Elite, LegalTrax, Juris, OrionLynx, Rainmaker Gold Time and Billing, TimeSlips, TimeMatters, ProLaw, Carpe Diem, Proforma Edit, RightFax, Genifax, DeltaView, Comparite, Visio, Crosswords, Internet Explorer, FullAuthority, LiveNote, LexisNexis, Westlaw, Concordance, Opticon, Summation, CaseMap, Quickbooks, Scripsi, Sharepoint, Case Matters, E-Closing, WorldDocs

EDUCATION:

Boston University, Boston, MA (Paralegal Certificate received May 2007)
Stonehill College, North Easton, MA

VOLUNTEER WORK:

Andover Baptist Church, Andover, MA
St. Patrick's Church, Lawrence, MA
Committee to Re-Elect James J. Fiorentini Mayor of Haverhill
City of Haverhill



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

61
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

January 29, 2016

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

RE: Parks, Playgrounds and Recreation Commission

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

I hereby appoint Kerry Fitzgerald, 3 Richmond Street, to the Parks, Playgrounds and Recreation Commission. This is a non-confirming appointment and will expire on 2/2/17.

Very truly yours,

James J. Fiorentini
Mayor

JJF/ah
cc: Vinny Ouellette

6.



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

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

January 29, 2016

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

RE: Forestry Management Committee

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

I hereby name David Lefcourt, 86 Bradford Ave., to the Forestry Management Committee. This is a non-confirming appointment and I recommend your approval.

Very truly yours,

James J. Fiorentini
Mayor

JJF/ah
cc: Rob Moore



JAMES J. FIORENTINI
MAYOR

**CITY OF HAVERHILL
MASSACHUSETTS**

6,
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January 29, 2016

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

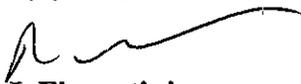
RE: Neighborhood Advisory Board

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

The following are a list of non-confirming appointments to the Neighborhood Advisory Board:

Heather Urso, 16 Haverhill Street
Christine Kelley, 53 Blossom Street
Linda Getchell, 14 Berkshire Street
Lynda Brown, 26 Windsor Street
Michael Valvo, 262 Mill Street

Very truly yours,


James J. Fiorentini
Mayor

jjf/ah

Hearing February 23 2016
MUNICIPALITY

PETITION FOR JOINT POLE RELOCATION

To the City Council
of the City of Haverhill, Massachusetts.

VERIZON NEW ENGLAND INC. and **MASSACHUSETTS ELECTRIC COMPANY** request permission to relocate poles, wires, cables and fixtures, including anchors, guys and other such necessary sustaining and protecting fixtures, along and across the following public way or ways:-

7.1

MADISON STREET: Relocate jointly owned pole No. 398/2 approximately 48 feet in a Northerly direction.

Wherefore they ask that they be granted a joint relocation for and permission to erect and maintain poles, wires and cables, together with anchors, guys and other such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – **Verizon N.E. Inc.**, No. P201-1A0S6SE dated December 29, 2015 and Revised January 8, 2016.

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioners agree to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

VERIZON NEW ENGLAND INC.

By: Everette Bryan
E. Everette Bryan, Rights of Way Engineer

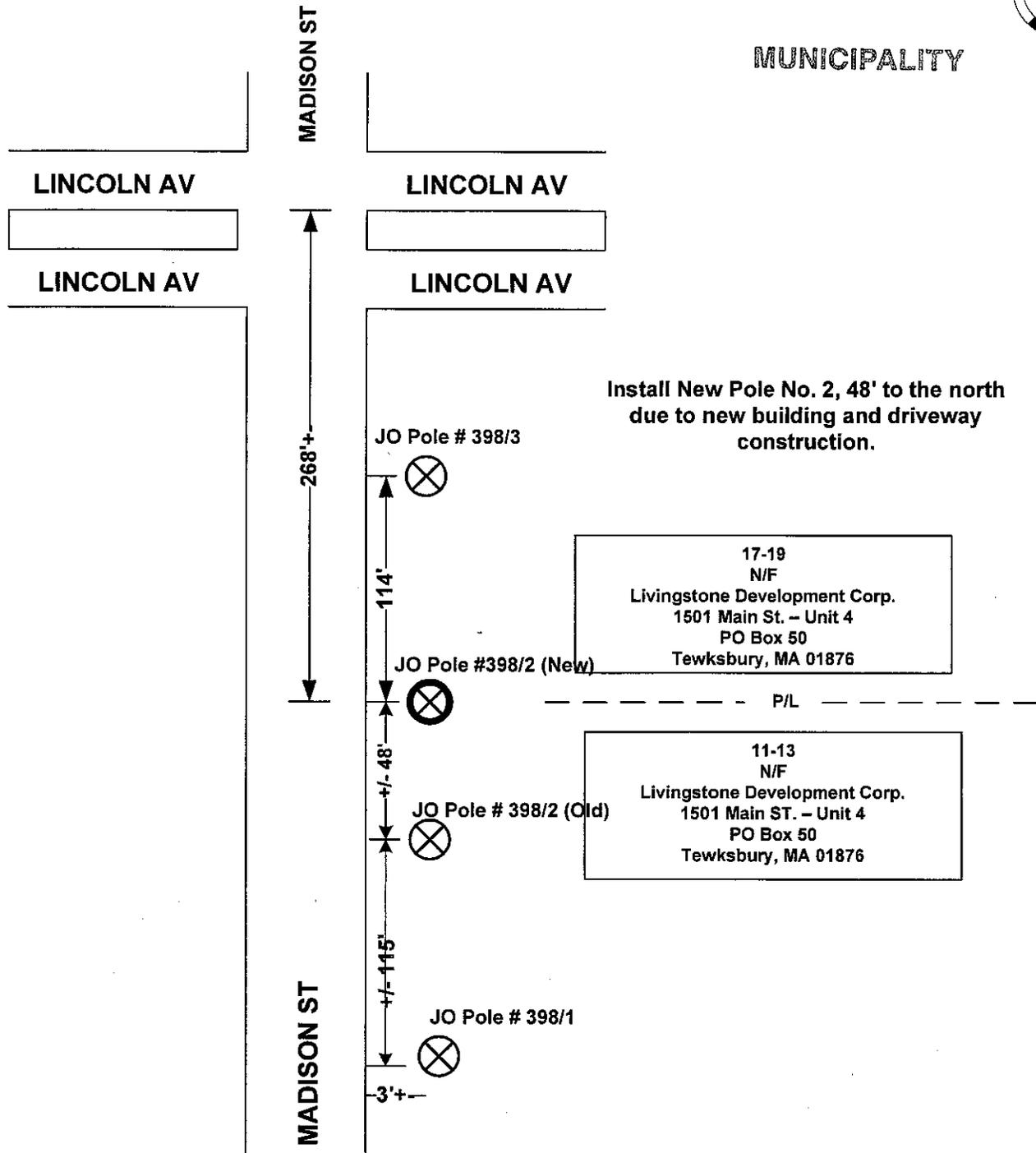
MASSACHUSETTS ELECTRIC COMPANY

By: Rafael Pans
Robert Nelcoski – Engineering Supervisor
Rafael Pans

Verizon New England & Massachusetts Electric Company
P2016-1A0S6SE – January 8, 2016
Showing Relocation of Jointly Owned Pole No. 398/ 2



MUNICIPALITY



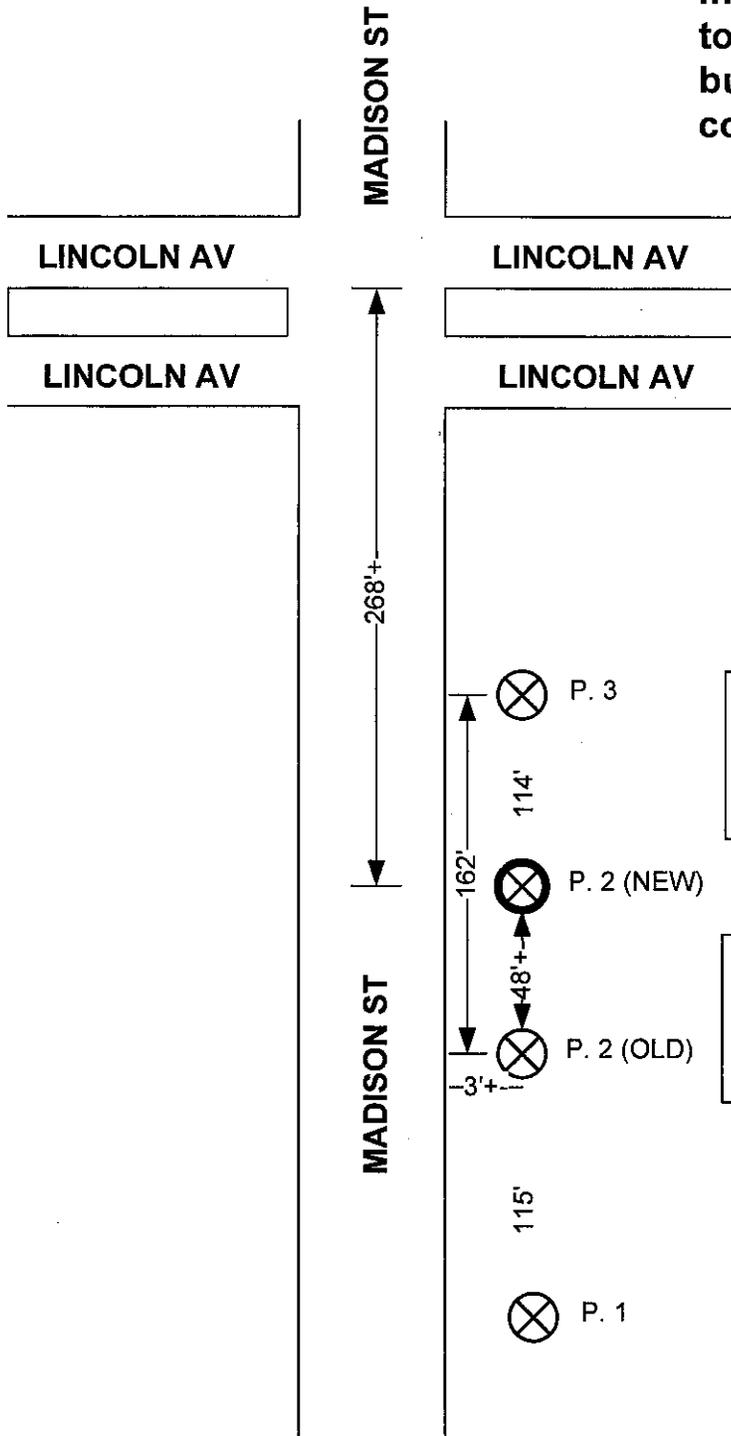
-  Proposed New Location
-  Existing Location

Petition Sketch for Verizon New England Inc. & National Grid			
Locus: Madison Street Haverhill, MA			
Scale: Not to Scale	Drawn by: E. Bryan, R/W	Verizon Job No. 1A0S6SE	Date: Dec. 29, 2015 Revised Jan. 8, 2016



Install New Pole No. 2, 48'
to the north due to new
building and driveway
construction.

MUNICIPALITY



-  Proposed New Location
-  Existing Location

Petition Sketch for Verizon New England Inc. & National Grid			
Locus: Madison Street Haverhill, MA			
Scale: Not to Scale	Drawn by: EB	Verizon Job No. 1A0S6SE	Date: 01/07/2016



900 Chelmsford St.
Tower 2, Floor 1
Lowell, MA 01851

2016012609112314113

January 25, 2016

Haverhill City Hall
Room 118
4 Summer Street
Haverhill, MA 01830

RE: Petition Plan #2015-1A0S6SE – MADISON STREET

Enclosed, you will find the above referenced petition plan for relocating one (1) Jointly Owned Pole #398/2 Madison Street approximately 48 ft. in a Northerly direction.

All questions concerning this petition should be directed to Everett Bryan @ 781-307-5286 .

Please send hearing notice and invoice to the following address:

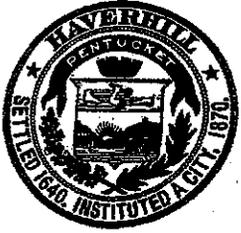
Verizon
Attention: Robert Coulter
900 Chelmsford St.
Tower 2, Floor 1
Lowell, MA 01851

Thank you for your attention and cooperation.

Cordially Yours,

Robin Craven
978-323-0272

Enc: Pet/Plan/Order



Haverhill

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

Date: January 14, 2016

Honorable President and Members of the Municipal Council:

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

Organization: Hull High Baseball

Applicant's Name: Dawn Brennan

Applicant's Residence: 305 Sacon St 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): March 19-20, 2016

Date-solicitation on Public Way: _____

Canister: _____ Tag: _____

Fee: \$ 0

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 Basket

Seawall Route

Rite-Aide

Recommendation by Police Chief: Approved

Office Use Only

[Signature]

Denied

Police Chief

In Municipal Council: _____

Attest: _____

City Clerk

20161211 14:08:49 HAV CITYC



Haverhill

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

Date: 1/14/2016

Honorable President and Members of the Municipal Council:

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

Organization: Haverhill Inact City Boxing Applicant's Name: Joseph Ferguson

Applicant's Residence: 14 Granite Lane Chester MA Applicant's Signature: Joseph Ferguson

(3 Consecutive Days Only, **One** of which may include solicitation on a Public Way)

Date of Tag Day Request(s): June 17, 18, 19 Date-solicitation on Public Way: NA

Canister: Tag: Fee: \$ 30⁰⁰ pd.

Street Locations (Select Below):

Off Street Locations (Specify Other):

Rosemont St and Main St: _____

Market Basket 3 locations

Water St and Mill St: _____

Dunkin Donuts West Gate

South Main St & Salem St: _____
(Bradford Common)

Main St & Kenoza Ave: _____
(Monument Square)

Office Use Only

Recommendation by Police Chief: Approved

Denied

Alan R. [Signature]
Police Chief

In Municipal Council: _____

Attest: _____

City Clerk



Haverhill

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

Date: Jan. 13, 2016

Honorable President and Members of the Municipal Council:

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

Organization: Haverhill High Girls Swim Team Applicant's Name: Julie Sargent
Applicant's Residence: 36 So Park St. 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): Aug. 27 & 28, 2016 Date-solicitation on Public Way: _____
Canister: _____ Tag: _____ Fee: \$ 0

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):
Trusted Basket
Heavenly Donuts
Dunkin Donuts

Recommendation by Police Chief: Approved Denied
Office Use Only
[Signature]
Police Chief

In Municipal Council: _____
Attest: _____

City Clerk

City of Haverhill

Honorable President and Members of the Municipal Council:

1/5/16

The undersigned respectfully asks that he may receive a license for a

COIN-OPERATED MACHINE 5 MACHINES

PINBALL MACHINE _____

OTHER _____

Effective Date JUN 1 2016 Expiration Date DEC 31 2016

NEW RENEWAL Fee \$ 500.00

Vendor's Name: Sunstar Vending

Vendor's Address: 142-19th Street, Brooklyn, NY 11232

Business Name: Laundro-day

Business Address: 200 Main Street

Owner's Name: Dave Inman

Applicant's Name: Dave Inman Applicant's Signature: [Signature]

Applicant's Address: 61 WHITTIER RD. NEEDHAM MA 02492

Applicant's Date of Birth: 6/9/69

Recommendation by Police Chief Approved Denied

[Signature]
Police Chief

In Municipal Council, _____

Attest:

City Clerk

City of Haverhill

APPLICATION FOR SUNDAY LICENSE

Date 1/5/16

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that he may receive a license for a

- COIN-OPERATED MACHINE 5 machines
- PINBALL MACHINE _____
- OTHER _____

Effective Date: Jan 1 2016

Expiration Date: Dec 31 2016

NEW/RENEWAL

Fee: \$ 100.00

Vendor's Name: Sunstar Vending

Vendor's Address: 142-19th Street, Drury, ny, 11232

Business Name: Laundrodax

Business Address: 200 Main Street

Owner's Name: Dave Inman

Applicant's Name: DAVID INMAN

Applicant's Signature: *David Inman*

Applicant's Address: 61 WHITTIER RD NEEDHAM MA 02492

Applicant's Date of Birth: 6/9/69

Recommendation by Police Chief:

Alan R. [Signature]
Police Chief

Approved

Denied

In Municipal Council, _____

Attest:

City Clerk



Haverhill

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

Date 1/10/2016

13.1

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR **DRAINLAYER**

Drainlayer's Name: Richard Golan Signature: [Signature]

Business Name: R.J Golan Excavating Inc

Business Address: 51 Belt Circle

City Tewksbury State Ma Zip 01876

Business Phone: 978 851 9058 Fax: 978 851 9058

Must Complete Additional Personal Information on Back

NEW/RENEWAL:

No. _____
Fee 100
Bonds on File: [check]

Approved [check]
Denied _____

[Signature]
City Engineer

In Municipal Council, _____ 20__

Attest: _____
City Clerk

2016 JAN 14 PM 03:33 HAV-CITY

(See other side)



Haverhill

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

Date 11-28-15

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR **DRAINLAYER**

Drainlayer's Name: John C. JABLONSKI Signature: [Signature]

Business Name: JABLONSKI & SONS, INC.

Business Address: PO. Box 8255 - 167 Willow Ave, Ward Hill

City WARD HILL State MA Zip 01835

Business Phone: 978-372-7136 / 978-815-3958 Fax: 978-372-9970

Must Complete Additional Personal Information on Back

NEW/RENEWAL:

No. _____

Fee 100

Bonds on File:

Approved

Denied _____

[Signature]
City Engineer

In Municipal Council, _____ 20____

Attest:

City Clerk

(See other side)



Haverhill

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

Date 1/26/2016

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR **DRAINLAYER**

Drainlayer's Name: Mark Viens Signature: Mark Viens
 Business Name: Mark Viens and Sons LLC
 Business Address: 40 Hillside Terrace
 City Danville State NH Zip 03819
 Business Phone: 603 944-1548 Fax: 603-642-6879

Must Complete Additional Personal Information on Back

NEW/RENEWAL: RENEWAL

No. _____
 Fee 100.
 Bonds on File: ✓

Approved ✓
 Denied _____

[Signature]
 City Engineer

In Municipal Council, _____ 20____

Attest:

City Clerk

(See other side)



Haverhill

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

Date 10/21/10

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR **DRAINLAYER**

Drainlayer's Name: King Weinstein Signature: [Signature]

Business Name: King Weinstein

Business Address: 9 TRAVIS Street

City Haverhill State Mass Zip 01830

Business Phone: (978) 521-7800 Fax: 978 521-0444

cell 207 332-7544

Must Complete Additional Personal Information on Back

NEW/RENEWAL: RENEWAL

No.

Fee 1000

Bonds on File:

Approved

Denied

[Signature]
City Engineer

In Municipal Council, _____ 20____

Attest:

City Clerk

(See other side)



DOCUMENT

15.1

CITY OF HAVERHILL

In Municipal Council

ORDERED:

That the sum of **\$110,781.86** be transferred from the *Insurance Reimbursement Over \$20,000* account to the capital project account *Mold Mitigation – Police Station*.



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

January 29, 2016

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

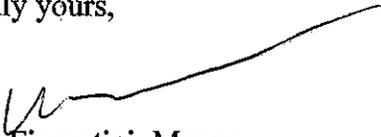
RE: Transfer

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

Enclosed please find a transfer order for \$110,781.86 to be transferred from the Insurance Reimbursement Over \$20,000 account to the Capital Project account Mold Mitigation – Police Station. This is a reimbursement from the insurance claim related to the police station mold mitigation work.

The order is attached and I recommend approval.

Very truly yours,


James J. Fiorentini, Mayor

JJF/ah



DOCUMENT

15.2

CITY OF HAVERHILL

In Municipal Council

ORDERED:

That the sum of **\$10,997.83** be transferred from the *Police Salaries & Wages* account to the *Police Substation* expenditure account.



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

January 29, 2016

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

RE: Transfer

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

Enclosed please find a transfer order for \$\$10,997.83 to be transferred from the Police Salaries & Wages account to the Police Substation expenditure account. This money will be used to pay for the gas line and electrical and plumbing services related to the new building.

The order is attached and I recommend approval.

Very truly yours,

James J. Fiorentini, Mayor

JJF/ah



DOCUMENT

16.1

CITY OF HAVERHILL

In Municipal Council

ORDERED:

MUNICIPAL ORDINANCE

CHAPTER 240

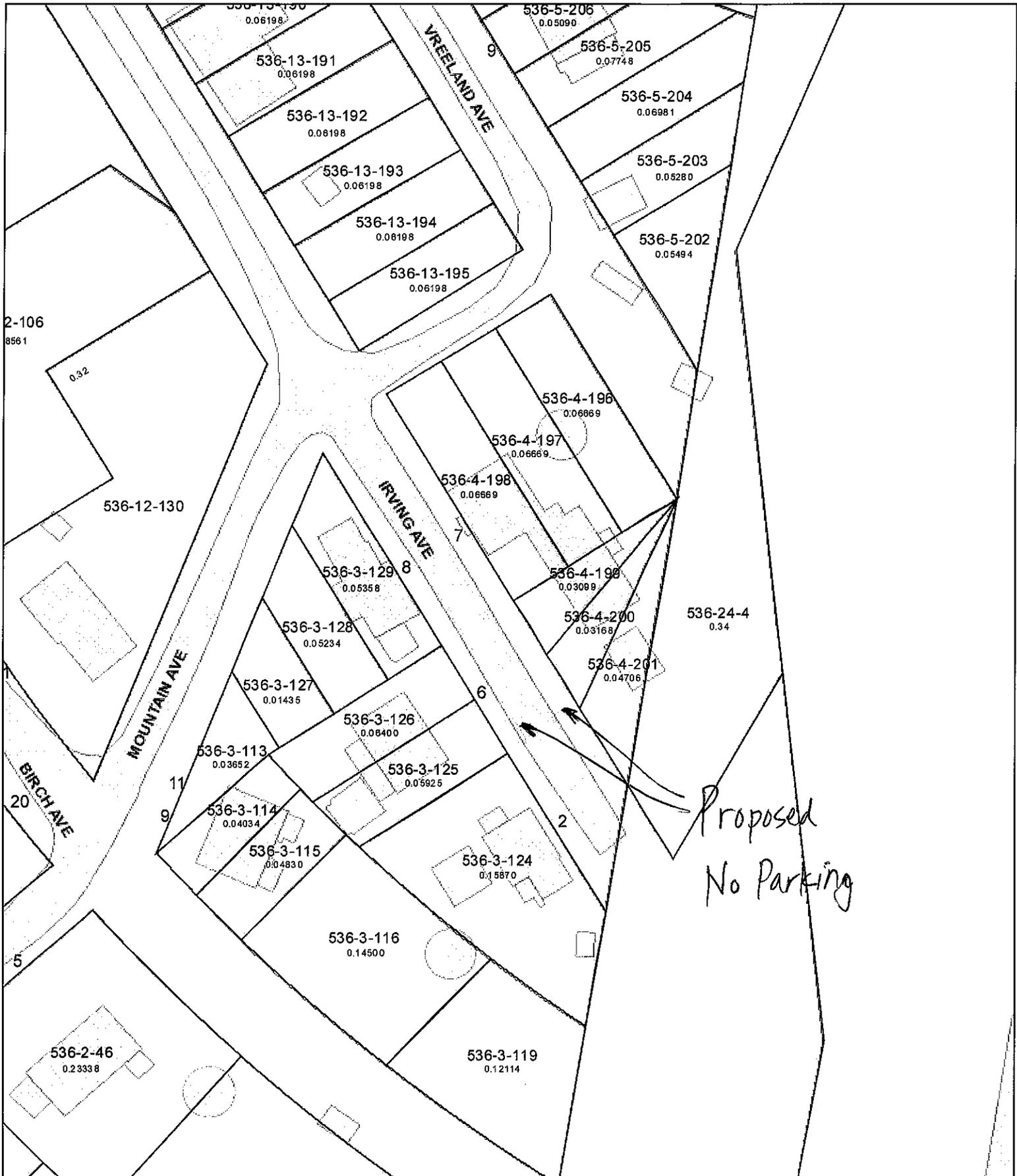
AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 240, as amended, be further amended by adding the following to § 240-85 Schedule B: Parking Restrictions and Prohibitions:

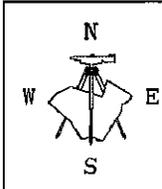
Irving Avenue	No Parking	24 hrs
Both sides from its intersection		
With Mountain Avenue south		
For 175'		

APPROVED AS TO LEGALITY:

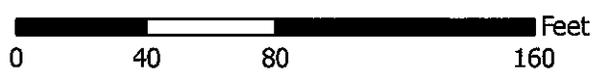
City Solicitor



*Proposed
No Parking*



City of Haverhill, MA
Engineering -- Division
Date produced: 1/29/2016



Irving Avenue

1 inch = 60 feet



This map was produced from the City of Haverhill's Geographic Information System. The City expressly disclaims any liability that may result from use of this map.



Haverhill

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

January 29, 2016

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

**Subject: *Irving Avenue No Parking Ordinance and Old Amesbury
Line Road Stop Ordinance***

Per the recommendations from the recent Traffic & Safety meeting, attached are the subject ordinances and maps for clarification.

Please contact me if you have any questions.

Sincerely,

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

C: Mayor Fiorentini, Stankovich, Ward, Cox



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

16.2

ORDERED:

MUNICIPAL ORDINANCE

CHAPTER 240

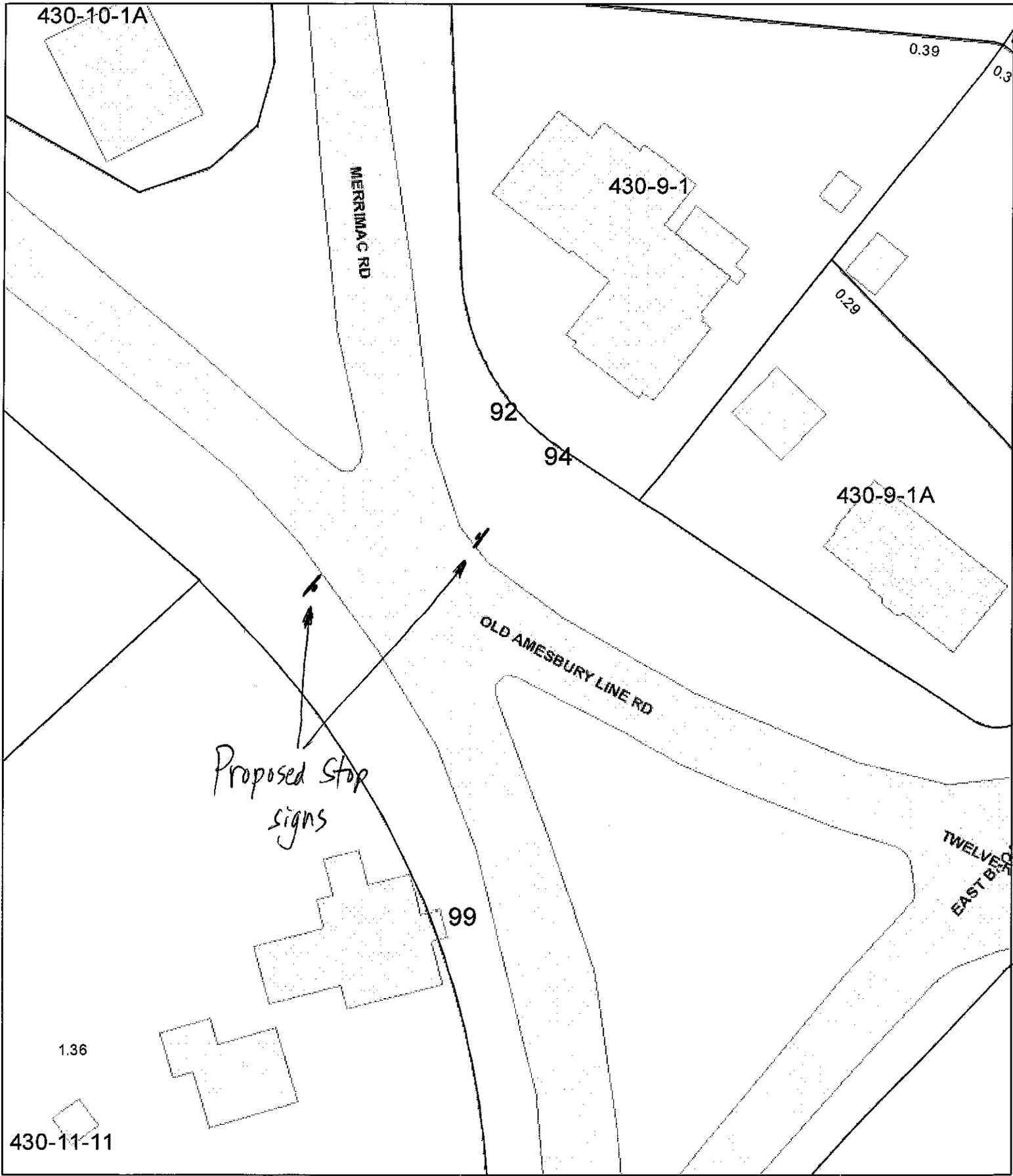
AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

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 § 240-95 Schedule L: Stop Streets:

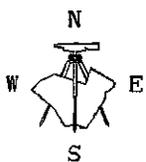
Stop Street	Direction of Travel	At Intersection of
Old Amesbury Line Road	East/West	Merrimac Road

APPROVED AS TO LEGALITY:

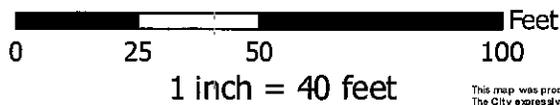
City Solicitor



Old Amesbury Rd at Merrimac Rd



City Of Haverhill, MA
 Engineering -- Division
 Date produced: 1/29/2016



This map was produced from the City of Haverhill's Geographic Information System. The City expressly disclaims any liability that may result from use of this map.

6/9/2015



DOCUMENT 67

17.1

CITY OF HAVERHILL

In Municipal Council May 12 2015

~~ORDERED:~~

MUNICIPAL ORDINANCE

CHAPTER 191

AN ORDINANCE RELATING TO PEDDLING AND SOLICITING

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 191, as amended, is hereby further amended as follows:

“Article VII Food Trucks

§191-21 Definitions.

“Food Truck” is defined as a walk-on vehicle where food is cooked, prepared and served in individual portions that is no larger than 30 feet by 8 feet.

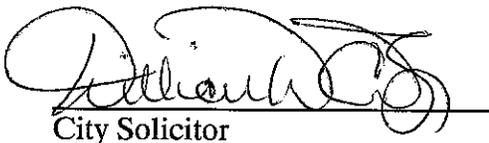
§191-22. Licenses

No person shall operate a food truck on public ways or in any other public places without a license from the City Council. The fee for such a license shall be \$50 per day, but no more than \$500 for any calendar year.

§ 191-23. Permitted locations; exceptions.

Applicants may propose any reasonable site from which to operate. Any proposed site shall be reasonably designed to accommodate and provide for the public need, must not negatively impact public health or safety, and, may not negatively impact the quality of life while in operation pursuant to its’ license or while at the designated site. Any licensed food truck must be in compliance with the City’s Noise ordinance, §182 of this Code, at all times. No Food Truck shall operate within the Central Business District, as defined by §11-70 of this Code, except for special events as permitted by the City Council.”

APPROVED AS TO LEGALITY

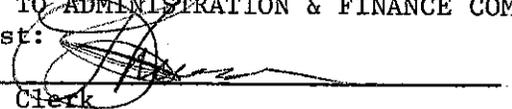

City Solicitor

PLACED ON FILE FOR at least 10 days

Attest: 
City Clerk

IN CITY COUNCIL: May 26 2015

REFER TO ADMINISTRATION & FINANCE COMMITTEE

Attest: 
City Clerk



73-X/2015

Haverhill

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

73-X/15

17.2

Date 12.1.15

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR **DRAINLAYER**

Drainlayer's Name: Bruce Hoehn Signature: Bruce Hoehn
 Business Name: Hawk Brook Construction
 Business Address: 69 LAKE Shore RD.
 City Salem State NH Zip 03079
 Business Phone: 978-372-8274 Fax: _____

Must Complete Additional Personal Information on Back

NEW/RENEWAL:

No. _____
 Fee 100-
 Bonds on File: ✓

Approved ✓
 Denied _____

[Signature]
 City Engineer

In Municipal Council, DECEMBER 15 2015 20
 POSTPONED TO DECEMBER 29 2015

Attest: IN CITY COUNCIL: December 29 2015
 POSTPONED TO JANUARY 12 2016
 Attest:

[Signature]
 City Clerk

IN CITY COUNCIL: January 12 2016
 PLACED ON FILE

Attest: [Signature] City Clerk

(See other side)

17.3

119-M
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



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

CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

October 15, 2015

TO: Members of the City Council:

Council President John Michitson and Councillors Barrett and LePage request status of septic odor mitigation in Bradford.

John A. Michitson
Council President John A. Michitson

Melinda Barrett
City Councillor Melinda Barrett

Colin LePage
City Councillor Colin LePage

IN CITY COUNCIL: October 20 2015
MOTION TO SET UP A MEETING WITH Robert Ward AND RESIDENTS

Attest:

[Signature]
City Clerk



Document 15

CITY OF HAVERHILL

In Municipal Council January 19 2016

17.4

Ordered:

That \$2,200,000 is appropriated, for the purpose of financing the study, engineering, planning and construction to complete odor control improvements at the Wastewater Treatment Facility and pumping station including, without limitation, all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow \$2,200,000 and issue bonds or notes of the City therefor under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, or pursuant to any other enabling authority; that such bonds or notes shall be general obligations of the City unless the Treasurer with the approval of the Mayor determines that they should be issued as limited obligations and may be secured by local system revenues as defined in said Section 1 of Chapter 29C; that the Treasurer with the approval of the Mayor is authorized to borrow all or any portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C (the "Trust"); and in connection therewith to enter into a financing agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Mayor is authorized to enter into a project regulatory agreement with Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; and that the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

File 10 DAYS

PLACED ON FILE for at least 10 days

Attest:

City Clerk



Woodard & Curran has developed estimated project schedules, which are included below:

Odor Control Phase 1 - Estimated Schedule	Start	Finish
Engineering & Design	Wed 1/20/16	Wed 3/23/16
Design	Wed 1/20/16	Wed 3/9/16
Prepurchase Equipment	Wed 2/24/16	Wed 3/9/16
Submission for Reviewal by MASSDEP	Wed 2/17/16	Wed 3/9/16
Develop 100% Design	Wed 3/9/16	Wed 3/23/16
Bidding	Wed 3/23/16	Wed 4/13/16
Award & Execute Contract	Wed 4/13/16	Fri 4/15/16
Construction	Mon 4/25/16	Thu 6/30/16

Odor Control Phase 2 - Estimated Schedule	Start	Finish
Engineering & Design	Tue 3/1/16	Fri 7/1/16
Design	Tue 3/1/16	Fri 6/24/16
Conservation Commission NOI	Tue 5/3/16	Mon 6/27/16
Submission for Reviewal by MASSDEP	Mon 6/13/16	Fri 6/24/16
Develop 100% Design	Fri 6/24/16	Fri 7/8/16
Bidding	Fri 7/8/16	Thu 7/29/16
Award & Execute Contract	Fri 8/12/16	Fri 8/12/16
Construction	Mon 8/22/16	Wed 11/23/16

The recommended odor control improvements are divided into two phases. Phase I includes near-term measures that can be implemented in a shorter timeframe due to their smaller scale. Phase I also includes additional engineering to better define the Phase II improvements. Phase II improvements are much more complex and require more engineering and construction work. The recommendations for both phases are discussed in the attached memo from Woodard & Curran. The estimated costs and completion dates are listed below.

	Estimated Project Costs	Completion Date
Phase I – This loan order	\$2,200,000	June 30, 2016
Phase II – Future loan order	\$6,300,000	November 23, 2016
Total	\$8,500,000	

For Phase I, the annual payments are estimated to be \$141,000 and will be funded from wastewater user rates. The user rate increase is approximately \$0.07 per hundred cubic feet resulting in an average increase to the typical Haverhill residential customer of approximately \$5 per year. The impact to the FY17 budget will be minimal, with full payments expected to occur in the FY18 budget.

This loan order funds only the Phase I improvements for odor control. User rates do not include costs for the following.

- Costs to comply with the new stormwater permit expected to be finalized and issued by DEP and EPA in 2016. The estimated cost for Haverhill is approximately \$1.1 million per year.
- The cost of the Phase II CSO work. The permanent financing of this \$12 million loan order will begin in FY17 at \$204,798 and increase to \$750,000 by FY18.
- Costs for additional work required by EPA and DEP. This will include additional CSO work, wastewater treatment plant improvements, sewer collection system operation and maintenance improvements and stormwater work. This work is in the planning stages so costs have not been developed yet. Note, these improvements could add as much as "\$1.00" to the user rate between FY19 – FY24.

If acceptable, please forward this loan order to the City Clerk to put on the City Council agenda. I will attend the meeting on February 2nd to provide additional information and answer any questions.

Your attention to this matter is greatly appreciated. If you need additional information, please call me at extension 2382 or via e-mail at rward@haverhillwater.com.

Enclosures

Cc: John Michitson, City Council President
and Members of the City Council
Charles Benevento, City Auditor/Finance Director
Alicia T. McOsker, CTP, City Treasurer
Michael Stankovich, Director of Public Works

MEMORANDUM



TO: Bob Ward
FROM: Jim Rivard, Tom Schwartz
DATE: January 13, 2016
RE: Odor Control Measures Cost Estimates

This memorandum presents the budgetary cost estimates that Woodard & Curran has prepared for the Odor Control Measures recommended in the October 15, 2015 odor assessment report prepared by Bowker & Associates, Inc. In addition, our engineers have identified near term Odor Control Measures and worked with Mr. Bowker to refine those and provide cost estimates for them.

All of the odor control measures identified will need design and construction to implement. The Near Term Measures consist of improvements that can be implemented in a shorter timeframe due to the smaller scale of those projects. The Near Term Measures include the following activities:

- Refurbishment and upgrade of the existing chemical addition system for the dewatering system
- Extending the facility hypochlorite addition piping and valving to the dewatering system.
- Covering the influent channel and ventilating the new cover as well as the existing influent screens to the existing biofilter odor control system.
- Coating system for the covered channel
- Heating and Ventilation improvements in the Screening Room, Screenings Storage Room and the Grit Storage Room.
- Electrical improvements for the new and refurbished equipment

The Long Term Measures represent substantially more complex project work and will require a greater amount of design work and construction work. The basis for the Long Term Measures at the Wastewater Treatment Plant is to create a new central odor control system in order to ventilate odorous areas in the process building and ventilate newly covered process tanks that are responsible for emitting significant odor at the treatment plant. The Long Term Measures at the Wastewater Treatment Plant include the following:

- Covers installed on the influent channel at the primary clarifiers, the primary clarifier effluent weirs and the gravity thickener sludge tanks.
- A new large biofilter along the fence line adjacent to the existing activated carbon system.
- A new system of large diameter ducts and a high capacity fan to connect the new biofilter to the covered channel and tanks. The new duct work will also capture the foul air from the sludge blend tank, centrifuges, condensate sump and sludge loading building.



- In addition, the Long Term Measures include the installation of a new activated carbon odor control system at the Main Pump Station to capture and treat odorous air from the wet well and diversion structure.

Cost estimates have been prepared this project work and presented by phase as discussed above. The cost estimates include our estimates for construction fees and our estimates for engineering services including design and construction services. Construction services include construction administration, system integration and operational support. The following two tables summarize the budgetary cost estimate broken down by Near Term and Long Term Projects.

Phase 1 - Near Term Measures	
Phase 1 - Construction	
WWTP	\$524,493
Main Pump Station	\$453,411
Phase 1 - Engineering Fees	
Engineering and Permitting: Phase 1	\$80,000
Engineering and Permitting: Phase 2	\$500,000
Construction Administration	\$125,000
Project Contingency	\$500,000
Total Budget Level Estimate	\$2,180,000

Phase 2 - Long Term Measures	
Phase 2 - Construction	
WWTP Construction	\$4,000,000
Phase 2 - Engineering Services	
Construction Administration	\$622,984
Project Contingency	\$1,618,044
Total Budget Level Estimate	\$6,240,000



Haverhill

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

Date: January 14, 2016

To: The Honorable James J. Fiorentini
Mayor of Haverhill

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

Subject: Wastewater Treatment Plant Odor Control Improvements
Proposed Loan Order for Phase I

We respectfully submit for your approval the enclosed loan order in the amount of \$2.2 million for funding design and construction of the first of two (2) phases of odor control improvements to the wastewater treatment plant and influent pumping station. Funding for the Phase II work will be in a separate loan order after completing the preliminary engineering.

The wastewater treatment plant and influent pumping station were constructed in the 1970's with little or no provisions for odor control, typical of plants designed during that era. Since then, the City has added the bio-filter to treat odors from the grit chamber, grit hopper, and sludge storage tanks; an activated carbon system to treat odors from the sludge garage; and a chemical scrubber for sludge dewatering operations.

In addition to the capital improvements listed above operation and maintenance activities to minimize odors include adding potassium permanganate to various process locations, using a portable fan/misting unit with a masking agent, applying chlorine to various areas of the plant, removing solids and grease buildup in channels and tanks, flushing channels, replaced the media in the carbon filter and bio-filter, and blocking a vent line in the sludge dewatering area.

As you are aware, the wastewater treatment plant continues to be the subject of odor complaints that have been exacerbated since the process upset we experienced during October and November of 2014. Since then the plant process is running well and, although there are areas that continue to generate odors, we have not experienced anything near the odor levels of the fall of 2014.

In response to discussions at a number of City Council meetings about odors, the City's wastewater engineer, Woodard & Curran, was directed to accelerate completion of an odor control study. The odor control study was originally part of a larger comprehensive wastewater treatment plant evaluation. The odor-sampling program was performed in June/July, which is the optimal time of year for this odor sampling. The odor control report is currently being finalized and includes recommended odor control improvements for Phase II.

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

January 14, 2016

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

RE: WWTP Odor Control Improvements

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

Enclosed please find a loan order for \$2.2M for funding design and construction of the first of two phases of odor control improvements to the wastewater treatment plant.

Mr. Ward and I will be before you Tuesday night in order to discuss this. We will also be before you shortly, once we have more definitive numbers, to ask for funding for the second phase.

As Mr. Ward will explain Tuesday night, a number of odor control measures have either already been implemented or are in the process of being implemented. We all recognize the odor problem in Bradford and this is one of only several things we are doing in order to reduce it.

As you know, bond authorizations must be placed on file for two weeks before they can be voted on. Some of the measures in this bond order will overlap with the other item which is before you concerning the EPA consent decree. I ask that you place the enclosed order on file for two weeks after which time I recommend approval.

Respectfully submitted,

James J. Fiorentini, Mayor

JJF/ah

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



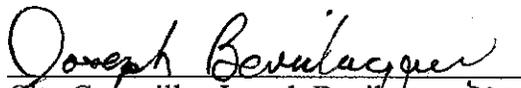
CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

19.1
CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycncl@cityofhaverhill.com

January 29, 2016

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

Councillor Joseph Bevilacqua would like to discuss handicap parking at Haverhill Stadium.


City Councillor Joseph Bevilacqua

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



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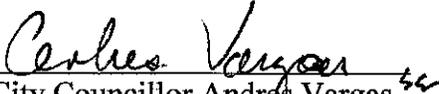
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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

January 29, 2016

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

Councillor Andres Vargas would like to introduce the Mt. Washington Neighborhood Group, Urban Kindness, to provide an update on the vision for the neighborhood.


City Councillor Andres Vargas

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MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE MEETING HELD ON JANUARY 27, 2016

An Administration and Finance Committee/City Council meeting was held on Wednesday, January 27, 2016 at 7:00PM in the City Council office, Room 204.

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

Department Heads: Mayor's Chief of Staff David Van Dam, City Solicitor William Cox,
Inspectional Services Director Richard MacDonald, City Clerk Linda
Koutoulas

Attendees: Donald Herook, Kevin Horgan, William McEvoy, Brian House, Ron
MacLeod, Tricia Barrett-MacLeod, Peter M. Carbone, Wisvel Joseph,
Gary Ortiz

The following items were discussed:

- 1.) **Doc. 67/2015** – Ordinance relating to Peddling and Soliciting - Amend City Code, Ch. 191, Article VII Food Trucks; *David Van Dam spoke on behalf of the Mayor requesting to allow the permitting of Food Trucks within the Central Business District. The Committee reviewed the minutes of their April 22, 2015 meeting on the topic as well as the proposed ordinance resulting from that meeting. After a lengthy discussion, the Committee further amended the ordinance language to section 191-23 as such, after "Applicants may propose" insert: "for license from the City Council any reasonable and permissible" site from which to operate." A motion was made to accept the amendment and send the ordinance back for full Council review. Passed unanimously.*
- 2.) **Doc. 11-M/2015** – Communication from Mayor Fiorentini requesting City Council join with him in investigating of taxicab rates to see if they need to be adjusted; *The Committee reviewed a comparison list of mileage pricing rates of neighboring communities previously provided by the Mayor. The owners of the two taxi companies in the City, Family Cab and Haverhill Taxi discussed their costs of operations and informed that the rates had not been adjusted since 2011. Upon further review of the comparison list of rates provided, the Committee noted that all rate factors (i.e.: usage/time rate) were not included. A motion was made to table the matter to the next scheduled meeting (date to be determined) to allow for further information to be obtained. Passed unanimously.*

- 3.) **Suspension of Rules** – to discuss unpermitted BnB’s operating in City of Haverhill; *The Committee received an update from Director MacDonald and Solicitor Cox on past resident complaints of unpermitted BnB’s. They informed that one location has ceased operations due to the City filing a complaint to the housing court and that they will be sending violation letters to other known locations to “cease and desist” their operations. Solicitor Cox further informed that the Zoning Review Committee will be taking up the matter at their next scheduled meeting in March. A motion was made to table the matter to the next scheduled meeting following the Zoning Review Committee meeting and receiving their recommendations. Passed unanimously.*
- 4.) **New Business** – *The Committee reviewed the Documents Referred to Committee Study list and recommended to transfer Doc. 74-Q “Expanded Notification re: Zoning Changes and Special Permit Application” to the Planning and Development Committee. Passed unanimously.*

Respectfully submitted,



Colin LePage, Chairperson
Administration and Finance Committee
Haverhill City Council

January 29, 2016

CL/bsa
c: Mayor James J. Fiorentini
City Council

CITY COUNCIL

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CITY OF HAVERHILL HAVERHILL, MASSACHUSETTS 01830-5843 DOCUMENTS REFERRED TO COMMITTEE STUDY

102-H	Communication from Councillor Macek requesting to propose the establishment of an Adult and Senior Fitness Park	NRPP	10/29/13
55-X	Communication from Councillor Sullivan regarding a Jr. Park Ranger Sumer Program	Public Safety	8/19/14
67	Ordinance re: Peddling and Soliciting – Amend City Code, Ch. 191, Article VII Food Trucks; continued from 8/26/15 meeting at request of Mayor Fiorentini	A & F	5/26/15
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	7/14/15
11-M	Communication from Mayor Fiorentini requesting City Council join with him in investigating of taxicab rates to see if they need to be adjusted; this matter be sent to appropriate City Council committee	A & F	10/6/15
119-M	Communication from President Michitson & Councillors Barrett and LePage requesting status of septic odor mitigation in Bradford.	Public Safety	10/20/15
	Suspension of Rules to discuss unpermitted BnB’s operating in City of Haverhill	A & F	10/20/15
5	Communication from Councillor LePage requesting a discussion regarding Rules & Regulations of the City Council	A & F	1/6/16
6-F	Communication from Councillor Bevilacqua requesting to discuss the reporting back of items referred to Council Committees	A & F	1/12/16