



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA**

**Tuesday, May 13, 2025, at 7:00 PM**

**Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202**

**In-Person/Remote Meeting**

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*This meeting of Haverhill City Council will be held in-person at the location provided on this notice as its official meeting location pursuant to the Open Meeting Law. As the meeting is held in person at a physical location that is open and accessible to the public, the City Council is not required to provide remote access to the meeting. Members of the public are welcome to attend this in-person meeting. Please note that a live stream of the meeting is being provided only as a courtesy to the public, and the meeting will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. Those attending tonight's meeting should be aware that the meeting is being audio and video recorded by HCTV, The Eagle Tribune, and WHAV. Any audience members who wish to record any part of the meeting must inform the Council President who will announce the recording. This is to comply with the MA wiretap statute. Thank you.*

**1. OPENING PRAYER**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES OF PRIOR MEETING**

**4. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING**

**5. COMMUNICATIONS FROM THE MAYOR:**

5.1. Mayor Barrett, along with members of the City Council and School Committee, request to introduce Alan Beckford and present him with a citation in recognition of his 55 years of dedicated service to the City of Haverhill

5.2. Mayor Barrett requests to introduce *Public Works Director* Robert Ward to provide a brief update on the current drought emergency in the City of Haverhill

5.3. Mayor Barrett submits an Order for the acceptance of a gift in the amount of \$2,280.00 from *Nunans Florist and Greenhouses* to be used exclusively to enhance the *Edible Avenue* on the trail at *Riverside Park*

5.3.1. Order – Gift Acceptance from “*Nunans*” to be used to enhance the *Edible Avenue* on the trail at *River side Park*



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5.4. Mayor Barrett submits for information and discussion the proposed letter to Superintendent Maureen Lynch – Statement of Interest - Whittier Regional Vocational Technical High School MSBA Project  
*Related communication from Mary L Pichetti, Executive Director, Massachusetts School Building Authority*

**6. COMMUNICATIONS FROM COUNCILORS TO INTRODUCE AN INDIVIDUAL(S) TO ADDRESS THE COUNCIL:**

6.1. Council Vice President Jordan and Councillor Basiliere request to introduce Tracy Fuller and Gerald McKillop, COO, *YMCA of the North Shore*, to highlight *YMCA Water Safety Month*

6.2. Councillor Ferreira requests to introduce John Hassan, Chairperson of *Haverhill's Cultural Council*, to announce the upcoming *Multicultural Festival* on Saturday, June 14, 2025

6.3. Council Vice President Jordan requests to introduce Jeff Grassie, Director, seeking approval of the *Haverhill Farmer's Market* and requests all fees be waived

**7. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28**

**8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:**

8.1. William Pillsbury, *Economic Development and Planning Director*, requests Hearing and submits Ordinance containing proposed amendments that will provide clarification to the City's solar energy system Ordinance

**Refer to Planning Board and  
Council Hearing June 17, 2025**

8.1.1 Ordinance re: Zoning – Amend Chapter 255 by adding Section 7.8.13 Mandatory Inclusion of Roof-Mounted Solar Energy Systems

File 10 days



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8.2 William Pillsbury, *Economic Development and Planning Director*, requests Hearing and submits Ordinance regarding a Zoning Amendment – Floodplain Overlay District (Chap 255:9.1) **Refer to Planning Board and Council Hearing June 17, 2025**

8.2.1 Ordinance re: Zoning – Amend Chapter 255 – Delete section 9.1 in its entirety and replace with new section 9.1, to provide required updates to the City's Floodplain Overlay District Ordinance (FODO) File 10 days

8.3 Robert F Ward, *DPW Director*, submits for approval a proposed Loan Order to appropriate \$14,667,000 and the corresponding *Authority to File* document to fund engineering and construction of Phase 2 of the Locke st area *Combined Sewer Separation Project*

8.3.1 Loan Order –Appropriate \$14,667,000 to finance Phase 2 Locke Street Sewer, Water, and Drain Improvements

File 10 days

8.3.1.2 Authority to File – Authorize Mayor on behalf of the applicant to file applications and execute any pertinent agreements as needed

**9. UTILITY HEARING(S) AND RELATED ORDER(S):**

**10. HEARINGS AND RELATED ORDERS:**

**11.APPOINTMENTS:**

11.1. **Confirming Appointments**

11.2. **Non-Confirming Appointments:**

11.3. **Constables**

11.4. **Resignations:**



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**12. PETITIONS:**

12.1.     **Applications Handicap Parking Sign:** *with Police approval*

12.2.     **Amusement/Event Application:** *with Police approval*

12.2.1.     EVNT 25-11: *Vintage Bazaar New England*, Devon Allen, Director, requesting to hold craft and vintage show, June 21 & 22 at *Kimball Farm*, 791 East Broadway - June 21, is 8:30 am to 4 pm and June 22, is 10 am to 3 pm

12.2.2.     EVNT 25-12: Michael Rossi, President of *Greater Haverhill Arts Association*, requesting to hold annual *Art Festival* one-day outdoor exhibit and sale of fine art, to be held on the *Bradford Common*, September 6<sup>th</sup> from 9 am to 3 pm, and requests any additional fees be waived

12.2.3.     EVNT 25-13: Kevin Door, Event Chairman for *Crescent Yacht Club*, to hold *Annual Charity Canoe Race* at the *Yacht Club*, 30 Ferry st, June 7<sup>th</sup> from 7:30 am to 3:30 pm

12.2.4.     EVNT 25-15: Jeff Grassie, Manager for *Haverhill Farmers Market*, requesting to hold the *Farmers Market*, every week on Saturdays, June 21 to October 25, at the *Bradford Common*, 9 am to 1 pm and asks any additional fees be waived

12.3.     **Auctioneer License:**

12.4.     **Tag Days:** *with Police approval*

12.5.     **One Day Liquor License** – *with License Commission & HPD approval*

12.6.     **ANNUAL LICENSE RENEWALS:**

12.6.1.     **Hawker Peddlers License- Fixed location** – *w/Police approval*

12.6.2.     **Coin-Op License Renewals** – *with Police approval*

12.6.3.     **Christmas Tree Vendor** – *with Police approval*

12.6.4.     **Taxi Driver Licenses for 2024:** *with Police approval*

12.6.5.     **Taxi/Limousine License** *with Police approval*

12.6.6.     **Junk Dealer /Collector License** - *with Police approval*

12.6.7.     **Pool/Billiard**

12.6.8.     **Bowling**



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- 12.6.9. **Sunday Bowling**
- 12.6.10. **Buy & Sell Second Hand Articles** *with Police approval*
- 12.6.11. **Buy & Sell Second Hand Clothing** *with Police approval*
- 12.6.12. **Pawnbroker license** - *with police approval*
- 12.6.13. **Fortune Teller** *with - Police approval*
- 12.6.14. **Buy & Sell Old Gold** – *with Police approval*
- 12.6.15. **Roller Skating Rink**
- 12.6.16. **Sunday Skating**
- 12.6.17. **Exterior Vending Machines/Redbox Automated Retail, LLC**
- 12.6.18. **Limousine/Livery License/Chair Cars** *with Police approval*

**13.MOTIONS AND ORDERS:**

- 13.1. Order – pay bills of previous years and authorize payment from current year departmental appropriations as listed:

<u>Vendor</u>	<u>Amount</u>	<u>Account</u>
National Grid	\$4,777.21	Public Property
National Grid	\$5,563.43	Public Property
National Grid	\$2,719.26	Public Property
National Grid	\$5,040.18	Public Property

Total: \$18,100.08

**14.ORDINANCES (FILE 10 DAYS):**

- 14.1. Ordinance re: Dogs and Other Animals – Amend chapter 137-4 of the City Code: Article II, Kennels; Dog Licensing File 10 days  
*Related communication from Lisa Mead, City Solicitor*

**15.COMMUNICATIONS FROM COUNCILORS:**

- 15.1. Councillor Ferreira requests the City Council send a letter of support to the State Legislature’s Committee on Education in support of Senator Pavel Payano’s bill, S440, changing the Chapter 70 education funding formula to account for actual inflationary increases



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**16. UNFINISHED BUSINESS OF PRECEEDING MEETING:**

16.1. Document 13-N: Councillor McGonagle requests to introduce Adam T Jankowski to take the Civil Service Exam for Police Officer in Haverhill, notwithstanding the maximum age requirement

16.1.1. Document 66: Order - Home Rule Petition – Authorize Adam T Jankowski to take the Civil Service Exam for Police in Haverhill, notwithstanding the maximum age requirement

*Continued from May 6, 2025*

**17.RESOLUTIONS AND PROCLAMATIONS:**

**18.COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

**19.DOCUMENTS REFERRED TO COMMITTEE STUDY**

**20.LONG TERM MATTERS STUDY LIST**

**21.ADJOURN:**



MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

RECEIVED  
CITY OF HAVERHILL  
MAY 10 2025

511  
CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@HAVERHILLMA.GOV  
WWW.CITYOFHAVERHILL.COM

May 8, 2025

To: City Council President Thomas J. Sullivan and Members of the Haverhill City Council

From: Mayor Melinda E. Barrett

**RE: Alan Beckford**

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

I, Mayor Barrett, along with Members of the City Council and Members of the School Committee, wish to introduce Alan Beckford and present him with a citation in recognition of his 55 years of dedicated service to the City of Haverhill.

Sincerely,

**Melinda E. Barrett**  
Mayor

MEB/em

MELINDA E BARRETT  
MAYOR



**CITY OF HAVERHILL**  
**MASSACHUSETTS**

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

5.2

May 9, 2025

To: City Council President Thomas J. Sullivan and Members of the Haverhill City Council

From: Mayor Melinda E. Barrett

**RE: City of Haverhill- Drought Emergency Update**

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

I, Mayor Barrett wish to introduce Public Works Director Robert Ward to provide a brief update on the current drought emergency in the City of Haverhill.

Sincerely,

**Melinda E. Barrett**  
Mayor

MEB/em



**MELINDA E. BARRETT**  
MAYOR



**CITY OF HAVERHILL**  
**MASSACHUSETTS**

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May 9, 2025

**To:** City Council President Thomas J. Sullivan and Members of the  
Haverhill City Council

**From:** Mayor Melinda E. Barrett

**Re:** Gift Acceptance Order – Nunan Florist and Greenhouses

Dear Mr. President and Members of the City Council:

I hereby submit an Order for the acceptance of a gift in the amount of \$2,280.00 from Nunan Florist and Greenhouses ("Nunans") to be used exclusively to enhance the Edible Avenue on the trail at Riverside Park.

I recommend approval.

Very truly yours,

**Melinda E. Barrett**  
Mayor



Document

CITY OF HAVERHILL

In Municipal Council

RECEIVED  
CITY CLERK  
MAY 13 2025

5, 3, 1

Ordered:

GIFT ACCEPTANCE

At a regularly convened meeting of the City Council of the City of Haverhill, held on the 13<sup>th</sup> day of May, 2025, it was voted as follows:

That the City Council of the City of Haverhill, duly elected, qualified, and acting as such, on behalf of the City votes to accept a gift of various shrubs, bushes and plants ("Gift") as detailed on the attached inventory list from Nunan Florist and Greenhouses ("Nunans"). The total retail value of the Gift is \$2,280.00. Consistent with the purpose of the donation, the Gift shall be used by the City to enhance the Edible Avenue on the trail at Riverside Park.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

PASSED IN COUNCIL: \_\_\_\_\_

A True Record, Attest:

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Kaitlin M. Wright, City Clerk

\_\_\_\_\_  
Melinda E. Barrett, Mayor

# Cost of donated shrubs, plants + flowers

Tall shrubs/bushes	Aronia melanocarpa 'Viking'	Black chokeberry		3	\$70.00	\$210.00
Tall shrubs/bushes	Lindera benzoin	Spicebush		3	\$35.00	\$105.00
Tall shrubs/bushes	Prunus maritima	Beach plum		9	\$70.00	\$630.00
Tall shrubs/bushes	Vaccinium angustifolium-corymbosum hybrid	Half high blueberry	Northcountry, Patriot, Top Hat Chippewa; 'Northcountry' is an early variety, 'Patriot' and 'Top Hat' are midseason, 'Chippewa' is late)	10	\$45.00	\$450.00
Tall shrubs/bushes	Vaccinium corymbosum L.	Highbush blueberry	Duke, Spartan, Blue Ray, Chandler, Darrow ('Duke' and 'Spartan' are early season, 'Blue Ray' is mid-season and 'Chandler' and 'Darrow' are late season)	5	\$45.00	\$225.00
Edible plants/perennials	Agastache	Anise hyssop, blue giant hyssop, Fragrant giant hyssop, or the lavender giant hyssop		7	\$20.00	\$140.00
Edible plants/perennials	Gaultheria procumbens	Wintergreen		9	\$20.00	\$180.00
Edible plants/perennials	Hemerocallis	Daylilies		12	\$20.00	\$240.00
Edible plants/perennials	Monarda	Bee balm		5	\$20.00	\$100.00
TOTAL:					\$2,280.00	

MELINDA E. BARRETT  
MAYOR



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MASSACHUSETTS

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WWW.CITYOFHAVERHILL.COM

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May 9, 2025

FROM: CITY CLERK MAY 9 2025 10:41

**To:** City Council President Thomas J. Sullivan and Members of the  
Haverhill City Council

**From:** Mayor Melinda E. Barrett

**Re:** Statement of Interest – Whittier Regional Vocational  
Technical High School MSBA Project

Dear Mr. President and Members of the City Council:

I submit for information and discussion the proposed letter to Superintendent Maureen Lynch confirming that each of the eleven (11) member communities that comprise the Whittier Regional Vocational Technical High School District ("WT") agree to take the actions specified in the letter from the Massachusetts School Building Authority ("MSBA") required to proceed to the Eligibility Period for the above-referenced project.

Very truly yours,

Melinda E. Barrett  
Mayor

Maureen Lynch  
Superintendent  
Whittier Regional Vocational Technical School District  
Superintendent's Office  
115 Amesbury Line Road  
Haverhill, MA 01830

Re: Statement of Interest – Whittier Regional Vocational Technical High School MSBA Project

June 1, 2025

Dear Superintendent Lynch:

We, the undersigned representatives of the eleven cities and towns that comprise the Whittier Regional Vocational Technical High School District (WT), having formed a “Whittier Tech @ NECC Municipal Working Group” and having reviewed the recently released Donahue Institute report and recommendations regarding a potential shared campus site for WT and Northern Essex Community College, recognize the tremendous opportunity for cost savings, expanded access to career and technical education, and postsecondary education and training such a shared campus could provide.

We have reviewed the letter to you dated December 13, 2024 from the Massachusetts School Building Authority (“MSBA”) in which the MSBA invites an Eligibility Period Letter from the Whittier Regional Vocational Technical School District pursuant to the Statement of Interest in order to proceed to the Eligibility Period for the referenced project. The MSBA requires that the District provide it with confirmation from each member municipality confirming its willingness to take three specified actions.

This shall confirm that the eleven undersigned municipalities are prepared to do the following:

Create a new Whittier Regional Vocational Technical School District Agreement;

Support the District during the feasibility study phase to examine both the existing site of the Whittier Regional Vocational Technical High School and the possible relocation of the Whittier Regional Vocational Technical High School to the Haverhill campus of Northern Essex Community College, as described in the Statement of Interest;

Proceed with the understanding that a Feasibility Study conducted in accordance with the MSBA's Eligibility Period Invitation will not be eligible for MSBA reimbursement and that 100% of the cost of such Feasibility Study will be borne by the District.

Signature lines for 11 municipalities below:

*Related communication*

# Massachusetts School Building Authority

Deborah B. Goldberg  
Chair, State Treasurer

James A. MacDonald  
Chief Executive Officer

Mary L. Pichetti  
Executive Director / Deputy CEO

December 13, 2024

Ms. Maureen Lynch, Superintendent  
Whittier Regional Vocational Technical School District  
Superintendent's Office  
115 Amesbury Line Road  
Haverhill, MA 01830

Re: Whittier Regional Vocational Technical School District, Whittier Regional Vocational Technical High School

Dear Superintendent Lynch:

I am pleased to report that the Massachusetts School Building Authority (the "MSBA") Board of Directors has voted to invite the Statement of Interest (the "SOF") for the Whittier Regional Vocational Technical High School, serving grades 9-12, in the Whittier Regional Vocational Technical School District (the "District") into the MSBA's Eligibility Period.

The 270-day Eligibility Period formalizes and streamlines the beginning of the MSBA's grant approval process and benefits the District by providing a definitive schedule for the completion of preliminary requirements, assisting with the determination of financial and community readiness, and identifying needs for planning and budgeting. Successful completion of all activities in the Eligibility Period will allow the District to be eligible for an MSBA invitation to Feasibility Study.

Invitation into the Eligibility Period is **not** an invitation to Feasibility Study. Moving forward in the MSBA's process requires collaboration with the MSBA, and an invitation to Feasibility Study will require a further vote of the MSBA Board of Directors. Communities that "get ahead" of the MSBA without MSBA approval will not be eligible for grant funding. Additionally, the District's vote by the Board of Directors approving of a potential invitation to Project Scope and Budget will be no sooner than July 1, 2027. To qualify for any funding from the MSBA, local communities must follow the MSBA's statute and regulations, which require MSBA partnership and approval at each step of the process.

Please note, the MSBA and the District previously collaborated to conduct a Feasibility Study to address issues identified in the Statement of Interest submitted by the District for a project involving the Whittier Regional Vocational Technical High School, and pursuant to the Feasibility Study Agreement dated July 21, 2021, the District was reimbursed by the MSBA for the MSBA's share of approved, eligible costs. Therefore, the District is not eligible to request reimbursement for any costs related to or incurred in connection with a Feasibility Study resulting from this invitation for the Whittier Regional Vocational Technical High School.

December 13, 2024

Whittier Regional Vocational Technical High School Eligibility Period Board Action Letter

The District's Eligibility Period is scheduled to commence on Friday, August 1, 2025, and conclude on Tuesday, April 28, 2026. In order to proceed into Eligibility Period on August 1, 2025, the District must provide the following information to the MSBA prior to July 1, 2025.

A letter signed by the local chief executive officer of each member community of the Regional School District evidencing that each of the eleven-member communities are prepared to:

- Amend, as may be needed, the existing Vocational Regional School District Agreement;
- Support the District during the feasibility study phase to examine both the existing site of the Whittier Regional Vocational Technical High School and the possible relocation of the Whittier Regional Vocational Technical High School to the Haverhill campus of Northern Essex Community College, as described in the SOI; and
- Proceed with the understanding that a Feasibility Study conducted in connection with this Eligibility Period invitation will not be eligible for MSBA reimbursement and that 100% of the cost of such Feasibility Study will be borne by the District.

If the District is unable to provide the requested letter by July 1, 2025, the District will not be eligible to commence the Eligibility Period and will be asked to execute and submit a Declaration of Removal of a Statement of Interest form by August 1, 2025. This would serve as confirmation of the District's decision to remove the Statement of Interest for the Whittier Regional Vocational Technical High School from the MSBA's Eligibility Period. The MSBA would then include the recommendation to remove the Statement of Interest for the Whittier Regional Vocational Technical High School from the Eligibility Period at the August 27, 2025 meeting of the MSBA's Board of Directors.

In addition, the District must complete the Eligibility Period requirements in accordance with the schedule on page five of this letter. In advance of completing the first listed item, the Initial Compliance Certification, the District must satisfy the requirements to submit a letter as described above. Provided the letter is submitted to the MSBA by the deadline, the Initial Compliance Certification will be sent to the District electronically two weeks prior to the District's commencement date, on Friday, July 18, 2025.

Furthermore, in order to complete the Eligibility Period requirements, the District must provide the following with each identified deliverable, which deliverables are also listed with the schedule on page five:

- School Building Committee – The District must provide a letter signed by the chief executive officer of each member community of the Regional School District evidencing each of the eleven-member communities support their community representation on the School Building Committee. This must be provided with the School Building Committee deliverable that is due by September 30, 2025.
- Educational Profile Questionnaire – The District must complete the ongoing study guided by the Northern Essex Community College's and District's joint engagement with the University of Massachusetts Donahue Institute and make the results of the study available in time to fully inform the Educational Profile Questionnaire deliverable that is required by October 30, 2025.
- Online Enrollment Projection – Completion of the same ongoing study guided by the Northern Essex Community College's and District's joint engagement with the University of Massachusetts Donahue Institute which shall be available in time to fully inform the MSBA's Online Enrollment Projection deliverable that is required by October 30, 2025.



December 13, 2024

Whittier Regional Vocational Technical High School Eligibility Period Board Action Letter


The ability of the District to complete the preliminary requirements within the 270 days does not guarantee an invitation into the MSBA Capital Pipeline. Further, if the District cannot complete the preliminary requirements within the 270-day Eligibility Period, the MSBA will require the District to withdraw its SOI, and the District will have to re-file an SOI during the next open SOI filing period and/or when the District has the required financial and community support.

Upon completion of the preliminary requirements of the Eligibility Period and invitation to Feasibility Study, the District will be required to resolve any potential amendments to the Vocational Regional School District Agreement regarding any issues including, but not limited to, the level of participation from each member community and each member's apportionment of capital costs prior to the MSBA Board approving a recommendation for Preferred Schematic Design.

If the District has concerns about meeting any of the deadlines set forth on page five of this letter, please notify the MSBA in writing immediately. If you have questions or would like additional information regarding the Eligibility Period or any of the required documentation, please refer to our website and/or contact Allison Sullivan at the MSBA ([Allison.Sullivan@MassSchoolBuildings.org](mailto:Allison.Sullivan@MassSchoolBuildings.org)).

I look forward to continuing to work with you throughout the MSBA's grant program process. We encourage you to share this letter with other District stakeholders. As always, feel free to contact me or my staff at (617) 720-4466 should you have any questions.

Sincerely,



Mary L. Pichetti  
Executive Director

Cc: Legislative Delegation  
The Honorable Kassandra Gove, Mayor, City of Amesbury  
Daryle J. Lamonica, Chair, Georgetown Board of Selectmen  
Orlando Pacheco, Georgetown Town Administrator  
Kathleen Kastrinelis, Chair, Groveland Select Board  
Rebecca Oldham, Groveland Town Administrator  
The Honorable Melinda Barrett, Mayor, City of Haverhill  
Linda D. Alexson, Chair, Ipswich Select Board  
Stephen Crane, Ipswich Town Manager  
Chris Manni, Chair, Merrimac Select Board  
Stephanie Brensike, Merrimac Town Administrator  
Alicia Greco, Chair, Newbury Select Board  
Tracy Blais, Newbury Town Administrator  
The Honorable Sean Reardon, Mayor, City of Newburyport  
Christine A. Kneeland, Chair, Rowley Board of Selectmen

Page 4

December 13, 2024

Whittier Regional Vocational Technical High School Eligibility Period Board Action Letter

Deborah M. Eagan, Rowley Town Administrator

Michael Colburn, Chair, Salisbury Board of Selectmen

Neil Harrington, Salisbury Town Manager

Wendy Reed, Chair, West Newbury Select Board

Angus Jennings, West Newbury Town Manager

Scott W. Wood, Chair, Whittier Regional Vocational Technical High School Committee

Kara Kosmes, Business Manager, Whittier Regional Vocational Technical School District

File: 10.2 Letters (Region 3)



**OFFICE OF THE PRESIDENT**

Dr. Lane A. Glenn

---

Telephone 978.556.3855  
Fax 978.556.3665  
E-mail [lglenne@necc.mass.edu](mailto:lglenne@necc.mass.edu)

April 29, 2025

Dear Municipal Leaders:

I am writing to inform you that Northern Essex Community College commits to contributing \$500K toward the estimated \$2.5M cost of the MSBA Feasibility Study of a new Whittier Tech school on NECC's campus.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Lane A. Glenn", written over a faint, stylized graphic of the college's shield.

Dr. Lane A. Glenn  
President

cc: Michael McCarthy, Executive Vice President and CFO/COO

LAG/hrr



Maureen Lynch  
Superintendent

## Whittier Regional Vocational Technical High School

115 Amesbury Line Road  
Haverhill, MA 01830-1898  
978-373-4101  
Fax: 978-521-0260  
[www.whittiertech.org](http://www.whittiertech.org)

April 28, 2025

Dear Municipal Leaders:

I am writing to inform you that at a Special School Committee meeting of the Whittier Regional Vocational Technical High School Committee on Wednesday, April 23, 2025, the school committee voted to reserve \$500,000 from the Capital Improvement Account for the MSBA Feasibility Study.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Maureen Lynch  
Superintendent

ML/lr

# FEASIBILITY STUDY COST ESTIMATES

	FY26 Capital %	Cost Estimate	Cost Estimate w/ WT/NECC Contrib	Estimated Cost Per Year FY27 and FY28	For Comparison FY26 Capital Cost	Increase From FY26 to FY27/28
Amesbury	9.82%	\$245,500	\$147,300	\$73,650	\$68,249	\$5,401
Georgetown	6.92%	\$173,000	\$103,800	\$51,900	\$48,094	\$3,806
Groveland	4.42%	\$110,500	\$66,300	\$33,150	\$30,719	\$2,431
Haverhill	42.73%	\$1,068,250	\$640,950	\$320,475	\$296,974	\$23,502
Ipswich	7.28%	\$182,000	\$109,200	\$54,600	\$50,596	\$4,004
Merrimac	4.11%	\$102,750	\$61,650	\$30,825	\$28,565	\$2,261
Newbury	3.23%	\$80,750	\$48,450	\$24,225	\$22,449	\$1,777
Newburyport	10.70%	\$267,500	\$160,500	\$80,250	\$74,365	\$5,885
Rowley	3.68%	\$92,000	\$55,200	\$27,600	\$25,576	\$2,024
Salisbury	4.02%	\$100,500	\$60,300	\$30,150	\$27,939	\$2,211
West Newbury	3.09%	\$77,250	\$46,350	\$23,175	\$21,476	\$1,700
	100.00%	\$2,500,000	\$1,500,000	\$750,000	\$695,000	\$55,000

**CITY COUNCIL**

**Thomas J. Sullivan**, *President*  
**Timothy J. Jordan**, *Vice President*  
**John A. Michitson**  
**Colin F. LePage**  
**Melissa J. Lewandowski**  
**Catherine P. Rogers**  
**Shaun P. Toohey**  
**Michael S. McGonagle**  
**Katrina Hobbs Everett**  
**Devan Ferreira**  
**Ralph T. Basiliere**



611

CITY HALL, ROOM 204  
4 SUMMER STREET  
TELEPHONE: 978-374-2328  
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[WWW.CITYOFHAVERHILL.COM](http://WWW.CITYOFHAVERHILL.COM)  
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**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

May 2, 2025

TO: President and Members of the City Council:

Vice President Jordan & Councilor Basiliere to introduce Tracy Fuller and Gerald McKillop, COO, YMCA of the North Shore, to highlight YMCA Water Safety Month.

*Timothy J. Jordan*  
Vice President Timothy J. Jordan LAR

*Ralph T. Basiliere*  
Councilor Ralph T. Basiliere LAR

(meeting: 5.13.25)

RECEIVED  
MAY 13 2025  
CITY OF HAVERHILL

May 13th

**Kaitlin Wright**

---

**From:** Tim Jordan <tjjordan94@gmail.com>  
**Sent:** Friday, May 2, 2025 9:18 AM  
**To:** Lori Robertson; Kaitlin Wright  
**Cc:** Tracy Fuller; Ralph Basiliere; Thomas J. Sullivan  
**Subject:** Agenda item

**Warning! External Email. Exercise caution when opening attachments or clicking on any links.**

Hello Lori,

Vice President Jordan & Councilor Basiliere to introduce Tracy Fuller and is Gerald McKillop, COO, YMCA of the North Shore, to highlight YMCA Water Safety Month.

Best,  
Tim  
Sent from my iPhone

MAY 2 AM 9:43  
HAYCITYCLERK

**CITY COUNCIL**

**Thomas J. Sullivan**, *President*

**Timothy J. Jordan**, *Vice President*

**John A. Michitson**

**Colin F. LePage**

**Melissa J. Lewandowski**

**Catherine P. Rogers**

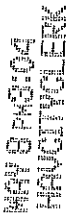
**Shaun P. Toohey**

**Michael S. McGonagle**

**Katrina Hobbs Everett**

**Devan Ferreira**

**Ralph T. Basiliere**



**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

6.2

CITY HALL, ROOM 204

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[CITYCOUNCIL@HAVERHILLMA.GOV](mailto:CITYCOUNCIL@HAVERHILLMA.GOV)

May 8, 2025

TO: President and Members of the City Council:

Councilor Ferreira requests to introduce John Hassan, Chairperson of Haverhill's Cultural Council, to announce the upcoming Multicultural Festival on Saturday, June 14, 2025.

*Devan Ferreira*

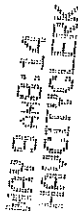
Councilor Devan Ferreira

LAF

(meeting: 5.13.25)



**Thomas J. Sullivan**, *President*  
**Timothy J. Jordan**, *Vice President*  
**John A. Michitson**  
**Colin F. LePage**  
**Melissa J. Lewandowski**  
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**Devan Ferreira**  
**Ralph T. Basiliere**



HAVERHILL, MASSACHUSETTS 01830-5843

6.3

CITYCOUNCIL@HAVERHILLMA.GOV

Timothy J. Jordan  
Vice President Timothy J. Jordan

(meeting: 5.13.25)



# Haverhill

8.1

Economic Development and Planning

Phone: 978-374-2330

wpillsbury@HaverhillMA.gov

Council Hearing  
June 17,  
2025

MAY 8 AM 10:07  
HMCITYCLERK

DATE: May 8, 2025

MEMO TO: City Council President Thomas Sullivan and members of the Haverhill City Council

FROM: William Pillsbury, Economic Development and Planning Director

**RE: Zoning Amendment- Rooftop mounted solar energy systems (Sec 255:7.8.13)**

Attached please find a proposed zoning ordinance amendment prepared by City Solicitor Lisa Mead. The proposed amendments provide clarification to the city's solar energy system ordinance.

I request that the council refer the proposed ordinance to the planning board for a hearing to be held on June 11, 2025, and also schedule a hearing before the council on the proposed amendment shortly thereafter.

Thank you for your attention to this matter.

**RECOMMENDATION: Refer the proposed amendment to the Planning BOARD FOR A HEARING ON JUNE 11, 2025 and schedule a hearing on the city council agenda shortly thereafter.**

File 10 DAYS



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

8.1.1

ORDERED:

MAY 8 AM 5:09  
HACITYCLERK

Municipal Ordinance

Chapter 255

An ordinance related to zoning

**Be it ordained by the city council of the City of Haverhill that the code of the City of Haverhill Chapter 255 Zoning is hereby amended as follows:**

**Add section 7.8.13**

§ 7.8.13. Mandatory Inclusion of Roof-Mounted Solar Energy System.

Any proposed development requiring a special permit or Development Plan review and approval under § 10.1.4 which will be greater than or equal to 10,000 gross square feet or contain 10 or more residential dwelling units shall include a plan showing a roof-mounted solar energy system that is equivalent to a minimum of 50% of the solar-ready zone of all buildings **and shall install said system prior to the issuance of any occupancy permit for the building(s).** In cases where a site includes an uncovered parking structure the structure shall also have a solar energy system installed to cover a minimum of 90% of its top level.

APPROVED AS TO LEGALITY:

\_\_\_\_\_  
City Solicitor

For Hearing June 13 2025



# Haverhill

Economic Development and Planning

Phone: 978-374-2330

wpillsbury@HaverhillMA.gov

*Council Hearing*

*June 17,*

*2025*

WILLIAM PILLSBURY  
ECONOMIC DEVELOPMENT AND PLANNING DIRECTOR

*8.2*

DATE: May 8, 2025

MEMO TO: City Council President Thomas Sullivan and members of the Haverhill City Council

FROM: William Pillsbury, Economic Development and Planning Director

**RE: Zoning Amendment- Floodplain Overlay District (Sec 255:9.1)**

Attached please find a proposed zoning ordinance amendment prepared by City Solicitor Lisa Mead. The proposed amendments provide required updates to the City's Floodplain Overlay District Ordinance (FODO).

I request that the council refer the proposed ordinance to the planning board for a hearing to be held on June 11, 2025, and also schedule a hearing before the council on the proposed amendment shortly thereafter.

Thank you for your attention to this matter.

**RECOMMENDATION: Refer the proposed amendment to the Planning BOARD FOR A HEARING ON JUNE 11, 2025 and schedule a hearing on the city council agenda shortly thereafter.**



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

8 October pages

8.211

ORDERED:

MAY 6 AM 5:52  
HAVERHILL CLERK

**Municipal ordinance**

**Chapter 255**

**An Ordinance related to Zoning**

**Be it ordained by the City Council of the City of Haverhill the at code of the City of Haverhill Chapter 255 is hereby amended as follows:**

**DELETE section 9.1 in its entirety and replace with the following section 9.1**

Chapter 255. Zoning

**SECTION 9.0. SPECIAL/OVERLAY DISTRICTS**

**§ 9.1. FLOODPLAIN OVERLAY DISTRICT (FPOD).**

**§ 9.1.0. Purpose and Definitions.**

The purpose of the Floodplain Overlay District is to:

- 1) Ensure public safety through reducing the threats to life and personal injury
- 2) Eliminate new hazards to emergency response officials
- 3) Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding
- 4) Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding
- 5) Eliminate costs associated with the response and cleanup of flooding conditions
- 6) Reduce damage to public and private property resulting from flooding waters

For the purpose of this Section 9.1 only, the following terms have the following meanings:

**DEVELOPMENT** means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

For Hearing June 17, 2025

**FLOODWAY.** The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]

**FUNCTIONALLY DEPENDENT USE** means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

**HIGHEST ADJACENT GRADE** means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

**HISTORIC STRUCTURE** means any structure that is:

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  - (1) By an approved state program as determined by the Secretary of the Interior or
  - (2) Directly by the Secretary of the Interior in states without approved programs.

[US Code of Federal Regulations, Title 44, Part 59]

**NEW CONSTRUCTION.** Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. *New construction includes work determined to be substantial improvement.* [Referenced Standard ASCE 24-14]

**RECREATIONAL VEHICLE** means a vehicle which is:

- (a) Built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) Designed to be self-propelled or permanently towable by a light duty truck; and
- (d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

[US Code of Federal Regulations, Title 44, Part 59]

**REGULATORY FLOODWAY** - see FLOODWAY.

**SPECIAL FLOOD HAZARD AREA.** The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH, V, VO, VE or V1-30. [Base Code, Chapter 2, Section 202]

**START OF CONSTRUCTION.** The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection

of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

**STRUCTURE** means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

**SUBSTANTIAL IMPROVEMENT:** Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the market value of the structure either (a) before the improvement or repair is started, or (b) if the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The standards for Substantial Improvements in this Section 9.1 shall not apply to Historic Structures, as defined above.

**SUBSTANTIAL REPAIR OF A FOUNDATION.** When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

**VARIANCE** means a grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

**VIOLATION** means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3 is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

#### § 9.1.1. Overlay District.

The Floodplain Overlay District is herein established as an overlay district. The District includes all special flood hazard areas within the City of Haverhill designated as Zones A and AE on the Essex County Flood Insurance Rate Map (FIRM), dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program.. The exact boundaries of the Floodplain Overlay District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Essex County Flood Insurance Study (FIS) report dated July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the Floodplain Administrator to be defined below.

#### § 9.1.2. Applicability.

In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, Substantial Improvements, or other development in Zone

A and as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

#### § 9.1.3. Existing Structures.

1. Existing structures and appurtenances thereto within the Floodplain District which are inconsistent with these provisions shall be considered nonconforming structures and as such shall be bound by the provisions contained in Section 5.0, except that a facility permitted and assigned under the provisions of MGL c. 111, § 150A, may be completed without regard to the floodplain provisions stated herein.
2. In addition, an existing structure, group of structures and appurtenances thereto and a facility permitted and assigned under MGL c. 111, § 150A, may be expanded, altered and/or otherwise improved by right, without regard to the floodplain provisions stated herein, provided that such improvement, alteration and/or expansion which is inconsistent with said floodplain requirements does not exceed 50% of the market value of the existing structure or facility as defined under "Substantial Improvement" when completed.

#### § 9.1.4. Floodway.

In the floodway, as designated on the Flood Insurance Rate Map, the following provisions shall apply:

1. All encroachments, including fill, new construction, Substantial Improvement to existing structures and other development, are prohibited unless certification by a registered professional engineer is provided by the applicant demonstrating, through hydrologic and hydraulic analyses performed in accordance with standard engineering practice, that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge..
2. Any encroachment meeting the above standard shall comply with the floodplain requirements of the State Building Code.

#### § 9.1.5. Base Flood Elevation and Floodway Data.

1. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
2. Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or five acres, whichever is the lesser, within unnumbered A zones.

#### § 9.1.6.1 Use Regulations.

The Floodplain Overlay District is established as an overlay district to all other districts. All development in the district, including structural and nonstructural activities, whether permitted by right or by special permit, must be in compliance with MGL c. 131, § 40, and with the following:

1. Sections of the Massachusetts State Building Code (780 CMR) which address floodplain and coastal high hazard areas;
2. Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);



3. Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
4. Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5).

#### § 9.1.6.2. Local Variances

A variance from this Section 9.1 must meet the requirements set out by State law, and may only be granted if: 1) good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief. The Conservation Commissioner shall be responsible for granting local variances.

#### § 9.1.6.3 State Variances

Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations. The City will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files. The City shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

#### § 9.1.6.4 Use Regulations - Permits.

The City of Haverhill requires a permit for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties. The Inspectional Services Department shall create a form application and process said application for permits.

The City's permit review process shall include the requirement that the proponent obtain all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain overlay district. The proponent must acquire all necessary permits, and must demonstrate that all necessary permits have been acquired.

#### § 9.1.7. Zone AE.

In Zone AE, along watercourses within the City of Haverhill that have a regulatory floodway designated on the Essex County FIRM, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

#### § 9.1.8. Subdivisions.

All subdivision proposals must be designed to assure that:

1. Such proposals minimize flood damage;
2. All public utilities and facilities are located and constructed to minimize or eliminate flood damage;  
and
3. Adequate drainage is provided to reduce exposure to flood hazards.
4. When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.

#### § 9.1.9.1 Notification of Watercourse Alteration.

In a riverine situation, the Conservation Commission shall notify the following of any alteration or relocation of a watercourse:

1. Adjacent communities of Merrimac, West Newbury, Groveland, Boxford, North Andover, and Methuen, Massachusetts and Salem, Atkinson, Plaistow, and Newton, New Hampshire;
2. NH NFIP State Coordinator, New Hampshire Department of Business and Economic Affairs;
3. NFIP State Coordinator - Massachusetts Department of Conservation and Recreation
4. NFIP Program Specialist - Federal Emergency Management Agency, Region I.

#### § 9.1.9.2 Base Flood Elevation Notification

If the City acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the City will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:

- NFIP State Coordinator  
Massachusetts Department of Conservation and Recreation
- NFIP Program Specialist  
Federal Emergency Management Agency, Region I

#### § 9.1.10. Permitted Uses.

The following uses of low flood damage potential and causing no obstructions to flood flows are encouraged, provided they are permitted in the underlying district and they do not require structures, fill, or storage of materials or equipment:

1. Agricultural uses such as farming, grazing, truck farming, horticulture, etc.
2. Forestry and nursery uses.
3. Outdoor recreational uses, including fishing, boating, play areas, etc. However, in A and AE Zone, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's

APPROVED AS TO LEGALITY:

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City Solicitor



# Haverhill

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

8.3

Date: May 7, 2025

To: The Honorable Melinda E. Barrett  
Mayor of Haverhill

From: Robert E. Ward *REW*  
DPW Director

Subject: CWSRF 18993 Phase 2 Locke Street Combined Sewer Separation Project  
Proposed Loan Order

Enclosed for your review and approval is a proposed loan order to appropriate \$14,667,000 and the corresponding Authority to File document to fund engineering and construction of Phase 2 of the Locke Street area Combined Sewer Separation Project.

This project is a continuation of the City's efforts to reduce combined sewer overflows (CSOs) as mandated by the Consent Decree (CD) the City entered into with the United States Environmental Protection Agency (US EPA) and Massachusetts Department of Environmental Protection (MassDEP) on November 10, 2016.

CSOs occur during rainstorms when the volume of stormwater and sewage exceeds the capacity of the combined sewer pipes. When this happens, a mixture of untreated stormwater and sewage is discharged from CSOs to the Little River and Merrimack River. CSOs were originally designed to prevent sewage backups into homes, streets, and businesses. Since the 1960s, new sewer and stormwater systems have been built as separate systems.

In 2020 and 2021, the City and its consultant, Wright-Pierce, evaluated alternatives to reduce CSOs in the Locke Street Interceptor area. The recommended solution was sewer separation, which involves redirecting stormwater from the combined sewer system into a new separate drainage system. The Locke Street sewer separation program is being implemented three phases; this loan order covers Phase 2.

This project (see attached map) includes installing new storm drain pipes, disconnecting existing catch basins from the sanitary sewers, and reconnecting them to a new stormwater system. It also includes replacing catch basins, downsizing or rehabilitating combined sewer pipes and manholes, and using structural liners or joint sealing where appropriate. In some cases, complete pipe replacement may be required. The existing combined sewer will be repurposed for sanitary flow only. These improvements will help eliminate improper connections to the storm system and reduce infiltration and inflow into the sanitary sewer.

The project is eligible for a low-interest loan with principal forgiveness through the MassDEP State Revolving Fund (SRF) loan program. To remain eligible, the City must submit an approved loan order to MassDEP by June 30, 2025. The current schedule anticipates bidding in

winter/spring 2026, with construction beginning in late summer 2026. The first loan payment is expected in fiscal 2028. Below is a summary of the terms for the loan.

Loan amount	\$14,667,000.00
Minimum loan forgiveness	Minimum 6.6% or 968,022
Interest rate	2%
Estimated Annual Payment	\$890,500 (20 years)
Estimated Principal Forgiveness Benefit	\$59,000 per year

8,3

Attached is a copy of the Wastewater Division's five-year financial forecast, which includes these loan payments. The projected water rate impact is approximately \$0.46, adding about \$35 annually to the average household bill.

As you are aware, other CSO separation projects have included water main improvements. In previous phases, we submitted water main loan orders early to meet SRF requirements. For this phase, design has just begun, and we will be evaluating the condition of water mains in the project area. If improvements are necessary, we will seek additional appropriations at a later date.

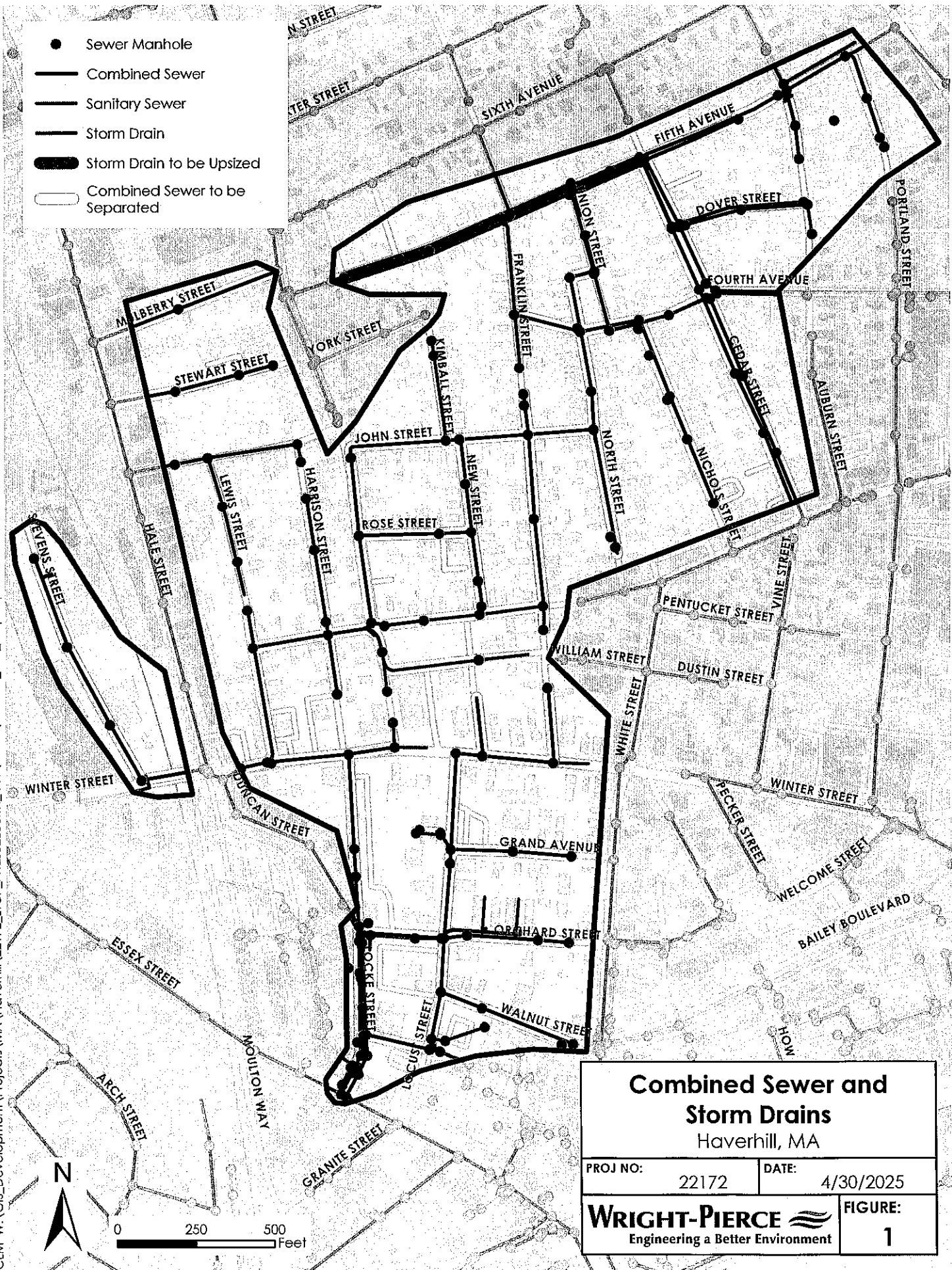
If the loan order is acceptable, I respectfully request that it be submitted to the City Council for approval. I will attend the Council meeting when the item is considered.

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

Attachments:

- Loan Order – For approval
- Authority to File – For approval
- Maps showing project area
- Wastewater Division's Five-Year Financial Forecast
- Wastewater Division Capital Plan

Cc: Christine Lindberg, Chief of Staff, [clindberg@haverhill.MA.gov](mailto:clindberg@haverhill.MA.gov)  
Angel A. Perkins, City Auditor/Finance Director, [aperkins@haverhillMA.gov](mailto:aperkins@haverhillMA.gov)  
Allana J. McOske, Chief Financial Admin Assistant, [ajmcosker@haverhillMA.gov](mailto:ajmcosker@haverhillMA.gov)



**ENGINEER'S OPINION OF PROBABLE PROJECT COSTS  
PHASE 2 LOCKE STREET SEWER SEPARATION  
CITY OF HAVERHILL, MA**

Description	Estimated Quantity	Unit	Unit Price	Total
<b>Combined Sewer Separation</b>				
TBD diameter PVC Sanitary Sewer - Downsizing from 50-inch sewers	370	LF	\$ 450	\$ 166,500
Sewer Service Connection (wyse and 25 LF of lateral)	6	EA	\$ 3,000	\$ 18,000
4-ft to 5-ft Diameter Sewer Manholes	5	EA	\$ 7,000	\$ 35,000
12-inch to 30-inch Diameter HDPE Drainage Pipe	15,900	LF	\$ 300	\$ 4,770,000
4-ft to 5-ft Diameter Drain Manholes	41	EA	\$ 7,000	\$ 287,000
Catch Basins	161	EA	\$ 7,000	\$ 1,127,000
Subtotal				\$ 6,403,500
<b>Stormwater Upsizing</b>				
30-inch Diameter HDPE Drainage Pipe	1,072	LF	\$ 550	\$ 589,500
48-inch Diameter HDPE Drainage Pipe	464	LF	\$ 950	\$ 440,500
60-inch Diameter HDPE Drainage Pipe	10	LF	\$ 1,000	\$ 10,000
4-ft to 5-ft Diameter Drain Manholes	11	EA	\$ 7,000	\$ 77,000
Subtotal				\$ 1,117,000
<b>Existing System Rehabilitation</b>				
Manhole Rehabilitation	1	LS	\$ 195,200	\$ 195,200
Pipe Rehabilitation	1	LS	\$ 1,090,600	\$ 1,090,600
Subtotal				\$ 1,285,800
<b>Project Wide</b>				
Misc. (Erosion control, Utility Support, test pits, sidewalks, etc.)	1	LS	\$ 300,000	\$ 300,000
Mobilization (5%)	1	LS	\$ 520,000	\$ 520,000
Subtotal				\$ 820,000
Inflation to Midpoint of Construction			18%	\$ 1,733,400
<b>Engineer's Opinion of Probable Construction Costs</b>				<b>\$ 11,360,000</b>
Construction Contingency			10%	\$ 1,132,000
Subtotal of Construction Costs				\$ 12,492,000
Easements	1		\$ 100,000	\$ 100,000
Police Traffic Detail	1	LS	\$ 200,000	\$ 200,000
Engineering Services for Construction Admin and RPR			15%	\$ 1,875,000
<b>Engineer's Opinion of Probable Project Costs</b>				<b>\$ 14,667,000</b>

## Five-Year Forecast

The table below shows the detail of the five-year forecast.

5-Year Forecast - Detail							
	Budget FY25	Budget Request FY26	Mayor Allowed FY26	Forecast FY27	Forecast FY28	Forecast FY29	Forecast FY30
<b>Wastewater-Revenue</b>							
<b>User rate</b>	<b>\$7.71</b>	<b>\$7.95</b>	<b>\$7.95</b>	<b>\$8.35</b>	<b>\$9.00</b>	<b>\$10.20</b>	<b>\$10.90</b>
Percent increase	10.8%	3.1%	3.1%	5.1%	7.8%	13.3%	6.9%
Sewer-Residential Usage	962,848	957,670	957,670	967,662	972,501	977,363	982,250
Sewer-Commercial Usage	940,435	892,506	892,506	945,137	949,863	954,612	959,385
Residential Usage	\$ 7,421,827	\$ 7,610,730	\$ 7,610,730	\$ 8,079,981	\$ 8,752,507	\$ 9,969,105	\$ 10,706,526
Commercial Usage	\$ 7,249,061	\$ 7,092,862	\$ 7,092,862	\$ 7,891,896	\$ 8,548,766	\$ 9,737,044	\$ 10,457,299
Charge for Services	\$ 1,315,000	\$ 1,425,000	\$ 1,425,000	\$ 1,425,000	\$ 1,425,000	\$ 1,425,000	\$ 1,425,000
Other Revenue	\$ 220,000	\$ 220,000	\$ 220,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000
Stormwater	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 16,205,888</b>	<b>\$ 16,348,592</b>	<b>\$ 16,348,592</b>	<b>\$ 17,556,877</b>	<b>\$ 18,886,273</b>	<b>\$ 21,291,149</b>	<b>\$ 22,748,825</b>
<b>Wastewater-Expenditures</b>							
Salaries-Highway	\$ 130,179	\$ 132,734	\$ 132,734	\$ 136,887	\$ 140,222	\$ 143,640	\$ 147,144
Expenses-Highway	\$ 44,000	\$ 44,000	\$ 44,000	\$ 45,280	\$ 46,598	\$ 47,954	\$ 49,350
Salaries	\$ 2,700,716	\$ 2,759,630	\$ 2,748,430	\$ 2,812,691	\$ 2,883,595	\$ 2,956,302	\$ 3,030,857
Benefits	\$ 1,412,063	\$ 1,518,030	\$ 1,518,030	\$ 1,574,423	\$ 1,649,894	\$ 1,729,139	\$ 1,812,346
Expenses	\$ 6,467,676	\$ 6,631,539	\$ 6,631,539	\$ 6,830,485	\$ 7,035,399	\$ 7,246,461	\$ 7,463,855
Stormwater	\$ 520,330	\$ 523,407	\$ 523,407	\$ 534,968	\$ 546,863	\$ 559,103	\$ 571,698
Debt	\$ 4,004,200	\$ 4,111,744	\$ 4,111,744	\$ 4,423,399	\$ 5,597,084	\$ 8,449,883	\$ 8,622,175
Insurance	\$ 94,569	\$ 94,569	\$ 94,569	\$ 99,297	\$ 104,262	\$ 109,475	\$ 114,949
Capital	\$ 825,000	\$ 1,005,000	\$ 1,005,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
<b>Total Expenditures</b>	<b>\$ 16,198,733</b>	<b>\$ 16,820,653</b>	<b>\$ 16,809,453</b>	<b>\$ 17,457,430</b>	<b>\$ 19,003,918</b>	<b>\$ 22,241,958</b>	<b>\$ 22,812,373</b>
<b>Surplus/(Deficit)</b>	<b>\$ 7,155</b>	<b>\$ (472,061)</b>	<b>\$ (460,861)</b>	<b>\$ 99,447</b>	<b>\$ (117,645)</b>	<b>\$ (950,809)</b>	<b>\$ (63,548)</b>
<b>Year End Retained Earnings</b>	<b>\$ 4,630,669</b>	<b>\$ 4,156,609</b>	<b>\$ 5,881,939</b>	<b>\$ 4,258,055</b>	<b>\$ 4,140,410</b>	<b>\$ 3,189,601</b>	<b>\$ 3,126,053</b>
<b>Min. Retained Earnings (15%)</b>	<b>\$ 2,429,810</b>	<b>\$ 2,523,098</b>	<b>\$ 2,521,418</b>	<b>\$ 2,618,615</b>	<b>\$ 2,850,588</b>	<b>\$ 3,336,294</b>	<b>\$ 3,421,856</b>



# Wastewater Capital Project List

Project	Funding	FY26	FY27	FY28	FY29	FY30
<b>Wastewater Treatment Plant</b>						
Replace Bio filter media	Annual Capital		\$ 130,000			\$ 130,000
Revise local limits	Annual Capital					\$ 25,000
Centrifuge rebuild/replace	Annual Capital					
Centrifuge screw conveyors	Annual Capital	\$ 100,000				
WWTP Upgrade and SMSPS - Design	Debt Financing					
WWTP Upgrade and SMSPS - Design (ARPA)						
WWTP Upgrade and SMSPS - Construction	SRF Financing				\$ 41,280,000	
WWTP Add Alt Scope - Prelimin design	Debt Financing					
WWTP Add Alt Scope - Final design	Debt Financing					
WWTP Add Alt Scope - Construction	Debt Financing				\$ 16,800,000	
Rebuild Primary Tank Chains and flights	Annual Capital		\$ 275,000			
Valve and piping replacement	Annual Capital	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Miscellaneous equipment	Annual Capital	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Rebuild grit classifiers	Annual Capital		\$ 50,000			
<b>Building</b>						
Dewatering Dumpster and Vehicle Garage	Debt Financing					
Roof Replacement on the Process Building	Debt Financing	\$ 1,000,000				
Repair/Replace Entry Doors	Annual Capital	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Miscellaneous Bldg Repairs/Renovation	Annual Capital	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
<b>South Mill St Pumping Station</b>						
Interior force main piping repair	Annual Capital					
Interior force main piping replacement	Debt Financing					
Exterior force main	Debt Financing		\$ 125,000	\$ 2,000,000	\$ 5,000,000	\$ 1,375,000
Pump rehab	Debt Financing		\$ 400,000			
Replace/repair VFD's (12 year life)	Annual Capital				\$ 400,000	
Replace Carbon Media	Annual Capital				\$ 30,000	
Catenary Screen Rehab	Annual Capital	\$ 300,000				
Modulating gate	Annual Capital					
Miscellaneous	Annual Capital	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
<b>CSO Control Plan</b>						
Locke Street Area Improvements (W-P Schedule)	SRF Financing					
CSO Locke St Phase 1 - Design	Debt Financing					
CSO Locke St Phase 1 - Phase 1 -Construction	SRF Financing		\$ 9,300,000			
CSO Locke St Phase 1 - Post-Construction Eval	Annual Capital			\$ 120,000		
CSO Locke St Phase 2 - Design	Debt Financing	\$ 1,062,600				
CSO Locke St Phase 2 - Phase 1 -Construction	SRF Financing		\$ 14,667,000			
CSO Locke St Phase 2 - Post-Construction Eval	Annual Capital				\$ 120,000	
CSO Locke St Phase 3 - Design	Debt Financing				\$ 1,320,000	
CSO Locke St Phase 3 - Phase 1 -Construction	SRF Financing					
CSO Locke St Phase 3 - Post-Construction Eval	Annual Capital					
<b>Wastewater Collection System</b>						
Miscellaneous CMOM Program Updates	Debt Financing					
Sewer System Rehab to reduce I/I bundle with sewer improvements	SRF Financing					
Sewer System Improvements - Design (2)	Annual Capital					
Sewer System Improvements Construction (2)	Debt Financing					
CMOM program staffing or outsourcing		\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
WW Infrastructure	Annual Capital	\$ 125,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Merrimack Street ARPA						
Sewer Improvements CWSRF 6816	SRF Financing					
Phase 2 trenchless rehabilitation	Debt Financing					
Sewer Repair and Rehab (From 5-Yr CCTV Program)	Debt Financing	\$ 4,000,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000
<b>Pumping Stations</b>						
Pumping Station Rehab and Repair	Debt Financing	\$ 800,000	\$ 824,000	\$ 848,720	\$ 874,182	\$ 900,407
Coffin Av, Danielle Dr, Alvanos, Hanover PS upgrades	Debt Financing					
Upgrade level controls	Annual Capital					
Misc. Lift Station Improvements	Annual Capital	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
<b>Vehicles &amp; Equipment</b>						
Vac Truck Purchase	Debt Financing					
CCTV truck	Debt Financing					
Service trucks	Annual Capital	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Front end loader	Annual Capital					
<b>Computer Hardware Software</b>						
Collection System Hydraulic Model	Annual Capital	\$ 50,000				
Stratus server for WWTP	Annual Capital		\$ 75,000	\$ 75,000	\$ 75,000	
Stratus server for NDS, GIS, etc.	Annual Capital			\$ 30,000		
<b>Miscellaneous</b>						
On-call Engineering	Annual Capital					
<b>Annual Capital</b>		\$ 1,005,000	\$ 1,110,000	\$ 905,000	\$ 1,255,000	\$ 785,000
<b>SRF Financing</b>		\$ -	\$ 9,300,000	\$ 14,667,000	\$ 41,280,000	\$ -
<b>Debt Financing</b>		\$ 6,862,600	\$ 2,649,000	\$ 4,148,720	\$ 25,294,182	\$ 3,575,407
<b>Capital Reserves</b>		\$ -	\$ -	\$ -	\$ -	\$ -



MELINDA E BARRETT  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

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

May 9, 2025

To: City Council President Thomas J. Sullivan and Members of the Haverhill City Council

From: Mayor Melinda E. Barrett

**RE: Proposed Loan Order for \$ 14,667,000.00 for Phase 2 Locke Street Combined Sewer Separation Project**

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

Please see attached loan order for \$14,667,000.00 and along with the corresponding Authority to File document to fund the cost of engineering and construction of Phase 2 of the Locke Street area combined sewer separation project. This item must be placed on file for 10 days after which I recommend approval.

Sincerely,

**Melinda E. Barrett**  
Mayor

MEB/em



MAY 9 AM 10:20  
HAVCITYCLERK

8.3.12

### **AUTHORITY TO FILE**

Whereas, City of Haverhill, (the "Applicant"), after thorough investigation, has determined that the work activity consisting of engineering and construction of sewer, drain, and water system improvements related to CWSRF 18993 Phase 2 Locke Street is both in the public interest and necessary to protect the public health, and that to undertake this activity, it is necessary to apply for assistance; and

Whereas, the Massachusetts Department of Environmental Protection (the "MassDEP") and the Massachusetts Clean Water Trust (the "Trust") of the Commonwealth of Massachusetts, pursuant to Chapter 21 and Chapter 29C of the General Laws of the Commonwealth ("Chapter 21" and "Chapter 29C") are authorized to make loans to municipalities for the purpose of funding planning and construction activities relative to Water Pollution Abatement Projects; and

Whereas, the Applicant has examined the provisions of the Act, Chapter 21 and Chapter 29C, and believes it to be in the public interest to file a loan application.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Haverhill as follows:

1. That the Mayor is hereby authorized on behalf of the Applicant to file applications and execute agreements for grant and/or loan assistance as well as furnishing such information, data and documents pertaining to the applicant for a grant(s) and/or loan(s) as may be required; and otherwise to act as the authorized representative of the Applicant in connection with this application;
2. That the purpose of said loan(s), if awarded, shall be to fund planning and construction activities.
3. That if said award is made the Applicant agrees to pay those costs which constitute the required Applicant's share of the project cost.



City of Haverhill, MA

May 6, 2025

## EVNT-25-11

Event Permit

Status: Active

Submitted On: 4/16/2025

## Primary Location

791 EAST BROADWAY  
Haverhill, MA 01830

## Owner

Tyler Kimball - Kimball Farm  
BROADWAY 725 HAVERHILL, MA 01832

## Applicant

 Devon Allen  
978-518-0128  
 thevintagebazaar@live.com  
 12 Heath Rd  
Merrimac, MA 01860

12.2.11

## Organization Information

### Organization\*

Vintage Bazaar New England

### Organization Phone\*

9785180128

### Organization Address\*

12 Heath Rd

### Organization City\*

Merrimac

### Organization State\*

MA

### Organization Zip\*

01860

### Is the Organization Tax Exempt?\*

No

### Is the Organization Non-Profit?\*

No

### Is the Organization a House of Worship?\*

No

## Contact Information

### Contact Name\*

Devon Allen

### Contact Title\*

Founder/Director

### Contact Phone\*

978-518-0128

### Contact Email\*

thevintagebazaar@live.com

### Contact Address\*

12 Heath Rd

### Contact City\*

Merrimac

Contact State\*

MA

Contact Zip\*

01860

## Property Owner Information

Property Owner Name\*

Tyler Kimball

Property Owner Phone\*

978-807-3214

Property Owner Address\*

791 East Broadway

Property Owner City\*

Haverhill

Property Owner State\*

MA

Property Owner Zip\*

01830

Is the Applicant the Property Owner? ?

No

## Event Information

Description of event\* ?

Vintage Bazaar is a craft and vintage show with music and food trucks. This will be our 4th year hosting it at Kimball Farm in Haverhill, MA. All the details are the same as the previous years. DATES ARE JUNE 21 AND 22.

JUNE 21: 830am to 4pm

JUNE 22: 10am to 3pm

Type of Event\*

Show

Event Date\*

06/21/2025

Event Location\*

Kimball Farm

is the Event on Bradford Common?\* ?

No

Is the Event on City Property?\*

No

Event Venue\*

Outdoor

Number of Anticipated Attendees\*

2500

Do attendees need to purchase a ticket to attend?

Yes

Is this event open to the public? Or private?

Public

Are You Requesting Additional Fees Be Waived? (APPLICATION FEE IS NOT WAIVABLE)\*

No

Event Start Time\*

8:30am

Event End Time\*

4pm

Will Food Be Served/Sold at the Event?\*

Yes

IF YES TO FOOD, By What Means?\*

Food Trucks

IF YES To FOOD, How Will it be Cooked?\*

Truck Stoves/Grills

Any Helpful Comments about Food

We will make sure all our food trucks obtain their require temporary food permit with the Board of Health and supply the BOH with all their certs, licenses, etc.

Special Considerations (i.e. fireworks)\* ?

none

## Parking Information

Number of Parking Spaces Onsite\*

2500

Have Off-site Parking Arrangements Been Made?\*

Yes

IF YES, Please Provide Details of Offsite Arrangements\*

the entire Vintage Bazaar is all OFF STREET PARKING. Attendees park on the farm fields. No one is allowed to park on the streets.

Are There Charges/Fees for Parking?\*

No

## Sanitation Information

Number of Public Restrooms Available\*

18

Type of Toilets\*

Portable

Please Describe Plans for Solid Waste Disposal & Recycling\*

We use an onsite dumpster service (PISTONE DUMPSTER).

IF PORTABLE TOILETS, Who is the Vendor?\*

CLEAN RESTROOMS

## General Release & Indemnity Agreement

Yes\*



## Terms of Understanding

Yes\*



## Attachments



### Event Agreements, Leases & Contracts

VB JUNE VENDOR APP - 2025.pdf

Uploaded by Devon Allen on Apr 16, 2025 at 1:27 PM

REQUIRED



### General Release & Indemnity Agreement

INDEMINIFICATION AGREEMENT - JUNE 2025.pdf

Uploaded by Devon Allen on Apr 16, 2025 at 1:28 PM

REQUIRED



## Building Inspector Approval

Record No. EVNT-25-11

Status Completed

Became Active April 16, 2025

Assignee Tom Bridgewater

Due Date None

---

### Primary Location

791 EAST BROADWAY  
Haverhill, MA 01830

### Owner

Tyler Kimball - Kimball Farm  
BROADWAY 725 HAVERHILL, MA 01832

### Applicant

 Devon Allen  
978-518-0128  
 thevintagebazaar@live.com  
 12 Heath Rd  
Merrimac, MA 01860

---

## Messages

Devon Allen

April 17, 2025 at 11:38 am

Hi there. We are hosting our Vintage Bazaar again this year at Kimball Farm. It is the same set-up as previous years. Please reach out if you have any questions. Thank you, Devon

Devon Allen

April 28, 2025 at 1:33 pm

Hi. Just sending a quick follow-up. We are hoping to get our event approved so we can attend the city council meeting next week. Thanks!

## Step Activity

OpenGov system activated this step

04/16/2025 at 2:36 pm

OpenGov system assigned this step to Tom Bridgewater

04/16/2025 at 2:36 pm

Tom Bridgewater reassigned this step from Tom Bridgewater to Bonnie Dufresne

04/16/2025 at 6:24 pm

Bonnie Dufresne reassigned this step from Bonnie Dufresne to Tom Bridgewater

04/23/2025 at 8:09 am

Tom Bridgewater approved this step

05/02/2025 at 2:02 pm

## Fire Inspector Approval

Record No. EVNT-25-11

Status Completed      Became Active April 16, 2025  
Assignee Eric Tarpy      Due Date None

---

### Primary Location

791 EAST BROADWAY  
Haverhill, MA 01830

### Owner

Tyler Kimball - Kimball Farm  
BROADWAY 725 HAVERHILL, MA 01832

### Applicant

 Devon Allen  
 978-518-0128  
 thevintagebazaar@live.com  
 12 Heath Rd  
Merrimac, MA 01860

---

### Step Activity

OpenGov system activated this step	04/16/2025 at 2:36 pm
OpenGov system assigned this step to Eric Tarpy	04/16/2025 at 2:36 pm
Eric Tarpy approved this step	04/17/2025 at 4:11 pm

## Health Inspector Approval

Record No. EVNT-25-11

Status Completed

Became Active April 16, 2025

Assignee Mark Tolman

Due Date None

### Primary Location

791 EAST BROADWAY  
Haverhill, MA 01830

### Owner

Tyler Kimball - Kimball Farm  
BROADWAY 725 HAVERHILL, MA 01832

### Applicant

 Devon Allen  
 978-518-0128  
 thevintagebazaar@live.com  
 12 Heath Rd  
Merrimac, MA 01860

### Step Activity

OpenGov system activated this step	04/16/2025 at 2:36 pm
OpenGov system assigned this step to Mark Tolman	04/16/2025 at 2:36 pm
Mark Tolman approved this step	04/18/2025 at 8:26 am



## Health Inspector Approval

Record No.EVNT-25-11

Status Completed

Became Active April 16, 2025

Assignee Mark Tolman

Due Date None

### Primary Location

791 EAST BROADWAY  
Haverhill, MA 01830

### Owner

Tyler Kimball - Kimball Farm  
BROADWAY 725 HAVERHILL, MA 01832

### Applicant

 Devon Allen  
 978-518-0128  
 thevintagebazaar@live.com  
 12 Heath Rd  
Merrimac, MA 01860

## Messages

Devon Allen

April 17, 2025 at 10:04 am

Hi there...just a quick message to let you know that we will follow the same protocol for food trucks/food vendors as previous years. All food vendors will be required to obtain their temporary food permit with the City of Haverhill. I will encourage them all to apply early as well. Thank you! Devon

Mark Tolman

April 18, 2025 at 8:26 am

Thanks! Devon! am assuming there will be no change regarding porta potties , dumpsters and the area where the food trucks will be.Mark

## Step Activity

OpenGov system activated this step

04/16/2025 at 2:36 pm

OpenGov system assigned this step to Mark Tolman

04/16/2025 at 2:36 pm

Mark Tolman approved this step

04/18/2025 at 8:26 am

## Police Department Approval

Record No. EVNT-25-11

Status Completed

Became Active April 16, 2025

Assignee Kevin Lynch

Due Date None

---

### Primary Location

791 EAST BROADWAY  
Haverhill, MA 01830

### Owner

Tyler Kimball - Kimball Farm  
BROADWAY 725 HAVERHILL, MA 01832

### Applicant

 Devon Allen  
 978-518-0128  
 thevintagebazaar@live.com  
 12 Heath Rd  
Merrimac, MA 01860

---

### Step Activity

OpenGov system activated this step

04/16/2025 at 2:36 pm

OpenGov system assigned this step to Kevin Lynch

04/16/2025 at 2:36 pm

Kevin Lynch approved this step

04/16/2025 at 3:41 pm

## Public Works Director Approval

Record No. EVNT-25-11

Status Completed      Became Active April 16, 2025  
Assignee Robert Kimball      Due Date None

### Primary Location

791 EAST BROADWAY  
Haverhill, MA 01830

### Owner

Tyler Kimball - Kimball Farm  
BROADWAY 725 HAVERHILL, MA 01832

### Applicant

 Devon Allen  
978-518-0128  
 thevintagebazaar@live.com  
 12 Heath Rd  
Merrimac, MA 01860

## Messages

Devon Allen

April 17, 2025 at 10:08 am

Hi there. We are hosting our Vintage Bazaar again this year at Kimball Farm. It is the same set-up as previous years. Please reach out if you have any questions. Thank you, Devon

Devon Allen

April 28, 2025 at 1:33 pm

Hi. Just sending a quick follow-up. We are hoping to get our event approved so we can attend the city council meeting next week. Thanks

## Step Activity

OpenGov system activated this step

04/16/2025 at 2:36 pm

OpenGov system assigned this step to Michael Arpino

04/16/2025 at 2:36 pm

Kaitlin Wright reassigned this step from Michael Arpino to Robert Kimball

04/28/2025 at 9:31 am

Robert Kimball approved this step

05/06/2025 at 10:04 am



## VINTAGE BAZAAR NEW ENGLAND

VENUE: KIMBALL FARM  
725 EAST BROADWAY  
HAVERHILL, MA

THEVINTAGEBA-

~ 2025 ~  
VENDOR  
APPLICATION  
JUNE 21 & 22  
*Summer Edition*

### VENDOR RATES

10x10 SPACE: \$335

20x10 SPACE: \$620

30x10 SPACE: \$885

20x20 SPACE: \$1170

LARGER SPACES ARE AVAILABLE.  
UPON REQUEST

\*APPLICATION  
DEADLINE:  
MAY 20TH

\*APPLY EARLY TO ENSURE YOUR  
APPLICATION IS CONSIDERED.  
MANY VENDOR CATEGORIES FILL

### GROUP TENT INFO

WANT TO BE A VENDOR BUT DON'T WANT TO BRING A TENT OR RENT  
A TENT? YOU ARE IN LUCK! JOIN OUR GROUP TENT. THESE ARE  
LARGE TENTS, BROKEN OUT INTO 10x10 AND 20x10 BOOTHS.  
LIMITED SPACE AVAILABLE!

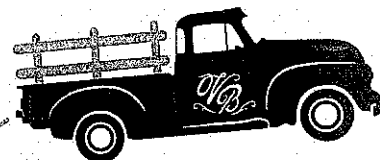
10x10 SPACE = \$470

20x10 SPACE = \$830

### BE IN THE KNOW

- Applications will be reviewed promptly. Applicants will be notified of their acceptance by or before **MAY 20TH**. Vendors not accepted will be notified and payment will be returned.
- New Vendors **MUST** submit photos or web links showing their work and/or booth display.
- **FULL PAYMENTS** must be submitted with application to be considered or to reserve your space.
- Space Requests — First Come, First Serve!
- See page 2 and 3 for our vendor set-up & breakdown times and our cancellation policy.
- **VENDOR PAYMENTS:** we accept Venmo & Paypal. Check payments may be allowed upon request.

### APPLY HERE & RETURN TO SENDER



NAME: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

PRODUCT DESCRIPTION: \_\_\_\_\_

#### PAYMENT TYPE:

☐ VENMO: @DEVON-CHOUINARD (VERIFY CODE: 0128)

☐ PAYPAL: @HEIRLOOMMARKETING@OUTLOOK.COM

#### IMPORTANT:

When paying via venmo or paypal, please be  
sure to include your full name, business  
name & which Bazaar you are applying for.  
EX: Jane Smith ABC Gifts June 2025

#### MAKE YOUR SELECTIONS

- ☐ 10x10 SPACE: \$335  
☐ 20x10 SPACE: \$620  
☐ 30x10 SPACE: \$885  
☐ GROUP/OTHER: \_\_\_\_\_

#### - 2 WAYS TO APPLY -

##### EMAIL APPLICATION TO:

THEVINTAGEBAZAAR@LIVE.COM

##### TEXT APPLICATION TO:

SNAP A PHOTO OR SCREENSHOT  
AND TEXT TO

978-518-0128

\*PLEASE SIGN TO CONFIRM VENDOR CONTRACT, RULES & EVENT TERMS ON PAGE 2 & 3\*

SIGNATURE

DATE

## THE FINE PRINT

### RULES & REGULATIONS:

Vendor acknowledges receipt of Vintage Bazaar New England's Information, Rules and Regulations. Vendor agrees to read and abide by the Rules and Regulations and any subsequent amendments to the Rules & Regulations posted via email and/or the VBNE Vendor Facebook page. Failure to comply with the Rules and Regulations is a material breach of this Agreement and will result in the immediate revocation of any space in favor of another seller.

### COMPLIANCE WITH LAWS & HOLD HARMLESS:

Vendor agrees to comply with all Federal, State, and Local laws, rules, regulations, and ordinances. Vendor agrees to conduct activities at the Vintage Bazaar so as not to endanger any person or damage any property. The Vendor also agrees to forever indemnify, save, defend and hold Vintage Bazaar New England, Devon Chouinard, Heirloom Marketing, Kimball Farm, Tyler Kimball, City of Haverhill, MA and its departments— such as City of Haverhill Fire and Police Department, Health Dept. etc. In addition all affiliated agents, officials, representatives, beneficiaries, employees, interns, and volunteers harmless from and against any and all claims, damages, injuries, liabilities, losses, suits, costs and expenses (including attorney fees) for anything and everything whatsoever arising from or out of Vendor's participation at Vintage Bazaar New England at Kimball Farm in Haverhill and/or any other event promoted by Vintage Bazaar New England.

### CONTRACT:

Vendor exercises any rights under this agreement at the Vendor's own risk and voluntarily assumes all risks attendant to such use, including without limitation, the risk of property damage and personal injury or death to the Vendor, to any of the Vendors officials, agents, representatives, employees, or volunteers.

***NOTE: By signing page 1 of this application, Vendor agrees to all rules & terms of this contract indicated on pages 1-3.***

### SELLER CANCELLATIONS & NO SHOWS:

Vendor cancellations must contact Devon Chouinard. Email [thevintagebazaar@live.com](mailto:thevintagebazaar@live.com) or via call/text to 978.518.0128 by or before June 1st. These cancellations will receive a CREDIT for an additional bazaar of the seller's choice. Refunds will not be given for any reason. Cancellations after June 1st will not receive a credit or a refund. No shows will forfeit their opportunity to sell at future shows. Rain or Shine Event. No Rain Checks. Early breakdown is strictly prohibited and will result in being banned from future Vintage Bazaar plus at \$150 FINE (due within 10 days after the show).

### PROTECTION OF PROPERTY & SHOW POLICY:

Vintage Bazaar New England and its associates assumes no responsibility or liability whatsoever to ensure the Vendors property from damage, theft, fire, malicious mischief, accident, wind, rain or other. Devon Chouinard, Brian Mulvany, Heirloom Marketing, Kimball Farm, Vintage Bazaar NE employees, venue landlords/employees, volunteers, officials, etc are neither responsible nor liable for any damages, theft, fire, malicious mischief, accident, wind, rain, or other that may occur to or related to the Seller. IMPORTANT NOTE: IF VINTAGE BAZAAR IS CANCELLED FOR ANY REASON (For example but not limited to: Weather Related, Health/Safety Reasons, Pandemics, Natural Disasters, Town/State Restrictions, Personal Emergencies or any other) THERE ARE NO REFUNDS and CREDITS ONLY will be issued. CREDITS MUST BE USED WITHIN 1 YEAR. VBNE reserves the right to cancel a vendor contract for any reason they deem as inappropriate behavior or as vendor negligence without a refund or credit issued. By signing this contract, you are agreeing to all of the above.

### SALES TAX:

Reporting of a vendor's sales and obtaining TAX ID numbers is the sole responsibility of each vendor. VBNE is not involved nor gives advice on taxes.

## \* SHOW INFO \*

SHOW HOURS: JUNE 21ST AND 22ND

SATURDAY SHOW HOURS: 830AM-4PM

SUNDAY SHOW HOURS: 10AM-3PM

### VENDOR SET-UP TIMES:

THURSDAY JUNE 19TH 9AM TO 7PM

FRIDAY JUNE 20TH : 9AM TO 7PM

***VENDOR CHECK-IN CLOSES PROMPTLY AT 5PM***

***EACH DAY! YOU MUST ARRIVE BY 5PM DURING SET-UP DAYS.*** ALL VENDORS MUST BE SET-UP BY OR BEFORE 7PM ON FRIDAY 6/20

NO VENDOR SET-UP HOURS ON SATURDAY.

NO EXCEPTIONS. RAIN OR SHINE!

### VENDOR BREAKDOWN TIMES:

SUNDAY 3PM TO 8PM. MONDAY 8AM TO 1PM.

NO LATER. PLEASE PLAN ACCORDINGLY.

SHOW GATES WILL OPEN AT 3PM ON SUNDAY TO ALLOW FOR VENDORS TO PACK UP. EARLY BREAKDOWN IS NOT ALLOWED.

### SHARING SPACE(S):

UP TO 2 APPROVED VENDORS MAY SHARE A SINGLE SPACE. EACH VENDOR MUST SUBMIT AN APPLICATION. 3+ VENDORS MAY SHARE LARGER SPACES (INQUIRE FOR MORE DETAILS).

### VENDOR PARKING:

DURING SHOW DAYS, ALL VENDOR VEHICLES MUST BE PARKED IN OUR VENDOR PARKING AREA. SUBJECT TO TOWING IF NOT FOLLOWED.

### SPACES & ASSIGNMENTS:

SPACES ARE FIRST COME. FIRST SERVE UNTIL VENDOR CATEGORY IS FULL. VENDOR SPACE REQUESTS ARE TAKEN INTO CONSIDERATION BUT NOT GUARANTEED.

### CONTACT US:

**DEVON CHOUINARD**

**TEXT: 978-518-0128**

**[THEVINTAGEBAZAAR@LIVE.COM](mailto:THEVINTAGEBAZAAR@LIVE.COM)**

**VENMO: DEVON-CHOUINARD**

**PAYPAL: HEIRLOOMMARKETING@OUTLOOK.COM**





## RECAP OF BAZAAR DETAILS



**ABOUT VBNE - SUMMER EDITION:** Vintage Bazaar is returning to the picturesque KIMBALL FARM! We are excited to host our 14th bazaar year at Kimball Farm! This show is completely outside (rain or shine). Vendors may bring their own tents, rent tents or join our "group" tent. Thoughtfully curated booth displays are expected and draw in more customers. We encourage our vendors to get creative with their set-ups. Bazaar attendees and press travel far and wide to be inspired by our vendors (and SHOP)....this is an opportunity to knock some socks off and have fun doing it!

**SHOW HOURS:**

**Saturday, June 21st 8:30am to 4pm**  
**Sunday, June 22nd 10am to 3pm**

Notes: Our EARLY BIRD Hours are SATURDAY ONLY from 8:30am to 10am. General Admission begins at 10am on both days.

### **VENDOR CHECK-IN, SET-UP & BREAKDOWN:**

*Vendor Check-In Hours are Thursday & Friday from 9am to 5pm. Once a vendor "checks in" they may continue setting up until 7pm. You must arrive to check-in by or before 5pm.* All vendors must participate both Saturday and Sunday. During Vendor Check-In our Bazaar Staff will show vendors to their space(s). Please note: We do not provide dollies, carts or wagons - vendors are allowed to bring their own. *Vendor Breakdown is June 22nd from 3pm to 8pm and June 23rd from 8am to 1pm.* All vendors must be packed up and leaving the venue space by 1pm...unless other arrangements have been made and approved by VBNE (ahead of time).

**IMPORTANT TENT/BOOTH SETUP INFO**—All vendors must properly stake and/or weight their tent(s). VBNE is not responsible for staking/weighing down tents. VBNE is not responsible of any damages OR injuries that may occur from tents (regardless if weighted/staked). Vendors are responsible for any damages and injuries caused by their tents. Vendor space boundaries must be obeyed by. We allocate approx. 2 ft of extra space in front of each vendors booth. We follow all fire/emergency/health codes. If these rules change, you will be notified.

**\*\*TENT REQUIREMENTS.\*\*** *\*We prefer all tents be WHITE. If you do not have a white tent, please reach out to us and we may consider making an exception.* **ALSO:** Due to previous weather experiences, we no longer allow sun-shade style tents (for example: Ozark Trail and similar brands). We recommend the following pop-style tent brands: EZUP and ABC Canopy and other like brands. These are more expensive but they hold up much better and are often a much safer option.

**VENDOR ARRIVAL & PARKING:** All vendor vehicles must be in the designated vendor parking area by 7am on Saturday 6/21 and by 9:30am on 6/22. This gives our parking staff time to set-up before we open each day and ensures safety of arriving customers. Vehicles not in vendor parking by the times listed— may be subject to towing at their expense. PLEASE arrive to the Bazaar at least a hour before the bazaar begins. If you are not able to arrive on time, you must text Devon Chouinard and let her know.

**CARRY IN - CARRY OUT:** We have a strict Carry In-Carry Out Policy. All vendors MUST remove their own trash and unwanted items from the venue during breakdown. Items must be hauled away by the vendor . We have an onsite dumpster that can be used as well. Please do not leave piles of trash in your booth. If your tent breaks, please bring it home with you—do not use the dumpster. Dumpster is to be used for trash and smaller items. Not for discarded furniture and such.

### **\*\*IMPORTANT\*\* JOIN OUR "VBNE VENDOR" GROUP ON FACEBOOK.**

Once you have been accepted as a vendor—please join our vendor group. This is a private group where we post important show updates, reminders, tips and ideas. It is important that you join this group—as this is how we spread news to all our vendors before/during/after the show. Please follow the link below. If you are not accepted into the group with 24 hrs, please DM us or email us. **[www.facebook.com/groups/vbnevendors](http://www.facebook.com/groups/vbnevendors)**

## **PAYMENT DETAILS**

We currently accept VENMO and PAYPAL for vendor booth payments. Below you will find the QR codes and links to our Venmo/Paypal.

**IMPORTANT:** when making your payments, please be sure to include the following in the NOTES section of Venmo or Paypal. This better helps us match your payment to your application.

Please include the following:

- FIRST & LAST NAME
- BUSINESS NAME
- BOOTH SIZE
- WHICH BAZAAR YOU ARE PAYING FOR

*For example: Jane Smith | ABC VINTAGE | 20x10 | JUNE BAZAAR 2025*

### **VENMO QR CODE:**

Devon Chouinard

@Devon-Chouinard



**venmo**

**PAYPAL QR CODE & LINK:** <https://www.paypal.me/heirloommarketing>



# **INDEMINIFCATION AGREEMENT**

Vintage Bazaar New England

Kimball Farm and City of Haverhill, MA

Location: Kimball Farm, 725 East Broadway, Haverhill MA

Dates: June 21 & 22 2025

This Indemnity Agreement made as of 3<sup>rd</sup> day of March, 2025 (the execution date) between Vintage New England and the City of Haverhill, Massachusetts. The above organization (Vintage Bazaar New England) in consideration of the permit granted by the City Council of Haverhill as above requested hereby remises, releases and forever discharges the City of Haverhill, it's respective employees, agents and attorneys from all manner of actions, causes of action, debts, dues, claims and demands boy in law and in equity, more especially any and all claims as the result of issuance of this permit or use of any City Property, including but not limited to, property damage and personal injuries resulting from the same.

Licensee is solely responsible for the cost of any damage that occurs to the public property or extraordinary expense necessary for the public safety as a result of the public event, exhibition, show or amuse. Licensee shall be responsible for the cost of any police or fire officials required by the City Council to be in attendance at the event.

Date: 3/3/25

*Devon Allen*

Devon Allen, Founder/Director  
Vintage Bazaar New England  
12 Heath Rd  
Merrimac, MA 01860



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/16/2025

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 have ADDITIONAL INSURED provisions or 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> DOXA Programs, LLC DBA R.V. Nuccio & Associates Insurance Brokers 10148 Riverside Drive Toluca Lake, CA 91602	<b>CONTACT NAME:</b> Joseph Guerrero <b>PHONE (A/C, No, Ext):</b> (800) 364-2433 <b>FAX (A/C, No):</b> (818) 980-1595 <b>E-MAIL ADDRESS:</b> support@rvnuccio.com																					
<b>INSURED</b> Devon Allen 12 Heath Road Merrimac, MA 01860	<table border="1"><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Fireman's Fund Insurance Company</td><td>21873</td></tr><tr><td>INSURER B:</td><td>Axis Insurance Company</td><td>37273</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Fireman's Fund Insurance Company	21873	INSURER B:	Axis Insurance Company	37273	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER F:																						

**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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Host Liquor Liability</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>		UST022072240 NAEP126989	6/20/2025	6/23/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES \$ 75,000 MEDICAL EXPENSE \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<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	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	<b>Liquor Liability</b>			UST022072240	6/20/2025	6/23/2025	1,000,000

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

Additional Insured: City of Haverhill

**CERTIFICATE HOLDER****CANCELLATION**City of Haverhill  
4 Summer Street  
Haverhill, MA 01830

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

Joseph Guerrero

**Property Consent Agreement:**

I, Tyler, Kimball, give written consent and permission to Devon Allen and Vintage Bazaar to use a portion of my property at Kimball Farm, 725 East Broadway in Haverhill, MA for the Vintage Bazaar events on June 21 & 22 and October 4 & 5 of 2025.

  
Tyler Kimball

**Event Permit****EVNT-25-12**

Submitted On: Apr 16, 2025

**Applicant**

Michael Rossi  
978-387-5302  
@ rossim@merrimack.edu

**Primary Location**

10 CHURCH ST  
Bradford, MA 01835

12.2.2

**Organization Information****Organization**

Greater Haverhill Arts Association

**Organization Phone**

978-521-0215

**Organization Address**

69 Farrwood Drive

**Organization City**

Haverhill

**Organization State**

MA

**Organization Zip**

01835

**Is the Organization Tax Exempt?**

Yes

**Is the Organization Non-Profit?**

Yes

**Is the Organization a House of Worship?**

No

MAY 14 10:44  
HANCITROLERK**Contact Information****Contact Name**

Michael Rossi

**Contact Title**

President, GHAA

**Contact Phone**

978-387-5302

**Contact Email**

rossim@merrimack.edu

**Contact Address**

99 Old Amesbury Line Road

**Contact City**

Haverhill

**Contact State**

MA

**Contact Zip**

01830

**Property Owner Information****Property Owner Name**

First Church of Christ, Bradford

**Property Owner Phone**

978-374-1114

**Property Owner Address**

10 Church Street

**Property Owner City**

Bradford

**Property Owner State**

MA

**Property Owner Zip**

10835

**Is the Applicant the Property Owner?**

No

**Event Information****Description of event**

Annual GHAA Art Festival—one-day outdoor exhibit and sale of fine art.

**Type of Event**

Festival

**Event Date**

09/06/2025

**Event Location**

Bradford Common

**Is the Event on Bradford Common?**

Yes

**Is the Event on City Property?**

No

**Event Venue**

Outdoor

**Number of Anticipated Attendees**

150

**Do attendees need to purchase a ticket to attend?**

No

**Is this event open to the public? Or private?**

Public

**Are You Requesting Additional Fees Be Waived? (APPLICATION FEE IS NOT WAIVABLE)**

Yes

**Event Start Time**

9:00 AM

**Event End Time**

3:00 PM

**Will Food Be Served/Sold at the Event?**

No

**Any Helpful Comments about Food**

--

**Special Considerations (i.e. fireworks)**

Set-up for participating artists 7:30-9:00 AM

**Parking Information****Number of Parking Spaces Onsite**

20

**Have Off-site Parking Arrangements Been Made?**

Yes

**IF YES, Please Provide Details of Offsite Arrangements**

20 spaces in church lot, more on street, more shared with Farmers Market at Sacred Hearts School parking lot.

**Are There Charges/Fees for Parking?**

No

**Sanitation Information****Number of Public Restrooms Available**

3

**Type of Toilets**

Permanent

**Please Describe Plans for Solid Waste Disposal & Recycling**

city barrels on site

**General Release & Indemnity Agreement**

Yes

true

**Terms of Understanding**

Yes

## City Clerk Approval

Record No. EVNT-25-12

Status Completed

Became Active April 16, 2025

Assignee Kaitlin Wright

Due Date None

---

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Michael Rossi  
 978-387-5302  
 rossim@merrimack.edu  
 99 Old Amesbury Line Road  
Haverhill, MA 01830-1830

---

### Step Activity

OpenGov system activated this step

04/16/2025 at 2:24 pm

OpenGov system assigned this step to Kaitlin Wright

04/16/2025 at 2:24 pm

Kaitlin Wright approved this step

04/22/2025 at 1:52 pm



## Building Inspector Approval

Record No.EVNT-25-12

Status Completed

Became Active April 22, 2025

Assignee Tom Bridgewater

Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Michael Rossi  
 978-387-5302  
 rossim@merrimack.edu  
 99 Old Amesbury Line Road  
Haverhill, MA 01830-1830

## Messages

Tom Bridgewater

April 22, 2025 at 3:08 pm

any bathroom facilities ?

Michael Rossi

April 22, 2025 at 4:06 pm

Yes, three inside First Church.

## Step Activity

OpenGov system activated this step

04/22/2025 at 1:52 pm

OpenGov system assigned this step to Tom Bridgewater

04/22/2025 at 1:52 pm

Tom Bridgewater approved this step

04/23/2025 at 8:15 am

## Fire Inspector Approval

Record No. EVNT-25-12

Status Completed Became Active April 22, 2025

Assignee Eric Tarpy Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Michael Rossi  
 978-387-5302  
 rossim@merrimack.edu  
 99 Old Amesbury Line Road  
Haverhill, MA 01830-1830

### Step Activity

OpenGov system activated this step	04/22/2025 at 1:52 pm
OpenGov system assigned this step to Eric Tarpy	04/22/2025 at 1:52 pm
Eric Tarpy approved this step	04/22/2025 at 3:58 pm

## Police Department Approval

Record No. EVNT-25-12

Status Completed

Became Active April 22, 2025

Assignee Kevin Lynch

Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Michael Rossi  
 978-387-5302  
 rossim@merrimack.edu  
 99 Old Amesbury Line Road  
Haverhill, MA 01830-1830

## Messages

Kaitlin Wright

May 2, 2025 at 8:34 am

Michael, is the Farmer's Market happening on the day of the art festival?

Michael Rossi

May 2, 2025 at 12:55 pm

Yes. Same as the last two years--the Farmers Market will be on Salem Street side of the Common and the Art Festival on the other side of the sidewalk that runs from Church Street down to South Main Street.

Michael Rossi

May 2, 2025 at 12:55 pm

Yes. Same as the last two years--the Farmers Market will be on Salem Street side of the Common and the Art Festival on the other side of the sidewalk that runs from Church Street down to South Main Street.

## Step Activity

OpenGov system activated this step

04/22/2025 at 1:52 pm

OpenGov system assigned this step to Kevin Lynch

04/22/2025 at 1:52 pm

Kevin Lynch approved this step

05/07/2025 at 10:17 am

## Public Works Director Approval

Record No. EVNT-25-12

Status Completed

Became Active April 22, 2025

Assignee Robert Kimball

Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Michael Rossi  
 978-387-5302  
 rossim@merrimack.edu  
 99 Old Amesbury Line Road  
Haverhill, MA 01830-1830

### Step Activity

OpenGov system activated this step

04/22/2025 at 1:52 pm

OpenGov system assigned this step to Michael Arpino

04/22/2025 at 1:52 pm

Kaitlin Wright reassigned this step from Michael Arpino to Robert Kimball

05/06/2025 at 9:55 am

Robert Kimball approved this step

05/06/2025 at 10:09 am

**YOU ARE CORDIALLY INVITED TO EXHIBIT AND SELL YOUR FINE ART IN THE  
ART FESTIVAL SPONSORED BY THE GREATER HAVERHILL ARTS ASSOCIATION**

- DATE:** Saturday 6 September 2025; if the GHAA needs to cancel for inclement weather, it will be posted on the website by 7 AM that day; if conditions appear questionable check for any update: <http://ghaa.art>
- TIME:** 9:00 AM to 3:00 PM (exhibits to be in place by 9AM and **remain in place until 3PM – please do not break down your booth prior to 3PM**)
- PLACE:** Bradford Common, Route 125, South Main Street, Bradford MA 01835
- EXHIBITS:** **Original fine art** (all paint media, sculpture and photography); **prints/cards/such derived directly therefrom** (send questions: [info@ghaa.art](mailto:info@ghaa.art)). No crafts please.
- ENTRY FEE:** \$40 non-refundable fee for non-members, payable at registration.  
\$30 non-refundable fee for GHAA members payable at registration.
- TO ENTER:** Enter and pay using the link on our website.
- Space assignments will be on a “first come first served basis” as registrations are received.
- Note: The Art Festival will be on the western side of Bradford Common and the Haverhill Farmers’ Market on the eastern side again this year – good for drawing more people. Crowds were impressive last year. Both events will start at 9AM. While the Farmers Market usually closes at 1PM, some stalls will remain open later into the afternoon on the 6<sup>th</sup>.*
- SALES:** All sales will be the responsibility of each individual exhibitor. No commissions are expected
- SPACES:** The spaces on the Common are approximately 11’ wide by 10’ deep. Artists must provide all their own stands, racks, chairs, tables etc.
- PUBLICITY:** Promotion will include press releases (art publications, newspapers and online events calendars), posters, banners, lawn signs, and bulletins on the GHAA website ([www.haverhillartassociation.org](http://www.haverhillartassociation.org)), the GHAA Facebook page, WHAV and HCTV
- LUNCH:** Plan to bring your own food and drink or to find food at the Farmers Market. We will provide some hot coffee for the participants during set-up time
- REST ROOMS:** Rest rooms will be available for participants at the church across the street from the common; access by presenting the name tag which will be given to you when you check in at the registration table
- PARKING:** Limited parking behind First Church; additional parking in Sacred Hears School parking lot at 165 S. Main Street. Please avoid on-street parking.



## General Release and Indemnity Agreement

The Greater Haverhill Arts Association (GHAA), in consideration of a permit granted by the Haverhill City Council as requested by GHAA for its 2025 Art Festival, hereby remises, releases, and forever discharges the City of Haverhill, its respective employees, agents, and attorneys from all manner of actions, causes of actions, debts, dues, claims, and demands both in law and in equity, more especially any and all claims as a result of the issuance of this permit or use of any City property, including but not limited to, property damages and personal injuries resulting from the same.

*Michael Rossi*

Michael Rossi  
President, Greater Haverhill Arts Association

April 2, 2025



Home (<https://www.mass.gov/orgs/the-attorney-generals-non-profit-organizationspublic-charities-division>)

# Office of the Massachusetts Attorney General

## Charity Registration Details

### GREATER HAVERHILL ARTS ASSOCIATION

AG Account ...	Primary Conta...	Primary Conta...	Primary Contact Email Address
014344	(978) 521-0215	Joan Turner	<a href="mailto:joanisaghaa@gmail.com">joanisaghaa@gmail.com</a> (m...

## ✓ Charity Information

Charity Name	Address
GREATER HAVERHILL ARTS ASSOCIATION	69 Farrwood Drive
Phone	City/Town
(978) 521-0215	Bradford
Fax	State
	Massachusetts
Website	Country
<a href="http://www.haverhillartsassociation.org">www.haverhillartsassociation.org</a> ( <a href="https://www.haverhillartsassociation.org">https://www.haverhillartsassociation.org</a> )	United states
	Zip
	01835

## ✓ Contact Information

Primary Contact Name	Primary Contact Phone
Joan Turner	(978) 521-0215
Primary Contact Email Address	
<a href="mailto:joanisaghaa@gmail.com">joanisaghaa@gmail.com</a> ( <a href="mailto:joanisaghaa@gmail.com">mailto:joanisaghaa@gmail.com</a> )	

## ✓ Schedule VCO

Was org created on behalf of veterans?

Char. Solicit Only, No Paid Fundraiser

The First Church of Christ, Bradford  
10 Church Street  
Bradford, Massachusetts 01835  
978-374-1114    [office@ccbbradford.org](mailto:office@ccbbradford.org)

April 12, 2025

Dear City Council President Thomas and members of the Haverhill City Council:

Please be advised the Trustees of the First Church of Christ – Bradford grant permission to use of the Bradford Common to the Greater Haverhill Arts Association to hold their 2025 Arts Festival on Saturday September 6th, 2025.

Our approval is contingent upon the Greater Haverhill Garden Club meeting all Haverhill City Council, Haverhill Police Department and our Board of Trustees' requirements.

Please contact us through the church office (telephone number and e-mail address above) if you have any questions or concerns.

Very truly yours:

*Steven R Esty*

Steven Esty, President    Board of Trustees





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/16/2025

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 have ADDITIONAL INSURED provisions or 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> East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945	<b>CONTACT</b> NAME: Will Maddux PHONE (A/C, No, Ext): (530) 477-6521 E-MAIL: info@theeventhelper.com FAX (A/C, No): <b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Evanston Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
<b>INSURED</b> Greater Haverhill Arts Association c/o Michael Rossi 69 Farrwood Dr Haverhill MA 01835	<b>NAIC #</b> 35378

**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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Host Liquor Liability</b> <input type="checkbox"/> <b>Retail Liquor Liability</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	N	3DS5476-M3115902	09/06/2025 12:01 AM	09/07/2025 12:01 AM	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (other than fire) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Deductible \$ 1,000
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>EXCESS LIAB</b> DED \$ RETENTION \$ OCCUR CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> <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 Y/N N/A						PER STATUTE OTHER 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)

Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19. Attendance: 150, Event Type: Art Show.

<b>CERTIFICATE HOLDER</b> City of Haverhill 4 Summer St 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. <b>AUTHORIZED REPRESENTATIVE</b> 
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## EVANSTON INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

### ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:  
COMMERCIAL GENERAL LIABILITY COVERAGE FORM

#### SCHEDULE

**Name Of Additional Insured Person(s) Or Organization(s):**

City of Haverhill  
4 Summer St  
Haverhill, MA 01830

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule of this endorsement, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by the acts or omissions of any insured listed under Paragraph 1. or 2. of Section II – Who Is An Insured:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

All other terms and conditions remain unchanged.

**Event Permit****EVNT-25-13**

Submitted On: Apr 20, 2025

**Applicant**

Kevin Dorr  
9788218808  
@ kjd9918@aol.com

**Primary Location**

30 FERRY ST  
Bradford, MA 01835

12.2.3

**Organization Information****Organization**

Crescent Yacht Club LLC

**Organization Phone**

9783749683

**Organization Address**

30 Ferry St

**Organization City**

Bradford

**Organization State**

MA

**Organization Zip**

01835

**Is the Organization Tax Exempt?**

No

**Is the Organization Non-Profit?**

Yes

**Is the Organization a House of Worship?**

Yes

NOV 20 11:15  
INVESTIGATOR

**Contact Information****Contact Name**

Ron Rowe

**Contact Title**

Event Chairman

**Contact Phone**

3525522991

**Contact Email**

Wellsbeachron@yahoo.com

**Contact Address**

30 Ferry St

**Contact City**

Bradford

**Contact State**

MA

**Contact Zip**

01835

**Property Owner Information****Property Owner Name**

Crescent Yacht Club

**Property Owner Phone**

9783749683

**Property Owner Address**

30 Ferry St

**Property Owner City**

Bradford

**Property Owner State**

NA

**Property Owner Zip**

01835

**Is the Applicant the Property Owner?**

No

**Event Information****Description of event**

Annual charity Canoe Race

**Type of Event**

Other

**IF OTHER, Please Specify**

Annual Charity Canoe Race

**Event Date**

06/07/2025

**Event Location**

30 Ferry St

**Is the Event on Bradford Common?**

No

**Is the Event on City Property?**

No

**Event Venue**

Outdoor

**Number of Anticipated Attendees**

99

**Do attendees need to purchase a ticket to attend?**

Yes

**Is this event open to the public? Or private?**

Public

**Are You Requesting Additional Fees Be Waived? (APPLICATION FEE IS NOT WAIVABLE)**

No

**Event Start Time**

0730

**Event End Time**

1530

3:30

**Will Food Be Served/Sold at the Event?**

Yes

**IF YES TO FOOD, By What Means?**

Organization Sponsored Cookout

**IF YES To FOOD, How Will it be Cooked?**

Gas Grills

**Any Helpful Comments about Food**

Burgers and dogs on outside propane grills

**Special Considerations (i.e. fireworks)**

none

**Parking Information****Number of Parking Spaces Onsite**

30

**Have Off-site Parking Arrangements Been Made?**

Yes

**IF YES, Please Provide Details of Offsite Arrangements**

Shuttle buses to and from starting point of race.

**Are There Charges/Fees for Parking?**

No

**Sanitation Information****Number of Public Restrooms Available**

4

**Type of Toilets**

Portable

**Please Describe Plans for Solid Waste Disposal & Recycling**

Club has its own dumpster. Partnering with Covanta who provides recycling cardboard stand up containers

**IF PORTABLE TOILETS, Who is the Vendor?**

TBD

**General Release & Indemnity Agreement**

Yes

true

## Terms of Understanding

Yes

true



## Building Inspector Approval

Record No. EVNT-25-13

Status Completed

Became Active April 22, 2025

Assignee Tom Bridgewater

Due Date None

---

### Primary Location

30 FERRY ST  
Bradford, MA 01835

### Owner

CRESCENT YACHT CLUB  
PO BOX 5006 30 Ferry Street BRADFORD, MA 01835

### Applicant

 Kevin Dorr  
 978-821-8808  
 kjd9918@aol.com  
 116 Lake St  
Haverhill, MA 01832

---

### Step Activity

OpenGov system activated this step	04/22/2025 at 9:24 am
OpenGov system assigned this step to Tom Bridgewater	04/22/2025 at 9:24 am
Tom Bridgewater approved this step	04/23/2025 at 8:14 am



## Fire Inspector Approval

Record No.EVNT-25-13

Status Completed

Became Active April 22, 2025

Assignee Eric Tarpy

Due Date None

### Primary Location

30 FERRY ST  
Bradford, MA 01835

### Owner

CRESCENT YACHT CLUB  
PO BOX 5006 30 Ferry Street BRADFORD, MA 01835

### Applicant

 Kevin Dorr  
 978-821-8808  
 kjd9918@aol.com  
 116 Lake St  
Haverhill, MA 01832

### Messages

No comments yet.

### Step Activity

OpenGov system activated this step	04/22/2025 at 9:24 am
OpenGov system assigned this step to Eric Tarpy	04/22/2025 at 9:24 am
Eric Tarpy approved this step	04/22/2025 at 11:37 am





## Health Inspector Approval

Record No.EVNT-25-13

Status Completed

Became Active April 22, 2025

Assignee Mark Tolman

Due Date None

### Primary Location

30 FERRY ST  
Bradford, MA 01835

### Owner

CRESCENT YACHT CLUB  
PO BOX 5006 30 Ferry Street BRADFORD, MA 01835

### Applicant

 Kevin Dorr  
 978-821-8808  
 kjd9918@aol.com  
 116 Lake St  
Haverhill, MA 01832

### Step Activity

OpenGov system activated this step

04/22/2025 at 9:24 am

OpenGov system assigned this step to Mark Tolman

04/22/2025 at 9:24 am

Mark Tolman approved this step

04/24/2025 at 9:19 am

## Police Department Approval

Record No. EVNT-25-13

Status Completed

Became Active April 22, 2025

Assignee Kevin Lynch

Due Date None

### Primary Location

30 FERRY ST  
Bradford, MA 01835

### Owner

CRESCENT YACHT CLUB  
PO BOX 5006 30 Ferry Street BRADFORD, MA 01835

### Applicant

 Kevin Dorr  
 978-821-8808  
 kjd9918@aol.com  
 116 Lake St  
Haverhill, MA 01832

## Messages

No comments yet.

### Step Activity

OpenGov system activated this step 04/22/2025 at 9:24 am

OpenGov system assigned this step to Kevin Lynch 04/22/2025 at 9:24 am

Kevin Lynch approved this step 04/22/2025 at 12:20 pm

## Public Works Director Approval

Record No, EVNT-25-13

Status Completed

Became Active April 22, 2025

Assignee Robert Kimball

Due Date None

### Primary Location

30 FERRY ST  
Bradford, MA 01835

### Owner

CRESCENT YACHT CLUB  
PO BOX 5006 30 Ferry Street BRADFORD, MA 01835

### Applicant

 Kevin Dorr  
 978-821-8808  
 kjd9918@aol.com  
 116 Lake St  
Haverhill, MA 01832

### Step Activity

OpenGov system activated this step

04/22/2025 at 9:24 am

OpenGov system assigned this step to Michael Arpino

04/22/2025 at 9:24 am

Kaitlin Wright reassigned this step from Michael Arpino to Robert Kimball

05/02/2025 at 8:35 am

Robert Kimball approved this step

05/06/2025 at 9:59 am

4/8/2025

To Whom it May Concern,

In regard to the Crescent Yacht Club Annual Canoe Race scheduled for Saturday June 6<sup>th</sup>, 2025. There will be no independent vendors or contracts applicable. There will be, however a written agreement with a Porta Potty company TBD at a later date.

Respectfully,

A handwritten signature in black ink, appearing to read "Kevin J. Dorr", is written over a horizontal line.

Kevin J. Dorr CYC EBoard

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

Licensee is solely responsible for the cost of any damage that occurs to public property or extraordinary expense necessary for the public safety as a result of the public event, exhibition, show or amusement. Licensee shall be responsible for the cost of any police or fire official(s) required by the City Council to be attendance at the event.



Kevin J. Dorr

Crescent Yacht Club

Dated 04/05/2025



[Home](#) > Tax Deductibility

# TAX DEDUCTIBILITY

All purchases made at Tunnel2towers.org are considered donations to the Stephen Siller Tunnel to Towers Foundations. The Foundation is organized as a Not-for-Profit Corporation under the laws of the State of New York and is recognized by the Internal Revenue Service ("IRS") as a public charity pursuant to §509 (a)(1) of the Internal Revenue Code ("IRC") and as a tax-exempt organization pursuant to §501 (c)(3) of the IRC.

All donations are fully deductible to the extent allowed by applicable law. Please consult your tax advisor for additional information and the deductibility of your donation.

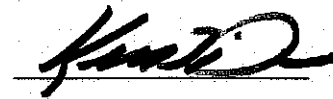
[DONATE NOW](#)

April 20<sup>th</sup>, 2025

To Whom it May Concern,

Any activities related to the Crescent Yacht Club Canoe Race scheduled for June 7<sup>th</sup>, 2025 will be conducted on property owned or under the direct control of The Crescent Yacht Club, LLC. Please feel free to contact me with any questions or concerns. Thank you for your attention in this matter.

Respectfully,

A handwritten signature in black ink, appearing to read "Kevin J. Dorr", written over a horizontal line.

Kevin J. Dorr

Crescent Yacht Club EBoard



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/19/2024

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 have ADDITIONAL INSURED provisions or 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> Costello Insurance Group 2 S. Kimball St. PO BOX 5248 Bradford MA 01835		<b>CONTACT NAME:</b> Emily Costello <b>PHONE (A/C, No, Ext):</b> (978) 374-6352 <b>FAX (A/C, No):</b> (978) 521-5127 <b>E-MAIL ADDRESS:</b> ecostello@costelloinsurance.com	
<b>INSURED</b> Crescent Yacht Club P.O. Box 5006 Bradford MA 01835		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Swiss Re Corporate Solutions America Insurance <b>INSURER B:</b> AmTrust North America, Inc. <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 15954	

## COVERAGES

CERTIFICATE NUMBER: CL2211702554

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			50M2002512-00	05/24/2024	05/24/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 2,000,000
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							PRODUCTS - COMP/OP AGG \$ 2,000,000
OTHER:							Liquor \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO						BODILY INJURY (Per person) \$
	OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/>						BODILY INJURY (Per accident) \$
	HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>						PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
	<b>DED</b>						
	<b>RETENTION \$</b>						
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			SWC1362447	11/12/2024	11/12/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

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

Liquor Liability \$1,000,000

## CERTIFICATE HOLDER

## CANCELLATION

City of Haverhill 4 Summer St  Haverhill MA 01830	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 
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Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
PO Box 2508  
Cincinnati, OH 45201

Date:  
March 4, 2024  
Employer ID number:  
02-0554654  
Form 990 required:  
990 Yes  
Person to contact:  
Name: Mr. Schatz  
ID number: 0196497

STEPHEN SILLER TUNNEL TO TOWERS FOUNDATION  
2361 HYLAN BLVD  
STATEN ISLAND, NY 10306

Dear Sir or Madam:

We're responding to your request dated January 02, 2024, about your tax-exempt status.

We issued you a determination letter in February 2003, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax-deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period.

- Form 990, Return of Organization Exempt From Income Tax
- Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely,

*Stephen A. Martin*

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements

**Event Permit****EVNT-25-15**

Submitted On: Apr 28, 2025

**Applicant**

👤 Jeff Grassie  
☎ 9788727535  
@ jeffgrassie@yahoo.com

**Primary Location**

10 CHURCH ST  
Bradford, MA 01835

12.2.4

**Organization Information****Organization**

Haverhill Farmers Market(Creative Haverhill is our fiscal agent and 501C3

**Organization Phone**

978-872-7535

**Organization Address**

PO Box 205

**Organization City**

Haverhill

**Organization State**

Ma

**Organization Zip**

01831

**Is the Organization Tax Exempt?**

Yes

**Is the Organization Non-Profit?**

Yes

**Is the Organization a House of Worship?**

No

**Contact Information****Contact Name**

Jeff Grassie

**Contact Title**

Farmers Market Manager

**Contact Phone**

978-872-7535

**Contact Email**

jeffgrassie@yahoo.com

**Contact Address**

1153 West Lowell Ave

**Contact City**

Haverhill

**Contact State**

Ma

**Contact Zip**

01832

MAY 7 AM 12:24  
HAYCITY/CLERK

**Property Owner Information****Property Owner Name**

First Church of Christ

**Property Owner Phone**

978-621-5152

**Property Owner Address**

10 Church Street

**Property Owner City**

Haverhill

**Property Owner State**

Ma

**Property Owner Zip**

01835

**Is the Applicant the Property Owner?**

No

**Event Information****Description of event**

The Haverhill Farmers Market has been around since 1978 providing fresh vegetable, fruit and many other locally made or grown products for our community.

**Type of Event**

Other

**IF OTHER, Please Specify**

Farmers Market

**Event Date**

06/21/2025

**Event Location**

Every week 6/21-10/25 Bradford Common 10 Church Street

**Is the Event on Bradford Common?**

Yes

**Is the Event on City Property?**

No

**Event Venue**

Outdoor

**Number of Anticipated Attendees**

500

**Do attendees need to purchase a ticket to attend?**

No

**Is this event open to the public? Or private?**

Public

**Are You Requesting Additional Fees Be Waived? (APPLICATION FEE IS NOT WAIVABLE)**

Yes

**Event Start Time**

June 21 from 9-1pm

**Event End Time**

Every Saturday until 10/25 from 9-1pm

**Will Food Be Served/Sold at the Event?**

Yes

**IF YES TO FOOD, By What Means?**

Vendors

**IF YES To FOOD, How Will it be Cooked?**

Prepared Off-site

**Any Helpful Comments about Food**

All vendors are approved by Haverhill Board of Health

**Special Considerations (i.e. fireworks)**

none

---

**Parking Information****Number of Parking Spaces Onsite**

100

**Have Off-site Parking Arrangements Been Made?**

Yes

**IF YES, Please Provide Details of Offsite Arrangements**

We have an arrangement with Sacred Hearts School and Church to use both their parking lots which is 140 parking spaces. In addition, there are legal car spaces clearly marked along Rt 125 going towards Old Zion College and on Salem Street as well.

For safety reasons every week I cone off entire Bradford Common on Rt 125 and Salem Street so no customer cars are able park there during the market from 9-1pm. This had been very effective without any incidences.

A large portion of our customers just walk to the Bradford Common since live nearby and do not have to drive and find a parking space,

**Are There Charges/Fees for Parking?**

No

**Sanitation Information****Number of Public Restrooms Available**

3

**Type of Toilets**

Permanent

**Please Describe Plans for Solid Waste Disposal & Recycling**

There are bathrooms provided in the church

**General Release & Indemnity Agreement**

Yes

true

**Terms of Understanding**

Yes

true

## City Clerk Approval

Record No. EVNT-25-15

Status Completed

Became Active April 28, 2025

Assignee Kaitlin Wright

Due Date None

---

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Jeff Grassie  
 978-872-7535  
 jeffgrassie@yahoo.com  
 1153 West Lowell Ave.  
Haverhill, MA 01832-1155

---

### Step Activity

OpenGov system activated this step

04/28/2025 at 7:48 am

OpenGov system assigned this step to Kaitlin Wright

04/28/2025 at 7:48 am

Kaitlin Wright approved this step

04/28/2025 at 12:17 pm

## Building Inspector Approval

Record No. EVNT-25-15

Status Completed

Became Active April 28, 2025

Assignee Tom Bridgewater

Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Jeff Grassie  
 978-872-7535  
 jeffgrassie@yahoo.com  
 1153 West Lowell Ave.  
Haverhill, MA 01832-1155

### Step Activity

OpenGov system activated this step

04/28/2025 at 12:17 pm

OpenGov system assigned this step to Tom Bridgewater

04/28/2025 at 12:17 pm

Tom Bridgewater approved this step

04/28/2025 at 1:21 pm

## Fire Inspector Approval

Record No.EVNT-25-15

Status Completed

Became Active April 28, 2025

Assignee Eric Tarpy

Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Jeff Grassie  
 978-872-7535  
 jeffgrassie@yahoo.com  
 1153 West Lowell Ave.  
Haverhill, MA 01832-1155

### Step Activity

OpenGov system activated this step

04/28/2025 at 12:17 pm

OpenGov system assigned this step to Eric Tarpy

04/28/2025 at 12:17 pm

Eric Tarpy approved this step

04/29/2025 at 7:31 am

## Health Inspector Approval

Record No. EVNT-25-15

Status Completed

Became Active April 28, 2025

Assignee Mark Tolman

Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Jeff Grassie  
 978-872-7535  
 jeffgrassie@yahoo.com  
 1153 West Lowell Ave.  
Haverhill, MA 01832-1155

### Step Activity

OpenGov system activated this step

04/28/2025 at 12:17 pm

OpenGov system assigned this step to Mark Tolman

04/28/2025 at 12:17 pm

Mark Tolman approved this step

04/29/2025 at 8:28 am



## Police Department Approval

Record No. EVNT-25-15

Status Completed

Became Active April 28, 2025

Assignee Kevin Lynch

Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Jeff Grassie  
 978-872-7535  
 jeffgrassie@yahoo.com  
 1153 West Lowell Ave.  
Haverhill, MA 01832-1155

### Step Activity

OpenGov system activated this step.

04/28/2025 at 12:17 pm

OpenGov system assigned this step to Kevin Lynch

04/28/2025 at 12:17 pm

Kevin Lynch approved this step

05/06/2025 at 12:35 pm



## Public Works Director Approval

Record No.EVNT-25-15

Status Completed

Became Active April 28, 2025

Assignee Robert Kimball

Due Date None

### Primary Location

10 CHURCH ST  
Bradford, MA 01835

### Owner

FIRST CHURCH OF CHRIST  
CHURCH ST 10 BRADFORD, MA 01835

### Applicant

 Jeff Grassie  
 978-872-7535  
 jeffgrassie@yahoo.com  
 1153 West Lowell Ave.  
Haverhill, MA 01832-1155

### Step Activity

OpenGov system activated this step

04/28/2025 at 12:17 pm

OpenGov system assigned this step to Robert Kimball

04/28/2025 at 12:17 pm

Robert Kimball approved this step

05/06/2025 at 10:12 am

## General Release & Indemnity Agreement

The Above organization in consideration of the permit granted by the City of Hazelton, hereby remises, releases and forever discharges the City of Hazelton, its officers, agents, attorneys from all manner of actions, causes of actions, debts, claims, damages, losses, in equity, more especially any and all claims as a result of the use of the property, including, but not limited to, property damages and personal injuries.

Signature of Authorized  
Agent of Organization:



Signature Witnessed By:

City Council will hear this request for application on

(date)

Applicant must attend: Yes ☐ No ☐

*Licensee is solely responsible for the loss of property or extraordinary expense incurred by the licensee as a result of the public event, exhibition, show or display.*

*Licensee shall be responsible for the loss of property or extraordinary expense incurred by the City Council to be attending the public event, exhibition, show or display.*

According to IRC Section 6069(a), if you don't file a required return for 3 consecutive years, we'll revoke your tax-exempt status and your address.

**Steven E. Ely, President**     **Edward J. McInerney**



**IMPORTANT:** With certain types of additional insured, the following conditions apply. For more information, see the terms and conditions of the policy. Certain policies may require additional information. For information on the requirements for additional insureds, please contact your agent.

Roberta Jacobs  
Campbell Risk Management  
8555 Wilcox Drive, Box 204  
Indianapolis, IN 46240  
Lynn Spiller Ext 203

INSURED  
Haverhill Finance Market  
1159 West Lowell Ave  
Haverhill, Massachusetts 01830

[illegible]

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THIS IS TO CERTIFY THAT THE ABOVE NAMED INSURANCE POLICY NUMBER \_\_\_\_\_ IS IN FULL PAYMENT OF THE PREMIUM DUE ON THE DATE OF THIS CERTIFICATE. IF THE POLICY IS NOT IN FULL PAYMENT, THE INSURANCE COMPANY MAY BE ISSUED A NOTICE OF NON-PAYMENT OF PREMIUM. THE INSURANCE COMPANY MAY BE ISSUED A NOTICE OF NON-PAYMENT OF PREMIUM. THE INSURANCE COMPANY MAY BE ISSUED A NOTICE OF NON-PAYMENT OF PREMIUM. THE INSURANCE COMPANY MAY BE ISSUED A NOTICE OF NON-PAYMENT OF PREMIUM.

[illegible]

**CANCELLATION**

SHOULD ANY OF THE ABOVE DEFERRED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE GIVEN IN ACCORDANCE WITH THEIR OWN PROVISIONS.

John C. Campbell



Document

CITY OF HAVERHILL

In Municipal Council

13.1

Ordered:

That in accordance with General Laws, Chapter 44, Section 64, authorize the payment of bill(s) of the previous years and to further authorize the payment from current year departmental appropriations as listed below:

<u>Vendor</u>	<u>Amount</u>	<u>Account</u>
National Grid	\$4,777.21	Public Property
National Grid	\$5,563.43	Public Property
National Grid	\$2,719.26	Public Property
National Grid	\$5,040.18	Public Property



MELINDA E. BARRETT  
MAYOR

**CITY OF HAVERHILL**  
**MASSACHUSETTS**

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

May 8, 2025

To: City Council President Thomas J. Sullivan and Members of the Haverhill City Council

From: Mayor Melinda E. Barrett

**RE: FY24 Bills**

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

Attached, please find an order to pay bills from the previous fiscal year:

Vendor	Amount	Account
National Grid	\$ 4,777.21	Public Property
National Grid	\$ 5,563.43	Public Property
National Grid	\$ 2,719.26	Public Property
National Grid	\$ 5,040.18	Public Property

**TOTAL \$ 18,100.08**

I recommend approval.

Sincerely,

**Melinda E. Barrett**  
**Mayor**

MEB/em



# nationalgrid

SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Feb 7, 2022 to Mar 8, 2022

PAGE 1 of 3

ACCOUNT NUMBER 76344-08019  
PLEASE PAY BY May 4, 2022  
AMOUNT DUE \$ 48,337.69

www.nationalgridus.com

CUSTOMER SERVICE  
1-800-322-3223  
CREDIT DEPARTMENT  
1-888-211-1313  
POWER OUTAGE OR DOWNED LINE  
1-800-465-1212  
CORRESPONDENCE ADDRESS  
PO Box 960  
Northborough, MA 01532-0960  
ELECTRIC PAYMENT ADDRESS  
PO BOX 371396  
PITTSBURGH, PA 15250-7396  
DATE BILL ISSUED  
Mar 10, 2022

## ACCOUNT BALANCE

	National Grid Services	Other Supplier Service	Adjustments	Total
Previous Balance	39,102.31	9,806.09	0.00	48,908.40
Payment(s) Received	- 2,769.68	- 2,887.24	- 0.00	- 5,656.92
Amount Past Due	36,332.63	6,918.85	0.00	43,251.48
Current Charges	2,263.27	2,513.94	309.00	5,086.21
<b>Amount Due ▶</b>	<b>\$ 38,595.90</b>	<b>\$ 9,432.79</b>	<b>\$ 309.00</b>	<b>\$ 48,337.69</b>

### ➤ AVOID LATE PAYMENT CHARGES

To avoid late payment charges, we encourage you to pay your bill on time. Payment can be made at www.nationalgridus.com or by calling 1-800-322-3223. If you are having difficulty paying your bill, we can help. Please visit ngrid.com/discounts to review our assistance options.

To avoid late payment charges of 0.82%, \$ 48,337.69 must be received by May 4 2022.

### Enrollment Information

To enroll with a supplier or change to another supplier, you will need the following information about your account:  
Loadzone NEMA/BOST  
Acct No: 76344-08019 Cycle: 8, CITY

## DETAIL OF CURRENT CHARGES

### Delivery Services

### Electric Usage History

Month	kWh	Month	kWh
Mar 21	26399	Oct 21	21385
Apr 21	15666	Nov 21	24839
May 21	13147	Dec 21	27133
Jun 21	13905	Jan 22	33797
Jul 21	22815	Feb 22	28245
Aug 21	23073	Mar 22	27385
Sep 21	30894		

	Energy-kWh	Demand-kW	Demand-kVA
Metered Usage	27385 kWh		
Peak	10404 kWh	84.0 kW	92.0 KVA
Off Peak	16981 kWh	72.0 kW	
<b>Billed Usage</b>	<b>27385 kWh</b>	<b>84.0 kW</b>	<b>92.0 KVA</b>
METER NUMBER 25201099	NEXT SCHEDULED READ DATE ON OR ABOUT Apr 8		
SERVICE PERIOD Feb 8 - Mar 8	NUMBER OF DAYS IN PERIOD 29		
RATE Time-of-Use G-3	VOLTAGE DELIVERY LEVEL 0 - 2.2 kv		

### Billed Demand Last 12 months

Minimum	72
Maximum	132
Average	99.0333

KEEP THIS PORTION FOR YOUR RECORDS.

RETURN THIS PORTION WITH YOUR PAYMENT.

# nationalgrid

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
76344-08019	May 4, 2022	\$ 48,337.69

PO Box 960  
Northborough MA 01532

ENTER AMOUNT ENCLOSED

\$

Write account number on check and make payable to National Grid

\*\*AUTO\*\*ALL FOR AADC 021  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST STE 106  
HAVERHILL MA 01830-5843

023856

NATIONAL GRID  
PO BOX 371396  
PITTSBURGH PA 15250-7396

000508621 76344080196004833769124

SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Feb 7, 2022 to Mar 8, 2022

PAGE 2 of 3

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
76344-08019	May 4, 2022	\$ 48,337.69

Customer Charge			223.00
Dist Chg On Peak	0.01165717	x 10404 kWh	121.28
Dist Chg Off Peak	0.00978717	x 16981 kWh	166.19
Transition Charge	-0.00098757	x 27385 kWh	-27.04
Transmission Charge	0.02713725	x 27385 kWh	743.15
Distribution Demand Chg	8.55	x 84 kW/kVA	718.20
Energy Efficiency Chg	0.00938	x 27385 kWh	256.87
Renewable Energy Chg	0.0005	x 27385 kWh	13.69
Distributed Solar Charge	0.00155	x 27385 kWh	42.45
Electric Vehicle Charge	0.0002	x 27385 kWh	5.48
<b>Total Delivery Services</b>			<b>\$ 2,263.27</b>

#### Explanation of General Billing Terms

**KWH:** Kilowatt-hour, a basic unit of electricity used.

**Off-Peak:** Period of time when the need or demand for electricity on the Company's system is low, such as late evenings, weekends and holidays.

**Peak:** Period of time when the need or demand for electricity on the Company's system is high, normally during the day, Monday through Friday, excluding holidays.

**Estimated Bill:** A bill calculated on your typical monthly usage rather than on an actual meter reading, usually rendered because we are unable to read your meter.

**Meter Multiplier:** A number by which the usage on certain meters must be multiplied by to obtain the total usage.

**Demand Charge:** The cost of providing electrical distribution equipment to accommodate your largest electrical load.

#### Supplier Service Charges Consist of:

**Generation Charge:** The charge(s) to provide electricity to the customer by a supplier.

#### Delivery Service Charges are comprised of:

**Customer Charge:** The cost of providing customer related services such as metering, meter reading and billing. These costs are unaffected by the actual

amount of electricity you use.

**Distribution Charge:** The cost of delivering electricity from the beginning of the Company's distribution system to your home or business.

**Transition Charge:** Company payments to its wholesale supplier for terminating its wholesale arrangements.

**Transmission Charge:** The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.

**Energy Efficiency Charge:** The cost of energy efficiency program services offered by the Company.

**Renewable Energy Charge:** A charge to fund initiatives for renewable energy and fostering formation, growth, expansion and retention of renewable energy and related enterprises.

**Distributed Solar Charge:** Recovers the cost of the Massachusetts solar program, including payments to owners of solar systems.

**Electric Vehicle Charge:** Recovers the cost of the Electric Vehicle Program, including rebates for installation of EV charging infrastructure and for off peak charging.

#### Questions:

If you have questions or complaints regarding this bill or National Grid's service quality, please contact Customer Service at 1-800-322-3223. You may also contact the Massachusetts Department of Public Utilities, Consumer Division at 617-737-2836 or toll free at 1-877-886-5086, TTY (for the hearing impaired only) 1-800-439-2370 or web site [www.mass.gov/dpu](http://www.mass.gov/dpu).

SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL, MA 01830

BILLING PERIOD  
Feb 7, 2022 to Mar 8, 2022

PAGE 3 of 3

ACCOUNT NUMBER

76344-08019

PLEASE PAY BY

May 4, 2022

AMOUNT DUE

\$ 48,337.69

www.nationalgridus.com



## Help with winter bills.

Continued high global  
natural gas prices are  
impacting energy bills  
across the country  
this winter.

We can help you  
manage your bill  
with tips, programs,  
and services.

For residential  
customers, visit  
**ngrid.com/winter**  
or scan below.



For business  
customers, visit  
**ngrid.com/  
heatinghelp**  
or scan below.



### Supply Services

SUPPLIER CONSTELLATION  
NEWENERGY, INC -MA-CI  
1221 LAMAR ST., SUITE 750  
HOUSTON TX 77010

PHONE 844-636-3749 ACCOUNT NO 10368067

Electricity Supply	0.0918 x 27385 kWh	2,513.94
<b>Total Supply Services</b>		<b>\$ 2,513.94</b>

### Other Charges/Adjustments

Late Payment Charges	309.00
<b>Total Other Charges/Adjustments</b>	<b>\$ 309.00</b>



SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Jan 9, 2023 to Feb 7, 2023

PAGE 1 of 3

ACCOUNT NUMBER 76344-08019  
PLEASE PAY BY Apr 5, 2023  
AMOUNT DUE \$ 52,967.69

www.nationalgridus.com

CUSTOMER SERVICE  
1-800-322-3223  
CREDIT DEPARTMENT  
1-888-211-1313  
POWER OUTAGE OR DOWNED LINE  
1-800-465-1212  
CORRESPONDENCE ADDRESS  
PO Box 960  
Northborough, MA 01532-0960  
ELECTRIC PAYMENT ADDRESS  
PO BOX 371396  
PITTSBURGH, PA 15250-7396  
DATE BILL ISSUED  
Feb 9, 2023

### ACCOUNT BALANCE

	National Grid Services	Other Supplier Service	Adjustments	Total
Previous Balance	42,589.34	10,044.98	0.00	52,634.32
Payment(s) Received	- 2,894.77	- 2,810.07	- 0.00	- 5,704.84
Amount Past Due	39,694.57	7,234.91	0.00	46,929.48
Current Charges	2,607.60	2,955.83	474.78	6,038.21
<b>Amount Due ▶</b>	<b>\$ 42,302.17</b>	<b>\$ 10,190.74</b>	<b>\$ 474.78</b>	<b>\$ 52,967.69</b>

To avoid late payment charges of 1.02%, \$ 52,967.69 must be received by Apr 5 2023.

➤ **Payment concerns?** We are here to help. To learn about solutions to help you take control of your energy use and bills, visit [www.ngrid.com/billhelp](http://www.ngrid.com/billhelp).

### Enrollment Information

To enroll with a supplier or change to another supplier, you will need the following information about your account:  
Loadzone NEMA/BOST  
Acct No: 76344-08019 Cycle: 8, CITY

### Electric Usage History

Month	kWh	Month	kWh
Feb 22	28245	Sep 22	28939
Mar 22	27385	Oct 22	18985
Apr 22	21110	Nov 22	21708
May 22	13704	Dec 22	30463
Jun 22	11216	Jan 23	33774
Jul 22	16891	Feb 23	31647
Aug 22	33117		

### DETAIL OF CURRENT CHARGES

#### Delivery Services

	Energy-kWh	Demand-kW	Demand-kVA
Metered Usage	31647 kWh		
Peak	13662 kWh	104.0 kW	116.0 kVA
Off Peak	17985 kWh	76.0 kW	
Billed Usage	31647 kWh	104.4 kW	116.0 kVA

METER NUMBER 25201099 NEXT SCHEDULED READ DATE ON OR ABOUT Mar 9  
SERVICE PERIOD Jan 10 - Feb 7 NUMBER OF DAYS IN PERIOD 29  
RATE Time-of-Use G-3 VOLTAGE DELIVERY LEVEL 0 - 2.2 kv

### Billed Demand Last 12 months

Minimum	72
Maximum	164
Average	105.7666

KEEP THIS PORTION FOR YOUR RECORDS.

RETURN THIS PORTION WITH YOUR PAYMENT.



ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
76344-08019	Apr 5, 2023	<del>\$ 52,967.69</del> 5563.43

PO Box 960  
Northborough MA 01532

ENTER AMOUNT ENCLOSED

\$

Write account number on check and make payable to National Grid

CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST STE 106  
HAVERHILL MA 01830-5843

029838

NATIONAL GRID  
PO BOX 371396  
PITTSBURGH PA 15250-7396

000603821 76344080197005296769095

SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Jan 9, 2023 to Feb 7, 2023

PAGE 2 of 3

ACCOUNT NUMBER

PLEASE PAY BY

AMOUNT DUE

76344-08019

Apr 5, 2023

\$ 52,967.69

Customer Charge			223.00
Dist Chg On Peak	0.00451	x 13662 kWh	61.63
Dist Chg Off Peak	0.00255	x 17985 kWh	45.85
Transition Charge	-0.00085	x 31647 kWh	-26.90
Transmission Charge	0.02713	x 31647 kWh	858.58
Distribution Demand Chg	8.98	x 104.4 kW/KVA	937.51
Energy Efficiency Chg	0.01366	x 31647 kWh	432.30
Renewable Energy Chg	0.0005	x 31647 kWh	15.82
Distributed Solar Charge	0.00164	x 31647 kWh	51.90
Electric Vehicle Charge	0.00025	x 31647 kWh	7.91
<b>Total Delivery Services</b>			<b>\$ 2,607.60</b>

#### Explanation of General Billing Terms

**KWH:** Kilowatt-hour, a basic unit of electricity used.

**Off-Peak:** Period of time when the need or demand for electricity on the Company's system is low, such as late evenings, weekends and holidays.

**Peak:** Period of time when the need or demand for electricity on the Company's system is high, normally during the day, Monday through Friday, excluding holidays.

**Estimated Bill:** A bill calculated on your typical monthly usage rather than on an actual meter reading, usually rendered because we are unable to read your meter.

**Meter Multiplier:** A number by which the usage on certain meters must be multiplied by to obtain the total usage.

**Demand Charge:** The cost of providing electrical distribution equipment to accommodate your largest electrical load.

#### Supplier Service Charges Consist of:

**Generation Charge:** The charge(s) to provide electricity to the customer by a supplier.

#### Delivery Service Charges are comprised of:

**Customer Charge:** The cost of providing customer related services such as metering, meter reading and billing. These costs are unaffected by the actual

amount of electricity you use.

**Distribution Charge:** The cost of delivering electricity from the beginning of the Company's distribution system to your home or business.

**Transition Charge:** Company payments to its wholesale supplier for terminating its wholesale arrangements.

**Transmission Charge:** The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.

**Energy Efficiency Charge:** The cost of energy efficiency program services offered by the Company.

**Renewable Energy Charge:** A charge to fund initiatives for renewable energy and fostering formation, growth, expansion and retention of renewable energy and related enterprises.

**Distributed Solar Charge:** Recovers the cost of the Massachusetts solar program, including payments to owners of solar systems.

**Electric Vehicle Charge:** Recovers the cost of the Electric Vehicle Program, including rebates for installation of EV charging infrastructure and for off peak charging.

#### Questions:

If you have questions or complaints regarding this bill or National Grid's service quality, please contact Customer Service at 1-800-322-3223. You may also contact the Massachusetts Department of Public Utilities, Consumer Division at 617-737-2836 or toll free at 1-877-886-5066, TTY (for the hearing impaired only) 1-800-439-2370 or web site [www.mass.gov/dpu](http://www.mass.gov/dpu).

www.nationalgridus.com



**We're here  
to help you  
manage your  
energy bill.**

We offer ways to help you manage your energy use and monthly bills — including budget payment plans, energy efficiency tips and programs, and assistance with community support agencies.

Learn more at  
[ngrid.com/heretohelp](http://ngrid.com/heretohelp)

**Estamos aquí  
para ayudarlo  
a administrar  
su factura  
de energía.**

Ofrecemos formas de ayudarlo a gestionar su consumo de energía y sus facturas mensuales, incluidos planes de pago de presupuestos, consejos y programas de eficiencia energética y asistencia con agencias de apoyo comunitario.

Obtenga más información en [ngrid.com/heretohelp](http://ngrid.com/heretohelp)

### Supply Services

SUPPLIER CONSTELLATION  
NEWENERGY, INC -MA-CI  
1221 LAMAR ST., SUITE 750  
HOUSTON TX 77010



Constellation.

PHONE 844-636-3749 ACCOUNT NO 10368067

Electricity Supply	0.0934 x 31647 kWh	2,955.83
<b>Total Supply Services</b>		<b>\$ 2,955.83</b>

### Other Charges/Adjustments

Late Payment Charges	474.78
<b>Total Other Charges/Adjustments</b>	<b>\$ 474.78</b>



SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL, MA 01830

BILLING PERIOD  
Apr 10, 2023 to May 9, 2023

PAGE 1 of 3

ACCOUNT NUMBER 76344-08019 PLEASE PAY BY Jul 5, 2023 AMOUNT DUE \$ 61,249.69

www.nationalgridus.com

CUSTOMER SERVICE  
1-800-322-3223  
CREDIT DEPARTMENT  
1-888-211-1313  
POWER OUTAGE OR DOWNED LINE  
1-800-465-1212  
CORRESPONDENCE ADDRESS  
PO Box 960  
Northborough, MA 01532-0960  
ELECTRIC PAYMENT ADDRESS  
PO BOX 371396  
PITTSBURGH, PA 15250-7396  
DATE BILL ISSUED  
May 11, 2023

### ACCOUNT BALANCE

	National Grid Services	Other Supplier Service	Adjustments	Total
Previous Balance	45,585.40	12,399.91	0.00	57,985.31
Payment(s) Received	- 0.00	- 0.00	- 0.00	- 0.00
Amount Past Due	45,585.40	12,399.91	0.00	57,985.31
Current Charges	1,499.92	1,219.34	545.12	3,264.38
Amount Due ▶	\$ 47,085.32	\$ 13,619.25	\$ 545.12	\$ 61,249.69

To avoid late payment charges of 1.02%, \$ 61,249.69 must be received by Jul 5 2023.

Utility Worker Safety Reminder: State laws are in place to help protect utility workers while they are performing their job duties. Causing physical injury to, or assaulting, a utility worker is punishable by law, and penalties include potential jail time.

### Enrollment Information

To enroll with a supplier or change to another supplier, you will need the following information about your account:  
Loadzone NEMA/BOST  
Acct No: 76344-08019 Cycle: 8, City

### Electric Usage History

Month	kWh	Month	kWh
May 22	13704	Dec 22	30463
Jun 22	11216	Jan 23	33774
Jul 22	16891	Feb 23	31647
Aug 22	33117	Mar 23	28458
Sep 22	28939	Apr 23	20429
Oct 22	18985	May 23	13055
Nov 22	21708		

### DETAIL OF CURRENT CHARGES

#### Delivery Services

	Energy-kWh	Demand-kW	Demand-kVA
Metered Usage	13055 kWh		
Peak	1426 kWh	68.0 kW	76.0 kVA
Off Peak	11629 kWh	56.0 kW	
Billed Usage	13055 kWh	68.4 kW	76.0 kVA
METER NUMBER 25201099	NEXT SCHEDULED READ DATE ON OR ABOUT Jun 9		
SERVICE PERIOD Apr 11 - May 9	NUMBER OF DAYS IN PERIOD 29		
RATE Time-of-Use G-3	VOLTAGE DELIVERY LEVEL 0 - 2.2 kv		

### Billed Demand Last 12 months

Minimum	68.4
Maximum	164
Average	106.1333

KEEP THIS PORTION FOR YOUR RECORDS.

RETURN THIS PORTION WITH YOUR PAYMENT.



ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
76344-08019	Jul 5, 2023	\$ 61,249.69

PO Box 960  
Northborough MA 01532

CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST STE 106  
HAVERHILL MA 01830-5843

022346

NATIONAL GRID  
PO BOX 371396  
PITTSBURGH PA 15250-7396

ENTER AMOUNT ENCLOSED

\$ 2719.26

Write account number on check and make payable to National Grid

000326438 76344080195006124969186

SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Apr 10, 2023 to May 9, 2023

PAGE 2 of 3

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
76344-08019	Jul 5, 2023	\$ 61,249.69

Customer Charge			223.00
Dist Chg On Peak	0.00937792	x 1426 kWh	13.36
Dist Chg Off Peak	0.00741792	x 11629 kWh	86.27
Transition Charge	-0.00066	x 13055 kWh	-8.62
Transmission Charge	0.0277	x 13055 kWh	361.62
Distribution Demand Chg	8.98	x 68.4 kW/KVA	614.23
Energy Efficiency Chg	0.01370034	x 13055 kWh	178.86
Renewable Energy Chg	0.0005	x 13055 kWh	6.53
Distributed Solar Charge	0.00164	x 13055 kWh	21.41
Electric Vehicle Charge	0.00025	x 13055 kWh	3.26
<b>Total Delivery Services</b>			<b>\$ 1,499.92</b>

## Explanation of General Billing Terms

**KWH:** Kilowatt-hour, a basic unit of electricity used.

**Off-Peak:** Period of time when the need or demand for electricity on the Company's system is low, such as late evenings, weekends and holidays.

**Peak:** Period of time when the need or demand for electricity on the Company's system is high, normally during the day, Monday through Friday, excluding holidays.

**Estimated Bill:** A bill calculated on your typical monthly usage rather than on an actual meter reading, usually rendered because we are unable to read your meter.

**Meter Multiplier:** A number by which the usage on certain meters must be multiplied by to obtain the total usage.

**Demand Charge:** The cost of providing electrical distribution equipment to accommodate your largest electrical load.

## Supplier Service Charges Consist of:

**Generation Charge:** The charge(s) to provide electricity to the customer by a supplier.

## Delivery Service Charges are comprised of:

**Customer Charge:** The cost of providing customer related services such as metering, meter reading and billing. These costs are unaffected by the actual

amount of electricity you use.

**Distribution Charge:** The cost of delivering electricity from the beginning of the Company's distribution system to your home or business.

**Transition Charge:** Company payments to its wholesale supplier for terminating its wholesale arrangements.

**Transmission Charge:** The cost of delivering electricity from the generation company to the beginning of the Company's distribution system.

**Energy Efficiency Charge:** The cost of energy efficiency program services offered by the Company.

**Renewable Energy Charge:** A charge to fund initiatives for renewable energy and fostering formation, growth, expansion and retention of renewable energy and related enterprises.

**Distributed Solar Charge:** Recovers the cost of the Massachusetts solar program, including payments to owners of solar systems.

**Electric Vehicle Charge:** Recovers the cost of the Electric Vehicle Program, including rebates for installation of EV charging infrastructure and for off peak charging.

## Questions:

If you have questions or complaints regarding this bill or National Grid's service quality, please contact Customer Service at 1-800-322-3223. You may also contact the Massachusetts Department of Public Utilities, Consumer Division at 617-737-2836 or toll free at 1-877-886-5066, TTY (for the hearing impaired only) 1-800-439-2370 or web site [www.mass.gov/dpu](http://www.mass.gov/dpu).





We understand the impact of rising household expenses and can help you manage your energy bill, save energy and find assistance with our **Customer Savings Initiative.**

[ngrid.com/heretohelp](http://ngrid.com/heretohelp)

Entendemos el impacto del aumento de los gastos domésticos y, con nuestra Iniciativa de ahorro para clientes, podemos ayudarlo a gestionar su factura de energía, ahorrar energía y encontrar asistencia.

[ngrid.com/heretohelp](http://ngrid.com/heretohelp)

SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Apr 10, 2023 to May 9, 2023

PAGE 3 of 3

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
76344-08019	Jul 5, 2023	\$ 61,249.69

## Supply Services

SUPPLIER CONSTELLATION  
NEWENERGY, INC -MA-CI  
1001 LOUISIANA ST  
SUITE 2300  
HOUSTON TX 77002



PHONE 844-636-3749 ACCOUNT NO 10368067

Electricity Supply	0.0934 x 13055 kWh	1,219.34
<b>Total Supply Services</b>		<b>\$ 1,219.34</b>

## Other Charges/Adjustments

Late Payment Charges	545.12
<b>Total Other Charges/Adjustments</b>	<b>\$ 545.12</b>

# nationalgrid

SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Jun 8, 2023 to Jul 10, 2023

PAGE 1 of 3

ACCOUNT NUMBER 76344-08019 PLEASE PAY BY Sep 5, 2023 AMOUNT DUE \$ 63,405.12

www.nationalgridus.com

CUSTOMER SERVICE  
1-800-322-3223  
CREDIT DEPARTMENT  
1-888-211-1313

POWER OUTAGE OR DOWNED LINE  
1-800-465-1212

CORRESPONDENCE ADDRESS  
PO Box 960  
Northborough, MA 01532-0960

ELECTRIC PAYMENT ADDRESS  
PO BOX 371396  
PITTSBURGH, PA 15250-7396

DATE BILL ISSUED  
Jul 12, 2023

## ACCOUNT BALANCE

	National Grid Services	Other Supplier Service	Adjustments	Total
Previous Balance	47,374.88	12,437.88	0.00	59,812.76
Payment(s) Received	- 988.20	- 1,023.02	- 0.00	- 2,011.22
Amount Past Due	46,386.68	11,414.86	0.00	57,801.54
Current Charges	2,733.29	+ 2,306.89	566.40	5,606.58
Amount Due ▶	\$ 49,119.97	\$ 13,721.75	\$ 563.40	\$ 63,405.12

To avoid late payment charges of 1.02%, \$ 63,405.12 must be received by Sep 5 2023.

➤ Payment concerns? We are here to help. To learn about solutions to help you take control of your energy use and bills, visit [www.ngrid.com/billhelp](http://www.ngrid.com/billhelp).

## Enrollment Information

To enroll with a supplier or change to another supplier, you will need the following information about your account:  
Loadzone NEMA/BOST

Acct No: 76344-08019 Cycle: 8, CITY

## Electric Usage History

Month	kWh	Month	kWh
Jul 22	16891	Feb 23	31647
Aug 22	33117	Mar 23	28458
Sep 22	28939	Apr 23	20429
Oct 22	18985	May 23	13055
Nov 22	21708	Jun 23	7257
Dec 22	30463	Jul 23	24899
Jan 23	33774		

## DETAIL OF CURRENT CHARGES

### Delivery Services

	Energy-kWh	Demand-kW	Demand-kVA
Metered Usage	24699 kWh		
Peak	7577 kWh	136.0 kW	140.0 kVA
Off Peak	17122 kWh	100.0 kW	
Billed Usage	24699 kWh	136.0 kW	140.0 kVA

METER NUMBER 25201099 NEXT SCHEDULED READ DATE ON OR ABOUT Aug 9

SERVICE PERIOD Jun 9 - Jul 10 NUMBER OF DAYS IN PERIOD 32

RATE Time-of-Use G-3 VOLTAGE DELIVERY LEVEL 0 - 2.2 kv

## Billed Demand Last 12 months

Minimum	68.4
Maximum	164
Average	106.3686

KEEP THIS PORTION FOR YOUR RECORDS.

RETURN THIS PORTION WITH YOUR PAYMENT.

# nationalgrid

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
76344-08019	Sep 5, 2023	\$ 63,405.12

5040.18

PO Box 960  
Northborough MA 01532

ENTER AMOUNT ENCLOSED

\$

Write account number on check and make payable to National Grid

CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST STE 106  
HAVERHILL MA 01830-5843

037157

NATIONAL GRID  
PO BOX 371396  
PITTSBURGH PA 15250-7396

00560358 76344080197006340512248

SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Jun 8, 2023 to Jul 10, 2023

PAGE 2 of 3

ACCOUNT NUMBER	PLEASE PAY BY	AMOUNT DUE
76344-08019	Sep 5, 2023	\$ 63,405.12

Customer Charge		223.00
Dist Chg On Peak	0.00964 x 7577 kWh	73.04
Dist Chg Off Peak	0.00768 x 17122 kWh	131.48
Transition Charge	-0.00066 x 24699 kWh	-16.30
Transmission Charge	0.0277 x 24699 kWh	684.17
Distribution Demand Chg	8.98 x 136 kW/kVA	1,221.28
Energy Efficiency Chg	0.01379 x 24699 kWh	340.60
Renewable Energy Chg	0.0005 x 24699 kWh	12.35
Distributed Solar Charge	0.00238375 x 24699 kWh	58.88
Electric Vehicle Charge	0.00019374 x 24699 kWh	4.79
<b>Total Delivery Services</b>		<b>\$ 2,733.29</b>

#### Explanation of General Billing Terms

**KWH:** Kilowatt-hour, a basic unit of electricity used.

**Off-Peak:** Period of time when the need or demand for electricity on the Company's system is low, such as late evenings, weekends and holidays.

**Peak:** Period of time when the need or demand for electricity on the Company's system is high, normally during the day, Monday through Friday, excluding holidays.

**Estimated Bill:** A bill calculated on your typical monthly usage rather than on an actual meter reading, usually rendered because we are unable to read your meter.

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**Electric Vehicle Charge:** Recovers the cost of the Electric Vehicle Program, including rebates for installation of EV charging infrastructure and for off peak charging.

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SERVICE FOR  
CITY OF HAVERHILL  
BUILDING MAINTENANCE  
4 SUMMER ST,  
\*\*SOLAR\*\* CITYHALL  
HAVERHILL MA 01830

BILLING PERIOD  
Jun 8, 2023 to Jul 10, 2023

PAGE 3 of 3

ACCOUNT NUMBER  
76344-08019

PLEASE PAY BY  
Sep 5, 2023

AMOUNT DUE  
\$ 63,405.12

www.nationalgridus.com

### Supply Services

SUPPLIER CONSTELLATION  
NEWENERGY, INC -MA-CI  
1001 LOUISIANA ST  
SUITE 2300  
HOUSTON TX 77002



PHONE 844-636-3749 ACCOUNT NO 10368067

Electricity Supply	0.0934 x 24699 kWh	2,306.89
<b>Total Supply Services</b>		<b>\$ 2,306.89</b>

### Other Charges/Adjustments

Late Payment Charges	563.40
<b>Total Other Charges/Adjustments</b>	<b>\$ 563.40</b>



Mead, Talerman & Costa, LLC  
Attorneys at Law

30 Green Street  
Newburyport, MA 01950  
Phone 978.463.7700

www.mtcattorneys.com

May 1, 2025

**Via Electronic Mail**

Thomas J. Sullivan, President, City Council  
4 Summer Street  
Room 204  
City of Haverhill  
Haverhill, MA 01830

**Re: Kennel Ordinance Updates**

Dear President Sullivan,

Reference is made to the above captioned matter. In that connection, the Commonwealth has recently enacted "Ollie's Law," a set of amendments to Chapter 140, Licenses, of the General Laws, in order to create a licensing and enforcement scheme concerning dog kennels, as well as other protections for dogs. That new licensing structure creates new responsibilities for cities related to kennels, such as to require licenses for kennels to operate and to specify how long those licenses last for.

Please find transmitted along with this letter a Municipal Ordinance document and the associated strikethrough edits updating Section 137-4 of Article II, Kennels; Dog Licensing, of Chapter 137, Dogs and Other Animals, of the City of Haverhill Code of Ordinances. This document and edits will update Haverhill's ordinance on kennels in line with the amendments to Chapter 140.

Sincerely,

/s/ Lisa Mead (RSC)

Lisa L. Mead, City Solicitors

Encl.

MAY 8 PM 3:40  
HAVCITYCLERK

*Millis Office*

730 Main Street, Suite 1F  
Millis, MA 02054

*New Bedford Office*

227 Union Street, Suite 606  
New Bedford, MA 02740

*Related communications*

(141)

MAY 8 PM 3:50  
HAVCITYCLERK



Document

CITY OF HAVERHILL

In Municipal Council

8 Octavo Page

1411

Ordered:

MUNICIPAL ORDINANCE

CHAPTER 137

DOGS AND OTHER ANIMALS

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 137 – DOGS AND OTHER ANIMALS, of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows;

ARTICLE II  
Kennels; Dog Licensing

MAY 9 AM 9:05  
HAVCITYCLERK

§ 137-4. License required.

- A. The definitions for this ordinance are the same as those in Chapter 140, Section 136A of the General Laws.
- B. Every owner or keeper of a dog more than three months old shall obtain from the City Clerk a license therefor.
- C. In accordance with Chapter 140, Section 137A of the General Laws, a person maintaining a kennel shall obtain a kennel license. Before a kennel license can be issued, the kennel must be inspected by an Animal Control Officer to ensure that it is being maintained in a sanitary and humane manner and that all records are up to date. Upon completion of inspection, the kennel license will be approved or denied.
- D. Inspections. In accordance with Chapter 140, Section 137C of the General Laws, an Animal Control Officer or police officer may inspect, or cause to be inspected, any licensed kennel. If, in the judgment of the Animal Control Officer or police officer, the kennel is not being maintained in a sanitary or humane manner, or if records are not being properly kept as required by law, the inspecting authority shall, by order, revoke or suspend the license for the kennel.
- E. Fees. The fee for a kennel license shall be the amount listed in the Haverhill City Clerk's Fee Schedule.
- F. Expiration. A kennel license shall automatically expire after one year.
- G. Renewal. A kennel license shall be renewed annually upon completion of an annual inspection and payment of the appropriate fee, provided that the license holder has not been in violation of this ordinance or Massachusetts General Laws pertaining to dogs in the past 12 months as

determined by the Animal Control Officer.

H. General enforcement.

- 1) This ordinance may be enforced by the Haverhill Animal Control Officer, Health Department, Inspectional Services Department, or the Police Department, and if, in the judgment of Chief of Police, Animal Control Officer, and the Health Department, the kennel is not being maintained in a sanitary and humane manner or if records are not properly kept as required by law, such person or body shall, by order, revoke or suspend the license for the kennel.
  - 2) This ordinance may also be enforced through appropriate criminal or civil process under Massachusetts General Laws.
- I. Fines and violations. Penalties for violation of any provision of this ordinance may result in the fines listed in Chapter 140, Section 137A of the General Laws and/or suspension or revocation of applicable license or permit:
- J. Notwithstanding the provisions of this ordinance, kennels shall comply with all other provisions of Chapter 140, Sections 136A through 174G of the General Laws.

**APPROVED AS TO LEGALITY:**

---

**City Solicitor**

## ARTICLE II

## Kennels; Dog Licensing

[Adopted as Ch. 4, Art. II, of the 1963 City Code (Ch. 137, Art. II, of the 1980 Code)]

**§ 137-4. License required.**

- A. The definitions for this ordinance are the same as those in Chapter 140, Section 136A of the General Laws.**
- B. Every owner or keeper of a kennel and every owner or keeper of a dog more than three months old shall obtain from the City Clerk a license therefor.**
- C. In accordance with Chapter 140, Section 137A of the General Laws, a person maintaining a kennel shall obtain a kennel license. Before a kennel license can be issued, the kennel must be inspected by an Animal Control Officer to ensure that it is being maintained in a sanitary and humane manner and that all records are up to date. Upon completion of inspection, the kennel license will be approved or denied.**
- D. Inspections. In accordance with Chapter 140, Section 137C of the General Laws, an Animal Control Officer or police officer may inspect, or cause to be inspected, any licensed kennel. If, in the judgment of the Animal Control Officer or police officer, the kennel is not being maintained in a sanitary or humane manner, or if records are not being properly kept as required by law, the inspecting authority shall, by order, revoke or suspend the license for the kennel.**
- E. Fees. The fee for a kennel license shall be the amount listed in the Haverhill City Clerk's Fee Schedule.**
- F. Expiration. A kennel license shall automatically expire after one year.**
- G. Renewal. A kennel license shall be renewed annually upon completion of an annual inspection and payment of the appropriate fee, provided that the license holder has not been in violation of this ordinance or Massachusetts General Laws pertaining to dogs in the past 12 months as determined by the Animal Control Officer.**
- H. General enforcement.**
  - 1) This ordinance may be enforced by the Haverhill Animal Control Officer, Health Department, Inspectional Services Department, or the Police Department, and if, in the judgment of Chief of Police, Animal Control Officer, and the Health Department, the kennel is not being maintained in a sanitary and humane manner or if records are not properly kept as required by law, such person or body shall, by order, revoke or suspend the license for the kennel.**
  - 2) This ordinance may also be enforced through appropriate criminal or civil process under Massachusetts General Laws.**
- I. Fines and violations. Penalties for violation of any provision of this ordinance may result in the fines listed in Chapter 140, Section 137A of the General Laws and/or suspension or revocation of applicable license or permit:**
- J. Notwithstanding the provisions of this ordinance, kennels shall comply with all**



**other provisions of Chapter 140, Sections 136A through 174G of the General Laws.****§ 137-5. Duties of City Clerk.**

The City Clerk shall upon application issue such licenses, collect the fees and make the record and returns required by law.

**§ 137-6. Designation of Animal Control Officers. [Amended 7-10-2007 by Doc. 76; 6-3-2008 by Doc. 66]**

The Mayor shall designate one or more Animal Control Officers who shall hold office until a successor is qualified. The Mayor may also designate one or more Assistant Animal Control Officers, who may be employed on a part-time or seasonal basis, who shall work under the supervision of the Chief of Police and whose duties shall be to patrol parks and playgrounds enforcing violations of §§ 137-4, 137-10 and 137-11.

**§ 137-7. Warrant directing confinement of unlicensed dogs.**

The Mayor shall annually, within 10 days after June 1, issue a warrant to the Animal Control Officer directing him to seek out and confine all unlicensed dogs.

**§ 137-8. Impoundment facilities.**

The Chief of Police is hereby authorized and directed to obtain and maintain suitable premises and make all necessary rules and regulations relative thereto for the purpose of restraining of dogs found not properly muzzled or running at large, contrary to any order passed by the City Council.<sup>1</sup>

**§ 137-9. Seizure and redemption of impounded dogs. [Amended 4-12-1983 by Doc. 72; 7-10-2007 by Doc. 76]**

The Animal Control Officer shall be immediately notified of any dog so apprehended and placed which is not licensed and collared as provided by law. The owner or keeper of any dog so apprehended and placed which is licensed and collared shall be immediately notified in writing of such apprehension and the place where such dog is restrained and that a fee as herein provided shall be charged for each day or portion of the day during which such dog is so restrained. Such notice shall be served by delivering the same in hand or at the last and usual place of abode of such owner or keeper, and a certified copy of the order of the City Council relating to the restraining and muzzling of dogs shall be delivered to such owner or keeper at the same time, as provided for in MGL c. 140, § 168. Such dog shall be restrained on the premises for a period of 10 days after

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1. Editor's Note: Original § 137-10, Duty of police officers, which immediately followed this section, was deleted 7-10-2007 by Doc. 76.

the serving of the notice or unless called for within the period by the owner or keeper or someone in his behalf. A fee of \$15 per day or any portion of a day during which such dog is so restrained on the premises shall be paid to the City Treasurer by the owner or keeper of such dog. In addition, a fee of \$10 shall be paid to the City Treasurer by the owner of any dog picked up by the Animal Control Officer.<sup>2</sup>

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2. Editor's Note: Original § 137-12, Penalty, which immediately followed this section, was repealed 4-12-1983 by Doc. 72. For current penalty provisions, see § 137-16.

**CITY COUNCIL**

**Thomas J. Sullivan**, *President*  
**Timothy J. Jordan**, *Vice President*  
**John A. Michitson**  
**Colin F. LePage**  
**Melissa J. Lewandowski**  
**Catherine P. Rogers**  
**Shaun P. Toohey**  
**Michael S. McGonagle**  
**Katrina Hobbs Everett**  
**Devan Ferreira**  
**Ralph T. Basiliere**



**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

[WWW.CITYOFHAVERHILL.COM](http://WWW.CITYOFHAVERHILL.COM)

[CITYCOUNCIL@HAVERHILLMA.GOV](mailto:CITYCOUNCIL@HAVERHILLMA.GOV)

15.1

May 9, 2025

TO: President and Members of the City Council:

Councilor Ferreira requests the City Council send a letter of support to the state legislature's Committee on Education in support of Senator Pavel Payano's bill, S440, changing the Chapter 70 education funding formula to account for actual inflationary increases.

*Devan Ferreira*

Councilor Devan Ferreira

LAK

(meeting: 5.13.25)

**CITY COUNCIL**

**Thomas J. Sullivan**, *President*  
**Timothy J. Jordan**, *Vice President*  
**John A. Michitson**  
**Colin F. LePage**  
**Melissa J. Lewandowski**  
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**Shaun P. Toohey**  
**Michael S. McGonagle**  
**Katrina Hobbs Everett**  
**Devan Ferreira**  
**Ralph T. Basiliere**



CITY HALL, ROOM 204  
4 SUMMER STREET  
TELEPHONE: 978-374-2328  
FACSIMILE: 978-374-2329  
[WWW.CITYOFHAVERHILL.COM](http://WWW.CITYOFHAVERHILL.COM)  
[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

May 13, 2025

Honorable Jason M. Lewis, Chair  
Joint Committee on Education  
State House  
24 Beacon Street, Room 511-B  
Boston, MA 02133

Honorable Kenneth L. Gordon, Chair  
Joint Committee on Education  
State House  
24 Beacon Street, Room 473-G  
Boston, MA 02133

Dear Chairpersons Lewis and Gordon and Honorable Members of the Joint Committee on Education:

At the May 13<sup>th</sup> meeting of the Haverhill City Council, the Councilors unanimously voted in support of S440, an Act relative to Chapter 70 inflation relief, sponsored by Senator Pavel Payano and Representative Colleen Garry.

As you know, the 4.5% inflation cap currently in place for Chapter 70 education funding has resulted in a reduction in the purchasing power of schools across the Commonwealth due to the actual annual rate of inflation exceeding the 4.5% cap in recent years. The current funding cap is unsustainable and is seriously impeding our school department from meeting the needs of our students. S440 and other bills before your Committee attempt to address this serious issue and we are in full support of this bill and any other legislation that will provide us with additional funding to resolve the problem.

Thank you for your consideration of S440 and for addressing this matter in your Committee.

Sincerely, The Haverhill City Council,

---

Thomas J. Sullivan, President

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Timothy J. Jordan, Vice President

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John A. Michitson

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Colin LePage

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Ralph T. Basiliere

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Katrina Hobbs Everett

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Devan Ferreira

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Melissa J. Lewandowski

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Shaun P. Toohey

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Michael S. McGonagle

---

Catherine P. Rogers

**CITY COUNCIL**

**Thomas J. Sullivan**, President  
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**Ralph T. Basiliere**

**CITY OF HAVERHILL**

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May 1, 2025

To: President and Members of the City Council:

Councilor McGonagle wishes to introduce Adam Jankowski who is seeking a home rule age waiver petition for the position of police officer in the City of Haverhill.

*Michael S. McGonagle*  
 Councilor Michael S. McGonagle

IN CITY COUNCIL: May 6 2025

CONTINUED TO MAY 13 2025

Attest:

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City Clerk

(meeting 5.6.2025)

# ADAM T. JANKOWSKI

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## **EDUCATION**

Salem State University, Salem, MA  
**Bachelor of Science in Nursing (BSN)** August 2023  
GPA: 4.0

University of Massachusetts, Lowell, MA  
**Master of Business Administration (MBA)** August 2016  
GPA: 3.91

Southern New Hampshire University, Manchester, NH  
**Bachelor of Science in Business Studies: Accounting** November 2012  
**Bachelor of Science in Business Studies: Business Administration** January 2010

## **WORK EXPERIENCE**

Registered Nurse (Full-Time) – **Holy Family Hospital, St. Dymphna (Center for Behavioral Medicine), Methuen, MA (09/24 – Present).**

- Manage a caseload of up to 9 patients in a 22-bed comprehensive, locked inpatient psychiatric unit.
- Work in conjunction with psychiatrists, nurse practitioners, social workers, occupational therapists in the assessment, treatment, and discharge planning of individuals with acute/chronic psychiatric disorders as well as dual diagnosis treatment of those with substance use disorder.
- Administer medications, educate patients, provide emotional support and maintain overall safety and status of the milieu.
- Served as Charge Nurse on an as-needed basis, coordinating patient care, assigning staff tasks, and ensuring smooth shift operations.

Registered Nurse (Full-Time) - **Lawrence General Hospital, Unit R4 (med/surg), Lawrence, MA (12/23 – 08/24).**

- Manage an average caseload of 6 patients with complex medical conditions in a fast-paced 25 bed acute medical unit that allows for high flow oxygen and hemodialysis on unit.
- Evaluate the medical needs and provide culturally competent direct and individualized bedside care to medically diverse patients each shift.
- Apply critical thinking skills and prioritize patient needs to ensure timely and effective care delivery.
- Specific skills learned and applied available upon request.

Student Nurse (Preceptorship) - **Massachusetts General Hospital Bridge Clinic, Boston, MA (05/23 – 07/23).**

- Performed the duties of student nurse under supervision in a clinic setting that offered immediate and appointment-based access to substance use disorder treatment, including physical and mental assessments, medication management, harm reduction, referrals to community resources and overdose education.

**Security Officer (Full-Time/Per Diem) - Massachusetts General Hospital Department of Police & Security, Boston, MA (06/09 – 11/24).**

- Enforce hospital regulations; provide a safe and secure environment for hospital patients, visitors, and employees by enforcing hospital security policies and by watching for unusual occurrences through patrol of assigned areas.
- Investigate complaints or potential criminal conduct; assist in restraining patients as necessary; provide protective services.
- Provide 24-hour presence in the Acute Psychiatry Service (APS) unit, located within the Emergency Department. Provide security, access control, patient de-escalation, and nursing support in a 20-bed, locked, dedicated behavioral health unit.
- Perform as Central Dispatcher in the Communication Center utilizing integrated security systems; radio dispatch personnel to respond to occurrences and phone calls for assistance; provide and maintain documentation.

**CERTIFICATIONS/AWARDS**

**Registered Nurse (RN), Commonwealth of Massachusetts (RN2390390)**

**Basic Life Support (BLS), American Heart Association, expires 04/2026**

**AVADE Universal Precautions for Workplace Violence Prevention**

**Communicating with Angry People, MGH TargetSolutions**

**Dealing with Issues of Alcohol and Substance Abuse, MGH TargetSolutions**

**Dealing with Mentally Ill Persons, MGH TargetSolutions**

**Class Speaker for 2022 – 2023 Salem State University ABSN Cohort**

*Beta Gamma Sigma International Honor Society*

*Delta Mu Delta International Honor Society in Business*

*Alpha Sigma Lambda National Honor Society*

*Alpha Lambda Delta National Honor Society*



To Whom it May Concern:

I am writing this letter to introduce myself and make the applicable parties aware of my interest in pursuing a home rule petition age waiver for the Haverhill Police Department. I have been a resident of Haverhill for nearly 16 years and have enjoyed the city and seen its growth and future potential. As an individual who had worked in healthcare public safety for 15 years at an inner Boston hospital, I've always brushed the line of law enforcement without actually being a sworn officer. I have gained valuable life experience as I have aged, along with my educational endeavors, including a BS in Business Administration, BS in Accounting, MBA, and most recently BSN and RN licensure. Having this varied education and going through the paces of life, I finally realized that my professional goals wouldn't be complete without at least attempting again to work in law enforcement as a certified police officer.

I say "again" due to the fact I attempted many years ago as a resident of Methuen, but due to a litany of inner-city politics and nepotism, it was not in the cards for me. I can attest to anyone my desire to work in the field and my criminal background and driving record is clean, never used illegal drugs, do not drink/smoke and truly do care about keeping the place I live safe. I'd say more so now than ever being the father of a 3-year-old and wanting to not only be a role model to him, but other children in the community. My role as a nurse allows me to interact with people daily and hopefully make an impact on their life, but I believe the role of police officer takes that even further. In addition, the often fast-paced nature of the role and the many hats an officer must wear correspond very directly to my personal traits and what I deem to be the ideal career.

I understand the dangers of the profession as well as the spotlight cast by the public, but I know that I always have and always will represent myself and the institution/organization I work for with the highest level of pride and ethics. Turning 41-years old this past February, I am beyond the age limit set forth by the Civil Service Commission and the City of Haverhill, which unfortunately makes things difficult for individuals like me. I am prepared physically, mentally, and emotionally for a career in law enforcement, and thus am asking to petition the age limit so that when the eligibility lists from the 2025 Entry Level Police Officer Exam are released, I can at least be considered by the Haverhill Police Department. I have read of a few individuals who have sought a home rule petition for age and felt this was appropriate to give myself a chance in being selected and possibly hired. Lastly, and most importantly, thank you for your time and consideration regarding this matter and hope you have a great day.

Sincerely,

Adam T. Jankowski



66

DOCUMENT 66

16.1.11

## CITY OF HAVERHILL

In Municipal Council May 6 2025

ORDERED:

**THAT THE FOLLOWING HOME RULE PETITION BE ADOPTED BY THE CITY COUNCIL AND FORWARDED TO THE GENERAL COURT**

### HOME RULE PETITION

**AN ACT AUTHORIZING ADAM T. JANKOWSKI TO TAKE THE CIVIL SERVICE EXAMINATION FOR THE POSITION OF POLICE OFFICER IN THE CITY OF HAVERHILL NOTWITHSTANDING THE MAXIMUM AGE REQUIREMENT.**

*Be it enacted, etc. as follows:*

Section 1. Notwithstanding any general or special law or rule or regulation to the contrary regulating the maximum age of applicants for appointment as police officer, Adam T. Jankowski of the City of Haverhill, shall be eligible for appointment to the position of police officer in the City if he meets all other requirements, in which case he shall be eligible for certification and appointment to the police department of the City of Haverhill.

Section 2. This act shall take effect upon its passage.

CONTINUED TO MAY 13 2025

Attest:

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

## CITY COUNCIL

Thomas J. Sullivan, President

Timothy J. Jordan, Vice President

John A. Michitson

Colin F. LePage

Melissa J. Lewandowski

Catherine P. Rogers

Shaun P. Toohey

Michael S. McGonagle

Katrina Hobbs Everett

Devan Ferreira

Ralph T. Basiliere



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## CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

### DOCUMENTS REFERRED TO COMMITTEE STUDY

103-HH	Motion by Councilor Michitson to send the <i>Home Rule Petition – An act establishing guidelines for the installation of and use of Electric vehicle charging stations in the City of Haverhill</i> , to committee in order to coordinate with condo associations.	A&F	12/23/23
40	Motion by Councilor Lewandowski to send updated Cannabis Social Equity Best Practices for the Cannabis Control Commission to A&F for further review.	A&F	4/2/24
12-P	Motion by Councilor Jordan to send possible conditions on new development and potential changes to our zoning ordinances.	Planning & Development	5/21/24
12-S	Motion by Councilor Ferreira to send the City's Swimming Ordinance Chapter 193 Article III and related items at Lake Saltonstall, aka Plug Pond to NRPP for further discussion.	NRPP	6/18/24
33-F	Motion by Councilor Basiliere to send resident winter parking concerns and offer suggestions for improvements	Public Health Safety	3/11/25
60	Motion by Councilor Michitson to send the Haverhill Housing Production Plan to P&D for further discussion	Planning & Development	5/6/25