



**CITY OF HAVERHILL
CITY COUNCIL MINUTES**

Tuesday, September 16, 2025, at 7:00 PM

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

In-Person/Remote Meeting

Present: President Sullivan, Councilors Basiliere, LePage, Ferreira, Jordan, Michitson, Toohey, Rogers, McGonagle and Lewandowski

Remote: Councilor Hobbs Everett

Absent: None

City Clerk: Kaitlin M. Wright

1. OPENING PRAYER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES OF PRIOR MEETING

AUGUST 5, 2025

COUNCILOR FERREIRA STATED SHE REVIEWED THE MINUTES AND FINDS THEM IN ORDER.

MOTION BY COUNCILOR FERREIRA TO PLACE ON FILE, SECOND BY VICE PRESIDENT JORDAN

PASSED

YEAS 11, NAYS 0, ABSENT 0

AUGUST 19, 2025

COUNCILOR LEWANDOWSKI STATED SHE REVIEWED THE MINUTES AND FINDS THEM IN ORDER.

MOTION BY COUNCILOR LEWANDOWSKI TO PLACE ON FILE, SECOND BY COUNCILOR TOOHEY

PASSED

YEAS 11, NAYS 0, ABSENT 0

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

PRESIDENT SULLIVAN ASSIGNED THE MINUTES TO COUNCILOR TOOHEY

5. COMMUNICATIONS FROM THE MAYOR:

5.1. Mayor Barrett requests to introduce *Public Works Director* Robert E. Ward to provide an update on the current drought status in the City of Haverhill

94-B

Robert Ward, DPW Director, addressed the council. He went through a PowerPoint presentation. He stated we currently are in a better position than we were last spring, when a drought emergency required mandatory water restrictions. The city has a management plan required by DEP and adopted in 2016 (Ch. 250 article VI). At this time, we are in the drought warning zone, meaning water conservation is voluntary but strongly encouraged. With dry weather expected to continue residents and businesses are urged to limit outdoor watering, saving water now helps avoid stricter rules later. He informed the council about water levels around the city. All this information will be posted on the city website. Councilor Basiliere asked about updates on drawing water from the Merrimack River off of East Broadway. Robert Ward stated the city is working on acquiring the necessary parcel, which is likely to proceed through eminent domain. He noted that permitting is underway, and a contract for the final design of the well is ready to be signed. Councilor Basiliere stated he is in support for using eminent domain in this case, citing the city's need for water and the project's importance.

Councilor Lewandowski asked where residents could get the faucets and asked about individual signs throughout the city as a reminder for residents about drought status. Robert Ward stated Room #300 Water Billing Office. He noted the signs he has seen in other communities but for whatever reason it hasn't been done. We do have a sign division, and it shouldn't be too difficult. Councilor Ferreira questioned if he noticed an impact when we have voluntary measures. She stated concerns about the outdoor water use with droughts and that the city is not acting quickly enough as growth increase demand. She suggests revisiting when we go stricter and earlier conservation measures and a way to track this information. She noted she feels like the city is out of date on where our standards are. Robert Ward stated this is really the first time that we have had voluntary measures in place. Water supply challenges



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vary by region and river system, and each community creates its own water management plan under DEP guidelines. Councilor Jordan stated he understands the concerns that Councilor Ferreira has. He suggested sending this to Planning and Development Committee and maybe data from the State could be provided to look at updating the standards that were set in 2016.

Motion by Councilor Ferreira to send to our subcommittee for Planning and Development, Second by Vice President Jordan.

PASSED

YEAS 11, NAYS 0, ABSENT 0

*11.2.1 Treasurer and Collector of Taxes – Lynn Spitalere, 123
Mercury Ter, expires December 31, 2025* 16-M

Mayor Barrett addressed the council and introduced Lynn.

Lynn Spitalere addressed the council. She gave a background of her previous jobs.

MOTION BY COUNCILOR MICHITSON TO RECEIVE AND PLACE ON FILE, SECOND BY COUNCILOR LEPAGE

PASSED

YEAS 11, NAYS 0, ABSENT 0

5.2. Mayor Barrett submits an order authorizing the City Council to establish the Zins Playground Landscaping and Maintenance Fund for the receipt of gifts to be spent on the landscape and beautification of Zins Playground and Park at 341 Groveland St 94-C

Mayor Barrett and Andrew Herilhy, Community Development addressed the council. Andrew stated we are working on a small pocket park using some CDBG funds, it is not meant to compete with larger parks like Riverside but has sparked strong neighborhood interest and even private donations.

Deb Henegan addressed the council. She noted this honors the spirit of my grandfather who helped rally the neighborhood for the original playground. With \$70,000 in CDBG funding and a beautiful, inclusive redesign, we are bringing that space back to life. She noted she has been fundraising locally and on Octboer 30th there will be a fundraiser at the American Legion to hopefully raise \$5,000 for future maintenance. It will be a true community effort.

The Mayor noted we are setting up an account through the city for donations.

MOTION BY COUNCILOR MICHITSON TO APPROVE THE ORDER, SECOND BY COUNCILOR LEWANDOWSKI

PASSED

YEAS 11, NAYS 0, ABSENT 0

15.2 President Sullivan request to establish the Macek Memorial Landscaping and Maintenance (L&M) Fund for the receipt of gifts to be spent on landscape beautification at the Macek Memorial Park 33-Q

President Sullivan stated a new memorial honoring the 26-year city council veteran is in place, with landscaping set to begin soon. While the original project used a mix of funds, none were allocated for



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landscaping. A beautiful stone is already in place, and we are waiting for a bronze plaque. Donations can be made to the Treasurer's office. There are plans for an October dedication ceremony.

MOTION BY COUNCILOR LEPAGE TO APPROVE THE ORDER, SECOND BY VICE PRESIDENT JORDAN
PASSED YEAS 11, NAYS 0, ABSENT 0

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

- 6.1. Councilor Michitson wishes to introduce Phil Brown from *SkyCanvas Productions* to propose plan to light up Haverhill with cutting-edge projection, lighting, and drone technologies to celebrate our Nation's 250th anniversary 95-A

Phil Brown addressed the council. He showed a presentation on the screen and went through his ideas celebrating the Nation's 250th Anniversary using projecting mapping, static and animated projectors, and flying LED drone banners displaying patriotic imagery, historical scenes, and community messages on landmark buildings. The Mayor noted she had a meeting with Phil with Police, Fire, Inspectional Services and Harbor Commission just to make sure this was safe for the general public.

- 6.2. Vice President Jordan and Councilor Ferreira wish to introduce Jenny Arndt and Kalyn Ryll of the *Haverhill Education Foundation*, seeking approval of their application for a one-day bingo license to hold scratch ticket bingo night fundraiser to be held on October 4th from 6 – 11pm at the AmVets, 576 Primrose St 95-B

Jenny Arndt and Kalyn Ryll addressed the council. They noted they are currently raising funds through the scratch ticket bingo fundraiser to help bring back KidsFest in May with a goal of making it fully inclusive and accessible. They hope you can join us for a fund night of bingo. You can find more information at haverhilleducationfoundation.org

Motion by Vice President Jordan to approve this event, Second by Councilor Michitson.
PASSED YEAS 11, NAYS 0, ABSENT 0

- 6.3. Councilor Ferreira requests to introduce Sean Duffy who is requesting a Home Rule Age Waiver petition for the position of Fire Fighter in the City of Haverhill

- 6.3.1. Home Rule Petition – Authorizing Sean Duffy to take the Civil Service Exam for the position of Fire Fighter in the City of Haverhill notwithstanding the maximum age requirement 85-D



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Sean Duffy addressed the council. He is seeking an age waiver to become a firefighter.

MOTION BY COUNCILOR FERREIRA TO APPROVE, SECOND BY COUNCILOR LEWANDOWSKI
PASSED YEAS 11, NAYS 0, ABSENT 0

7. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28

8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:

8.1. EROM-25-14; John Pettis, *City Engineer*, requests permission to open the following street:

8.1.1. Order permission to excavate at 227 Broadway to cut off gas at main, inactive use 20-W

MOTION BY COUNCILOR MICHITSON, SECOND BY COUNCILOR TOOHEY
PASSED YEAS 11, NAYS 0, ABSENT 0

8.2. Christine Webb, *City Assessor*, submits the abatement report for the month of August 2025 20-X

MOTION BY COUNCILOR LEPAGE, SECOND BY COUNCILOR ROGERS
PASSED YEAS 11, NAYS 0, ABSENT 0

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

9.1. Document -88; Petition from National Grid WR# 31044543 requesting underground electric conduits on Jaffarian rd, Fieldstone Way & Singingwood dr

9.1.1. Document 88-B; Order – grant National Grid underground electric conduits on Jaffarian rd, Fieldstone Way & Singingwood dr

President Sullivan opened the hearing.

David Boucher, 1101 Turnpike Street, North Andover, MA addressed the council. We are here requesting 1500' of underground cable that we want to upgrade. The project includes two heavy duty handholes and three primary pole boxes. This reduces surface disruption.

President Sullivan asked if anyone would like to speak in favor. No one spoke

President Sullivan asked if anyone would like to speak in opposition. No one spoke.

President Sullivan asked if there would be any disruption of services during this project?

I do believe neighbors have stated that you have started this project without coming here first.



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David Boucher stated there is a gas company project that is simultaneously taking place which is also National Grid. We would plan if there were going to be any outages. Most of this work can be done without losing power. We would let the neighbors know if there was going to be a power outage our standard procedure is 10-day notification.

President Sullivan closed the hearing.

MOTION BY COUNCILOR MCGONAGLE FOR PASSAGE, SECOND BY COUNCILOR TOOHEY
PASSED YEAS 11, NAYS 0, ABSENT 0

10. HEARINGS AND RELATED ORDERS:

10.1. Document 68; Planning Director William Pillsbury request hearing for confirmation of vote on July 1, 2025, and resubmits Amendment Floodplain overly District Chapter 225, sec 9.1

10.1.1. Document 68-B - 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)

President Sullivan opened the hearing.

President Sullivan stated the purpose of this item is to approve this amended floodplain overlay zoning district because when we originally approved it, we didn't have complete information.

Mayor Barrett stated the last page was missing.

Councilor Ferreira stated I thought we had a second meeting for this. City Clerk Wright stated that is correct. We were advised by the Solicitor to do this again.

President Sullivan closed the hearing.

MOTION BY VICE PRESIDENT JORDAN TO APPROVE, SECOND BY COUNCILOR MICHITSON
PASSED YEAS 11, NAYS 0, ABSENT 0

11.APPOINTMENTS:

11.1. Confirming Appointments:

11.2. Non-Confirming Appointments:

11.2.1. *Moved to beginning of agenda* 16-M

11.2.2. *Whittier Tech School Building Committee – Councilor John Michitson, 119 Kenoza St* 16-N



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Councilor Michitson stated this initiative has the potential to be transformative but there are major challenges to address, especially securing taxpayers and state support. This will require significantly more funding than the previous attempt, and a major expansion of the vocational enrollment. Currently approximately 200-300 Haverhill middle school students are turned away due to lack of space. Given that scale, it's unrealistic to expect Whittier Tech to shoulder the burden alone. I strongly believe we need a comprehensive five-year growth plan developed in collaboration with Whittier Tech, Haverhill High School, Northern Essex Community College and the State.

MOTION BY VICE PRESIDENT JORDAN, SECOND BY COUNCILOR LEPAGE

PASSED

YEAS 11, NAYS 0, ABSENT 0

11.3. Constables

11.4. Resignations

11.4.1. *Haverhill Cultural Council - Rosa DiFiore, effective
September 5, 2025*

24-D

MOTION BY VICE PRESIDENT JORDAN, SECOND BY COUNCILOR MCGONAGLE

PASSED

YEAS 11, NAYS 0, ABSENT 0

12. PETITIONS:

12.1. CCSP-25-8; Attorney Gordon Glass for client Richard Early, Jr. of *Early Contractors, Inc.* requests to raze an existing nonconforming auto repair, machine shop, and contractor's yard on the property located at 47 Railroad St in the High Density Residential Zoning District and replace with a residential condominium, which will consist of four townhouses within one building

Hearing October 28th

96

MOTION BY VICE PRESIDENT JORDAN, SECOND BY COUNCILOR MICHITSON

PASSED

YEAS 11, NAYS 0, ABSENT 0

12.2. SPFL-25-3; JT Couch for *Creek Brook CML* requesting to store 19,000 gallons of Class 3B edible shortening oil in an above ground storage tank at 30 Creek Brook Dr

Hearing October 28th

97

MOTION BY COUNCILOR TOOHEY, SECOND BY COUNCILOR MCGONAGLE

PASSED

YEAS 11, NAYS 0, ABSENT 0



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

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

12.4.1. EVNT-25-24; Devon Allen for *Vintage Bazaar*, a craft and vintage show, with live music and food trucks, to be held on October 4th 8:30 am – 4pm & October 5th 10 am - 3pm at *Crescent Farm at 280 Willow Ave* 26-Y

Devon Allen addressed the council. For the last 3 ½ years I have been hosting the bazaar over at Kimball Farm in June and October. This October we have moved the festival to Crescent Farm. I found this out last minute. I received a phone call which was helpful. I was able to solidify a new location within 24 hours.

Vice President Jordan asked is the only entrance and exit going to be on Willow? Devon Allen stated at Kimball Farm we had to deal with the hill and also two way traffic. The access point is 234 Willow Avenue entering and they will loop and exit out at 289 Willow Avenue. Councilor Basiliere noted he had the good fortune of making this happen with the Council President. I had a recent conversation with Mr. Davidowicz who I have known since I was 12 and they are very happy to be having this.

MOTION BY COUNCILOR MICHITSON, SECOND BY VICE PRESIDENT JORDAN

PASSED

YEAS 11, NAYS 0, ABSENT 0

12.4.2. EVNT-25-25; James Carbone for *Whitter Birthplace Dale Rogers' Dog Show* at the Bradford Common with public art installation, where sponsors and school children will decorate the dog sculptures and exhibit them on October 25th 9am – 3pm 26-Z

James Carbone addressed the council. This is the fourth year for the big dog show. The Big Dog Show will be on one side of the common and the farmers market will be on the other. We are almost sold out but have some openings to sponsor a dog.

MOTION BY VICE PRESIDENT JORDAN, SECOND BY COUNCILOR TOOHEY

PASSED

YEAS 11, NAYS 0, ABSENT 0

12.5. Auctioneer License:

12.6. Tag Days: *with Police approval*

12.6.1. TAGD-25-18; *HHS Boys & Girls Soccer, September 27th & September 28th* 8-R

MOTION BY COUNCILOR ROGERS, SECOND BY COUNCILOR MICHITSON

PASSED

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- 12.6.2. *TAGD-25-20; HHS Field Hockey Boosters,*
October 25th 8-S

MOTION BY COUNCILOR ROGERS, SECOND BY VICE PRESIDENT JORDAN
PASSED YEAS 11, NAYS 0, ABSENT 0

- 12.6.3. *TAGD 25-21; HHS Boys Swim Team,*
October 18th & 19th 8-T

MOTION BY VICE PRESIDENT JORDAN, SECOND BY COUNCILOR ROGERS
PASSED YEAS 11, NAYS 0, ABSENT 0

12.7. **One Day Liquor License –with HPD approval**

12.8. **ANNUAL LICENSE RENEWALS:**

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

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

- 12.8.3. **Christmas Tree Vendor – with Police approval**

- 12.8.3.1. *TREE-25-1; Charles Hibbert of Hibberts*
Plantation, LLC at 297 Lincoln Av, Monday through
Sunday, 9am to 9pm; November 28th - December 24th 98-A

MOTION BY COUNCILOR MCGONAGLE, SECOND BY COUNCILOR LEWANDOWSKI
PASSED YEAS 11, NAYS 0, ABSENT 0

- 12.8.4. **Taxi Driver Licenses for 2024: with Police approval**

- 12.8.5. **Taxi/Limousine License with Police approval**

- 12.8.5.1. *TLLB-25-3; John Harrington for The Coach*
Transportation, Inc. - 99 Front Nine Dr –
1 Limousine 76-A

MOTION BY COUNCILOR MCGONAGLE, SECOND BY COUNCILOR TOOHEY
PASSED YEAS 11, NAYS 0, ABSENT 0

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

- 12.8.7. **Pool/Billiard**

- 12.8.8. **Bowling**



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- 12.8.9. **Sunday Bowling**
- 12.8.10. **Buy & Sell Second Hand Articles** *with Police approval*
- 12.8.11. **Buy & Sell Second Hand Clothing** *with Police approval*
- 12.8.12. **Pawnbroker license** - *with police approval*
- 12.8.13. **Fortune Teller** *with - Police approval*
- 12.8.14. **Buy & Sell Old Gold** – *with Police approval*
- 12.8.15. **Roller Skating Rink**
- 12.8.16. **Sunday Skating**
- 12.8.17. **Exterior Vending Machines/Redbox Automated Retail, LLC**
- 12.8.18. **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>
Edgemont Oil LLC	\$135.00	Water Dept.
Comcast Business	\$14.44	Water Dept.
Comcast Business	\$14.44	Water Dept.
G & L Labs	\$710.00	Recreation Dept.
GHD Services	\$2,607.00	IT Dept.
Middlesex Gases and Technologies	\$59.80	Wastewater Dept.
Southern Essex Registry of Deeds	\$735.00	Wastewater Dept
SFE Energy	\$13,650.40	Citizens Center
SFE Energy	(\$6,083.43)	Citizens Center
SFE Energy	\$155.22	Wastewater Dept.
Weston & Sampson	\$4,980.00	Wastewater Dept.

Total: \$23,061.30

10-H

MOTION BY COUNCILOR LEPAGE, SECOND BY COUNCILOR ROGERS

PASSED

YEAS 11, NAYS 0, ABSENT 0



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14. ORDINANCES (FILE 10 DAYS):

15. COMMUNICATIONS FROM COUNCILORS:

- 15.1. President Sullivan and Councilor Lewandowski request update from City Engineer regarding Amesbury Line Rd and Merrimac Road intersection improvement. Also, Sergeant Lynch to present the most recent accident and speeding stats and offer his thoughts on the conceptual plan

At the August 19th City Council meeting, the Council voted to refer the item to Traffic and Safety Committee. The item will now be revisited at the September 16th City Council meeting to make a motion to refer it to the Public Safety Subcommittee instead

33-P

MOTION BY COUNCILOR LEWANDOWSKI TO REFER TO PUBLIC SAFETY, SECOND BY COUNCILOR MCGONAGLE

PASSED

YEAS 11, NAYS 0, ABSENT 0

- 15.2. Moved to beginning of agenda

33-Q

MOTION BY COUNCILOR MICHITSON, SECOND BY VICE PRESIDENT JORDAN

PASSED

YEAS 11, NAYS 0, ABSENT 0

- 15.3. Councilor Lewandowski requests an amendment to Chapter 191 of the City of Haverhill City Ordinances prepared by City Solicitor Lisa Mead reflecting changes that were voted by the City Council on July 22, 2025. She also requests to send a letter to our legislative delegation to advocate for additional language to our state statute on solicitation to protect residents.

File 10 Days

33-R

MOTION BY COUNCILOR MCGONAGLE, SECOND BY COUNCILOR TOOHEY

PASSED

YEAS 11, NAYS 0, ABSENT 0



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16. UNFINISHED BUSINESS OF PRECEEDING MEETING:

- 16.1. Document 11-J; Ordinance: re: Vehicles and Traffic; Add
handicap parking at 17 Mount Vernon St
filed August 21st

MOTION BY COUNCILOR MCGONAGLE, SECOND BY COUNCILOR ROGERS
PASSED YEAS 11, NAYS 0, ABSENT 0

- 16.2. Document 49-E; Ordinance: re: Vehicles and Traffic; No
Parking on South Webster St, for 10' length each in front of walkways
adjacent to #41, 63, and 77 (Haverhill Housing)
filed August 21st

MOTION BY COUNCILOR MICHITSON, SECOND BY VICE PRESIDENT JORDAN
PASSED YEAS 11, NAYS 0, ABSENT 0

- 16.3 Document 49-F; Ordinance: re: Vehicles and Traffic; Amend Ch.
240, sec 85, Schedule B: Parking Restrictions and Prohibitions, as
amended, and Ch. 240, sec 88, Schedule E: City Parking Lots, as
amended, be further amended as follows: that on street parking space in
front of 116 Washington St, just east of the existing handicap parking
spot, be changed to 15-minute time limit and that the permit parking in the
Washington-Wingate Parking lot be for those with resident or employee
permits, as opposed to being for those with resident parking only, as has
been the case since 2020.

filed August 21st

MOTION BY VICE PRESIDENT JORDAN, SECOND BY COUNCILOR ROGERS
PASSED YEAS 11, NAYS 0, ABSENT 0

17.RESOLUTIONS AND PROCLAMATIONS:

18.COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS:

- Councilor McGonagle stated Public Safety meeting will be held in October.
- Vice President Jordan on behalf of Team Haverhill River Ruckus, thank you to all the sponsors and volunteers.
- Councilor Basiliere commented thank you to MBTA for cleaning up the station before the River Ruckus.

19.DOCUMENTS REFERRED TO COMMITTEE STUDY:



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20. LONG TERM MATTERS STUDY LIST:

21. ADJOURN:

MOTION BY VICE PRESIDENT JORDAN TO ADJOURN, SECOND BY COUNCILOR LEWANDOWSKI

PASSED

YEAS 11 NAYS 0, ABSENT 0 **ADJOURNED: 20:51**