



**CITY OF HAVERHILL  
CITY COUNCIL MINUTES**

**Tuesday, July 22, 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, Hobbs Everett, Jordan, Michitson, Toohey, Rogers, McGonagle and Lewandowski

Remote: None

Absent: None

City Clerk: Kaitlin M. Wright

**1. OPENING PRAYER**

**2. PLEDGE OF ALLEGIANCE**

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

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

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

PASSED

YEAS 11, NAYS 0, ABSENT 0

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

PRESIDENT SULLIVAN ASSIGNED THE MINUTES TO COUNCILOR MICHITSON

**5. COMMUNICATIONS FROM THE MAYOR:**

- 5.1. Mayor Barrett requests to introduce the *Commission on Disability Issues* who would like to formally recognize 2 Haverhill students – Brogan Leonard Arivella and Katherine Rose Dalphin and present them with scholarship awards. They will also receive citations from the Mayor 12-Q

Francis Lamb and Ann Doughty from the Commission on Disability Issues. They honored the two Haverhill students.

Mayor Barrett and Councilors Basiliere and Rogers congratulated Brogan and Katherine on their scholarship awards. Citations from the Mayor's Office and City Council were presented.

- 5.2. Mayor Barrett submits an Order authorizing the Mayor to acquire a permanent easement from the Mass Electric Company for property located near 134 Hale st related communication from Robert E Ward, DPW Director 12-R

- 5.2.1. Order – Authorizing City to acquire an easement from Mass Electric Co for property located near 134 Hale st relating to the Phase I Locke st Combined Sewer Separation Project 12-RR

MOTION BY COUNCILOR MICHITSON, SECOND BY COUNCILOR TOOHEY

Robert Ward, DPW Director, addressed the council. He stated I am here tonight seeking your approval of an easement which will allow two 48" drainpipes to be installed. We were before you a month ago for the adjacent easement approved MBTA easement. An agreement has been reached for the easement at cost lower than typical.



**CITY OF HAVERHILL  
CITY COUNCIL MINUTES  
Tuesday, July 22, 2025, at 7:00 PM  
Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202  
In-Person/Remote Meeting**

---

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

16.1 Document 19-E; Order – Amended Loan Order - \$15,500,000 for  
Phase 1 Locke Street CSO Separation and Water System  
Improvements *filed July 10<sup>th</sup>*  
*related communication from Robert E Ward, DPW Director*

MOTION BY COUNCILOR MCGONAGLE, SECOND BY VICE PRESIDENT JORDAN

Robert Ward, DPW Director, addressed the council. He stated last June that the council approved \$12.4 loan for Phase I of the project. Bids came in \$3 million overestimate. The bids were competitive and consistent. To secure the 6.6% principal forgiveness and a 1.5% SRF loan interest rate, we must award the contract by the end of August. Councilor Michitson asked if the lower interest rate applies to the whole loan. Robert Ward answered all but 2 ½ million.

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

5.3. Mayor Barrett submits an Order authorizing the City to enter into a  
contract for downtown parking management and enforcement services  
for a term exceeding three years but not to exceed 5 years *related*  
*communication from Robert E Ward, DPW Director* 12-S

5.3.1. Order – Relating to Authorization to enter into a contract or  
contracts in excess of three years – for services related to  
downtown parking and management and enforcement  
Services 12-SS

Robert Ward, DPW Director, addressed the council. The city is planning to award a three-year parking services management and enforcement contract with the two optional one-year extensions. The current vendor, the sole proposer, was deemed the most advantageous. The first-year cost is \$286,000 with an annual increase bringing the potential five-year total to approximately \$334,000. Councilor Ferreira noted there are ongoing issues with downtown parking meters, mainly due to faulty and weather prone card readers. Robert Ward stated the city plans to replace kiosks in three years as part of the capital improvement plan. In the meantime, they're stocking spare parts for quick swaps. Councilor McGonagle asked if there was an option to opt out after 3 years. Robert Ward confirmed there was. Councilor Rogers asked if the city was in charge of cleaning up the parking garages and if the fees cover the cost. She also noted we should promote using the app. Robert Ward confirmed the city is in charge of cleaning. He noted it's close and we talk about whether it should be do something with the parking fees. Vice President supports the app use. The Mayor stated the consultant, Mr. Burke, thinks when the 3 years is up technology might change.



**CITY OF HAVERHILL  
CITY COUNCIL MINUTES**

**Tuesday, July 22, 2025, at 7:00 PM**

**Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202  
In-Person/Remote Meeting**

---

MOTION BY COUNCILOR MCGONAGLE, SECOND BY COUNCILOR ROGERS

PASSED

YEAS 11, NAYS 0, ABSENT 0

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

6.1. Councillor McGonagle requests to introduce Commander Michael Ingham and other members from the *Disabled American Veterans, Hannah Dustin Chapter 20* to talk about their upcoming golf tournament being held on August 1<sup>st</sup> at Far Corners Golf Course 13-V

Commander Michael Ingham addressed the council. DAV Post 20 golf tournament will be held on August 1<sup>st</sup> at 9:30AM. Funds support veteran's care, scholarships and programs. Sign up at DAVpost20haverhillma.org or call me at 978-973-2118.

12.7.1 EVNT 25-22; Joseph LeBlanc for *Team Haverhill* requests to hold *River Ruckus Festival* on September 13<sup>th</sup> from 9 am to 9 pm, at the Riverfront parking lot Washington st. There will be fireworks at the close of the festival. They request the closing of Washington st alcove for Community Corner, noon to 3 pm and the closing of Washington st for a car show, noon to 3pm and the closing of Columbus Park for Kids Zone. They also request that police and fire detail costs be waived. 26-X

Joseph LeBlanc of Team Haverhill addressed the council. He noted they are requesting approvals for the River Ruckus on Saturday, September 13<sup>th</sup> from 12-9PM. The event will feature food, drinks (one day alcohol license pending), live music, car show, kids' zone, community corner, school groups and fireworks. He noted we are also asking for the fees to be waived.

MOTION BY VICE PRESIDENT JORDAN, SECOND BY COUNCILOR LEPAGE

PASSED

YEAS 11, NAYS 0, ABSENT 0

12.10.1 LCDL 25-17; Joseph LeBlanc for *Team Haverhill* requests Beer & Wine license for *River Ruckus Festival*, September 13<sup>th</sup>; 12 noon to 9 pm in Riverfront Parking Lot and adjacent area 61-F

MOTION BY VICE PRESIDENT JORDAN, SECOND BY COUNCILOR LEPAGE

PASSED

YEAS 11, NAYS 0, ABSENT 0



**CITY OF HAVERHILL  
CITY COUNCIL MINUTES**

**Tuesday, July 22, 2025, at 7:00 PM**

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

**In-Person/Remote Meeting**

---

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

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

- 8.1. Kaitlin M Wright, City Clerk, requests to announce that a Preliminary Election has been scheduled for Tuesday, September 9, 2025. As of now an election will be held in Ward 4, with the possibility of additional contests pending the final filing of nomination papers which are due in mid-July. As a result, I am requesting that the City Council meeting of September 9th be canceled to allow our office to focus entirely on conducting the election. 20-Q

Kaitlin Wright addressed the council. She noted there will be an election on September 9<sup>th</sup> and is requesting to cancel the City Council meeting scheduled for that night.

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

- 8.2. Christine Webb, City Assessor, submits the abatement report for the month of June 2025 20-R

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

- 8.3. EROM 25-10; John H Pettis, City Engineer submits a request to open the following street: 59-F

- 8.3.1 Order permission to excavate at 119 South Elm st to install anode at main at existing test station: 119 South Elm st  
59-FF

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

- 8.4. EROM 25-9; John H Pettis, City Engineer submits a request to open the following street: 59-G

- 8.4.1 Order permission to excavate at 97 Arlington st to repair a grade 2 gas leak 59-GG

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



**CITY OF HAVERHILL  
CITY COUNCIL MINUTES**

**Tuesday, July 22, 2025, at 7:00 PM**

**Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202  
In-Person/Remote Meeting**

---

8.5. EROM 25-8; John H Pettis, City Engineer submits a request to open the following street: 59-H

8.5.1 Order permission to excavate at 1 Emma Rose Circle for the installation of a 12-inch water main  
59-HH

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

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

9.1. Document 86; Petition #31121049 from National Grid & Verizon requesting a joint pole location on Broadway

9.1.1 Document 86-B; Order-grant approval for joint pole location on Broadway

**President Sullivan opened the hearing.**

David Boucher, National Grid, 1101 Turnpike Street, North Andover addressed the council. He noted we are asking for a new pole near the intersection of Liberty Street and Broadway between existing pole 150-151. It will be numbered 150-50. This pole would hold a new device that would increase our reliability.

**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 closed the hearing.**

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

**10. HEARINGS AND RELATED ORDERS:**

10.1. Document 87; CCSC 25-1; Ryan Walsh requests to keep 2 storage containers for longer than 6 months on his property at 558 Amesbury rd

**President Sullivan opened the hearing.**  
President Sullivan asked if the applicant was present. The applicant was not present.

MOTION BY COUNCILOR MCGONAGLE TO POSTPONE TO AUGUST 5<sup>TH</sup>, SECOND BY COUNCILOR LEWANDOWSKI  
PASSED TO POSTPONE TO AUGUST 5<sup>TH</sup> YEAS 11, NAYS 0, ABSENT 0



CITY OF HAVERHILL  
CITY COUNCIL MINUTES

Tuesday, July 22, 2025, at 7:00 PM

Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202  
In-Person/Remote Meeting

---

**11.APPOINTMENTS:**

11.1. **Confirming Appointments**

11.2. **Non-Confirming Appointments:**

11.2.1 *Harbor Commission – Reappointment; Alan Foucault, 124  
Kenoza st; to expire July 31, 2026* 16-J

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

11.2.2 *Harbor Commission – Reappointment; Philip Wysocki, 8 Philip  
st; to expire July 31, 2026* 16-K

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

**11.3 Constables**

**11.4 Resignations**

**12.PETITIONS:**

12.1. Petition from National Grid of North Andover, WR #31044543,  
requesting underground electric conduits on Jaffarian rd, Fieldstone  
Way & Singingwood dr Hearing September 16<sup>th</sup> 88

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

12.2. **CCSP 22-4;** Steven J Eddy requests to store 32,000 gallons of  
diesel fuel at proposed fueling station, underground, at 298 Amesbury  
rd Hearing September 23<sup>rd</sup> 57-22

City Clerk Kaitlin Wright noted that at the time of the agenda receipt the applicant had requested a different capacity for storage which is what is listed on the agenda of 32,000 gallons. Since then, we have received from the applicant a request to store 20,000 gallons of diesel fuel and 2,500 gallons of diesel exhaust fluid. That is changing and will reflect that going forward.

Councilor Michitson would like an update on the related litigation. President Sullivan stated we will get briefed on what happened.

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



CITY OF HAVERHILL  
CITY COUNCIL MINUTES

Tuesday, July 22, 2025, at 7:00 PM

Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202  
In-Person/Remote Meeting

---

- 12.3. CCSP 25-6; Marcos Devers requests to convert an existing  
2-Family to a Three-Family Dwelling at 43 Jackson st  
Hearing September 30<sup>th</sup> 90

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

- 12.4. CCSP 25-7; Attorney Paul Magliocchetti for client 233 Winter  
st LLC requests to construct a Mixed-Use Store and a 10-Unit  
Multifamily Dwelling at 233 Winter st; Map 306, Block 75, Lots 3)  
Hearing October 7<sup>th</sup> 91

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

- 12.5. CCSP 25-9; Guylaine Beaulieu, for Garden Primrose, LLC  
requests to rent her 9600 sq ft building at 261 Primrose st to a gym.  
She is requesting to allow gyms and other athletic/entertainment type  
companies be allowed in the space, which is not included in the current  
zoning Hearing October 21<sup>st</sup> 92

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

- 12.6. **Applications Handicap Parking Sign:** *with Police approval*

- 12.7. **Amusement/Event Application:** *with Police approval*

12.7.1 EVNT 25-22; moved to middle of agenda.

- 12.8. **Auctioneer License:**

- 12.9. **Tag Days:** *with Police approval*

- 12.10. **One Day Liquor License –with HPD approval** *has License  
Commission approval, pending event application approval*

12.10.1 LCDL 25-17; moved to middle of agenda

- 12.11. **ANNUAL LICENSE RENEWALS:**

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



**CITY OF HAVERHILL  
CITY COUNCIL MINUTES**

**Tuesday, July 22, 2025, at 7:00 PM**

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

**In-Person/Remote Meeting**

- 
- 12.11.2. **Coin-Op License *Renewals* – with Police approval**
  - 12.11.3. **Christmas Tree Vendor – with Police approval**
  - 12.11.4. **Taxi Driver Licenses for 2024: with Police approval**
  - 12.11.5. **Taxi/Limousine License with Police approval**
  - 12.11.6. **Junk Dealer /Collector License - with Police approval**
  - 12.11.7. **Pool/Billiard**
  - 12.11.8. **Bowling**
  - 12.11.9. **Sunday Bowling**
  - 12.11.10. **Buy & Sell Second Hand Articles with Police approval**
  - 12.11.11. **Buy & Sell Second Hand Clothing with Police approval**
  - 12.11.12. **Pawnbroker license - with police approval**
  - 12.11.13. **Fortune Teller with - Police approval**
  - 12.11.14. **Buy & Sell Old Gold – with Police approval**
  - 12.11.15. **Roller Skating Rink**
  - 12.11.16. **Sunday Skating**
  - 12.11.17. **Exterior Vending Machines/Redbox Automated Retail, LLC**
  - 12.11.18. **Limousine/Livery License/Chair Cars with Police approval**

**13.MOTIONS AND ORDERS:**

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

- 14.1. Ordinance relating to vehicles and traffic: Add handicap parking at 1 Lincoln st File 10 days 11-I

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

**15.COMMUNICATIONS FROM COUNCILORS:**

- 15.1. Councillor Lewandowski requests to propose a change in hours in Ordinance 191-3 regarding door-to-door solicitation 33-N

Councilor Lewandowski proposed amendments to the city's door-to-door solicitation ordinance, citing resident complaints about repeated and intrusive visits. The proposed changes include reducing allowed solicitation hours from 9AM-9PM to 9AM-5PM and prohibiting solicitation on Sundays and legal holidays. She also emphasized public safety concerns, explained existing permit process through the Police Department, and highlighted resident protections such as the Do not knock registry, signage and enforcement mechanisms including a \$300 enforcement fine.





**CITY OF HAVERHILL  
CITY COUNCIL MINUTES**

**Tuesday, July 22, 2025, at 7:00 PM**

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

**In-Person/Remote Meeting**

---

MOTION BY COUNCILOR LEWANDOWSKI TO CHANGE THE HOURS FROM 9AM-9PM TO 9AM-5PM, NO SUNDAYS AND NO HOLIDAYS, SECOND BY COUNCILOR MICHITSON

MOTION BY COUNCILOR LEWANDOWSKI THAT ANYONE WHO GETS A PERMIT THROUGH THE POLICE HAS TO DISPLAY SOMEWHERE ON THEIR PERSON WHEN THEY ARE GOING DOOR TO DOOR THAT PERMIT OR IDENTIFYING INFORMATION WHEN THEY ARE DOOR TO DOOR SELLING, SECOND BY COUNCILOR LEPAGE

Mayor Barrett stated these are so straight forward and sensible. She thanked Councilor Lewandowski for putting this on the agenda.

Councilor Basiliere, Hobbs Everett, Jordan, Toohey, LePage and Michitson agree this is a problem and will be supporting this. Councilor LePage noted that the City Solicitor will come back with an ordinance with what these recommendations. He noted that Councilor Toohey brought up fees and there might be a fee schedule. He hopes the city solicitor will go through that whole thing (document 191) and see if there are any conflicts. Councilor Lewandowski noted that she spoke with the clerk and the door-to-door fee goes directly to the police. The \$60.00 fee should not be in conflict, but at the conclusion this will be sent to the solicitor and sent back to us when she has final wording.

MOTION BY COUNCILOR TOOHEY TO MIRROR MASS GENERAL LAWS THE FINE IS \$300.00 I WOULD LIKE TO INCREASE TO \$500.00, SECOND BY COUNCILOR LEWANDOWSKI.

Councilor LePage stated in 191-9B it talks about the fee for a Hawker Peddler license shall be \$62.00. My question is when this comes back to us in ordinance form, we may want to increase the fee. That is conversation when the ordinance comes back.

President Sullivan stated we have three separate motions that we need to approve but ultimately what we are approving is to have this sent to the solicitor to make these changes and bring it back to us in a completed ordinance form in which time we will vote on the entire matter.

President Sullivan stated city clerk can we have a roll call on the first motion.

City Clerk Wright stated just to be clear all each of these motions will be sent to the solicitor to review and come back to council.

City Clerk Wright: MOTION BY COUNCILOR LEWANDOWSKI TO CHANGE THE HOURS TO 9AM-5PM, TO EXCLUDE SUNDAYS AND HOLIDAYS, SECOND BY COUNCILOR MICHITSON  
PASSED YEAS 11, NAYS 0, ABSENT 0

City Clerk Wright: MOTION BY COUNCILOR LEWANDOWSKI TO ADD A REQUIREMENT TO THE ORDINANCE TO REQUIRE THE SOLICITORS TO DISPLAY THEIR PERMIT, SECOND BY COUNCILOR LEPAGE  
PASSED YEAS 11, NAYS 0, ABSENT 0

City Clerk Wright: MOTION BY COUNCILOR TOOHEY THAT OUR FEE SCHEDULE SHOULD MIRROR THE MASS GENERAL LAWS FOR FINES TO INCREASE FINES TO \$500.00 FROM \$300.00, SECOND BY COUNCILOR LEWANDOWSKI.  
PASSED YEAS 11, NAYS 0, ABSENT 0



**CITY OF HAVERHILL  
CITY COUNCIL MINUTES**

**Tuesday, July 22, 2025, at 7:00 PM**

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

**In-Person/Remote Meeting**

---

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

16.1. Moved to beginning of agenda

**17.RESOLUTIONS AND PROCLAMATIONS:**

**18.COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

- Vice President Jordan Thursday night lives continue this Thursday at Bradford Common opening act starts at 6:00PM
- President Sullivan read a statement: The Haverhill City Council offers its sincere condolences to the family and friends of Francis Gigliotti. We recognize the community is hurting right now. We have faith in Mayor Barrett, Police Chief Robert Pistone and District Attorney Paul Tucker who have all said that they will conduct an open, honest, transparent, and thorough investigation and we agree, and we understand that this will take time to do so. In the interim we will respect the process. Thank you.

**19.DOCUMENTS REFERRED TO COMMITTEE STUDY**

**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: 20:11**