



**CITY OF HAVERHILL
CITY COUNCIL AGENDA**

Tuesday, March 11, 2025 at 7:00 PM

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

In-Person/Remote Meeting

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 requests to introduce Director Claire Hailson, Cathy Merchant and Ben Graves to discuss their ongoing efforts at *Ruth's House Inc* and to announce they will be hosting a *Trivia Night* at *Salvatore's Restaurant* in Lawrence, MA on March 21st from 6:30 pm to 9:30 pm

5.2. Mayor Barrett submits Ordinance to amend the Code of the City:

5.2.1. Ordinance Relating to Commission on Disability Issues;

Amend Chapter 11 Boards and Commissions, Article IV

File 10 days

Related communication from Lisa Mead and Michael Reilly, City Solicitors



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

6.1. Vice President Jordan and Councillor Ferreira would like to welcome City Assessor Christine Webb to speak about tax abatement programs available to residents ahead of the April 1st filing deadline

6.2. Vice President Jordan and Councillor Lewandowski request to introduce and recognize Paul Prue for running the Bradford Common concert series for the past 16 years

6.3. Councillor Basiliere requests to introduce Mary Ann Barry, Charlie Eugerio and Robert Hakesly to discuss winter parking concerns in their neighborhood and offer suggestions for improvement

6.4. Councillor Basiliere requests to introduce Lisa MacDougall, of the *Haverhill Exchange Club* to speak regarding the upcoming annual *Exchange Club St. Patrick's* fundraiser

7. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28

8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:

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

9.1. Petition from Mass Electric dba National Grid requesting underground electric conduits at Kenoza av - Work #31047617

Hearing April 1

10. HEARINGS AND RELATED ORDERS:

10.1. SPFL 25-1; Hearing Application from Robert Coluccio for the *Merrimack Valley Regional Transit Authority* requesting an amendment to their original flammable licenses granted in 1925 and 1926, to store 22,000 gallons of diesel fuel aboveground and 22,000 gallons of gasoline underground at 123 Railroad av



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11. APPOINTMENTS:

- 11.1. Confirming Appointments
- 11.2. Non-Confirming Appointments
- 11.3. Constables
- 11.4. Resignations:

12. PETITIONS:

- 12.1. Applications Handicap Parking Sign: *with Police approval*
- 12.2. Amusement/Event Application: *with Police approval*
- 12.3. Auctioneer License:
- 12.4. Tag Days: *with Police approval*
 - 12.4.1. *HHS Boys Lacrosse, April 12 & 13*
- 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**
- 12.6.9. **Sunday Bowling**
- 12.6.10. **Buy & Sell Second Hand Articles** *with Police approval*
- 12.6.11. **Buy & Sell Second Hand Clothing**
- 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*



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13. MOTIONS AND ORDERS:

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

<u>Vendor</u>	<u>Amount</u>	<u>Account</u>
Combustion Service Co of NE	\$5,502.00	Water Dept
Total: \$5,502.00		

14. ORDINANCES (FILE 10 DAYS)

- 14.1. Ordinance re: Vehicles and Traffic, Handicap parking at 24 Fifth Avenue File 10 days

15. COMMUNICATIONS FROM COUNCILLORS:

16. UNFINISHED BUSINESS OF PRECEEDING MEETING:

- 16.1. Document 37; Ordinance re: Amendment of License fees for Flammable Material Storage *filed February 27th*

Related communication from City Clerk, Kaitlin M Wright and City Solicitors, Lisa Mead and Benjamin Roberts

17. RESOLUTIONS AND PROCLAMATIONS:

- 17.1. Mayor Barrett presents the following proclamation: March 17, 2025, as *Irish American Heritage Month* in the City of Haverhill

18. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS

- 18.1. Councillor Colin LePage submits the *Minutes and Recommendations* of the *Administration and Finance Committee* meeting held on February 18, 2025, for acceptance and approval



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19.DOCUMENTS REFERRED TO COMMITTEE STUDY

20.LONG TERM MATTERS STUDY LIST

21.ADJOURN:



MELINDA E. BARRETT
MAYOR

**CITY OF HAVERHILL
MASSACHUSETTS**

REC'D 4:06:48
CITY CLERK

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

March 7, 2025

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

From: Mayor Melinda E. Barrett

RE: Claire Hailson, Cathy Merchant and Ben Graves from Ruth's House Inc.

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

Mayor Barrett wishes to introduce Director Claire Hailson, Cathy Merchant and Ben Graves to discuss their ongoing efforts at Ruth's House Inc. and to announce they will be hosting a Trivia Night at Salvatore's Restaurant in Lawrence, MA on March 21st from 6:30pm to 9:30pm.

Sincerely,

Melinda E. Barrett
Mayor

MEB/em



MELINDA E. BARRETT
MAYOR

**CITY OF HAVERHILL
MASSACHUSETTS**

5.2
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 2, 2024

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

From: Mayor Melinda E. Barrett

**RE: To Submit Amended Chapter 11 Boards and Commissions, Article IV,
Commission on Disability Issues**

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

I, Mayor Barrett, submit to the City Council amended Chapter 11 Board and Commissions, Article IV, Commission on Disabilities Issues of the City of Haverhill. This item is to be placed on file for 10 days.

I recommend approval.

Sincerely,

Melinda E. Barrett
Mayor

MEB/em



Document

CITY OF HAVERHILL

In Municipal Council

File 10 DAYS

5.2.1



Ordered:

MUNICIPAL ORDINANCE

CHAPTER 11

AN ORDINANCE RELATING TO COMMISSION ON DISABILITY ISSUES

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 11, Boards and Commissions, Article IV, Commission on Disability Issues, as amended is hereby further amended as follows:

By amending § 11-10 to read as follows:

There is hereby established under MGL c. 40, § 8J, a Commission on Disability Issues, herein called the "Commission," which shall consist of five, seven or nine members, each of whom shall be a resident of Haverhill. The majority of members shall be persons with disabilities and represent as many cross-disabilities as possible. One of such members shall be a member of the immediate family of a disabled person, and one member of said Commission shall be an elected or appointed municipal official. Commission members shall serve without compensation. All members shall be appointed by the Mayor and confirmed by the City Council. The Commission will be available to consult with the Mayor regarding prospective Commission members.

By amending § 11-11 to read as follows:

The terms of the first members of the Commission shall be for one, two or three years and so arranged that the term of one of the members expires each year, and their successors shall be appointed for terms of three years each. The Mayor shall determine the terms of the first members.

Approved as to Legality

/s/ Michael A. Reilly

City Solicitor



Mead, Talerman & Costa, LLC
Attorneys at Law

30 Green Street
Newburyport, MA 01950

978.463.7700
www.mtclawyers.com

New Bedford Office
227 Union Street
New Bedford, MA 02740
Phone 774.206.6857

Millis Office
730 Main Street, Suite 1F
Millis, MA 02054
Phone 508.376.8400

*Related
Communication*

March 3, 2025

Via Electronic Mail

Melinda Barrett, Mayor
City of Haverhill
4 Summer Street
Haverhill, MA 01830

Re: Commission on Disability Issues Updates

Dear Mayor Barrett,

Reference is made to the above captioned matter. In that connection, the City has requested that Article IV, Chapter 11, Commission on Disability Issues, of the City Ordinances be updated as follows:

1. Membership (§ 11-10): To allow the Commission more flexibility with membership. As the Ordinance is presently enacted, the Commission is required to have nine members. Because of this requirement, the Commission has been unable to meet. The amended Ordinance will allow the Commission membership to range from five, seven or nine members. This gives the Commission flexibility to continue to meet when membership drops below nine members and complies with G.L. c. 43B, § 20(c) which requires all municipal member bodies to have an odd number of members.
2. Terms of Office (§ 11-11): This language would allow the Mayor to determine which Commission members are initially appointed to serve one-, two-, or three-year terms.
3. Redundant Language (§ 11-10): Removing language referring to deafness eliminates redundant language as deafness is considered a disability.

Please find transmitted along with this letter a Municipal Ordinance document and the associated edits, amending Article IV, Chapter 11.

Sincerely,

/s/ Michael A. Reilly

Lisa L. Mead, City Solicitor
Michael A. Reilly, City Solicitor

DRAFT

By amending § 11-10 to read as follows (deleted language with strikethrough, inserted language emboldened and underlined):

There is hereby established under MGL c. 40, § 8J, a Commission on Disability Issues, herein called the "Commission," which shall consist of **five, seven or** nine members, each of whom shall be a resident of Haverhill. ~~At least five of the nine~~ **The majority of** members shall be persons with disabilities ~~or deafness~~ and represent as many cross-disabilities as possible. One of such members shall be a member of the immediate family of a disabled ~~or deaf~~ person, and one member of said Commission shall be an elected or appointed municipal official. Commission members shall serve without compensation. All members shall be appointed by the Mayor and confirmed by the City Council. The Commission will be available to consult with the Mayor regarding prospective Commission members.

By amending § 11-11 to read as follows (deleted language with strikethrough, inserted language emboldened and underlined):

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6.1

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

MAR 7 AM 8:21
HVCITYCLERK

March 4, 2025

To: President and Members of the City Council

Vice President Jordan and Councilor Ferreira would like to welcome City Assessor Christine Webb to speak about tax abatement programs available to residents ahead of the April 1 filing deadline.


Vice President Timothy J. Jordan *LPR*


Councilor Devan Ferreira *LPR*

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March 7, 2025

MAR 7 AM 8:21
HVCITYCLERK

To: President and Members of the City Council

Vice President Jordan and Councilor Lewandowski to introduce and recognize Paul Prue for running the Bradford Common concert series for the past 16 years.

Timothy J. Jordan
Vice President Timothy J. Jordan *LJR*

Melissa J. Lewandowski
Councilor Melissa J. Lewandowski *LJR*

Meeting: 3.11.25

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6.3

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MAR 7 AM 8:20
HVCITYCLERK

March 4, 2025

To: President and Members of the City Council

Councilor Basiliere wishes to introduce: Mary Ann Barry, Charlie Eugerio, and, Robert Hakesly to discuss winter parking concerns in their neighborhood and offer suggestions for improvement.

Ralph T. Basiliere

Councilor Ralph T. Basiliere

AM

(Meeting: 3.11.25)

Proposed Changes To City Chapter 240-24 AKA Winter Parking Rules Nov. 15-Apr. 1 Addition Of Weather Driven Grace Periods From Ticketing

Goal of changes proposed:

The goal of grace periods is to give residents, parking overnight, announced, periodic and much needed relief from the threat of ticketing and a temporary resumption of 2-sided parking, when feasible, without sacrificing public safety or impeding emergency vehicle access, when weather and ground conditions are favorable.

Roles & Tasks:

Weather Warden(s) (DPW Director?)

- Provide 7 day coverage of weather conditions predicted and current ground conditions communicating actionable results regarding enforcement versus grace periods to Haverhill PD Dispatch and City Communication Personnel (be the on/off switch)

City Communication Personnel

- Initiate robo calls, update city website postings and other media contacts as needed to communicate the status of enforcement versus grace periods (be the beacon of the on/off switch)
- Add phone numbers of residents wanting robo calls to keep them informed of status of enforcement/grace periods
- Provide coverage Mon-Fri (Sat & Sun?) excluding holidays

HPD Dispatch

- Relay updates provided by DPW regarding enforcement/grace status to night shift supervisor

HPD Night Shift Supervisor

- Ensure night patrol is aware of status each night and follows the guidance

Process Timeline:

Nov 15

- HPD distributes revised white sheet notices (Spanish on reverse) to overnight parked car windshields
- City Comm. Personnel update City website with the revised 240-24 info and status of grace period "in effect", initiate robo calls and use

other media tools to announce the beginning of the winter overnight parking rules period as needed

Nov 15 - forward

- DPW monitors weather for 7-10 day outlook as well as ground conditions as they have always done
- Should DPW note an incoming snow event requiring plowing due in 72 hrs or less. HPD Dispatch and the City Comm. Contact are to be notified by phone that grace period ceases and ticket enforcement should begin
- Once a storm(s) clear out and streets are cleaned up, and favorable ground conditions may or may not exist, but snow is still in the forecast (storms every 3-5 days or so predicted) DPW informs HPD and City Comm. that ticketing enforcement remains in effect
- Once a storm(s) clear out and streets are cleaned up with favorable ground conditions and no snow expected for 7 or more days per DPW, HPD Dispatch and the City Comm. Contact are to be notified by phone that the grace period is in effect and code 36 ticket enforcement should pause until notified otherwise by DPW
- City Comm. continue to add phone numbers to robo call list as they come in

Apr 1

- Winter overnight parking rules end

General rule of thumb guidance:

- Plowable snow due in 3 days or less (beginning of ban) = Enforcement commences
- no snow in forecast 7-10+ days out, good to excellent ground conditions = Grace period opportunity (especially at beginning and end of the winter ban)
- no snow in forecast 7-10+ days out, rough ground conditions = Enforcement continues
- Once periodic and weekly snow events arrive = Enforcement continues

Exceptions to the process:

240-24 F.

Whenever the Director of Public Works and the Chief of Police determine that a special emergency involving the health and/or safety of the people and/or their property exists within the City of Haverhill as a result of higher-than-normal snowfalls, the schedule may be temporarily altered at the discretion of the Director of Public Works and the Chief of Police.

[Added 2-1-2011 by Doc. 23]

Benefits:**City**

- Should improve compliance to the ordinance
- Frees up HPD night patrol, during grace periods, to be able to respond to emergencies promptly
- Does not impede emergency vehicle access, nor does it sacrifice public safety
- Easy to implement and run a trial to measure effectiveness (BTW, ticket data shows it has already been done albeit unofficially, unannounced and in a slightly different manner)
- Can be implemented at virtually no cost to the budget
- Utilizes existing personnel and communication modes as well as growing the robo call data list improving communication and response/compliance
- Nothing physical to purchase
- Should reduce number of complaints for ticketing and possibly neighbor calling on neighbor complaints related to enforcement
- Provides City leaders an opportunity to demonstrate a little openness, fairness and compassion for constituents which could carry some weight for incumbent *elected* officials

Residents

- Bases ticketing on storm plowing, planning, ground conditions and clean up only
- Removes the common perception that ticketing is done solely to generate revenue
- Potentially accommodates the goal of some ticketing relief and increased use of much needed parking (mostly at beginning and waning days of the ban)
- Provides residents a reliable way of staying informed about when enforcement of odd/even parking will actually be in effect with ticketing enforcement, and park accordingly, thus reducing the chances of being caught off-guard (Gotcha moments) and unaware of weather related ticketing and plowing

Concerns:

- May, or may not address "Emergency Routes"
- No City Comm. person available Saturdays, Sundays and Holidays

Wording of white sheets handed out at beginning of ban on windshields (building in grace periods):

Suggested wording added to the existing version would go something like;

"The ordinance may also allow for grace periods from ticketing based on current ground conditions and weather forecasts. Grace periods may be granted when there is a 7-10 day break in snow and ground conditions are favorable as determined by the Director of Public Works. The ban period (11/15 to 4/1) will start with the grace period set to active until the first predicted storm requiring plowing is noted and communicated by the DPW. Once that happens, vehicles must be moved to odd/even sides before the storm(s) physically arrives in order to ready the opposite side for impending plowing. **Your Cooperation is ESSENTIAL in making the grace periods work for all.** To avoid ticketing, it is **highly recommended** that residents sign on to the City robo call database to receive status updates. To add your phone number to the list, please provide your name, address and phone number to the City Communications contact at ...website or phone 978-..... The more residents that add their numbers to the list, or check the status on the City website, the smoother the process should work for us all. Failure to cooperate could lead to the grace period process being removed/canceled. The goal of the grace periods is to give residents, parking overnight, announced, periodic and much needed relief from the threat of ticketing and a temporary resumption of 2-sided parking, when feasible, without sacrificing public safety or impeding emergency vehicle access when weather and ground conditions are favorable.

**PLEASE COOPERATE AND HELP US KEEP
HAVERHILL ROADS OPEN AND SAFE FOR ALL**

Wording of 240-24 (building in grace periods):

Suggested revision wording would go something like; "Ticketing grace periods during the ban may occur depending on current and predicted weather and ground conditions and are at the discretion of Director of Public

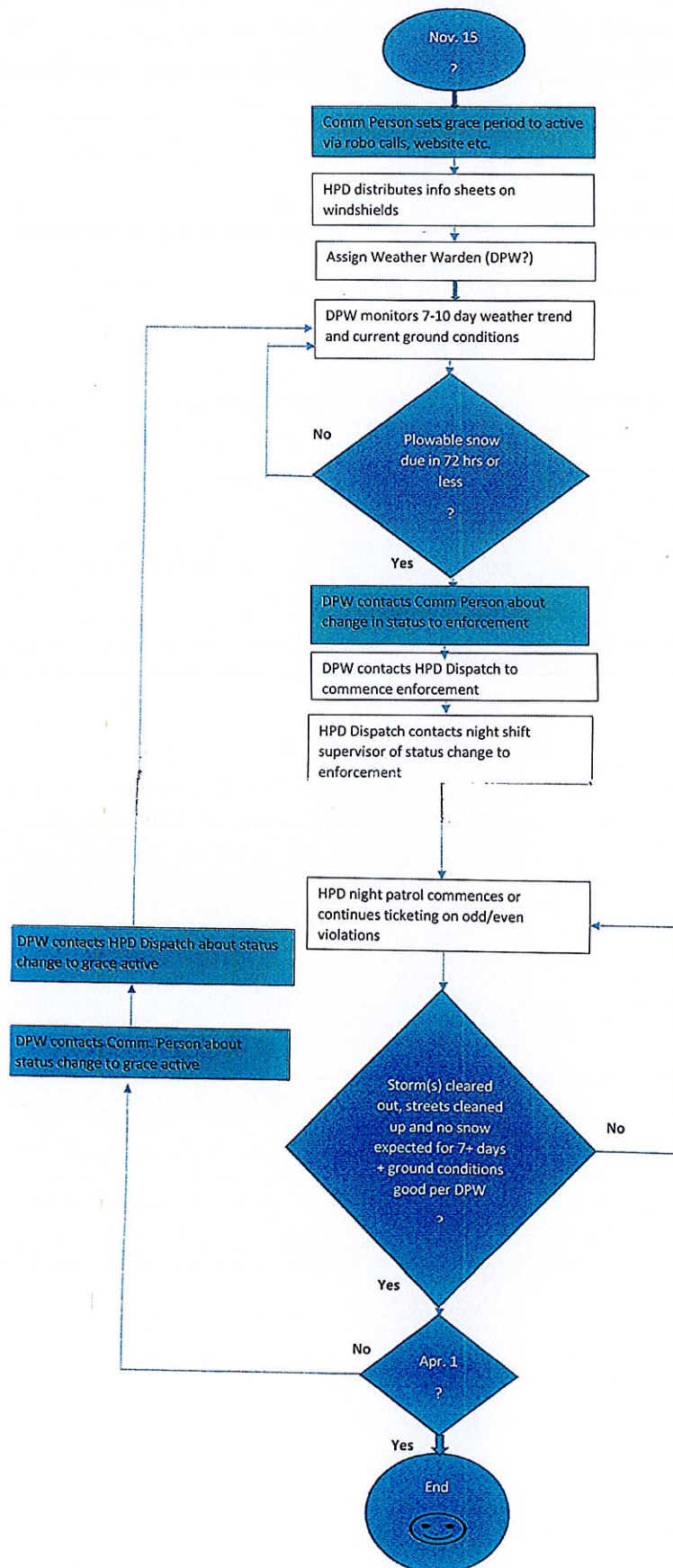
Works, City Police, Fire and the Mayor and will be announced via robo calls, city website, *WHAV*, *311*, *FB*, *etc.* as to when they are in affect.”

Ticketing Data Analysis/Observations (including weather) 11/15/24 to 4/25 and 11/15/24 to 2/11/25:

- Ticketing from last year’s ban showed that in Nov. occurred just on the 16th and 30th, in Dec. occurred on the 3rd, 18th and 22nd, in Jan. occurred all but on the 7th, in Feb. occurred the 1st until the 14th and additionally the 21st, 23rd and 26th, in Mar. ticketing was sporadic occurring on the 1st, 2nd, 4th, 6th, 7th, 14th, 18th and 20th
- Roughly 4043 tickets were issued during last year’s ban for approximately \$101,075 in revenue to be collected
- Last year’s (2024) snow/ice budget was \$710,000 and this year’s budget is \$1,210,000 with a ticket revenue versus snow/ice budget ratio of 1:7 for 2024 and on track to be approximately 1:12 for the current year
- 2800 tickets issued 11/15/24 to 1/10/25 for roughly \$70,000 in potential revenue (before any real snowfall fowled the roads that required plowing)
- Between 1/11/25 to 2/11/25 an additional 596 tickets were issued for roughly \$14,900 in potential revenue
- Between 11/15/24 to 1/10/25 we had 2 small snow events that only required 1 to be treated with sand/salt and no plowing
- First plowable storm was on 1/19/25
- It would probably be a very conservative estimate that it takes 30 + minutes to process each ticket (issuing, reporting, data entry, collection of fines and bookkeeping) with hourly pay rates combined making it an expensive process
- Ticketing was wide spread over roughly 305+ (44%) of the roads so far this period
- No tickets were issued from 11/15 to 12/2, 12/25 and 1/1/25 to 1/2/25 (for data covering 11/15/24 to 1/10/25)
- Most tickets were issued between 10 pm and 5 am

Proposed Changes To City Chapter 240-24 AKA Winter Parking Rules
Nov. 15 to Apr. 1

Addition Of Weather Driven Grace Periods For Code 36 Ticketing –
Process Flow (Not inclusive of emergency routes)



6.4

CITY COUNCIL

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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

March 4, 2025

MAR 7 AM 8:20
HAVCITYCLERK

To: President and Members of the City Council

Councilor Basiliere wishes to introduce Lisa MacDougall, of the Haverhill Exchange Club to speak regarding the upcoming annual Exchange Club St Patrick's fundraiser.

Ralph T. Basiliere

Councilor Ralph T. Basiliere

LAR

Meeting: 3.11.25

9.1

Hearing April 1,
2025

WR# 31047617 – Kenoza Ave.

Questions contact – Veasna Eang – (978) 995-4819 or veasna.eang@nationalgrid.com

Petition of the Massachusetts Electric Company d/b/a NATIONAL GRID
Of NORTH ANDOVER, MASSACHUSETTS
For Electric Conduit Location:

To the City Council of Haverhill, Massachusetts

FEB 27 AM 11:41
HAV CITY CLERK

Respectfully represents the Massachusetts Electric Company d/b/a NATIONAL GRID of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked – Kenoza Avenue - Haverhill, Massachusetts.

The following are the streets and highways referred to:

WR# 31047617

Kenoza Avenue - National Grid proposes to install underground facilities beginning at a point approximately 136 feet East of the centerline of the intersection of Main Street and Kenoza Avenue and continuing approximately 70 feet in a Southwestern direction. National Grid proposes to install underground primary in +/- 70' of customer installed 4" conduit from pole 3 to transformer pad 3-1 located at 7-13 Kenoza Ave. 29' of the conduit will be installed in the public way, Haverhill, MA.

Location approximately as shown on plan attached.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson*

BY _____
Engineering Department



WR# 31047617
Kenoza Avenue

February 26, 2025

FEB 27 AM 11:41
HAYCITYCLERK

The City Council of Haverhill, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this permit, please contact:

Vcasna Eang (978) 995-4819 or veasna.cang@nationalgrid.com

Please notify National Grid's Jennifer Iannalfo of the **hearing date / time** to Jennifer.Iannalfo@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

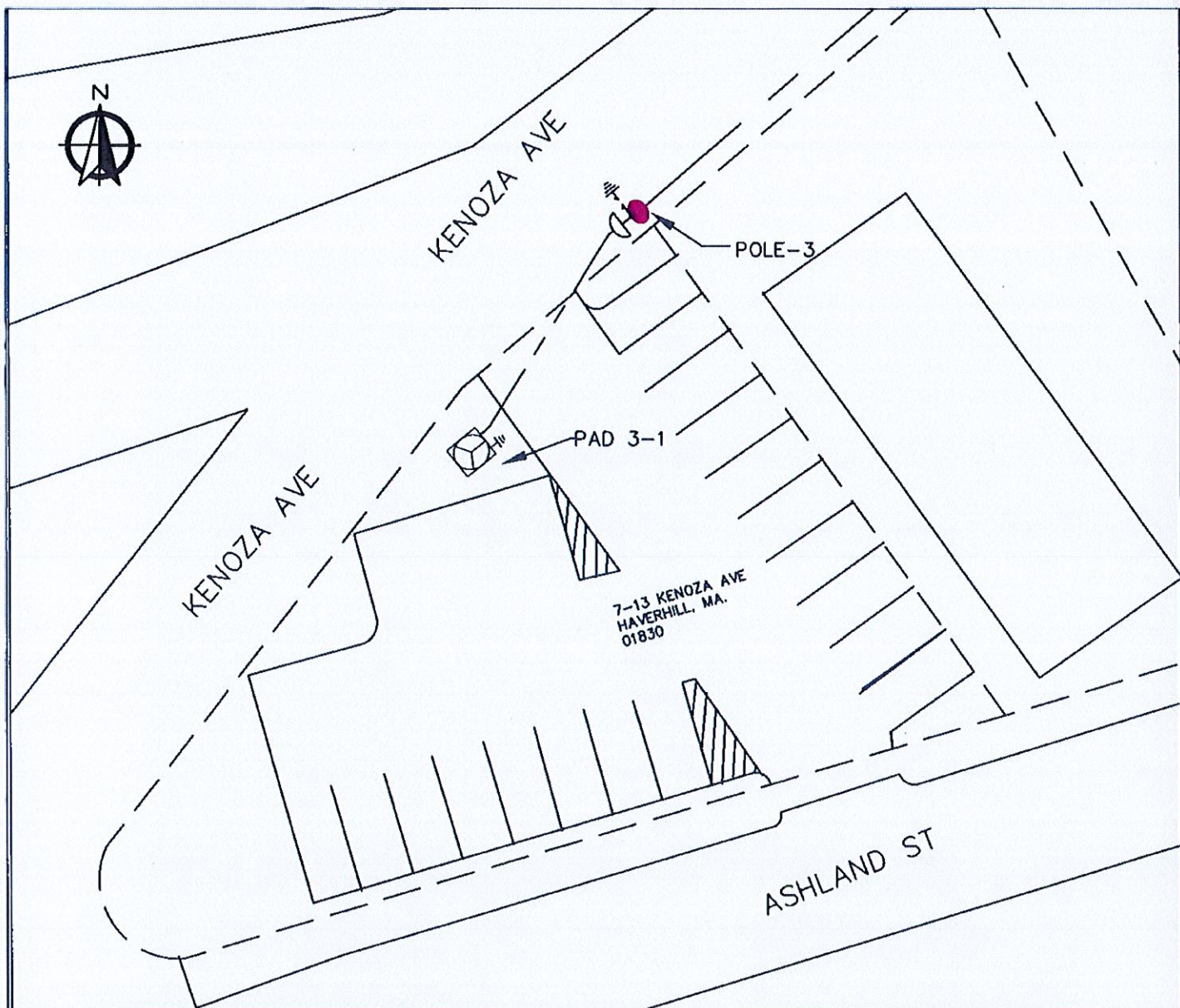
National Grid: Jennifer Iannalfo; 1101 Turnpike Street; North Andover, MA 01845.

Very truly yours,



Dave Johnson

Dave Johnson
Supervisor, Distribution Design

Enclosures



UNDERGROUND PETITION

 RISER POLE (EXISTING)
  PROPOSED CONDUIT
 2-4" W/ UG PRIMARY

Job description

Nationalgrid to install underground primary in +/- 70' of customer installed 4" conduit from pole 3 to transformer pad 3-1 located at 7-13 Kenoza Ave. 29' of the conduit will be installed in the public way.

DISTANCES ARE APPROXIMATE

nationalgrid

Date: 2.6.25

WORK REQUEST: WR 31047617

To The: City Of Haverhill, MA

For 2-4" conduit
 Proposed: w/ UG Primary Location: 7-13 Kenoza Ave.

Drawn By: V.Eang

Special Permit - Flammable Fuel Storage · Add to a project

Expiration Date

Active

Request Changes
(/#/explore/request-changes/192359)

⋮

SPFL-25-1

Flammable

10.1

License



Details

Submitted on Jan 13, 2025 at 11:08 am



Attachments

6 files



Activity Feed

Latest activity on Jan 24, 2025



Applicant

Robert Coluccio

0



Location

123 RAILROAD AVE, Bradford, MA 01835



View By

Edit Workflow



Special Permit Filing Fee

Paid Jan 13, 2025 at 11:11 am

IN CITY COUNCIL: February 4 2025
VOTED: that COUNCIL HEARING BE HELD
MARCH 11, @ 2025

Attest:



City Clerk



Fire Chief Approval

Completed Jan 15, 2025 at 10:03 am



Tax Check

Completed Jan 24, 2025 at 8:59 am



Water Bill Check

Completed Jan 14, 2025 at 7:22 am





**Special Permit - Flammable Fuel
Storage**

SPFL-25-1

Submitted On: Jan 13, 2025

Applicant

 Robert Coluccio
 7818448323
@ rpoluccio@aol.com

Primary Location

85 RAILROAD AVE
Bradford, MA 01835

Important: Please Read Before Starting Your Application

Applicant Information

**Is this application a new license or an amendment to an
existing license?**

Amendment

If amendment, please indicate date of original license

11/25/25 and 2/19/26

What is Your Role in this Process?

Attorney/Agent

IF OTHER, please specify

Engineering Rep.

Applicant or Business/Firm Name

Web Engineering Associates

Applicant or Business/Firm Phone

781-844-8323

Applicant or Business/Firm Address

111 Summer Street

Applicant or Business/Firm City

Scituate

Applicant or Business/Firm State

Ma

Applicant or Business/Firm Zip Code

02066

Business Structure

Corporation

Land Information

Location of Land

123 Railroad Avenue

Owner of Land

Merrimack Vly Reg Transit

Address of Land Owner

123 Railroad Avenue, Bradford, Ma

Use and Occupancy of Buildings and Structures

Transportation

GIS Coordinants

Latitude: 42 deg, 45 Min. 56 Sec, Longitude: 71 deg., 5 min.,
30 sec.

Flammable and Combustible Liquids, Flammable Gases, and Solids

Product Name

Diesel Fuel

Class of Flammable or Combustible

II

Maximum Quantity of Tank Storage

Units

20000

Container

Aboveground Storage Tank

Total quantity of all flammable liquids to be stored

20,000

Total quantity of all flammable gases to be stored

0

Gallons

IF OTHER, please specify

--

Total quantity of all combustible liquids to be stored

20,000

Total quantity of all flammables solids to be stored

0

Product Name

Gasoline

Class of Flammable or Combustible

I

Maximum Quantity of Tank Storage

20,000

Units

Gallons

Container

Underground Storage Tank

IF OTHER, please specify

--

Total quantity of all flammable liquids to be stored

20,000

Total quantity of all combustible liquids to be stored

20,000

Total quantity of all flammable gases to be stored

0

Total quantity of all flammables solids to be stored

0

LP Gas or Propane Information

Will you have LP gas or propane?

No

Explosives Information

Will you have explosives?

No

Emergency Contact Information

Emergency Contact Name

Dan Flaherty

Emergency Contact Phone Number

978-618-5170

Acknowledgement

I, _____, hereby attest that I am authorized to make this application. I acknowledge that the information contained herein is accurate and complete to the best of my knowledge and belief. I acknowledge that all materials stored pursuant to any license granted hereunder must be stored or kept in accordance with all applicable laws, codes, rules and regulations, including but not limited to Massachusetts Chapter 148, and the Massachusetts Fire Code (527 CMR 1.00). I further acknowledge that the storage of any material specified in any license granted hereunder may not exceed the maximum quantity specified by the license.

true

Electronically Sign Here:

Robert Coluccio, PE

Signor's Role

Representative of Applicant



Fire Chief Approval

Record No.SPFL-25-1

Status Completed

Became Active January 13, 2025

Assignee Eric Tarpy

Due Date None





Primary Location

123 RAILROAD AVE
Bradford, MA 01835

Owner

MERRIMACK VALLEY REGIONAL TRAN
RAILROAD AVE 123 BRADFORD, MA
01835

Applicant

 Robert Coluccio
 781-844-8323
 rpoluccio@aol.com
 Web Engineering Associates, Inc.
4L Rocco Drive
Derry, NH 03038

Messages

Eric Tarpy  Internal

January 15, 2025 at 10:03 am

@Robert Irvine bob can you look into this- call me to discuss

Kaitlin Wright  Internal

January 24, 2025 at 9:09 am

@Eric Tarpy did Chief O'Brien sign off on this? Flammable Storage tank special permits require fire chief sign off.

Eric Tarpy

February 6, 2025 at 10:51 am

"completed" in error changed to active. Currently discussing this with the engineer. awaiting answers

Robert Coluccio

February 6, 2025 at 1:08 pm

Are you waiting for information from me? I spoke with Lt. Irvine this morning. He was going to look at in house records regarding licenses and permits. 1925 and 1926 are the latest license records on file at the city. My current application will correct inconsistencies on those licenses.

Robert Irvine

February 7, 2025 at 3:00 pm

After speaking with Jake from the State Fire Marshalls the best course of action is to apply for the new license designating both gasoline and diesel fuel as Bob Coluccio is doing. Jake recommended making sure that the numbers applied for cover any amount of diesel fuel they have on the property plus 10%.

Eric Tarpy

February 11, 2025 at 4:21 pm

Applicant uploaded appropriate documentation. After consulting with State Fire Marshall's office, this application is okay to move forward. Installation to follow safe engineering practices and all code requirements.



Tax Check

Record No.SPFL-25-1

Status Completed

Became Active January 13, 2025

Assignee Lynn Spitalere

Due Date None

Primary Location

123 RAILROAD AVE
Bradford, MA 01835

Owner

MERRIMACK VALLEY REGIONAL TRAN
RAILROAD AVE 123 BRADFORD, MA
01835

Applicant

 Robert Coluccio
 781-844-8323
 rpcoluccio@aol.com
 Web Engineering Associates, Inc.
4L Rocco Drive
Derry, NH 03038

Messages

Robert Coluccio

January 22, 2025 at 2:19 pm

I have an internal meeting tomorrow. What is the progress on the tax check?

Kaitlin Wright

January 24, 2025 at 8:52 am

@Yenise Rozon @Lynn Spitalere can one of you please review? Thank you!

Lynn Spitalere

January 24, 2025 at 8:58 am

The property is tax-exempt



Water Bill Check

Record No.SPFL-25-1

Status Completed

Became Active January 13, 2025

Assignee Elizabeth Remmes

Due Date None

Primary Location

123 RAILROAD AVE
Bradford, MA 01835

Owner

MERRIMACK VALLEY REGIONAL TRAN
RAILROAD AVE 123 BRADFORD, MA
01835

Applicant

 Robert Coluccio
 781-844-8323
 rpoluccio@aol.com
 Web Engineering Associates, Inc.
4L Rocco Drive
Derry, NH 03038

Messages

No comments yet.

Step Activity

Kaitlin Wright assigned this step to Elizabeth Remmes 01/13/2025 at 3:39 pm

Kaitlin Wright activated this step 01/13/2025 at 3:39 pm

Elizabeth Remmes approved this step 01/14/2025 at 7:22 am



City Clerk Review

Record No.SPFL-25-1

Status Completed

Became Active January 13, 2025

Assignee Kaitlin Wright

Due Date None

Primary Location

123 RAILROAD AVE
Bradford, MA 01835

Owner

MERRIMACK VALLEY REGIONAL TRAN
RAILROAD AVE 123 BRADFORD, MA
01835

Applicant

 Robert Coluccio
 781-844-8323
 rpoluccio@aol.com
 Web Engineering Associates, Inc.
4L Rocco Drive
Derry, NH 03038

Messages

Robert Irvine  Internal

February 7, 2025 at 2:37 pm

Good afternoon Kaitlin. Here is Jake Nunnemacher's contact # 1-978-567-3377. Jake is the guy from the state that reviews and approves the tanks over 10,000 gallons. Any questions or gray areas give him a call. I also spoke with Bob Coluccio and he will probably be reaching out to you to ask a few questions about total gallonage numbers on the permit application. I also see that he has the paperwork pulled under 123 Railroad. Most of our permitting is under 85 Railroad Ave, does that make a difference as long as it is the same parcel?

Kaitlin Wright  Internal

March 7, 2025 at 10:01 am

Applicant is requesting to amend current licenses issued in 1925 and 1926 and combine them into one license to reflect what they currently have on property - which is diesel and gasoline. The capacity is not increasing.



Building Inspector Approval

Record No.SPFL-25-1

Status Completed

Became Active January 28, 2025

Assignee Tom Bridgewater

Due Date None

Primary Location

123 RAILROAD AVE
Bradford, MA 01835

Owner

MERRIMACK VALLEY REGIONAL TRAN
RAILROAD AVE 123 BRADFORD, MA
01835

Applicant

 Robert Coluccio
 781-844-8323
 rpoluccio@aol.com
 Web Engineering Associates, Inc.
4L Rocco Drive
Derry, NH 03038

Messages

Tom Bridgewater

January 29, 2025 at 7:14 pm

Ok for agenda

Step Activity

Kaitlin Wright added this record step

01/28/2025 at 8:35 am

Tom Bridgewater approved this step

01/29/2025 at 7:14 pm



First Ad Placement

Record No.SPFL-25-1

Status Completed

Became Active January 24, 2025

Assignee Maria Bevilacqua

Due Date None

Primary Location

123 RAILROAD AVE
Bradford, MA 01835

Owner

MERRIMACK VALLEY REGIONAL TRAN
RAILROAD AVE 123 BRADFORD, MA
01835

Applicant

 Robert Coluccio
 781-844-8323
 rpoluccio@aol.com
 Web Engineering Associates, Inc.
4L Rocco Drive
Derry, NH 03038

Messages

Kaitlin Wright

January 28, 2025 at 8:44 am

Ad will run in the Gazette on February 20 & 27, 2025.

Maria Bevilacqua

February 11, 2025 at 12:22 pm

ad corrected to read 22,000 gallons each

Step Activity

OpenGov system activated this step

01/24/2025 at 3:00 pm

OpenGov system assigned this step to Maria
Bevilacqua

01/24/2025 at 3:00 pm

Kaitlin Wright approved this step

01/28/2025 at 8:44 am



Abutter Notification

Record No. SPFL-25-1

Status Completed

Became Active January 28, 2025

Assignee Kaitlin Wright

Due Date None





Primary Location

123 RAILROAD AVE
Bradford, MA 01835

Owner

MERRIMACK VALLEY REGIONAL TRAN
RAILROAD AVE 123 BRADFORD, MA
01835

Applicant

 Robert Coluccio
 781-844-8323
 rpoluccio@aol.com
 Web Engineering Associates, Inc.
4L Rocco Drive
Derry, NH 03038

Messages

Kaitlin Wright

January 28, 2025 at 8:45 am

Bob, please provide us with the green cards from the post office for the abutter notification once available.

Robert Coluccio

January 28, 2025 at 8:50 am

Kaitlin, You mean the signed green cards from the abutters, correct? I mail them out, not the city, correct? Also, who provides the notice document that I put in the envelopes? Do I or does the city?

Kaitlin Wright

January 28, 2025 at 9:11 am

Yes, the signed green cards from the abutters and the applicant is required to mail them out to the abutters. I have attached a document titled advertisement and abutter notification - you can use this for your abutter mailings.

Robert Coluccio

January 28, 2025 at 9:45 am

Oh, sorry, I missed that there was an attachment. Thank you.

Kaitlin Wright

February 24, 2025 at 1:38 pm

Hi Bob, checking in to see if the abutter notification was sent out? If so, I will need the green cards from the certified mail as proof.

Robert Coluccio

February 24, 2025 at 2:09 pm

Hi Kaitlin, of the 30 that I sent out, 22 have come back. 20 as delivered and 2 as return to sender, no such number. Typically, I bring them to the hearing. Is that not the case in Haverhill?

Kaitlin Wright

February 24, 2025 at 2:15 pm

That's fine, Bob. You can bring them to the hearing and I will take them then for our records. I just wanted to confirm that they were sent out. Thank you!

Kaitlin Wright

February 26, 2025 at 9:52 am

Hi Bob, a correction to my earlier comment - Green cards must be received in the Clerk's Office before Hearing by close of business March 6th. We will include them in the agenda packet.

Robert Coluccio

February 26, 2025 at 10:07 am

Thanks for following up. I was just about to ask.



City Council Meeting and Decision

Record No.SPFL-25-1

Status Active

Became Active February 24, 2025

Assignee Kaitlin Wright

Due Date None

Primary Location

123 RAILROAD AVE
Bradford, MA 01835

Owner

MERRIMACK VALLEY REGIONAL TRAN
RAILROAD AVE 123 BRADFORD, MA
01835

Applicant

 Robert Coluccio
 781-844-8323
 rpoluccio@aol.com
 Web Engineering Associates, Inc.
4L Rocco Drive
Derry, NH 03038

Messages

Maria Bevilacqua

March 6, 2025 at 12:25 pm

reminder - green cards should be returned to this office before the hearing

Robert Coluccio

March 6, 2025 at 12:32 pm

I am bringing them in tomorrow morning.

Step Activity

OpenGov system activated this step

02/24/2025 at 2:15 pm

OpenGov system assigned this step to Kaitlin Wright

02/24/2025 at 2:15 pm



Recd. Nov. 24/25
Notice mailed
Nov. 25/25.

1655

City of Haverhill

To The Municipal Council:

The undersigned respectfully asks that he may receive a License to ~~manufacture, refine, mix,~~ store, keep for sale petroleum or any fluid composed wholly or in part of any of the products of petroleum at location hereinafter specified, in accordance with the provisions of Chapter 148 of the General Laws and amendments thereto.

Size and material of building or receptacle Twenty Thousand (20,000) gal.

1 Eleven Thousand gal. Tank 11,000 capacity

Location Railroad Ave

Owner's Name George H. Currier Co.

To ~~manufacture, refine, mix,~~ store or keep for sale GASOLINE

(Applicant's signature) Auto Car Supply Co.

Haverhill, Nov. 20, 1925 (Address) 158 Wash. St.

In Municipal Council November 24, 1925.

Upon the foregoing petition, ORDERED, that a hearing be given at the Alderman's Room, City Hall Building, on Wednesday the 9th day of December 1925, at 10.30 clock A. M.

Attest:— William W. Roberts

City Clerk.

In Municipal Council December 9, 1925.

Licence is hereby GRANTED in accordance with the above to December 9, 1926

unless sooner revoked.

Attest:— William W. Roberts

City Clerk.

LETTER/LEGAL SIZE
01651

W.B. MASON

FLAGSHIP

238

City of Haverhill

To The Municipal Council:

The undersigned respectfully asks that he may receive a License to manufacture, refine, mix, store, keep for sale petroleum or any fluid composed wholly or in part of any of the products of petroleum at location hereinafter specified, in accordance with the provisions of Chapter 148 of the General Laws and amendments thereto.

Size and material of building or receptacle 5 - 10x40 steel tanks

Location total capacity 100,000 gals.
George D. Currier Property, Rear of Railroad, near Bradford, Mass.

Owner's Name Geo. D. Currier

To manufacture, refine, mix, store or keep for sale GASOLINE
(Applicant's signature) John W. Waterbury

Haverhill, 2/19/ 1926 (Address) 11 Broadway N.Y.
Park St. Bldg. Boston
Room 1604

In Municipal Council February 23, 1926.

Upon the foregoing petition, ORDERED, that a hearing be given at the Alderman's Room, City Hall Building, on Tuesday the 9th day of March 1926, at 9.30 o'clock A. M.

Attest:— William H. Roberts City Clerk.

In Municipal Council March 9, 1926.

License is hereby GRANTED in accordance with the above to March 9, 1927
unless sooner revoked.

Attest:— William H. Roberts City Clerk.

Geo. D. Currier
82.00

48 Walnut St.

Mr. Har. Brion
Leah Brion

Haverhill, Feb. 23, 1926.

WEB ENGINEERING ASSOCIATES, INC.

111 Summer Street
SCITUTATE, MASSACHUSETTS 02066
781-844-8323

January 13, 2025

Kaitlin Wright
City Clerk
City of Haverhill
4 Summer Street
Haverhill, Ma

RE: Abutter Notification
Merrimack Valley Transit Authority
Bradford, Massachusetts

Please be advised that an abutter notification list will be provided when it is finalized by the Assessor's office.

Very truly yours,
Web Engineering Associates, Inc.

A handwritten signature in blue ink, appearing to read 'Robert P. Coluccio', with a stylized flourish at the end.

Robert P. Coluccio, P.E.
Vice President



Haverhill

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

February 11, 2025

PUBLIC HEARING

City Council Chambers, City Hall, Room 202, 4 Summer st

Notice is hereby given that a hearing will be held for all parties interested, in a hybrid meeting (virtual/in person), on Tuesday, March 11, 2025; at 7:00 PM with a request from Robert Coluccio for Merrimack Valley Regional Transit Authority, requesting to amend their current inflammable licenses, 1857 & 1859, with application SPFL 25-1, for 22,000 gallons of diesel fuel Class II, above ground and 22,000 gallons of gasoline Class I, underground at 123 Railroad av.

(Residents who are interested in commenting on this item can either (1) Attend in person (Council Chambers, Room 202) or (2) Attend remotely using the link provided on the public meeting calendar on the City's website.)

Description of area, maps and plans are on file in the City Clerk's Office

Advertise: February 20 & February 27, 2025
Haverhill Gazette

Kaitlin M Wright
City Clerk

Tag Day Permit · Add to a project

12,4,1

Expiration Date

Active

Request Changes
(/#/explore/request-changes/195278)**TAGD-25-7****Details**

Submitted on Feb 28, 2025 at 12:27 pm

**Attachments**

0 files

**Activity Feed**

Latest activity on Feb 28, 2025

**Applicant**

MICHAEL KELLY

0

**Location**

14 HASELTINE ST, Bradford, MA 01835

View By

Edit Workflow

**City Clerk Review**

Completed Feb 28, 2025 at 12:27 pm

MB

**Tag Day Fee Payment**


Paid Feb 28, 2025 at 12:27 pm

**City Clerk Approval**


Completed Feb 28, 2025 at 12:28 pm

MB









Police Approval
Completed Feb 28, 2025 at 3:12 pm



City Council Approval
In Progress







Tag Day Permit Issued
Document

Details

Organization Information

Edit

Organization*

HHS BOYS LACROSSE

Organization Phone*

978-273-3330

Organization Address*

14 HASELTINE ST

Organization City*

HAVERHILL

Organization State*

MA

Organization Zip*

01830

Is the Organization Tax Exempt?*

No

Is the Organization Non-Profit?*

No

Is your organization affiliated with the
Haverhill Public School system?

Yes

Is the Applicant a Haverhill Resident* ?

Yes

Off-Street Locations Information [OFF-STREET LOCATIONS NOT PERMITTED][Edit](#)

How Many Locations Will You Cover?*

5

Location 1* [?](#)

MARKET BASKET WATER ST

Location 2*

ONE STOP

Location 3*

DUNKIN DONUTS

Location 4*

MARKET BASKET LINCOLN AV

Location 5*

MARKET BASKET LOWELL AV

Date Information -MAXIMUM 3 CONSECUTIVE DAYS[Edit](#)

How Many Dates Will the Event Include?*

2

Date #1*

04/12/2025

Date #2*

04/13/2025



City of Haverhill, MA

Mar 3, 2025

TAGD-25-7

Police Approval

Tag Day Permit

Status: Complete

Became Active: Feb 28, 2025

Assignee: Kevin Lynch

Completed: Feb 28, 2025

Applicant

MICHAEL KELLY
newtag@aol.com
14 HASELTINE ST
HAVERHILL, MA 01830
978-273-3330

Primary Location

14 HASELTINE ST
Bradford, MA 01835






Owner:

KELLY MICHAEL F ETUX KELLY ERIN M
14 HASELTINE ST BRADFORD, MA
01835

OpenGov system altered approval step City Clerk Review, changed status from Inactive to Active on Record TAGD-25-7	02/28/2025 at 12:27 pm
OpenGov system assigned approval step City Clerk Review to Kaitlin Wright on Record TAGD-25-7	02/28/2025 at 12:27 pm
Maria Bevilacqua reassigned approval step City Clerk Review from Kaitlin Wright to Maria Bevilacqua on Record TAGD-25-7	02/28/2025 at 12:27 pm
Maria Bevilacqua approved approval step City Clerk Review on Record TAGD-25-7	02/28/2025 at 12:27 pm
OpenGov system altered payment step Tag Day Fee Payment, changed status from Inactive to Active on Record TAGD-25-7	02/28/2025 at 12:27 pm
Maria Bevilacqua completed payment step Tag Day Fee Payment on Record TAGD-25-7	02/28/2025 at 12:27 pm
OpenGov system altered approval step City Clerk Approval, changed status from Inactive to Active on Record TAGD-25-7	02/28/2025 at 12:27 pm
OpenGov system assigned approval step City Clerk Approval to Kaitlin Wright on Record TAGD-25-7	02/28/2025 at 12:27 pm
Maria Bevilacqua reassigned approval step City Clerk Approval from Kaitlin Wright to Maria Bevilacqua on Record TAGD-25-7	02/28/2025 at 12:28 pm
Maria Bevilacqua approved approval step City Clerk Approval on Record TAGD-25-7	02/28/2025 at 12:28 pm
OpenGov system altered approval step City Council Approval, changed status from Inactive to Active on Record TAGD-25-7	02/28/2025 at 12:28 pm
OpenGov system altered approval step Police Approval, changed status from Inactive to Active on Record TAGD-25-7	02/28/2025 at 12:28 pm
OpenGov system assigned approval step Police Approval to Kevin Lynch on Record TAGD-25-7	02/28/2025 at 12:28 pm
OpenGov system assigned approval step City Council Approval to Kaitlin Wright on Record TAGD-25-7	02/28/2025 at 12:28 pm

Timeline

Label	Activated	Completed	Assignee	Due Date	Status
✓ City Clerk Review	2/28/2025, 12:27:27 PM	2/28/2025, 12:27:43 PM	-	-	Completed

Label	Activated	Completed	Assignee	Due Date	Status
 Tag Day Fee Payment	2/28/2025, 12:27:43 PM	2/28/2025, 12:27:55 PM	-	-	Completed
 City Clerk Approval	2/28/2025, 12:27:55 PM	2/28/2025, 12:28:11 PM	-	-	Completed
 Police Approval	2/28/2025, 12:28:12 PM	-	-	-	Active
 City Council Approval	2/28/2025, 12:28:12 PM	-	-	-	Active
 Tag Day Permit Issued	-	-	-	-	Inactive



Haverhill

✓
IN System

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

Date: _____

Honorable President and Members of the Municipal Council:

FEB 27 2025

The undersigned respectfully asks to receive a license for **TAG DAYS**
pursuant to Chapter 227 of Haverhill City Code

Organization: HHS Boys Lacrosse Applicant's Name: Michael Kelly
Applicant's Residence (must be Haverhill resident): Michael Kelly 14 Haseltine St
Applicant's Signature: Michael Kelly

HAU CITY CLERK FEB27/25 1418

(3 CONSECUTIVE DAYS ONLY)

Date of Tag Day Request(s): April 12 & 13 - 2025

Canister: _____ Tag: _____ Fee: \$ N/C

ON STREET LOCATIONS ARE NO LONGER PERMITTED – SEE DOC . 47 OF 2017

OFF STREET LOCATIONS - PLEASE SPECIFY

(3) market Baskets
one stop
Dunkin Donuts

***A LETTER FROM THE PRIVATE PROPERTY OWNER GRANTING PERMISSION FOR
USE OF THE LISTED LOCATIONS IS REQUIRED AT THE TIME OF THE APPLICATION**

***A sample of the badge being used by those tagging and a sample of the tag being issued by the
Organization must be filed with the City Clerk's Office at the time of the application***

Office Use Only

Recommendation by Police Chief: _____ Approved
_____ Denied

Police Chief

In Municipal Council, _____

Attest: _____

City Clerk



Document
CITY OF HAVERHILL
In Municipal Council

3,11

RECEIVED
CITY CLERK
MAR 7 AM 9:48

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>
Combustion Service Co of NE	\$5,502.00	Water Dept

INVOICE

COMBUSTION SERVICE CO. OF NE

25 Fair Oaks Street
CAMBRIDGE, MASSACHUSETTS 02140
(617) 876-6020 Fax (617) 876-0156

INVOICE NUMBER: 37010

INVOICE DATE: 1/5/24

PAGE: 1

SOLD TO:

Haverhill Watertreatment Plant
Attn: John D'Aoust
131 Amesbury Road
Haverhill, MA 01830-2801

SHIP TO:

Haverhill Watertreatment Plant
131 Amesbury Road
Haverhill, MA 01830-2801

CUSTOMER ID	CUSTOMER PO	DUE DATE
Haverhill Water		Net 30 Days

		2/4/24
--	--	--------

QUANTITY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENSION
		Heating Service - Complaint of no heat. Found off on low water. Replaced electronic low water cut off. Returned and drained boiler to install new circulator pump and re-piped relief valve blow down to code. fired and cycled unit.		
		Labor:		
		16 Hrs. Reg 2 Men @ \$108.00/Hr		3,456.00
		Material:		
		1 - B&G Circulator		1,500.00
		1 - RIB Relay		25.00
		1 - Ignitor		103.00
		1 - M&M LWCO		338.00
		- Misc. Pipe Fittings		40.00
		- Cleaning Material		20.00
		- Non Reusable Refuse Containers		20.00

DISCLAIMER:

A finance charge of 1 1/2% per month (18% Annual Percentage Rate) will be added to all account balances over 30 days old. Buyer agrees to pay for all costs and expenses; including attorneys' fees, incurred in the collection of any amounts past due.

ON TIME AND MATERIAL WORK. THE TOTAL HOURS CHARGED DO NOT NECESSARILY COINCIDE WITH ACTUAL TIME SPENT ON JOB. TIME SPENT PROCURING OR PREPARING MATERIAL OR NECESSARY SUPERVISION IS INCLUDED.

ALL SALES ARE SUBJECT TO THE FOLLOWING LIMITATIONS OR WARRANTY.

It is expressly agreed and understood that there are no express warranties or warranties of fitness or merchantability except the manufacturers warranties. It is also agreed the liability of the seller be limited to repairing or replacing the non-conforming goods. The seller shall not be liable for any other damages either direct or consequential.

SUB TOTAL
SALES TAX

5,502.00

TOTAL DUE

\$5,502.00



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

March 7, 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
Combustion Services Co. of NE	\$ 5,502.00	Water Dept.

TOTAL \$ 5,502.00

I recommend approval.

Sincerely,

Melinda E. Barrett, Mayor

Meb/em



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

File 10 DAYS

14.1

ORDERED:

MAR 7 AM 8:48
HVCITYCLERK

AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 240, §85, Schedule B: Parking Restrictions and Prohibitions, as amended, is hereby further amended by ADDING the following:

Fifth Avenue:

In front of #24

No Parking

**(except for 1 24-hour
parking space)**

24 hours

APPROVED AS TO LEGALITY

City Solicitor



Haverhill

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

March 6, 2025

**MEMO TO: CITY COUNCIL PRESIDENT THOMAS J. SULLIVAN AND
MEMBERS OF THE CITY COUNCIL**

Subject: *Fifth Avenue #24 – Add Handicap Parking*

As requested, attached is the subject Ordinance to add handicap parking.

Please contact me if you have any questions.

Sincerely,

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

C: Mayor Barrett, Ward, Pistone, Wright

HAU CITY CLERK MAR 8'25 1554



37

Document 37

File 10 DAYS

FEB 20 PM 4:59
HAVERHILL CITY CLERK

CITY OF HAVERHILL

In Municipal Council February 25 2025

16.1

Ordered:

MUNICIPAL ORDINANCE

CHAPTER 145

AN ORDINANCE RELATING TO THE AMENDMENT OF LICENSE FEES FOR FLAMMABLE MATERIAL STORAGE

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 145 – Article I Explosives, of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows by deleting the text of Section 145-5 entitled “License fees” and inserting in its place the following;

The fees to be charged for licenses under the provisions of MGL c. 148, § 13, are hereby established as follows:

A. Flammable products; explosives.

(1) Fuel oil and gasoline.

- (a)** One gallon to 10,000 gallons: \$100.
- (b)** 10,001 gallons to 25,000 gallons: \$200.
- (c)** 25,001 gallons to 50,000 gallons: \$400.
- (d)** 50,001 gallons to 100,000 gallons: \$600.
- (e)** 100,001 gallons to 500,000 gallons: \$800.
- (f)** 500,001 gallons to 1,000,000 gallons: \$1,200.
- (g)** Over 1,000,000 gallons: \$1,600.

(2) The fee for any other material described in Table 1.12.8.50 “Permit and/or License Thresholds” of 527 CMR 1.00: Massachusetts Comprehensive Fire Safety Code shall be \$100.

B. This article shall not apply to the storage of petroleum products for household purposes.

APPROVED AS TO LEGALITY

City Solicitor



CITY OF HAVERHILL
MASSACHUSETTS
Office of the City Clerk

16.1
4 Summer St
Room 118
Haverhill, MA 01830
Phone: 978-374-2312
Fax: 978-973-8490
www.cityofhaverhill.com

Kaitlin M. Wright
City Clerk

Rose Leonard-Flynn
Assistant City Clerk

February 20, 2025

Dear President Sullivan and Members of the Haverhill City Council,

I am requesting approval by the City Council to increase the fee for administering the oath of office for Notary Public, Justice of the Peace, and other Public Offices. At present, we charge \$10. I am requesting approval to increase the fee to \$20. We are one of the few communities that do not require an appointment for swearing in services and in turn, we administer oaths frequently. Other communities have significant waitlists and often cannot accommodate a swearing in within the allotted time frame. Increasing the cost would appropriately compensate for the time taken to administer oaths of office and generate additional revenue for the City.

Additionally, I am requesting approval to establish a fee for recording a home birth record. Presently, we do not charge for this service. However, the amount of work involved in recording a home birth record is comparable to amending a vital record. Our fee to amend a vital record is \$35 and I request that the Council approve my request to establish a home birth recording fee of the same amount (\$35).

I also am seeking an amendment to the City Code regarding fees associated with licenses for flammable materials. This proposed change keeps the fees for fuel oil and gasoline products at the present rate, but simplifies the fee schedule for all other relevant materials and establishes that fee at \$100.

I am available to answer any questions. Thank you for your consideration.

Respectfully,

Kaitlin M. Wright
City Clerk

FEB 20 2025
CITY CLERK

February 20, 2025

By Electronic Delivery

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

Re: Fee Updates

Dear Mr. Sullivan:

Reference is made to the above captioned matter. In that connection, the City has requested that we draft an order to amend the fees charged by the Clerk for certain services and an ordinance to amend the fees related to the storage of flammable materials.

Order regarding Clerk Fees

If passed, Document #87 of June 30, 2015 (which is an order related to fees charged by the City Clerk) would be amended to include a \$20 fee for administering an oath of office for Notary Public, Justice of the Peace, and other public offices and a \$35 fee for record a home birth record.

Ordinance regarding Storage of Flammable Materials

If passes, Section 145-5 of the City's Code would be amended to simplify the fees charged for licenses for flammable materials. The proposed ordinance keeps the fees for fuel oil and gasoline licenses at what currently exists, but for all other relevant materials requiring licenses, the fee is changed to \$100. The proposed ordinance refers to Table 1.12.8.50 "Permit and/or License Thresholds" of 527 CMR 1.00, the Massachusetts Fire Code which is a list of materials requiring licenses under MGL c. 148, § 13. For reference, Table 1.12.8.50 is attached hereto as Exhibit A.

Sincerely,

Atty. Lisa Mead, City Solicitor
Atty. Benjamin Roberts
Enclosure(s)
cc: Melinda E. Barrett, Mayor

Exhibit A

527 CMR: BOARD OF FIRE PREVENTION REGULATIONS

1.12.8.50.6 When storing more than one class of liquid or other materials named in *Table 1.12.8.50*, a license shall only be required for the individual class or materials, which exceed the amounts listed.

1.12.8.50.7 Explosive material classified as Division 1.5 and 1.6 shall not be regulated as an explosive in determining capacities subject to license requirements of M.G.L c. 148, § 13.

Table 1.12.8.50 Permit and/or License Thresholds

Materials	Quantities	Permit	License
Class I liquids	< 793 Gallons*	yes	no
Note 1: Gasoline may be used, kept, or stored in any building not used for habitation nor frequented by the public, # 7 gallons and provided the gasoline is stored in one or more approved containers without permit. Note 2: See alcohol based hand rub Table 1.12.8.1. * Note 3: No permit or license needed when stored in portable tanks over 60 gallons capacity not intended for fixed use, including intermediate bulk containers (IBCs) designed for mechanical handling.	≥ 793 gallons	yes	yes
Class I liquids (in fixed storage containers)	<10,000 gallons**	yes	no
**Note: No permit or license needed for storage tanks having a liquid capacity that exceeds 60 gallons capacity, intended for fixed installation and not used for processing.	≥ 10,000 gallons	yes	yes
Class II liquids.	< 10,000 gallons	yes	no
	≥ 10,000 gallons	yes	yes
Class IIIA liquids.	< 10,000 gallons	yes	no
	≥ 10,000 gallons	yes	yes
Class IIIB liquids.	< 10,000 gallons	yes	no
	≥ 10,000 gallons	yes	yes
Flammable Solids.	< 100 lbs.	yes	no
	≥ 100 lbs.	yes	yes
Flammable gases (within a building).	< 3,000 cubic feet	yes	no
	≥ 3,000 cubic feet	yes	yes
Flammable gases (outside a building).	< 10,000 cubic feet	yes	no
	≥ 10,000 cubic feet	yes	yes
Fuel oil that may be kept for use in a building or other structure.	< 10,000 gallons of light or of heavy	yes	no
	≥ 10,000 gallons of light or of heavy	yes	yes
Small arms ammunition of rim fire ammunition. [private use]	< 10,000 rounds	no	no
	≥ 10,000- 30,000 rounds	yes	no
	> 30,000 rounds	yes	yes
Small arms ammunition of center fire ammunition. [private use]	< 10,000 rounds	no	no
	≥ 10,000- 50,000 rounds	yes	no
	> 50,000 rounds	yes	yes

527 CMR: BOARD OF FIRE PREVENTION REGULATIONS

1.04: continued

Materials	Quantities	Permit	License
Small arms ammunition of shotgun ammunition. [private use]	< 5,000 rounds	no	no
	≥ 5,000 rounds- 50,000 rounds	yes	no
	> 50,000 rounds	yes	yes
Small arms ammunition primers. [private use]	< 10,000 caps or other small arms primers	no	no
	≥ 10,000 caps or other small arms primers	yes	yes
Small arms ammunition primers. [commercial use]	< 100,000 caps or other small arms primers	yes	no
	≥ 100,000 caps or other small arms primers	yes	yes
Smokeless propellants. [private] Note 1: Persons younger than 18 years old may not keep or store smokeless propellants. Note 2: Not more than two pounds of such propellant shall be stored in a multiple family dwelling or a building of public access.	< 16 lbs.	no	no
Smokeless propellants. [private]	16 lbs. through 47 lbs.	yes	no
	≥ 48 lbs.	yes	yes
Smokeless propellants. [commercial]	≥ 16 lbs. through < 99 lbs.	yes	no
	≥ 100 lbs.	yes	yes
Black powder. [private] Note: Persons younger than 18 years old may not keep or store any amount of black powder.	≤ 2 lbs	no	no
	> 2 lbs. through < 5 lbs.	yes	no
	≤ 5 lbs.	yes	yes
Black powder. [commercial] See Section 1.12.8.39.2.5.1 for permit exempted individual.	< 50 lbs.	yes	no
	≥ 50 lbs.	yes	yes
Special industrial explosive devices.	< 50 lbs. net weight of explosives	no	no
	≥ 50 lbs. net weight of explosives	yes	yes
Explosive material. Note: Fireworks can be stored up to 30 days without a land license.	Classified Division 1.1 - 1.6	yes	yes

527 CMR: BOARD OF FIRE PREVENTION REGULATIONS

1.05: continued

Materials	Quantities	Permit	License
LP-gas.	< 42 lbs. [10 gallons]	no	no
	≥ 42 lbs. [10-gallons] through 2,000 gallons	yes	no
	> 2,000 gallons of LP-gas in the aggregate	yes	yes
Flammable or class II combustible liquids unattended within cargo tanks, portable tanks or transfer tanks on a parcel of land. This shall not apply to parcels of land permitted by the Head of the Fire Department prior to September 1, 2008.	≤ 15,000 gallons in the aggregate	yes	no
	> 15,000 gallons in the aggregate	yes	yes

1.12.8.51 Certificates of Completion. A certificate of completion shall be filed as provided in *Table 1.12.8.51*.

1.12.8.51.1 A person making the installation or connection of an oil burner, alternate fuel installation, or LP-gas installation shall within 72 hours (excluding Saturday, Sunday and holidays) after test-firing the burner, file such Certificate of Completion with the Head of the Fire Department.

1.12.8.51.2 Inspection. Upon receipt of a Certificate of Completion, the Head of the Fire Department shall make an inspection of the installation within a reasonable time, and if same is found to be in accordance with this *Code*, the AHJ shall issue to the owner or occupant an applicable permit.

Table 1.12.8.51 Certificates Required for Permit

Chapters 11, 42 and 69	Certificates of Completion
Type	
Oil Burner Technician [Chapter 11]	
Upon completion, the person, firm or corporation having made the installation or connection:	Shall certify in writing on a form approved by the State Fire Marshal to the Head of the Fire Department that the work has been completed, and is in conformity with the requirements of this <i>Code</i> .
CNG, LNG, Hydrogen, and LP-Gas Alternate Fuels [Chapter 42]	
Upon completion of an installation or connection the person, firm or corporation having made the installation or connection:	Shall certify in writing on a form approved by the State Fire Marshal to the Head of the Fire Department that the work has been completed, and in conformity with the requirements of this <i>Code</i> .
LP-gas [Chapter 69]	
Upon completion of an installation or connection the person, firm or corporation having made the installation or connection:	Shall certify in writing on a form approved by the State Fire Marshal to the Head of the Fire Department that the work has been completed, and in conformity with the requirements of this <i>Code</i> .
	See Section 1.12.8.51

1.13 Certificates.

1.13.1 Authorization. The State Fire Marshal shall have the authority to require certificates and collect fees for individuals or companies performing any of the following activities.

- (1) Sale, manufacture, possession or use of explosive materials, blasting operations, firework displays, storage of fireworks, or use of pyrotechnics or special effects before a proximate audience; *see Sections 1.13.10 and 1.13.11*, and Chapter 65
- (2) Inspection, servicing, or recharging of portable fire extinguishers; *see Section 1.13.5* and Chapter 13

Maria Bevilacqua

✓
DO NOT COPY

To: HGLegals@hgazette.com
Cc: Kaitlin Wright
Subject: legal ad - Feb 27th Gazette - Amend Flammable Storage Fees
Attachments: amend city fees.pdf

Afternoon,

Please run this ad 1 time in the Gazette on February 27th

Ordinance re: Amend Flammable Fee Schedule

Thank you!

Questions call me at 978-420-3624

Maria Bevilacqua
Haverhill City Clerks Office



Document

CITY OF HAVERHILL

In Municipal Council

FEB 20 PM 4:59
HAVCITYCLERK

File 10 DAYS
Cuy 2
✓

Ordered:

MUNICIPAL ORDINANCE

CHAPTER 145

AN ORDINANCE RELATING TO THE AMENDMENT OF LICENSE FEES FOR FLAMMABLE MATERIAL STORAGE

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 145 – Article I Explosives, of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows by deleting the text of Section 145-5 entitled “License fees” and inserting in its place the following;

The fees to be charged for licenses under the provisions of MGL c. 148, § 13, are hereby established as follows:

A. Flammable products; explosives.

(1) Fuel oil and gasoline.

- (a) One gallon to 10,000 gallons: \$100.
- (b) 10,001 gallons to 25,000 gallons: \$200.
- (c) 25,001 gallons to 50,000 gallons: \$400.
- (d) 50,001 gallons to 100,000 gallons: \$600.
- (e) 100,001 gallons to 500,000 gallons: \$800.
- (f) 500,001 gallons to 1,000,000 gallons: \$1,200.
- (g) Over 1,000,000 gallons: \$1,600.

(2) The fee for any other material described in Table 1.12.8.50 “Permit and/or License Thresholds” of 527 CMR 1.00: Massachusetts Comprehensive Fire Safety Code shall be \$100.

B. This article shall not apply to the storage of petroleum products for household purposes.

APPROVED AS TO LEGALITY:

City Solicitor

IN CITY COUNCIL: _____, 2025

PASSED

Attest:

Approved:

City Clerk

Mayor

CITY OF HAVERHILL
In Municipal Council
Ordered:

MUNICIPAL ORDINANCE CHAPTER 45
AN ORDINANCE RELATING TO THE AMENDMENT OF LICENSE FEES
FOR FLAMMABLE MATERIAL STORAGE

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 145-Article 1 Explosives, of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows by deleting the text of Section 145-5 entitled "License fees" and inserting in its place the following:

The fees to be charged for licenses under the provisions of MGL c. 148, § 13, are hereby established as follows:

A. Flammable products:

(1) Fuel oil and gasoline:

- (a)** One gallon to 10,000 gallons: \$100.
- (b)** 10,001 gallons to 25,000 gallons: \$200.
- (c)** 25,001 gallons to 50,000 gallons: \$400.
- (d)** 50,001 gallons to 100,000 gallons: \$600.
- (e)** 100,001 gallons to 500,000 gallons: \$800.
- (f)** 500,001 gallons to 1,000,000 gallons: \$1,200.
- (g)** Over 1,000,000 gallons: \$1,600.

(2) The fee for any other material described in Table 1.12.8.50 "Permit and/or License Thresholds" of 827CMR 1.00: Massachusetts Comprehensive Fire Safety Code shall be \$100.

B. This article shall not apply to the storage of petroleum products for household purposes.

HG - Publication Dates

1711

PROCLAMATION

WHEREAS, hailing from the Emerald Isle, generations of Irish men and women have helped shape the idea of America, overcoming hardship and strife through strength and sacrifice, faith and family, with an undying belief that tomorrow always yields a brighter day; and

WHEREAS, Irish-Americans have distinguished themselves in every sector of American life with many among the signers of the Declaration of Independence, some Presidents of the United States tracing their roots to Ireland, and Henry Ford, founder of one of America's iconic companies being the son of an Irish immigrant; and

WHEREAS, for centuries, with the tenacious Irish spirit, religious devotion, strength rooted in the love of family and confidence Irish-Americans have engaged the American Dream in dynamic and meaningful ways to the betterment of our Country; and

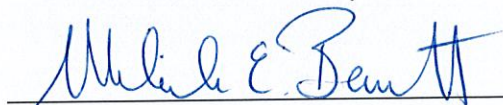
WHEREAS, during the month of March, Americans across the Nation will celebrate the patron saint of Ireland and don the "wearing of the green" to celebrate the heritage and contributions of Irish Americans.

NOW, THEREFORE LET IT BE PROCLAIMED, THAT I, MELINDA E. BARRETT, MAYOR OF THE CITY OF HAVERHILL, MASSACHUSETTS, DO HEREBY DECLARE MARCH 17th, 2025,

IRISH AMERICAN HERITAGE MONTH

In the City of Haverhill and urge all citizens to join me in observing the contributions of all Irish Americans to the City of Haverhill.

IN WITNESS WHEREOF, I hereunto
Set My Hand And Caused The Seal Of The
City Of Haverhill To Be Affixed This 11th
Day Of March In The Year Of Our Lord
Two Thousand and Twenty-Five.



MELINDA E. BARRETT, MAYOR



MELINDA E. BARRETT
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

17.1
CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@HAVERHILLMA.GOV
WWW.CITYOFHAVERHILL.COM

MAR 7 AM 9:48
HAYCUT CLERK

March 7, 2025

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

From: Mayor Melinda E. Barrett

RE: Recognition of Irish Heritage Month

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

Mayor Barrett requests to present a proclamation recognizing month of March as Irish Heritage Month in the City of Haverhill.

Sincerely,

Melinda E. Barrett
Mayor

MEB/em

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

181
CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

WWW.CITYOFHAVERHILL.COM

CITYCOUNCIL@HAVERHILLMA.GOV

MAR 7 AM 8:20
HVCITYCLERK

March 6, 2025

TO: President and Members of the City Council:

Councilor Colin LePage submits the minutes and recommendations of the Administration and Finance Committee meeting held on February 18, 2025 for acceptance and approval.


Councilor Colin LePage *LAR*

(meeting: 3.11.25)

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
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Ralph T. Basiliere



CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

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MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE MEETING

FEBRUARY 18, 2025

The Administration and Finance Committee Meeting held on Tuesday, February 18, 2025, at 6:30PM in the City Council Chambers, Room 202.

Committee Members: Committee Chair Colin LePage, Council Vice-President Timothy Jordan, Councilor Devan Ferreira, Councilor Shaun Toohey, Councilor Catherine Rogers

Council President Thomas Sullivan, Mayor Melinda Barrett, Community Development Director Andrew Herlihy also attended.

The following items were discussed:

1. Review of the Rules and Regulations of the City Council

The Committee discussed and reviewed the following Rules.

Rule 28: Councilor Ferreira proposed moving to a paperless agenda format, citing the environmental, time and cost reduction benefits of such a change from the current method of printing the entire agenda packet for 11 Councilors. Council President Sullivan and Council Vice President offered support of the proposal, allowing that Councilors may request to have certain items of the agenda printed for their use. Councilor Toohey would prefer that the method of receiving the agenda be optional to each Councilor, whether they wish it to be digital or printed. Councilor Ferreira also informed of the benefits of using OpenGov when reviewing permit applications.

Motion by Councilor Ferreira, seconded by Councilor Toohey, for the Council to have paperless agendas while allowing Councilors to request printed pages from the Council
Administrative Assistant ***PASSED Yeas 5, Nays 0***

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
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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

Rule 12: Councilor Toohey requested clarification concerning the majority vote number requirements for Zoning Ordinances and Amendments along with the majority vote number requirements for Zoning Special Permits, whether they are 2/3 (8 votes) or simple majority (6 votes) for approval. Specifically asking, which types of Ordinances and Special permits require which vote totals for approvals and if those currently mandated as 8 votes could be reduced to being 6 votes. Council President Sullivan stated that G.L. C.40A s.5 determines the number of votes required for Zoning Ordinances and Amendments and that G.L. C.40A and our Zoning Ch.255-16 determines the number of votes required for Zoning Special Permits. He suggested requesting the City Solicitor review these voting rules for accuracy and further clarification.

Motion by Councilor Jordan, seconded by Councilor Toohey, to conclude further discussion on this matter
PASSED Yeas 5, Nays 0

2. Document 20-D: Historic Signage Program

Councilor Ferreira informed that this item was referred to the Administration & Finance Committee at the January 28, 2025, City Council meeting after concerns about the procurement of signs being listed on the City's website were noted. She further informed that she had subsequently contacted the City Solicitor with those concerns and received an email response from the City Solicitor stating that the procedure that was proposed for the Historic Signage Program procurement of signs would be by private citizens, requiring no city approval, no city funds and no contracts with the City. Councilor Ferreira also requested further clarification on how the website posting would appear on the City's website. Mayor Barrett informed that the City did not have an existing website linkage policy and that the IT Department reviewed other community's website pages and policies, and that one was currently being created for Haverhill, allowing this signage program to be listed on the City's website. Councilor Ferreira questioned whether the sign program would still reside under the Haverhill Historical Commission page on the City's website or be linked to an outside vendor website as that was what seemed to now being proposed. Community Development Director Herlihy and Council President Sullivan informed that the Haverhill Historical Commission, at its

CITY COUNCIL

Thomas J. Sullivan, *President*
Timothy J. Jordan, *Vice President*
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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

January 8, 2025, meeting voted in approval of the following recommendation:

"Resolved: The Haverhill Historical Commission makes the following recommendation to the City Council to support a citywide historic signage program." Councilor Ferreira re-emphasized that her research showed that numerous other communities have these signage programs listed on their Historical Commission webpages on their communities' websites. Councilor Jordan informed that, as an example, Team Haverhill had done a similar historic signage program years earlier on a volunteer basis without the use of the City website and that if there are still unresolved issues with the City's website, Councilor Ferreira may want to explore that way forward with the historic signage program. Councilor Ferreira informed she will continue to work with the Mayor's office to resolve any further unresolved issues so that the historic signage program will continue to be listed under the Haverhill Historical Commission webpage on the City's website.

Motion by Councilor Jordan, seconded by Councilor Toohey, to remove this item from the Committee Study List
PASSED Yeas 5, Nays 0

3. Document 37: Article IV City Solicitor

Committee Chair LePage summarized that this item had been left on the Committee Study List erroneously since it had been deliberated and voted on previously at the May 7, 2024, Council meeting. He read the Minutes of that Council meeting and requested a motion to remove this item from the Committee Study List.

Motion by Councilor Jordan, seconded by Councilor Toohey, to remove this item from the Committee Study List
PASSED Yeas 5, Nays 0

Motion by Councilor Ferreira, seconded by Councilor Jordan, to adjourn
PASSED Yeas 5, Nays 0

Adjourned 7:03PM

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

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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

Respectfully submitted,

Colin LePage

Colin LePage, Chairman
Administration and Finance Committee
Haverhill City Council

CFL

CITY COUNCIL

Thomas J. Sullivan, President

Timothy J. Jordan, Vice President

John A. Michitson

Colin F. LePage

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Catherine P. Rogers

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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