



**CITY OF HAVERHILL
CITY COUNCIL MINUTES**

Tuesday, October 28, 2025, at 7:00 PM

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

In-Person/Remote Meeting

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

Remote: None

Absent: Vice President Jordan

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 COUNCILOR TOOHEY

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

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 wishes to announce the appointment of Captain Meaghan Pare as *Acting Deputy Chief of the Haverhill Police Department* effective October 19, 2025 94-P

Mayor Barrett introduced Acting Deputy Chief Meaghan Pare. Councilors expressed support for Acting Deputy Chief Pare.

5.2. Mayor Barrett wishes to introduce the *Haverhill Police Department K9* and its handler *Officer Justin Graham* 94-Q

Mayor Barrett introduced Haverhill Police Department K9 Rex and its handler Officer Graham. She noted that the Stanton Foundation will pay for all the necessities of the job for the K9. City Clerk Wright swore Rex in to service.

5.3. Mayor Barrett submits an order to establish the Haverhill Police K9 Maintenance Fund for the receipt of gifts to be spent on the care and maintenance of the Haverhill Police Department K9 94-R

5.3.1. Order- That the City Council votes to establish the Haverhill Police K9 Maintenance Fund for the receipt of gifts to be spent on the care and maintenance of the Haverhill Police Department K9

Mayor Barrett addressed the council. She noted a new fund will be created to cover Rex's ongoing care and related expenses. The community has shown strong support and interest in donating. Donation information will be shared on the city's website and social media.

MOTION BY COUNCILOR MCGONAGLE FOR PASSAGE, SECOND BY COUNCILOR LEPAGE

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)



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5.4. Mayor Barrett submits an order to establish the Winnekenni Park Landscaping and Maintenance Fund for the receipt of gifts to be spent on the landscape and beautification of Winnekenni Park and all structures included thereon located at 347 Kenoza Avenue and Castle Road 94-S

5.4.1. Order- That the City Council votes to establish the Winnekenni Park Landscaping and Maintenance Fund for the receipt of gifts to be spent on the landscape and beautification of Winnekenni Park and all structures included thereon located at 347 Kenoza Avenue and Castle Road

Mayor Barrett addressed the council. Over the past few years, the city has been working hard to improve the park. This fund is being set up for the receipt of gifts to be spent on the landscape and beautification of Winnekenni and all the structures included thereon. If anyone would like to make a donation a check can be given to the City Treasurer's Office (in the memo, please put Winnekenni Park Landscaping and Maintenance Fund). Donation information will be shared on the city's website and social media.

MOTION BY COUNCILOR MICHITSON FOR PASSAGE, SECOND BY COUNCILOR LEWANDOWSKI
PASSED YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

12.9.5.1 TLLB-25-4-; Bilal Iaghmam,
59 Briarwood Rd

83-C

Bilal Iaghmam addressed the council. He stated I am looking for a taxi license to operate out of my home.

MOTION BY COUNCILOR MCGONAGLE FOR PASSAGE, SECOND BY COUNCILOR TOOHEY
PASSED YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

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

7. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28

8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:

8.1. Kaitlin M. Wright, *City Clerk*, would like to remind the voters of Haverhill of important election opportunities and deadlines for the upcoming Municipal General Election 102-B

City Clerk Wright addressed the council. She noted early voting continues through Friday October 31st with hours, Wednesday, 8AM-4PM, Thursday 8AM-8PM, Friday 8AM-4PM. Today is the last day to request a mail in ballot. If you already have one, return it promptly using the drop box outside city hall or



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deliver to our office. You can also vote on election day November 4th from 7AM-8PM at your regular polling place. For help finding this, call 978-374-2312 or visit wheredoivotema.com

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

10. HEARINGS AND RELATED ORDERS:

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

96

President Sullivan opened the hearing.

Attorney Donald Borenstein of 12 Chestnut Street, Andover, presented a proposal for a four-unit townhouse development at the corner of Railroad Street and South Charles Street, replacing an aging truck garage and machine shop. Each unit would include three bedrooms, a two-car garage, and additional driveway parking, providing 16 total off-street spaces—double the city's requirements. The project, surrounded by residential homes and near the new Nautical Landing 48 condominiums, was praised by councilors and a resident (James Allen) for removing blight, adding homeownership opportunities, and improving the neighborhood's appearance.

President Sullivan asked if anyone would like to speak in favor. James Allen spoke in favor owns property at 4 South Grove Street.

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

President Sullivan closed the hearing.

MOTION BY COUNCILOR MCGONAGLE TO MOVE FOR PASSAGE, SECOND BY COUNCILOR TOOHEY

President Sullivan stated is that approval with the recommendations and conditions of all the departments?

Councilor McGonagle stated yes, sir.

City Clerk Wright: Councilor Basiliere-yes, Councilor Hobbs Everett-yes, Councilor Michitson-yes, Councilor Ferreira-yes, Councilor Lewandowski-yes, Councilor Toohey-yes, Councilor McGonagle-yes, Councilor LePage-yes, Councilor Rogers-yes, President Sullivan-yes.

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

President Sullivan stated that passes.



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- 10.2. SPFL-25-3; JT Couch for *Creek Brook CML* requesting to store 19,000 gallons of Class IIIB edible shortening oil and 5,000 gallons of Class II Diesel Fuel in above ground storage tanks at 30 Creek Brook Dr

97

President Sullivan opened the hearing.

President Sullivan stated given that the applicant is not here we will need to continue this hearing.

MOTION BY COUNCILOR MCGONAGLE TO CONTINUE TO DECEMBER 16, 2025, SECOND BY COUNCILOR TOOHEY

PASSED CONTINUED TO DECEMBER 16TH

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

11.APPOINTMENTS:

11.1. **Confirming Appointments:**

- 11.1.1. *Commission on Disability Issues* – Jane McDade, 48 Haley Rd for the terms of three years *to expire October 28, 2028*
To Be Confirmed 7-S

City Clerk Wright stated earlier today we were in receipt of a communication from the applicant asking to withdraw the appointment.

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

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

11.2. **Non-Confirming Appointments:**

11.3. **Constables**

11.4. **Resignations**

12.PETITIONS:

- 12.1. *City Engineer, John Pettis*, submits request that the City accept a portion of *South Park Street* as a Public Way, #134190 103

Refer to Planning Board & Council Hearing December 16th

MOTION BY COUNCILOR MCGONAGLE TO HEAR ON DECEMBER 16TH, SECOND BY COUNCILOR MICHITSON

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)



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- 12.2. *City Engineer, John Pettis, submits request that the City accept Oakwood Terrace as a Public Way, #134193* 104

Refer to Planning Board & Council Hearing December 16th

MOTION BY COUNCILOR MCGONAGLE TO HEAR ON DECEMBER 16TH, SECOND BY COUNCILOR MICHITSON
PASSED YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

- 12.3. *City Engineer, John Pettis, submits request that the City name an unnamed portion of right of way Harding Avenue, #134194* 105

Refer to Planning Board & Council Hearing December 16th

MOTION BY COUNCILOR MCGONAGLE TO HEAR ON DECEMBER 16TH, SECOND BY COUNCILOR TOOHEY
PASSED YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

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

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

- 12.5.1. EVNT 25-31; request from Daniel Plourde Sr., Parade Chairman, to hold the *Haverhill Santa Parade*, on November 23rd from 12 noon to 5pm; on So Main st, Merrimack st, and Emerson st
Requesting additional fees be waived 106-A

MOTION BY COUNCILOR LEPAGE, SECOND BY COUNCILOR TOOHEY
PASSED YEAS 9, NAYS 0, ABSENT 1 (JORDAN), ABSTENTION 1 (SULLIVAN)

- 12.5.2. EVNT 25-30; request from Cynthia Daukiewicz, for *Rocks Village Memorial Association*, for a holiday wreath workshop at 1 River Road from 10 am to 3pm on November 22nd
Requesting additional fees be waived 101-C

MOTION BY COUNCILOR MICHITSON, SECOND BY COUNCILOR MCGONAGLE
PASSED YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

- 12.6. **Auctioneer License:**
12.7. **Tag Days:** *with Police approval*
12.8. **One Day Liquor License –with HPD approval**
12.9. **ANNUAL LICENSE RENEWALS:**



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- 12.9.1. **Hawker Peddlers License- Fixed location – w/Police approval**
12.9.2. **Coin-Op License *Renewals* – with Police approval**
12.9.3. **Christmas Tree Vendor – with Police approval**
12.9.4. **Taxi Driver Licenses for 2024: with Police approval**
12.9.5. **Taxi/Limousine License with Police approval**

12.9.5.1. Moved to beginning of agenda 83-C

- 12.9.6. **Junk Dealer /Collector License - with Police approval**
12.9.7. **Pool/Billiard**
12.9.8. **Bowling**
12.9.9. **Sunday Bowling**
12.9.10. **Buy & Sell Second Hand Articles with Police approval**
12.9.11. **Buy & Sell Second Hand Clothing with Police approval**
12.9.12. **Pawnbroker license - with police approval**
12.9.13. **Fortune Teller with - Police approval**
12.9.14. **Buy & Sell Old Gold – with Police approval**
12.9.15. **Roller Skating Rink**
12.9.16. **Sunday Skating**
12.9.17. **Exterior Vending Machines/Redbox Automated Retail, LLC**
12.9.18. **Limousine/Livery License/Chair Cars with Police approval**

13.MOTIONS AND ORDER:

14.ORDINANCES (FILE 10 DAYS):

- 14.1. Ordinance re: Boards and Commissions- Article XX Agricultural Commission 107-A
Related communication from City Solicitor, Lisa Mead
File 10 days

MOTION BY COUNCILOR ROGERS, SECOND BY COUNCILOR LEWANDOWSKI

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

15.COMMUNICATIONS FROM COUNCILORS:

- 15.1. Council President Sullivan request to announce the 2026 City Council meeting schedule 33-W



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President Sullivan stated everyone has in their packets the schedule. We are following what we have done in the past and not hold meetings the week of holidays and of course we don't hold meetings when we are having elections.

- 15.2. Councilor McGonagle submits the minutes and recommendations from the Public Safety meeting held on October 22, 2025 for approval 33-X

Councilor McGonagle summarized the minutes into the record.

Doc. 33-F Motion by Councilor Basiliere to send resident winter parking concerns and offer suggestions for improvement.

MOTION BY COUNCILOR BASILIERE TO ACCEPT THE MODIFICATIONS THAT WERE ITERATED IN THE RECORD BY THE CHAIRMAN.

President Sullivan stated so the motion would be Councilor McGonagle.

Councilor McGonagle stated to delay the start of the winter parking ban to December 15th and then to end it a bit early on March 15th.

President Sullivan stated instead of March 30th.

Councilor McGonagle stated yes sir.

President Sullivan stated and also to add a QR code to the tickets that would explain to the recipient of the ticket the ability to understand what the ticket says in three languages. I believe the languages were English, Spanish and Portuguese. Was that correct, Councilor Ferreira?

Councilor Ferreira stated I think so. Councilor McGonagle stated I believe so.

Councilor Basiliere stated as a point of information we did discuss that there are in fact so if we change this and all of a sudden on November 18th, we have a northeaster or a blizzard baring down on us the Mayor has the option of exercising a winter snow emergency.

President Sullivan stated we have a motion from Councilor McGonagle and a second by Councilor LePage.

City Clerk Wright: Councilor Basiliere-yes, Councilor Hobbs Everett-yes, Councilor Michitson-yes, Councilor Ferreira-yes, Councilor Lewandowski-yes, Councilor Toohey-yes, Councilor McGonagle-yes, Councilor LePage-yes, Councilor Rogers-yes, President Sullivan-yes.

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

Doc. 33-P Motion by Councilor Ferreira to send for review as to what our local strategies are for traffic and safety as well as looking into these intersections for public safety (Amesbury Line Road/Merrimac Road)

Councilor McGonagle summarized the minutes into the record.



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President Sullivan we would need a motion to ask the police and public works to move forward with the flex-posts plan at that intersection.

Motion by Councilor Lewandowski, Second by Councilor Toohey

City Clerk Wright: Councilor Basiliere-yes, Councilor Hobbs Everett-yes, Councilor Michitson-yes, Councilor Ferreira-yes, Councilor Lewandowski-yes, Councilor Toohey-yes, Councilor McGonagle-yes, Councilor LePage-yes, Councilor Rogers-yes, President Sullivan-yes.

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN)

16.UNFINISHED BUSINESS OF PRECEEDING MEETING:

17.RESOLUTIONS AND PROCLAMATIONS:

18.COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS:

19.DOCUMENTS REFERRED TO COMMITTEE STUDY:

20.LONG TERM MATTERS STUDY LIST:

21. ADJOURN:

MOTION BY COUNCILOR LEWANDOWSKI TO ADJOURN, SECOND BY COUNCILOR TOOHEY

PASSED

YEAS 10, NAYS 0, ABSENT 1 (JORDAN) **ADJOURNED: 19:54**