



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA**

**July 25, 2023 at 7:00 PM**

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

**In-Person/Remote Meeting**

*This meeting/hearing of Haverhill City Council will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing 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.*

**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 Fiorentini submits Order to approve and accept the Conservation Restriction for the protection of 18.61 acres of land off Crystal st known as "Crystal Lake Conservation Initiative"

5.1.1. Order – Haverhill City Council approve and accept the Conservation Restriction on the land described as Lot 2A and 2B off of Crystal Street

5.2. Mayor Fiorentini submits Salary Ordinance & Memorandum of Agreement (MOA) between City of Haverhill and *City Hall Clerk's Group and Animal Control-Mechanic-Custodian Group*

5.2.1. Memorandum of Agreement between City of Haverhill and City Hall Clerk's Group -Teamsters Local #170

5.2.2. Ordinance re: Salaries – City Hall Clerk's Group File 10 days

5.2.3. Memorandum of Agreement between the City of Haverhill and Animal control Officers, Police Mechanics (ME Repairmen) Police Building Maintenance Craftsmen/Custodian and Public Property Building Custodian Group-Teamsters Local #170

5.2.4. Ordinance re: Salaries - Animal control Officers, Police Mechanics (ME Repairmen) Police Building Maintenance Craftsmen/Custodian and Public Property Building Custodian Group-Teamsters Local #170 File 10 days

5.3. Mayor Fiorentini submits Salary Ordinance & Memorandum of Agreement (MOA) between City of Haverhill and Police Patrolman Association

5.3.1. Memorandum of Agreement between the City of Haverhill and Haverhill Police Patrolmen's Association

5.3.2. Ordinance re: Salaries -Law Enforcement Police Officers File 10 days



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

- 6.1. Councillor Barrett requests to introduce Kerri Perry to discuss the Community Action upcoming golf tournament to help support the vital work done through Community Action
- 6.2. Councillor McGonagle requests to introduce Jeffrey Hollett, Veterans Services Director, to discuss an upcoming event for veterans at the *Amvets Post 147*
- 6.3. Council President Jordan requests to introduce Maggie Brown from *Greenbelt* to discuss Sullivan Conservation Restriction (CR) at 908 West Lowell av

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

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

- 8.1. John Pettis, City Engineer requests 119 Hyatt av be opened for utilities work and submits related Order
  - 8.1.1. Order - Open 119 Hyatt av for underground utility work
- 8.2. Council President Jordan and the Haverhill City Council request to address the Open Meeting Law Violation Complaint by Thomas Duggan dated July 8 2022
- 8.3. Council President Jordan requests to submit the attached Community Letter for discussion

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

**10. HEARINGS AND RELATED ORDERS:**

**11. APPOINTMENTS:**

11.1. **Confirming Appointments:**

11.2. **Non-Confirming:**

11.3. **Resignations:**

11.4. **PETITIONS:**

- 11.4.1. Jason Babin, 620 Primrose st, requests Valet Parking Business License, *Shoe City Valet* Comments from City Departments are included. Pending receipt by City Clerk's Office of agreement with approved off-street parking facility and pending approval of Downtown Parking Commission

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



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- 11.6. **Amusement/Event Application** - *with Police approval*
- 11.7. **Auctioneer License:**
- 11.8. **Tag Days:** *with Police approval*
- 11.9. **One Day Liquor License** – *with License Commission & Police approval*
- 11.10. **Annual License Renewals:**
  - 11.10.1. **Hawker Peddlers License 2023 - Fixed location** – *with approvals*
    - 11.10.1.1. Kenneth Zibolis, to sell hotdogs, sausages, hamburgers, fries and bottled water at 10 Church st, *Bradford Common*; Monday – Saturday, 11 am to 7 pm
  - 11.10.2. **Coin-Op License Renewals** – *with Police approval*
  - 11.10.3. **Christmas Tree Vendor** – *with Police approval*
  - 11.10.4. **Taxi Driver Licenses for 2023:** *with Police approval*
    - 11.10.4.1. Vicky Gonzalez, 147 Winter st
  - 11.10.5. **Taxi/Limousine License** *with Police approval:*
  - 11.10.6. **Junk Dealer License** *with Police approval*
  - 11.10.7. **Sunday Pool**
  - 11.10.8. **Bowling**
  - 11.10.9. **Sunday Bowling**
  - 11.10.10. **Buy & Sell Second Hand Articles** *with Police approval*
    - 11.10.10.1. Elaine Drinkwater, for *Vintage View*, 371 River st
  - 11.10.11. **Buy & Sell Second Hand Clothing**
  - 11.10.12. **Pawnbroker license** - *with police approval*
  - 11.10.13. **Fortune Teller** *with - Police approval*
  - 11.10.14. **Buy & Sell Old Gold** – *with Police approval*
  - 11.10.15. **Roller Skating Rink**
  - 11.10.16. **Sunday Skating**
  - 11.10.17. **Exterior Vending Machines/Redbox Automated Retail, LLC**
  - 11.10.18. **Limousine/Livery License/Chair Cars** *with Police approval*

**12. MOTIONS AND ORDERS:**

- 12.1. Order – Authorize Mayor to execute a certain Construction Easement Agreement for Beck Residential LLC 19 and 31-35 Railroad av
- 12.2. Order -- Authorize Mayor to execute a certain Right of Way Line Adjustment Agreement with Beck Residential LLC 19 and 31-35 Railroad av

*Related communication from William Cox, City Solicitor and John Pettis, City Engineer*



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**13. ORDINANCES (FILE 10 DAYS)**

- 13.1. Ordinance re: Vehicles and Traffic – proposed on Cedar st and existing on Twelfth av, Stop Ordinance file 10 days
- 13.2. Ordinance re: Vehicles and Traffic – Parking Restriction on Kingsbury av adjacent to the College and Carrington Estates properties file 10 days
- 13.3. Loan Order - \$516,540 appropriated for 2 salting/snowplowing trucks  
Related communication from Robert Ward, DPW Director file 10 days

**14. COMMUNICATIONS FROM COUNCILLORS:**

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

- 15.1. Document 15-E: Ordinance re: Add Handicap Parking , 5 Fourth av and 36 Lawrence st *filed July 12<sup>th</sup>*
- 15.2. Document 15-F: Ordinance re: Add Handicap Parking, Church st, North side and Salem st to support the Farmer's Market *filed July 12<sup>th</sup>*
- 15.3. Document 15-G: Ordinance re: New and Corrected stop signs for Middle rd at Millvale rd *filed July 12<sup>th</sup>*

**16. RESOLUTIONS AND PROCLAMATIONS:**

**17. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

- 17.1. Councillor Barrett submits *Administration & Finance Committee* minutes for the meeting held July 12 2023 for acceptance

**18. DOCUMENTS REFERRED TO COMMITTEE STUDY**

**19. LONG TERM MATTERS STUDY LIST**

**20. ADJOURN :**

JAMES J. FIORENTINI  
MAYOR



**CITY OF HAVERHILL  
MASSACHUSETTS**

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

July 18, 2023

City Council President Timothy J. Jordan and Members of the Haverhill City Council

**RE: Order to Approve and Accept the Conservation Restriction off Crystal Street**

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

Please see attached an order to approve and accept the Conservation Restriction for the protection of 18.61 acres of land off Crystal Street known as "Crystal Lake Conservation Initiative". If approved, this would preserve the property for conservation, open space, water supply protection and passive recreation. I recommend approval.

Very truly yours,

  
James J. Fiorentini  
Mayor

JJF/lyf



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

5,1,1

ORDERED:

**HAVERHILL CITY COUNCIL**

That the City Council votes to accept the Conservation Restriction on the land described as Lot 2A and 2B, Haverhill, Massachusetts, granted to the City of Haverhill, Massachusetts, a municipal corporation, acting by and through its Conservation Commission by authority of Section 8C of Chapter 40 of the Massachusetts General Laws, by grant of Conservation Restriction by Essex County Greenbelt Association, Inc., and to approve the Conservation Commission's vote on July 6, 2023, accepting said Conservation Restriction presented to the City Council on July 25, 2023.

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

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

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

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

A True Record, Attest:

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

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

\_\_\_\_\_  
James J. Fiorentini, Mayor



# Haverhill

Conservation Department  
Phone: 978-374-2334 Fax: 978-374-2366  
[rmoores@cityofhaverhill.com](mailto:rmoores@cityofhaverhill.com)  
[conservation@cityofhaverhill.com](mailto:conservation@cityofhaverhill.com)

MEMO TO: The Honorable James J. Fiorentini, Mayor, City of Haverhill

FROM: Robert E. Moore, Jr., Environmental Health Technician

DATE: July 18, 2023

RE: Conservation Restriction Approval  
Land off Crystal Street - Parcel 576-436-27

Attached for your filing with the City Council is the signed Conservation Restriction for the protection of 18.61 acres of land off Crystal Street for conservation, open space, water supply protection, and passive recreation. This land was acquired by Essex County Greenbelt Association as part of its "Crystal Lake Conservation Initiative". The land was purchased with assistance from the Commonwealth's Conservation Partnership Grant Program. A condition of the Program is that the property be protected through the benefits of the subject Restriction. The Executive Office of Energy and Environmental Affairs has reviewed the Restriction and approved it for local endorsement. The attached Restriction includes your original authorization page, the original acceptance page of the Conservation Commission, and a parcel map.

Attorney Fallon is preparing the Order for filing with the City Council. If you need additional information, please contact me.

e-COPY TO: Robert Ward, DPW Director  
Vanessa Johnson-Hall, Director, Land Conservation Division, Essex County Greenbelt Association  
Thomas Fallon, Esq., Assistant City Solicitor



**GRANTOR:** Essex County Greenbelt Association, Inc.

**GRANTEE:** City of Haverhill Conservation  
Commission

**ADDRESS OF PREMISES:** Crystal Street

**FOR GRANTOR'S TITLE SEE:** Southern Essex District  
Registry of Deeds at Book \_\_\_\_\_, Page \_\_\_\_\_.

## **GRANT OF CONSERVATION RESTRICTION**

### **I. STATEMENT OF GRANT**

ESSEX COUNTY GREENBELT ASSOCIATION, INC., a Massachusetts not-for-profit corporation having its principal office at 82 Eastern Avenue, Essex, Massachusetts 01929, being the sole owner of the Premises as defined herein, for its successors and assigns ("Grantor"), acting pursuant to Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws, grants, with QUITCLAIM COVENANTS, to the CITY OF HAVERHILL, a municipality organized under the laws of the Commonwealth of Massachusetts with its usual place of business located at 4 Summer Street, Haverhill, Massachusetts 01830, acting by and through its Conservation Commission by authority of Section 8C of Chapter 40 of the Massachusetts General Laws, its permitted successors and assigns ("Grantee"), for nominal consideration, IN PERPETUITY AND EXCLUSIVELY FOR CONSERVATION PURPOSES, the following Conservation Restriction on land located in the City of Haverhill, Essex County, Commonwealth of Massachusetts, containing 18.61 acres ("Premises"), which Premises are more particularly described in Exhibit A and shown in the attached reduced copy of a survey plan in Exhibit B, both of which are incorporated herein and attached hereto.

### **II. PURPOSES**

This Conservation Restriction is defined in and authorized by Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws and otherwise by law. The purposes of this Conservation Restriction ("Purposes") are to ensure that the Premises will be maintained in perpetuity in its natural, scenic, or open condition, and available for forestry use and passive outdoor recreational



use, and to prevent any use or change that would materially impair the Conservation Values (as defined below).

The fee interest in the Premises was acquired utilizing, in part, assistance from the Conservation Partnership program which requires, pursuant to Section 2A of Chapter 286 of the Acts of 2014, the conveyance of this Conservation Restriction.

The City's acceptance of this Conservation Restriction was authorized by a vote of the Haverhill City Council and approved by the Mayor on \_\_\_\_\_. A copy of the City Council Vote authorizing the acceptance of the Conservation Restriction is attached hereto as Exhibit C.

**The Conservation Values protected by this Conservation Restriction include the following:**

- A. **Open Space.** The Premises contribute to the protection of the scenic and natural character of Haverhill's protected adjacent watershed land, and the protection of the Premises will enhance the open-space value of these and nearby lands. The Premises abut the 66.5-acre Crystal Gorge Conservation area, permanently protected conservation lands owned by the City of Haverhill for watershed and passive recreation protection purposes.
- B. **Water Quality.** A portion of the Premises is located within an Active Surface Water Supply watershed, and a Zone A and B Surface Water Protection Area, identified by the MA Department of Environmental Protection. Forests on the Premises help to maintain water quality and quantity, and ensure protection of wetlands on the Premises. Thus, the Premises will help protect and maintain the water quality and quantity of the nearby Crystal Lake, which is a City of Haverhill public drinking water supply.
- C. **Wildlife Habitat.** The entire Premises are within an area designated by the MA Division of Fisheries and Wildlife acting by and through its Natural Heritage and Endangered Species Program (NHESP) as "Priority Habitats of Rare and Endangered Species," the protection of which aligns with NHESP's wildlife and habitat protection objectives.
- D. **Public Access.** Public access on the Premises will be allowed for passive outdoor recreation, education, and nature study; future trails on the Premises will connect to trails on adjacent protected lands.
- E. **Biodiversity.** The entire Premises is within an area designated as BioMap3 Core Habitat for Wetlands, Vernal Pools, and Rare Species, and the majority of the Premises is within an area designated Critical Natural Landscape for Wetland Core Buffers, as defined by the Massachusetts Natural Heritage and Endangered Species Program. BioMap3, published in 2022, is designed to guide strategic biodiversity conservation in Massachusetts by focusing land protection and stewardship on the areas that are most critical for ensuring the long-term persistence of rare and other native species and their habitats, exemplary natural communities, and a diversity of ecosystems.

- F. **Climate Change Resilience.** The Premises is identified as an area of average Terrestrial Resilience according to The Nature Conservancy's (TNC) Resilient Land Mapping Tool. TNC's Resilient Land Mapping Tool was developed in order to map 'climate-resilient' sites that are 'more likely to sustain native plants, animals, and natural processes into the future.' The protection of these climate resilient sites is an important step in both reducing human and ecosystem vulnerability to climate change and adapting to changing conditions.
- G. **Consistency with Clearly Delineated Federal, State, or Local Governmental Conservation Policy.** The protection of the Premises advances government policy regarding the conservation of natural resources, including the following: Haverhill's 2016-2023 Open Space and Recreation Plan, Goals 6 and 7, which address the protection of open space and recreational opportunities for the public; the Massachusetts Statewide Comprehensive Outdoor Recreation Plan Goal 1 to expand local trail networks, and the goals of the Merrimack Valley Priority Growth Strategy, specifically to preserve municipal water sources, biodiversity, and to preserve scenic landscapes and rural character.

### III. PROHIBITED and PERMITTED ACTS AND USES

#### A. Prohibited Acts and Uses

The Grantor will not perform or allow others to perform the following acts and uses which are prohibited on, above, and below the Premises:

1. Structures and Improvements. Constructing, placing, or allowing to remain any temporary or permanent structure including without limitation any building, tennis court, landing strip, mobile home, swimming pool, asphalt or concrete pavement, graveled area, roads, sign, fence, gate, billboard or other advertising, antenna, utilities or other structures, utility pole, tower, solar panel, solar array, conduit, line, septic or wastewater disposal system, storage tank, or dam;
2. Extractive Activities/Uses. Mining, excavating, dredging, withdrawing, or removing soil, loam, peat, gravel, sand, rock, surface water, ground water, or other mineral substance or natural deposit, or otherwise altering the topography of the Premises;
3. Disposal/Storage. Placing, filling, storing or dumping of soil, refuse, trash, vehicle bodies or parts, rubbish, debris, junk, tree and other vegetation cuttings, liquid or solid waste or other substance or material whatsoever;
4. Adverse Impacts to Vegetation. Cutting, removing, or destroying trees, shrubs, grasses or other vegetation;
5. Adverse Impacts to Water, Soil, and Other Features. Activities detrimental to drainage, flood control, water conservation, water quality, erosion control, soil conservation, natural habitat, archaeological conservation, or ecosystem function;

6. Introduction of Invasive Species. Planting or introducing any species identified as invasive by the Massachusetts Invasive Plant Advisory Group or identified as invasive in such recognized inventories as the Massachusetts Introduced Pests Outreach Project, the Northeast Aquatic Nuisance Species Panel, or other such inventories, and any successor list as mutually agreed to by Grantor and Grantee;
7. Motor Vehicles. Using, parking, or storing motorized vehicles, including motorcycles, mopeds, all-terrain vehicles, off-highway vehicles, motorboats or other motorized watercraft, snowmobiles, launching or landing aircraft, or any other motorized vehicles, acknowledging that vehicles necessary for public safety (i.e., fire, police, ambulance, other government officials) may have a legal right to enter the Premises;
8. Subdivision. Subdividing or conveying a part or portion of the Premises (as compared to conveyance of the Premises in its entirety which shall be permitted), it being the Grantor's and Grantee's intention to maintain the entire Premises under unified ownership;
9. Use of Premises for Developing Other Land. Using the Premises towards building or development requirements on this or any other parcel;
10. Adverse Impacts to Stone Walls, Boundary Markers. Disrupting, removing, or destroying stone walls, granite fence posts, or any other boundary markers;
11. Residential or Industrial Uses. Using the Premises for residential or industrial purposes;
12. Inconsistent Uses. Using the Premises for commercial purposes that are inconsistent with the Purposes or that would materially impair the Conservation Values, or for any other uses or activities that are inconsistent with the Purposes or that would materially impair the Conservation Values.

#### **B. Permitted Acts and Uses**

Notwithstanding the Prohibited Acts and Uses described in Paragraph III.A., the Grantor may conduct or permit the following acts and uses on the Premises, provided they do not materially impair the Purposes and/or Conservation Values. In conducting any Permitted Act and Use, Grantor shall minimize impacts to the Conservation Values to ensure any such impairment thereto is not material.

1. Vegetation Management. Maintaining vegetation, including pruning, trimming, cutting, and mowing, and removing brush, all to prevent, control, and manage hazards, disease, insect or fire damage, and/or in order to maintain the condition of the Premises as documented in the Baseline Report (see Paragraph XV.);
2. Non-native, Nuisance, or Invasive species. Removing non-native, nuisance, or invasive species, interplanting native species, and controlling species in a manner that minimizes damage to surrounding, non-target species and preserves water quality;

3. Composting. Stockpiling and composting stumps, trees, brush, limbs, and similar biodegradable materials originating on the Premises;
4. Natural Habitat and Ecosystem Improvement. With prior written approval of the Grantee, conducting measures designed to restore native biotic communities, or to maintain, enhance or restore wildlife, wildlife habitat, ecosystem function, or rare or endangered species including planting native trees, shrubs, and other vegetation;
5. Outdoor Passive Recreational and Educational Activities. Hiking, horseback riding, cross-country skiing, snowshoeing, nature observation, nature and educational walks and outings, outdoor educational activities, and other non-motorized outdoor recreational and educational activities; hunting may be permitted with prior written approval of the Grantee;
6. Motorized Mobility Devices: The use of motorized wheelchairs and similar mobility assistance devices by persons with mobility impairments.
7. Trails. Maintaining and constructing trails for Outdoor Passive Recreational and Educational Activities as follows:
  - a. New Trails. With prior written approval of the Grantee, constructing, and maintaining new trails or relocating existing trails, which trails may have a trail corridor up to eight (8) feet in width, with a total treadway of up to eight (8) feet;
  - b. Trail Features. With prior written approval of the Grantee, constructing bog bridging, boardwalks, footbridges, railings, steps, culverts, benching, cribbing, contouring, or other such features, together with the use of motorized equipment to construct such features;
8. Signs. Constructing, installing, maintaining, and replacing signs and informational kiosks with respect to the Permitted Acts and Uses, the Purposes, the Conservation Values, trespass, public access, identity and address of the Grantor, sale of the Premises, the Grantee's interest in the Premises, boundary and trail markings, any gift, grant, or other applicable source of support for the conservation of the Premises;
9. Forest Management.
  - a. Permitted Activities. Conducting sound silvicultural uses of the Premises, including the right to harvest forest products (as such term may be defined from time to time in Section 1 of Chapter 61 of the Massachusetts General Laws, or successor law) or conduct other forest management activities, reestablish historic woods roads and establish new woods roads, and the use of motorized vehicles, all as necessary to conduct such activities ("Forestry Activities"), provided that any Forestry Activities are carried out pursuant to a Forest Stewardship Plan (as defined below). All Forestry Activities shall avoid any stone structures or historical and cultural resources and shall be reasonably

required to prevent any damage thereto. All cutting operations shall be supervised by a licensed forester.

- b. Requirement of a Forest Stewardship Plan. Before any Forestry Activities occur on the Premises, Grantor shall submit a Forest Stewardship Plan to the Grantee, the Massachusetts Department of Conservation and Recreation (“DCR”) or appropriate successor agency, and to any other required state agencies for their approval. The Forest Stewardship Plan shall:
  - i. be prepared by a forester licensed through DCR and shall follow the “Directions for the Preparation of the Chapter 61 Forest Management Plans and Forest Stewardship Plans” (as such guidelines may be amended by DCR or its successor agency) and such statutes, regulations and directions in effect at the time of the approval of said Forest Stewardship Plan; and
  - ii. include provisions designed to comply with the recommended activities and guidelines and required best management practices established in the Massachusetts Forestry Best Management Practices Manual (Catanzaro, Fish & Kittredge, University of Massachusetts, Amherst & DCR; 2013) and subsequent versions as may be approved by the Massachusetts Bureau of Forest Fire Control and Forestry (“Forestry BMPs”); and
  - iii. address how the Forest Stewardship Plan complies with this Paragraph III.B.9; and
  - iv. be effective for a ten (10) year period and shall be resubmitted once every ten (10) years as necessary if additional Forestry Activities are desired.

12. Indigenous Cultural Practices. With prior notice to the Grantee, allowing indigenous peoples to:

- a. Conduct cultural land ceremonial uses. Cultural practices are defined, for the purposes of this Conservation Restriction, as including traditional spiritual ceremonies, seasonal celebrations, offerings, and cultural, educational, and interpretive programming; and
- b. Harvest plant-life for traditional cultural practices and for non-commercial purposes, using sustainable methods and including regrowth and replanting to ensure sustainable populations;

13. Archaeological Investigations. Conducting archaeological activities, including without limitation archaeological research, surveys, excavation and artifact retrieval, but only in accordance with an archaeological field investigation plan, which plan shall also address restoration following completion of the archaeological investigation, prepared by or on behalf of the Grantor and approved in advance of such activity, in writing, by the Massachusetts Historical Commission State Archaeologist (or appropriate successor official) and by the Grantee. A copy of the results of any such investigation on the Premises is to be provided to the Grantee;

14. Other Activities. Such other non-prohibited activities or uses of the Premises may be permitted with the prior approval of the Grantee provided that the Grantee has made a finding, such finding to be documented in writing and kept on file at the office of the Grantee, that such activities are consistent with the Permitted Acts and Uses or, as applicable, are included in an approved Forest Stewardship Plan, do not impair the Conservation Values and Purposes of this Conservation Restriction, and, where feasible, result in a net gain in conservation value relative to the Premises.

### **C. Site Restoration**

Upon completion of any Permitted Acts and Uses, any disturbed areas shall be restored substantially to the conditions that existed prior to said activities, including with respect to soil material, grade, and vegetated ground cover.

### **D. Compliance with Permits, Regulations, Laws**

The exercise of any Permitted Acts and Uses under Paragraph III.B. shall be in compliance with all applicable federal, state and local laws, rules, regulations, zoning, and permits, and with the Constitution of the Commonwealth of Massachusetts. The inclusion of any Reserved Right requiring a permit, license or other approval from a public agency does not imply that the Grantee or the Commonwealth takes any position whether such permit, license, or other approval should be issued.

### **E. Notice and Approval**

1. Notifying Grantee. Whenever notice to or approval by Grantee is required, Grantor shall notify or request approval from Grantee, by a method requiring proof of receipt, in writing not less than sixty (60) days prior to the date Grantor intends to undertake the activity in question, unless a different time period is specified herein. The notice shall:
  - a. Describe the nature, scope, design, location, timetable and any other material aspect of the proposed activity;
  - b. Describe how the proposed activity complies with the terms and conditions of this Conservation Restriction, and will not materially impair the Purposes and/or Conservation Values;
  - c. Identify all permits, licenses, or approvals required for the proposed activity, and the status of any such permits, licenses, or approvals.
  - d. Describe any other material aspect of the proposed activity in sufficient detail to permit the Grantee to make an informed judgment as to its consistency with the Purposes and Conservation Values.
2. Grantee Review. Where Grantee's approval is required, Grantee shall grant or withhold approval in writing within sixty (60) days of receipt of Grantor's request. Grantee's approval shall only be granted upon a showing that the proposed activity will minimize impacts to the Conservation Values and will not materially impair the

Purposes and/or Conservation Values. Grantee may require Grantor to secure expert review and evaluation of a proposed activity by a mutually agreed upon party.

3. Resubmittal. Grantee's failure to respond within sixty (60) days of receipt shall not constitute approval of the request. Grantor may subsequently submit the same or a similar request for approval.

#### **IV. INSPECTION AND ENFORCEMENT**

##### **A. Entry onto the Premises**

The Grantor hereby grants to the Grantee, and its duly authorized agents or representatives, the right to enter the Premises upon reasonable notice and at reasonable times, for the purpose of inspecting the Premises to determine compliance with or to enforce this Conservation Restriction.

##### **B. Legal and Injunctive Relief**

1. Enforcement. The rights hereby granted shall include the right to enforce this Conservation Restriction by appropriate legal proceedings and to obtain compensatory relief, and equitable relief against any violations, including, without limitation, injunctive relief and relief requiring restoration of the Premises to its condition prior to the time of the injury (it being agreed that the Grantee will have no adequate remedy at law in case of an injunction). The rights hereby granted shall be in addition to, and not in limitation of, any other rights and remedies available to the Grantee for the enforcement of this Conservation Restriction.
2. Notice and Cure. In the event the Grantee determines that a violation of this Conservation Restriction has occurred and intends to exercise any of the rights described herein, the Grantee shall, before exercising any such rights, notify the Grantor in writing of the violation. The Grantor shall have thirty (30) days from receipt of the written notice to halt the violation and remedy any damage caused by it, after which time Grantee may take further action, including instituting legal proceedings and entering the Premises to take reasonable measures to remedy, abate or correct such violation, without further notice. Provided, however, that this requirement of deferment of action for thirty (30) days applies only if Grantor immediately ceases the violation and Grantee determines that there is no ongoing violation. In instances where a violation may also constitute a violation of local, state, or federal law, the Grantee may notify the proper authorities of such violation.
3. Reimbursement of Costs and Expenses of Enforcement. Grantor covenants and agrees to reimburse to Grantee all reasonable costs and expenses (including counsel fees) incurred by the Grantee in enforcing this Conservation Restriction or in taking reasonable measures to remedy, abate or correct any violation thereof. In the event of a dispute over the boundaries of the Conservation Restriction, Grantor shall pay for a



survey by a Massachusetts licensed professional land surveyor and to have the boundaries permanently marked.

#### **C. Non-Waiver**

Enforcement of the terms of this Conservation Restriction shall be at the sole discretion of Grantee. Any election by the Grantee as to the manner and timing of its right to enforce this Conservation Restriction or otherwise exercise its rights hereunder shall not be deemed or construed to be a waiver of such rights.

#### **D. Disclaimer of Liability**

By acceptance of this Conservation Restriction, the Grantee does not undertake any liability or obligation relating to the condition of the Premises pertaining to compliance with and including, but not limited to, hazardous materials, zoning, environmental laws and regulations, or acts not caused by the Grantee or its agents.

#### **E. Acts Beyond the Grantor's Control**

Nothing contained in this Conservation Restriction shall be construed to entitle the Grantee to bring any actions against the Grantor for any injury to or change in the Premises resulting from natural causes beyond the Grantor's control, including but not limited to fire, flood, weather, climate-related impacts, and earth movement, or from any prudent action taken by the Grantor under emergency conditions to prevent, abate, or mitigate significant injury to the Premises resulting from such causes. In the event of any such occurrence, the Grantor and Grantee will cooperate in the restoration of the Premises, if desirable and feasible.

### **V. PUBLIC ACCESS**

Subject to the provisions of this Conservation Restriction, the Grantor hereby grants access to present and future trails on the Premises to the general public and agrees to take no action to prohibit or discourage access to and use of such trails on the Premises by the general public, but only for daytime use and only as described in Paragraph III.B.5 and III.B.6. provided that such agreement by Grantor is subject to the Grantor's reserved right to establish reasonable rules, regulations, and restrictions on such permitted recreational use by the general public for the protection of the Purposes and Conservation Values. Grantor has the right to control, limit, or prohibit by posting and other reasonable means activities or uses of the Premises not authorized in Paragraphs III.B.5 and III.B.6. The Grantor's right to grant public access across the Premises is subject to the restrictions described in this Conservation Restriction. The Grantee may require the Grantor to post the Premises against any use by the public that results in material impairment of the Conservation Values. Any public use which is permitted by the terms of this Conservation Restriction constitutes permission to use the Premises for the purposes described in Section 17C of Chapter 21 of the Massachusetts General Laws and the Grantor and Grantee hereto benefit from exculpation from liability to the extent provided in such section.

### **VI. TERMINATION/RELEASE/EXTINGUISHMENT**

#### **A. Procedure**

If circumstances arise in the future that render the Purposes impossible to accomplish, this Conservation Restriction can only be terminated, released, or extinguished, whether in whole or in part, by a court of competent jurisdiction under applicable law after review and approval by the Secretary of Energy and Environmental Affairs of the Commonwealth of Massachusetts, or successor official ("Secretary"), and any other approvals as may be required by Section 32 of Chapter 184 of the Massachusetts General Laws.

#### **B. Grantor's and Grantee's Right to Recover Proceeds**

If any change in conditions ever gives rise to termination, release, or extinguishment of this Conservation Restriction under applicable law, then Grantee, on a subsequent sale, exchange, or involuntary conversion of the Premises, shall be entitled to a portion of the proceeds in accordance with Paragraph VI.C., subject, however, to any applicable law which expressly provides for a different disposition of the proceeds, and after complying with the terms of any gift, grant, or funding requirements. The Grantee shall use its share of any proceeds in a manner consistent with the Purposes or the protection of the Conservation Values.

#### **C. Grantee's Receipt of Property Right**

Grantor and Grantee agree that the conveyance of this Conservation Restriction gives rise to a real property right, immediately vested in the Grantee, with a fair market value that is at least equal to the proportionate value that this Conservation Restriction bears to the value of the unrestricted Premises. The proportionate value of the Grantee's property right will be determined as of the date of termination, release, or extinguishment.

#### **D. Cooperation Regarding Public Action**

Whenever all or any part of the Premises or any interest therein is taken by public authority under power of eminent domain or other act of public authority, then the Grantor and the Grantee shall cooperate in recovering the full value of all direct and consequential damages resulting from such action. All related expenses incurred by the Grantor and the Grantee shall first be paid out of any recovered proceeds, and the remaining proceeds shall be distributed between the Grantor and Grantee in accordance with Paragraph VI.B. and Paragraph VI.C. If a less than fee interest is taken, the proceeds shall be equitably allocated according to the nature of the interest taken. The Grantee shall use its share of any proceeds in a manner consistent with the Purposes or the protection of the Conservation Values.

### **VII. DURATION and ASSIGNABILITY**

#### **A. Running of the Burden**

The burdens of this Conservation Restriction shall run with the Premises in perpetuity, and shall be enforceable against the Grantor and the successors and assigns of the Grantor holding any interest in the Premises.

#### **B. Execution of Instruments**

The Grantee is authorized to record or file any notices or instruments appropriate to assuring the perpetual enforceability of this Conservation Restriction. The Grantor, on behalf of itself and its successors and assigns, appoints the Grantee its attorney-in-fact to execute, acknowledge and deliver any such instruments on its behalf. Without limiting the foregoing, the Grantor and its successors and assigns agree themselves to execute any such instruments upon request.

#### **C. Running of the Benefit**

The benefits of this Conservation Restriction shall run to the Grantee, shall be in gross and shall not be assignable by the Grantee, except when all of the following conditions are met:

1. the Grantee requires that the Purposes continue to be carried out;
2. the assignee is not an owner of the fee in the Premises;
3. the assignee, at the time of the assignment, qualifies under 26.U.S.C. 170(h), and applicable regulations thereunder, if applicable, and is eligible to receive this Conservation Restriction under Section 32 of Chapter 184 of the Massachusetts General Laws; and
4. the assignment complies with Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, if applicable.

### **VIII. SUBSEQUENT TRANSFERS**

#### **A. Procedure for Transfer**

The Grantor agrees to incorporate by reference the terms of this Conservation Restriction in any deed or other legal instrument which grants any interest in all or a portion of the Premises, including a leasehold interest and to notify the Grantee not less than twenty (20) days prior to the effective date of such transfer. Failure to do any of the above shall not impair the validity or enforceability of this Conservation Restriction. If the Grantor fails to reference the terms of this Conservation Restriction in any deed or other legal instrument which grants any interest in all or a portion of the Premises, then the Grantee may record, in the applicable registry of deeds, or registered in the applicable land court registry district, and at the Grantor's expense, a notice of this Conservation Restriction. Any transfer will comply with Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts, if applicable.

#### **B. Grantor's Liability**

The Grantor shall not be liable for violations occurring after their ownership. Liability for any acts or omissions occurring prior to any transfer and liability for any transfer if in violation of

this Conservation Restriction shall survive the transfer. Any new owner shall cooperate in the restoration of the Premises or removal of violations caused by prior owner(s) and may be held responsible for any continuing violations.

## **IX. ESTOPPEL CERTIFICATES**

Upon request by the Grantor, the Grantee shall, within thirty (30) days execute and deliver to the Grantor any document, including an estoppel certificate, which certifies the Grantor's compliance or non-compliance with any obligation of the Grantor contained in this Conservation Restriction.

## **X. NON-MERGER**

The parties intend that any future acquisition of the Premises shall not result in a merger of the Conservation Restriction into the fee. The Grantor agrees that it will not grant, and the Grantee agrees that it will not take title, to any part of the Premises without having first assigned this Conservation Restriction following the terms set forth in Paragraph VII.C to ensure that merger does not occur and that this Conservation Restriction continues to be enforceable by a non-fee owner.

## **XI. AMENDMENT**

### **A. Limitations on Amendment**

Grantor and Grantee may amend this Conservation Restriction only to correct an error or oversight, clarify an ambiguity, maintain or enhance the overall protection of the Conservation Values, or add real property to the Premises, provided that no amendment shall:

1. affect this Conservation Restriction's perpetual duration;
2. be inconsistent with or materially impair the Purposes;
3. affect the qualification of this Conservation Restriction as a "qualified conservation contribution" or "interest in land" under any applicable laws, including 26 U.S.C. Section 170(h), and related regulations;
4. affect the status of Grantee as a "qualified organization" or "eligible donee" under any applicable laws, including 26 U.S.C. Section 170(h) and related regulations, and Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws; or
5. create an impermissible private benefit or private inurement in violation of federal tax law, as determined by an appraisal, conducted by an appraiser selected by the Grantee, of the economic impact of the proposed amendment; or
6. alter or remove the provisions described in Paragraph VI (Termination/Release/Extinguishment); or
7. cause the provisions of this Paragraph XI to be less restrictive; or
8. cause the provisions described in Paragraph VII.C (Running of the Benefit) to be less restrictive

### **B. Amendment Approvals and Recording**

No amendment shall be effective unless documented in a notarized writing executed by Grantee and Grantor, approved by the City of Haverhill and by the Secretary in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws, and recorded in the applicable registry of deeds or registered in the applicable land court registry district.

## **XII. EFFECTIVE DATE**

This Conservation Restriction shall be effective when the Grantor and the Grantee have executed it, the administrative approvals required by Section 32 of Chapter 184 of the Massachusetts General Laws have been obtained, and it has been recorded in the applicable registry of deeds or registered in the applicable land court registry district.

## **XIII. NOTICES**

Any notice, demand, request, consent, approval or communication that either party desires or is required to give to the other shall be in writing and either served personally or sent by first class mail, postage pre-paid, addressed as follows:

To Grantee: City of Haverhill  
Environmental Health Technician  
4 Summer Street, City Hall Room 300  
Haverhill, MA 01830

To Grantor: Essex County Greenbelt Association, Inc.  
Director of Stewardship  
P.O. Box 1026  
Essex, MA 01929

or to such other address as any of the above parties shall designate from time to time by written notice to the other or, if notice is returned to sender, to an address that is reasonably ascertainable by the parties.

## **XIV. GENERAL PROVISIONS**

### **A. Controlling Law**

The interpretation and performance of this Conservation Restriction shall be governed by the laws of the Commonwealth of Massachusetts.

### **B. Liberal Construction**

Any general rule of construction to the contrary notwithstanding, this Conservation Restriction shall be liberally construed in order to effect the Purposes and the policy and purposes of Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws. If any provision in this instrument is found to be ambiguous, any interpretation consistent with the Purposes

that would render the provision valid shall be favored over any interpretation that would render it invalid.

### **C. Severability**

If any provision of this Conservation Restriction or the application thereof to any person or circumstance is found to be invalid, the remainder of the provisions of this Conservation Restriction shall not be affected thereby.

### **D. Entire Agreement**

This instrument sets forth the entire agreement of the Grantor and Grantee with respect to this Conservation Restriction and supersedes all prior discussions, negotiations, understandings, or agreements relating to the Conservation Restriction, all of which are merged herein.

## **XV. BASELINE DOCUMENTATION REPORT**

The Conservation Values, as well as the natural features, current uses of, and existing improvements on the Premises, such as, but not limited to, trails, woods roads, structures, meadows or other cleared areas, agricultural areas, and scenic views, as applicable, are described in a Baseline Documentation Report ("Baseline Report") prepared by Grantee with the cooperation of the Grantor, consisting of maps, photographs, and other documents and on file with the Grantee and included by reference herein. The Baseline Report (i) is acknowledged by Grantor and Grantee to be a complete and accurate representation of the condition and values of the Premises as of the date of this Conservation Restriction, (ii) is intended to fully comply with applicable Treasury Regulations, (iii) is intended to serve as an objective information baseline for subsequent monitoring of compliance with the terms of this Conservation Restriction as described herein, and (iv) may be supplemented as conditions on the Premise change as allowed over time. Notwithstanding the foregoing, the parties may utilize any evidence of the condition of the Premises at the time of this grant in addition to the Baseline Report.

## **XVI. MISCELLANEOUS**

### **A. Pre-existing Public Rights**

Approval of this Conservation Restriction pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws by any municipal officials and by the Secretary, is not to be construed as representing the existence or non-existence of any pre-existing rights of the public, if any, in and to the Premises, and any such pre-existing rights of the public, if any, are not affected by the granting of this Conservation Restriction.

### **B. Release of Homestead**

The Grantor attests that there is no residence on or abutting the Premises (including areas excluded from the Premises) that is occupied or intended to be occupied as a principal

residence by a spouse, former spouse, or children of the grantor, or a spouse, former spouse, or children of a beneficiary of the trust, if Premises is owned by a trust.

**C. No Surety Interest**

The Grantor attests that there is no mortgage, promissory note, loan, lien, equity credit line, refinance assignment of mortgage, lease, financing statement or any other agreement which gives rise to a surety interest affecting the Premises.

**D. Executory Limitation**

If Grantee shall cease to exist or to be qualified to hold conservation restrictions pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws, or to be qualified organization under 26 U.S.C. 170(h), and applicable regulations thereunder, if applicable, and a prior assignment is not made pursuant to Paragraph VII, then Grantee's rights and obligations under this Conservation Restriction shall vest in such organization as a court of competent jurisdiction shall direct pursuant to the applicable Massachusetts law and with due regard to the requirements for an assignment pursuant to Paragraph VII.

**E. Prior Encumbrances**

This Conservation Restriction shall be in addition to and not in substitution of any other restrictions or easements of record affecting the Premises.

**F. Signature Pages**

The following signature pages are included in this Grant:

Grantor  
Acceptance and Approval of the Haverhill Conservation Commission  
Approval of Haverhill City Council  
Approval of Mayor of the City of Haverhill  
Approval of the Secretary of Energy and Environmental Affairs of the Commonwealth of Massachusetts.

**G. Exhibits**

The following exhibits are attached and incorporated herein:

Exhibit A: Legal Description of Premises  
Exhibit B: Reduced Copy of Recorded Plan of Premises  
Exhibit C: Copy of City Council Vote



WITNESS my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 2023,

\_\_\_\_\_, duly authorized  
Kate Bowditch, President, Essex County Greenbelt Association, Inc.

\_\_\_\_\_, duly authorized  
Timothy Fritzinger, Treasurer, Essex County Greenbelt Association, Inc.

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

On this \_\_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned notary public, personally appeared \_\_\_\_\_, and proved to me through satisfactory evidence of identification which was \_\_\_\_\_ to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

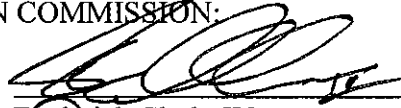
On this \_\_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned notary public, personally appeared \_\_\_\_\_, and proved to me through satisfactory evidence of identification which was \_\_\_\_\_ to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose.

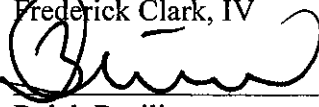
\_\_\_\_\_  
Notary Public  
My Commission Expires:

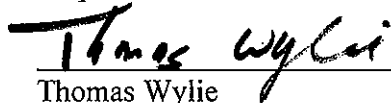
## ACCEPTANCE OF CITY OF HAVERHILL CONSERVATION COMMISSION

We, the undersigned, being a majority of the Conservation Commission of the City of Haverhill, Massachusetts, hereby certify that at a public meeting duly held on July 6, 2023, the Conservation Commission voted to approve and accept the foregoing Conservation Restriction from Essex County Greenbelt Association, Inc., pursuant to Section 32 of Chapter 184 and Section 8C of Chapter 40 of the Massachusetts General Laws and do hereby accept the foregoing Conservation Restriction.

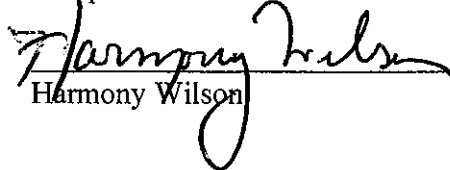
CITY OF HAVERHILL CONSERVATION COMMISSION:

  
Frederick Clark, IV

  
Ralph Basiliere

  
Thomas Wylie

Philip LaCroix

  
Harmony Wilson

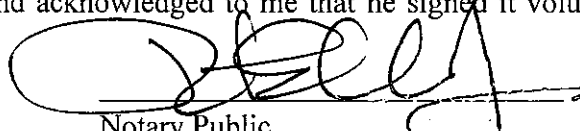
Neil Frasca

Jennifer Rubera

## COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

On this day of July 6, 2023, before me, the undersigned notary public, personally appeared CONSERVATION COMMISSIONERS who proved to me through satisfactory evidence of identification which was PERSONAL KNOWLEDGE to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

  
Notary Public  
My Commission Expires:



**ROBERT E. MOORE, JR.**  
Notary Public  
Commonwealth of Massachusetts  
My Commission Expires  
April 12, 2024

## APPROVAL OF CITY OF HAVERHILL CITY COUNCIL

We, the undersigned, being a majority of the City Council of the City of Haverhill, Massachusetts, hereby certify that at a public meeting duly held on \_\_\_\_\_, 2023, the City Council voted to approve the foregoing Conservation Restriction from Essex County Greenbelt Association, Inc. to the City of Haverhill acting by and through its Conservation Commission in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws.

### CITY OF HAVERHILL CITY COUNCIL

\_\_\_\_\_  
Timothy J. Jordan, Council President

\_\_\_\_\_  
John A. Michitson, Council Vice President

\_\_\_\_\_  
Melinda Barrett

\_\_\_\_\_  
Joseph J. Bevilacqua

\_\_\_\_\_  
Thomas J. Sullivan

\_\_\_\_\_  
Melissa Lewandowski

\_\_\_\_\_  
Michael S. McGonagle

\_\_\_\_\_  
Catherine P. Rogers

\_\_\_\_\_  
Shaun Toohey

### COMMONWEALTH OF MASSACHUSETTS

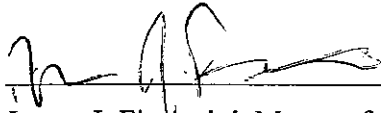
Essex County, ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned notary public, personally appeared Timothy J. Jordan, and proved to me through satisfactory evidence of identification which was \_\_\_\_\_ to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

## APPROVAL OF MAYOR OF HAVERHILL

The undersigned, Mayor of the City of Haverhill, hereby approves the foregoing Conservation Restriction from Essex County Greenbelt Association, Inc. to the City of Haverhill acting by and through its Conservation Commission in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws.



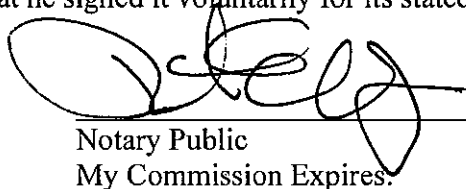
, duly authorized

James J. Fiorentini, Mayor of the City of Haverhill

## COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

On this 10<sup>TH</sup> day of July, 2023, before me, the undersigned notary public, personally appeared James J. Fiorentini, and proved to me through satisfactory evidence of identification which was personal knowledge to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Mayor.



Notary Public  
My Commission Expires.



**ROBERT E. MOORE, JR.**  
Notary Public  
Commonwealth of Massachusetts  
My Commission Expires  
April 12, 2024

**APPROVAL OF SECRETARY OF ENERGY AND ENVIRONMENTAL AFFAIRS OF  
THE COMMONWEALTH OF MASSACHUSETTS**

The undersigned, Secretary of Energy and Environmental Affairs of the Commonwealth of Massachusetts, hereby certifies that the foregoing Conservation Restriction from Essex County Greenbelt Association, Inc. to the City of Haverhill has been approved in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws.

Dated: \_\_\_\_\_, 2023

\_\_\_\_\_  
Rebecca L. Tepper  
Secretary of Energy and Environmental Affairs

**COMMONWEALTH OF MASSACHUSETTS**

SUFFOLK, ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned notary public, personally appeared Rebecca L. Tepper, and proved to me through satisfactory evidence of identification which was \_\_\_\_\_ to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

## EXHIBIT A

### Description of the Premises

The two lots of land located on and to the rear of Crystal Street, in Haverhill, Essex County, Massachusetts being shown as LOT 2A containing approximately 18 acres and LOT 2B containing 26,358 S.F., 0.61 acres, as shown on a plan of land entitled, "PLAN OF LAND IN HAVERHILL, MA," Scale: 1"= 60', dated July 11, 2022, drawn by Williams & Sparages, and recorded on December 12, 2022 at the Essex South District Registry of Deeds in Book 41346 at Page 353 (the "Plan"), to which Plan reference is hereby made for a more particular description of said LOT 2A and LOT 2B.

LOT 2A contains 18 acres more or less according to said Plan.

LOT 2B contains 0.61 acres according to said Plan.

For Grantor's title to the Premises, see deed dated \_\_\_\_\_ and recorded on \_\_\_\_\_ at Essex South District Registry of Deeds in Book \_\_\_, Page \_\_\_.





**Exhibit C: Copy of City Council Vote**

Subject Property: Crystal St. Cons. Proj. Fee Acquisition

Haverhill Open Space

Wetlands



JAMES J. FIORENTINI  
MAYOR



**CITY OF HAVERHILL  
MASSACHUSETTS**

312

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

July 21, 2023

City Council President Timothy J. Jordan and Members of the Haverhill City Council

**RE: Salary Ordinance & MOA submission**

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

Please find attached a Salary Ordinance and a Memorandum of Agreement (MOA) between the City of Haverhill and the City Hall Clerk's Group and the Animal Control-Mechanic-Custodian Group. This ordinance must be placed on file for 10 days after which I recommend approval.

Very truly yours,

James J. Fiorentini  
Mayor

JJF/lyf

MOA  
City Hall Clerks  
51211

## MEMORANDUM OF AGREEMENT

BETWEEN

THE CITY OF HAVERHILL

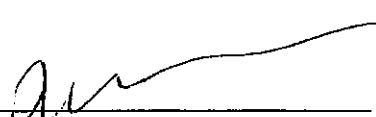
AND

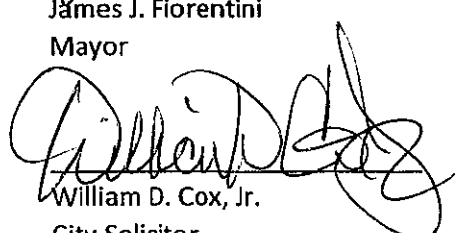
THE CITY HALL CLERKS GROUP – TEAMSTERS LOCAL #170

Effective July 1, 2023, the City and the Union agree to replace the pay rates in the current bargaining agreement (CBA) for the following job titles with the pay rates shown below:

EFFECTIVE 7/1/2023	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk	\$710.45	\$730.45	\$751.03	\$772.29	\$794.11	\$816.56	\$839.66	\$860.22
Head Clerk/Account Clerk	\$757.99	\$779.79	\$802.22	\$825.30	\$849.13	\$873.55	\$898.70	\$920.73
Office Manager/Office Account Clerk	\$796.95	\$819.90	\$843.57	\$867.89	\$892.97	\$918.70	\$945.14	\$968.34
Head Admin Clerk/Sup of Benefits	\$847.11	\$872.35	\$898.33	\$925.13	\$952.77	\$980.23	\$1,008.49	\$1,033.27
Chief Admin Clerk	\$892.75	\$919.36	\$946.78	\$975.06	\$1,004.21	\$1,033.17	\$1,063.01	\$1,089.15
Computer Operator							\$1,056.80	\$1,082.78

All terms and conditions of the current CBA remain in full force and effect.

  
James J. Fiorentini  
Mayor

  
William D. Cox, Jr.  
City Solicitor

  
James D. Marks  
Teamsters Business Agent

  
Carol Glidden  
Shop Steward



DOCUMENT

# CITY OF HAVERHILL

In Municipal Council

*File to 12-20-20*  
**52.2**

ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
CITY HALL CLERKS GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 21-E of 2021 is hereby amended as follows:

EFFECTIVE 7/1/2023	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk	\$ 710.45	\$ 730.45	\$ 751.03	\$ 772.29	\$ 794.11	\$ 816.56	\$ 839.66	\$ 860.22
Head Clerk/Account Clerk	\$ 757.99	\$ 779.79	\$ 802.22	\$ 825.30	\$ 849.13	\$ 873.55	\$ 898.70	\$ 920.73
Office Manager/Office Account Clerk	\$ 796.95	\$ 819.90	\$ 843.57	\$ 867.89	\$ 892.97	\$ 918.70	\$ 945.14	\$ 968.34
Head Admin Clerk/Supervisor of Benefits	\$ 847.11	\$ 872.35	\$ 898.33	\$ 925.13	\$ 952.77	\$ 980.23	\$ 1,008.49	\$ 1,033.27
Chief Admin Clerk	\$ 892.75	\$ 919.36	\$ 946.78	\$ 975.06	\$ 1,004.21	\$ 1,033.17	\$ 1,063.01	\$ 1,089.15
Computer Operator							\$ 1,056.80	\$ 1,082.78

Approved as to legality:

---

City Solicitor



DOCUMENT 21-E of 2021

BACKUP  
REFERENCE  
ONLY

## CITY OF HAVERHILL

In Municipal Council

### ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
CITY HALL CLERKS GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 97-F of 2020 is hereby amended as follows:

EFFECTIVE 7/1/2021 1.75%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk	\$ 666.04	\$ 685.26	\$ 705.05	\$ 725.48	\$ 746.46	\$ 768.03	\$ 790.24	\$ 809.99
Head Clerk/Account Clerk	\$ 711.73	\$ 732.69	\$ 754.25	\$ 776.43	\$ 799.34	\$ 822.81	\$ 846.98	\$ 868.16
Office Manager/Office Account Clerk	\$ 749.18	\$ 771.24	\$ 793.99	\$ 817.37	\$ 841.48	\$ 866.20	\$ 891.62	\$ 913.91
Head Admin Clerk/Supervisor of Benefits	\$ 797.39	\$ 821.66	\$ 846.63	\$ 872.39	\$ 898.95	\$ 925.34	\$ 952.51	\$ 976.32
Chief Admin Clerk	\$ 841.27	\$ 866.84	\$ 893.19	\$ 920.37	\$ 948.39	\$ 976.23	\$ 1,004.91	\$ 1,030.03
Computer Operator							\$ 998.94	\$ 1,023.91

EFFECTIVE 7/1/2022 2%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk	\$ 679.36	\$ 698.97	\$ 719.15	\$ 739.99	\$ 761.39	\$ 783.39	\$ 806.04	\$ 826.19
Head Clerk/Account Clerk	\$ 725.97	\$ 747.34	\$ 769.33	\$ 791.96	\$ 815.33	\$ 839.27	\$ 863.92	\$ 885.52
Office Manager/Office Account Clerk	\$ 764.17	\$ 786.66	\$ 809.87	\$ 833.72	\$ 858.31	\$ 883.53	\$ 909.46	\$ 932.19
Head Admin Clerk/Supervisor of Benefits	\$ 813.34	\$ 838.09	\$ 863.56	\$ 889.84	\$ 916.93	\$ 943.85	\$ 971.56	\$ 995.85
Chief Admin Clerk	\$ 858.09	\$ 884.18	\$ 911.06	\$ 938.78	\$ 967.36	\$ 995.76	\$ 1,025.01	\$ 1,050.63
Computer Operator							\$ 1,018.92	\$ 1,044.39

EFFECTIVE 7/1/2023 2%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk	\$ 692.95	\$ 712.95	\$ 733.53	\$ 754.79	\$ 776.61	\$ 799.06	\$ 822.16	\$ 842.72
Head Clerk/Account Clerk	\$ 740.49	\$ 762.29	\$ 784.72	\$ 807.80	\$ 831.63	\$ 856.05	\$ 881.20	\$ 903.23
Office Manager/Office Account Clerk	\$ 779.45	\$ 802.40	\$ 826.07	\$ 850.39	\$ 875.47	\$ 901.20	\$ 927.64	\$ 950.84
Head Admin Clerk/Supervisor of Benefits	\$ 829.61	\$ 854.85	\$ 880.83	\$ 907.63	\$ 935.27	\$ 962.73	\$ 990.99	\$ 1,015.77
Chief Admin Clerk	\$ 875.25	\$ 901.86	\$ 929.28	\$ 957.56	\$ 986.71	\$ 1,015.67	\$ 1,045.51	\$ 1,071.65
Computer Operator							\$ 1,039.30	\$ 1,065.28


#### Amend Article 9 Section 3: Professional Development by the following:

Effective 7/1/21 increase the amount of the Professional Development allowance from \$12.00 per week to \$18.50 per week. This allowance shall be pro-rated for part-time employees according to hours worked.

#### Amend Article 9 Section 2: Longevity

Effective 7/1/2021 longevity will be as follows:

- \$1,300.00 for 5<10 years
- \$1,350.00 for 10<15 years
- \$1,400.00 for 15<20 years
- \$1,450.00 for 20<25 years
- \$1,700.00 for 25<30 years
- \$2,500.00 for 30 years

TO: MAYOR JAMES J. FIORENTINI  
FROM: Denise McClanahan, HR Director   
DATE: 7/21/2023  
RE: COLLECTIVE BARGAINING FINANCIAL DISCLOSURE

NAME OF CONTRACT OR GROUP: City Hall Clerks Group  
CONTRACT PERIOD: 7/1/2023 to \_\_\_\_\_

% INCREASE FOR EACH CONTRACT YEAR:

Year 1 \_\_\_\_\_% Year 2 \_\_\_\_\_% Year 3 \_\_\_\_\_%

COST OF COLA FOR EACH FISCAL YEAR OF CONTRACT: side letter – add \$.50 per hour

Year 1 – FY <u>24</u>	Cost amount <u>\$21,000</u>
Year 2 – FY _____	Cost amount _____
Year 3 – FY _____	Cost amount _____

ADDITIONAL COSTS

(i.e., OT, Hazardous Duty, Professional Development, Clothing Allowance, Holiday Pay, etc.)

Approx OT cost	\$
Approx Longevity increase	\$
Approx licensure/certification cost	\$
Professional development	\$
Clothing allowance	\$

What is the percentage increase that these extras add to the budget? 1.9% increase

TOTAL COST OF PROPOSED COLLECTIVE BARGAINING AGREEMENT: \_\_\_\_\_

Total salary budget for this group was: \$1,108,944

Percent increase in salary budget: \_\_\_\_\_

Are there any other groups or individuals that would be directly affected by this budget? No

What would be the effect? \_\_\_\_\_

Are there any other known implications to this contract? \_\_\_\_\_

Yes No

Funds are appropriated

☒ ☐

Where funds are located

Account #: Click or tap here to enter text.

Yes No

Funds need appropriation by council

☐ ☒

Where funds to come from

Account #: Click or tap here to enter text.



Auditors Office

HR Dept



5.2.3

MEMORANDUM OF AGREEMENT

BETWEEN

THE CITY OF HAVERHILL

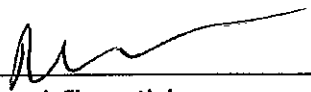
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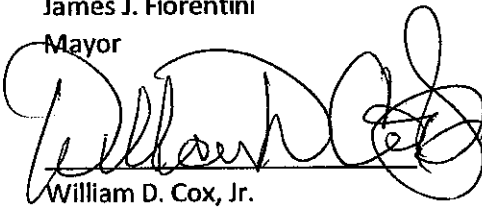
THE ANIMAL CONTROL OFFICERS, POLICE MECHANICS (ME REPAIRMEN), POLICE BUILDING MAINTENANCE CRAFTSMEN/CUSTODIAN AND PUBLIC PROERPTY BUILDING CUSTODIAN GROUP – TEAMSTERS LOCAL #170

Effective July 1, 2023, the City and the Union agree to replace the pay rates in the current bargaining agreement (CBA) for the following job titles with the pay rates shown below:

EFFECTIVE 7/1/2023	STEP 1	STEP 2	STEP 3	STEP 4
Animal Control Officer	\$ 904.88	\$ 934.87	\$ 965.91	\$ 998.03

All terms and conditions of the current CBA remain in full force and effect.

  
\_\_\_\_\_  
James J. Fiorentini  
Mayor

  
\_\_\_\_\_  
William D. Cox, Jr.  
City Solicitor

  
\_\_\_\_\_  
James D. Marks  
Teamsters Business Agent

\_\_\_\_\_  
Shop Steward



# Haverhill

Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Denise McClanahan, HR Director – [dmcclanahan@cityofhaverhill.com](mailto:dmcclanahan@cityofhaverhill.com)

Christine Caminero, HR Technician – [ccaminero@cityofhaverhill.com](mailto:ccaminero@cityofhaverhill.com)

Christina Carrie, Head Clerk/Floater – [ccarrie@cityofhaverhill.com](mailto:ccarrie@cityofhaverhill.com)

TO: Mayor James J. Fiorentini  
FROM: Denise McClanahan, HR Director  
DATE: July 20, 2023  
RE: Salary Ordinance & MOA submission

Attached please find the MOAs and salary ordinances for the City Hall Clerks group as well as the Animal Control/Mechanic/Custodian group as a result of recent negotiations. Please submit these documents to the next City Council meeting for action.

dIm

TO: MAYOR JAMES J. FIORENTINI  
FROM: Denise McClanahan, HR Director  
DATE: 7/21/2023  
RE: COLLECTIVE BARGAINING FINANCIAL DISCLOSURE

NAME OF CONTRACT OR GROUP: Animal Control Officer, etc Group  
CONTRACT PERIOD: 7/1/2023 to \_\_\_\_\_

% INCREASE FOR EACH CONTRACT YEAR:

Year 1 \_\_\_\_\_ %      Year 2 \_\_\_\_\_ %      Year 3 \_\_\_\_\_ %

COST OF COLA FOR EACH FISCAL YEAR OF CONTRACT: side letter – split amount between ACO

Year 1 – FY <u>24</u>	Cost amount <u>\$5,000</u>
Year 2 – FY _____	Cost amount _____
Year 3 – FY _____	Cost amount _____

ADDITIONAL COSTS

(i.e., OT, Hazardous Duty, Professional Development, Clothing Allowance, Holiday Pay, etc.)

Approx OT cost	\$ _____
Approx Longevity increase	\$ _____
Approx licensure/certification cost	\$ _____
Professional development	\$ _____
Clothing allowance	\$ _____

What is the percentage increase that these extras add to the budget? \_\_\_\_\_ 2%

TOTAL COST OF PROPOSED COLLECTIVE BARGAINING AGREEMENT: \_\_\_\_\_

Total salary budget for this group was: \$246,801

Percent increase in salary budget: \_\_\_\_\_

Are there any other groups or individuals that would be directly affected by this budget? No

What would be the effect? \_\_\_\_\_

Are there any other known implications to this contract? \_\_\_\_\_

Yes      No

Funds are appropriated ☒ ☐

Where funds are located

Account #: Click or tap here to enter text.

Yes      No

Funds need appropriation by council ☐ ☒

Where funds to come from

Account #: Click or tap here to enter text.

\_\_\_\_\_  
Auditors Office

  
\_\_\_\_\_  
HR Dept



DOCUMENT

# CITY OF HAVERHILL

In Municipal Council

*File 10 days*  
*512.4*

ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
ANIMAL CONTROL OFFICERS, POLICE MECHANICS  
(ME REPAIRMEN), POLICE BUILDING MAINTENANCE  
CRAFTSMEN/CUSTODIAN AND PUBLIC PROPERTY  
BUILDING CUSTODIAN GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 99-G of 2022 is hereby amended as follows:

EFFECTIVE 7/1/23 2%	STEP 1	STEP 2	STEP 3	STEP 4
Animal Control Officer	\$ 904.88	\$ 934.87	\$ 965.91	\$ 998.03

Approved as to legality:

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City Solicitor



DOCUMENT 99-G

# CITY OF HAVERHILL

In Municipal Council October 18 2022

BACK UP  
REFERENCE  
ONLY

ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
ANIMAL CONTROL OFFICERS, POLICE MECHANICS  
(ME REPAIRMEN), POLICE BUILDING MAINTENANCE  
CRAFTSMEN/CUSTODIAN AND PUBLIC PROPERTY  
BUILDING CUSTODIAN GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 97-J of 2020 is hereby amended as follows:

EFFECTIVE 7/1/2021 1.75%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Sr. Animal Control Officer		\$ 755.49	\$ 778.15	\$ 843.58	
Animal Control Officer		\$ 664.53	\$ 684.47	\$ 747.09	
Police Mechanic	\$ 20.26	\$ 21.72	\$ 23.07	\$ 24.35	
Police Bldg Mtnce Craftsperson/Custodian	\$ 767.79	\$ 813.86			
Custodian	\$ 737.97	\$ 765.30	\$ 792.64	\$ 819.97	\$ 844.03

EFFECTIVE 7/1/22 2%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Sr. Animal Control Officer	\$ 890.57	\$ 921.74	\$ 1,000.00	\$ 1,035.00	
Animal Control Officer	\$ 840.00	\$ 869.40	\$ 899.83	\$ 931.32	
Police Mechanic	\$ 32.50	\$ 33.64	\$ 34.81		
Police Bldg Mtnce Craftsperson/Custodian	\$ 783.14	\$ 830.13			
Custodian	\$ 836.37	\$ 860.91	\$ 891.04	\$ 922.23	\$ 954.50

EFFECTIVE 7/1/23 2%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Sr. Animal Control Officer	\$ 908.38	\$ 940.17	\$ 1,020.00	\$ 1,055.70	
Animal Control Officer	\$ 856.80	\$ 886.79	\$ 917.83	\$ 949.95	
Police Mechanic	\$ 33.15	\$ 34.31	\$ 35.51		
Police Bldg Mtnce Craftsperson/Custodian	\$ 798.80	\$ 846.74			
Custodian	\$ 853.10	\$ 878.13	\$ 908.86	\$ 940.67	\$ 973.59

## AMEND ARTICLE 7: WAGES AND PRIVATE PAID DETAILS

Effective 7/1/21 amend Tool Allowance section for Police Mechanic position as follows: Increase yearly tool allowance amount from \$400 to \$600 per year.

Effective 7/1/21 amend Clothing Allowance sections (3, 4, & 5) for Police Mechanic, Building Maintenance Craftsman/Custodian and Custodian as follows: Increase yearly clothing allowance by \$200

JAMES J. FIORENTINI  
MAYOR



**CITY OF HAVERHILL  
MASSACHUSETTS**

513  
CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CI.HAVERHILL.MA.US

July 21, 2023

City Council President Timothy J. Jordan and Members of the Haverhill City Council

**RE: Salary Ordinance & MOA submission**

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

Please find attached a Salary Ordinance and a Memorandum of Agreement (MOA) between the City of Haverhill and the Police Patrolman Association. This ordinance must be placed on file for 10 days after which I recommend approval.

Very truly yours,

**James J. Fiorentini**  
Mayor

JJF/lyf

53.1

**MEMORANDUM OF AGREEMENT**  
**BETWEEN THE**  
**HAVERHILL POLICE PATROLMEN'S ASSOCIATION**  
**AND THE CITY OF HAVERHILL**

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(Note: The following Memorandum of Agreement is an "Off-the-Record" document unless and until approved and ratified by both parties. In the event either side rejects or fails to ratify the Agreement, both sides are free to return to their last "on-the-record" positions.)

---

This Memorandum of Agreement ("MOA") sets forth the agreements of the Haverhill Police Patrolmen's Association (the "Union") and the City of Haverhill (the "City"), for a new agreement, to supplement and supersede inconsistent terms of prior agreements in effect through June 30, 2022. The parties sign this MOA to reflect their agreements on May 24, which will be integrated by the parties into the expired collective bargaining agreement.

The Agreement is subject to ratification by the membership of the Union and a funding vote by the City Council. Both parties agree to recommend, support and move toward ratification in as expeditious a manner as possible. The City agrees to seek all approvals from the City Council necessary to effectuate the agreements in this MOA, and the parties understand that any such terms are contingent on those approvals. Except as modified in this Memorandum, the terms and conditions of the old contract will be carried forward into the new contract. Exact language for inclusion in the integrated agreement shall be set off in quotes or in text boxes; other language in the agreement represents agreements by the parties which may or may not be included in the agreement as written.

The following proposals are part of a package to be considered as a whole ("Package Proposal"). The City's Package Proposal is "Off-the-Record" unless approved and ratified by both parties. In the event the parties reject or fail to reach agreement on this Package Proposal, both sides are free to return to their last "on-the-record" positions. Unless otherwise stated, the effective date of all new language or benefits shall be following ratification and funding by the City Council. Failing such ratification, or funding, the Memorandum shall not be admissible in any proceeding between the parties.

---

**1. Article 8 – Hours of Work**

Upon ratification and funding, a new stipend position will be created to allow a member(s) of the patrol division an opportunity to assist the patrol commander in the management of shifts. The patrol commander will continue to do the initial shift scheduling. This individual will be trained and given access to help facilitate the filling of shifts. This work will be done outside of his or her regular schedule. The person in this position will receive a stipend of twenty-five dollars (\$25.00) a week. The Union may recommend someone for this position, but the final decision shall be made by the Chief.

**2. Article 9 – Private Paid Details and Overtime**

Effective the week following the City Council funding of this agreement increase detail rate \$8 to \$62 per hour. City details and details for non-profit charities shall be straight \$55/hr.

### **3. Article 11 – Holidays**

Add Juneteenth (June 19) as a holiday. Employees shall receive retroactive holiday pay for June 19, 2022 provided they were employed as a member of the Haverhill Police Department on June 19, 2022.

### **4. Article 21-Base Salary**

Effective July 1, 2022: 2%  
Effective July 1, 2023: 2%  
Effective July 1, 2024: 2.25%

Add the following language after the “Seventh Step” paragraph in Article 21:

Eighth Step (Effective July 1, 2023): Employees will move to this step upon the twenty-fifth (25<sup>th</sup>) anniversary of their employment as a permanent police officer. The City may advance an employee to the 8<sup>th</sup> step at any time before employee’s twenty-fifth anniversary if the employee has received a superior performance evaluation under the performance evaluation program which has been developed by the parties. The 8<sup>th</sup> step shall be initially established as three percent (3%) higher than the current 7<sup>th</sup> step.

### **5. Article 27 – Miscellaneous**

- a. The weekly stipend for members assigned to Detective who are on the “on call” list shall be increased to forty dollars (\$40.00) per week, effective upon funding by the City Council (there shall be no retroactive payments). A weekly stipend for all other Specialty Positions shall be paid in the amount of twenty-five (\$25.00).
- b. The Union will agree to dismiss all grievances regarding the City of Haverhill’s January 23, 2022 Vaccination and Testing Policy, and to discontinue bargaining on said policy as currently administered. In exchange, the City shall remove from all officers’ personnel file any existing discipline related to compliance with the City of Haverhill’s January 23, 2022 Vaccination and Testing Policy, to the extent any such discipline exists, and to pay all patrolmen a \$500 one-time payment in settlement of any and all grievances as of the date of this agreement known or unknown, regarding the COVID-19 Vaccination and Testing Policy. The Parties agree to execute a separate release memorializing their agreement on this issue.
- c. Beards and goatees are authorized. Beards shall be kept clean and neatly trimmed. Officers are encouraged to begin growing out their beards during off time so as not to present an unshaven look while on duty. No portion of the beard may be exceptionally longer than the rest, and goatee/beard hair length shall not exceed a quarter of an inch. The neck shall be kept clean shaven.
- d. Revise current language on accumulation of “time due” to reflect the following:

The parties agree that bargaining unit members in any calendar year shall be entitled to work extra hours for time due, ~~and that Bargaining Unit members may so work for use up~~ to three hundred (300) such hours in a calendar year for time off. Such hours will be



cumulative and may not be replenished throughout the calendar year. Hours accumulated after this usage or notwithstanding usage can be accumulated and members shall have the option of being paid in real time or deferring payment and cashing out at the end of the calendar year up to two hundred and forty (240) hours. Bargaining Unit members must use their time or cash it in within the calendar year. This language shall not affect the Bargaining Unit members rights for days due under the holiday provisions of this Agreement.

## **6. Article 29 - Education**

Change Section E: Effective July 1, 2022, those officers not eligible for the above so-called Quinn benefits shall be eligible to receive educational incentive benefits as follows: \$2,500 for an associate's degree; \$5,000 for a bachelor's degree; \$7,000 for a master's degree, for all Quinn-qualifying criminal justice degrees or a law degree from an accredited institution. Payments as described herein shall be calculated in the same manner as Quinn level payments under Article 29(d), 2<sup>nd</sup> sentence.

Effective July 1, 2024, the above rates shall increase an additional \$1,000 to: \$3,500 for an associate's degree; \$6,000 for a bachelor's degree; and \$8,000 for a master's degree.

## **7. New Article – Language Interpreter Compensation**

Effective January 1, 2023, employees who demonstrate fluency in a language, other than English, spoken by more than 5% of the City's population or approved by the Chief and Human Resources as a language that will benefit the department, shall receive a yearly bonus of five hundred dollars (\$500). Officers interested in qualifying for this stipend who speak a language not previously identified as a qualifying language may petition the Chief to request that the additional language be added to the list. The determination of the language meeting the 5% level or being a benefit to the department shall be made by the City upon a review of relevant, objective data, including review of officers used to interpret as reflected by Department entry code assignment 101T. Fluency in American Sign Language qualifies for this stipend, regardless of the percentage of the City population that uses ASL. Fluency shall be assessed each year in an interview with a competent speaker chosen by the City. The interviewer must determine that the employee is fluent in order for him/her to qualify for the bonus. Any employee receiving this stipend must respond to situations requiring their fluency skills as ordered, while on duty.

Effective July 1, 2023, this annual stipend shall be increased to \$575 for those who qualify. Effective July 1, 2024, this annual stipend shall be increased to \$650 for those who qualify.

## **8. New Article – Accreditation Stipend**

Effective July 1, 2022, an annual accreditation stipend of \$1,000 to be paid at the same time as annual longevity payment provided the Department remains accredited as of July 1 each year. The union agrees to continue to cooperate with National Accreditation (CALEA), to include allowing members to be evaluated in the performance of their duties. This shall resolve the pending claim(s) regarding impact bargaining between the parties regarding changes in the evaluation procedure requiring the members of this group comply with the performance evaluation policies of Haverhill Police Department.

The accreditation stipend shall be paid in any year that the Haverhill Police Department maintains its accreditation. If the Department loses or is unable to maintain accreditation part way through a given year, the stipend will continue to be paid in that year, however, the stipend will not be paid the following year unless the Department is able to reestablish its accreditation status by July 1. Once the Department's accreditation status is reinstated, officers will again become eligible for the annual stipend and no further bargaining will be required.

#### **9. New Article – Parental Leave**

The parties agree to the City's proposal attached and provided on August 22, 2022, except that the following sentence will be struck from that proposed language before being inserted into the contract: "Only one (1) parent shall be eligible for such leave from the City of Haverhill for the birth or adoption of a child."

NEW: An officer who qualifies for parental leave due to the birth or adoption of a child shall be permitted to use ten (10) of their own accumulated sick days as parental time off with pay in connection with a qualified parental leave. Must be used within the first twelve (12) months following the birth or adoption of a child.

#### **10. New Article – Field Training Officer Incentive**

Accept Union's proposal:

Field Training Officers shall be paid one-and-one-half times their regular rate of pay for any and all shifts on which they are assigned an officer in the field training program.

#### **11. New Article – Civilian Traffic Control**

The City proposes the creation of a Civilian Traffic Control Board which would allow the Chief of Police, at his or her discretion, to appoint competent individuals to the position of Civilian Traffic Control Officer for the purpose of filling unfilled details. Civilian Traffic Control Officers monitor, direct and control traffic through or around road construction sites. Individuals appointed to this position must undergo specific training and obtain certification under 701 CMR 7.00. The parties agree that this article shall be implemented consistent with the existing language of the parties' agreements and that the language of *In the Matter of Interest Arbitration between City of Haverhill, Massachusetts and The Haverhill Police Patrolmen's Association*, JLM 15-4626, as it relates to the assignment of details shall continue to be in full force and effect.

1. Sworn police officers (and superior officers) shall have first preference in accordance with Article 9, Section c of the Contract and current practice. If none are available, then:
2. Retired Haverhill police officers or reserves, in accordance with Article 9 of the Contract and current practice, shall be offered the detail. If none are available, then:
3. Persons who are not sworn police officers, subject to the training requirements above, shall be offered the detail.

#### **12. Article – Body Worn Camera**

The City would like to discuss the use of Body Worn Cameras (BWC) for purposes of further enhancing the safety of the public, officers, efficiency, quality, and delivery of police services to the citizens of Haverhill. BWC video may be used to verify specific events such as complaints

by members of the public, or alleged incidents, and in such cases BWC video footage may then be used to verify the accuracy of such information. Use of BWC subject to a policy that recognizes the City's right to implement the use of BWC and recognizes that disciplinary actions and excessive monitoring are not the intended purpose of BWCs.

Upon approval of a grant or other funding to purchase BWC and associated equipment, the parties agree and commit to enter negotiations to bargain the deployment of body cameras and the terms and conditions under which such deployment shall take place.

The parties agree to cooperate to create an integrated contract within 60 days of ratification by the Union and City Council funding of this agreement. All other terms and conditions of the parties' prior agreement not altered as per the above shall remain in full force and effect.

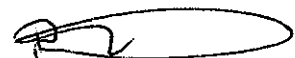
CITY OF HAVERHILL


BY

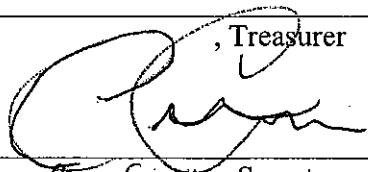
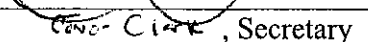
  
James J. Fiorentini, Mayor

HAVERHILL POLICE PATROLMEN'S  
ASSOCIATION

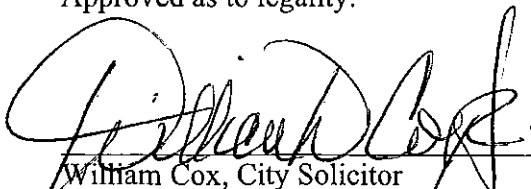
BY

  
Richard Welch, President

  
Daniel Trocki, Vice President

  
\_\_\_\_\_, Treasurer  
  
\_\_\_\_\_, Secretary

Approved as to legality:

  
William Cox, City Solicitor

Approved as to legality:

\_\_\_\_\_  
Joseph A. Padolsky, Association Counsel



DOCUMENT

# CITY OF HAVERHILL

In Municipal Council

File 10 days

( 500+ pages )  
513.2

~~ORDERED:~~

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
LAW ENFORCEMENT  
POLICE OFFICERS

BE IT ORDAINED by the City Council of the City of Haverhill that Document 21-C of 2021 is hereby amended and replaced with the

**Amend SECTION 21: SALARIES by the following:**

EFFECTIVE 7/1/22 2%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10	YEAR 20
Wage Scale A	\$ 962.80	\$ 1,048.99	\$ 1,115.25	\$ 1,181.25	\$ 1,221.58	\$ 1,249.07	\$ 1,277.17
Wage Scale B	\$ 880.75	\$ 959.09	\$ 1,019.34	\$ 1,079.34	\$ 1,116.00	\$ 1,141.11	\$ 1,166.79
Wage Scale C	\$ 812.36	\$ 884.18	\$ 939.41	\$ 994.41	\$ 1,028.01	\$ 1,051.14	\$ 1,074.79
Wage Scale D	\$ 782.28	\$ 851.22	\$ 904.24	\$ 957.03	\$ 989.31	\$ 1,011.56	\$ 1,034.32

EFFECTIVE 7/1/23 2%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10	YEAR 20	YEAR 25
Wage Scale A	\$ 982.05	\$ 1,069.97	\$ 1,137.55	\$ 1,204.88	\$ 1,246.01	\$ 1,274.05	\$ 1,302.72	\$ 1,341.80
Wage Scale B	\$ 898.36	\$ 978.27	\$ 1,039.72	\$ 1,100.93	\$ 1,138.32	\$ 1,163.94	\$ 1,190.12	\$ 1,225.83
Wage Scale C	\$ 828.61	\$ 901.86	\$ 958.20	\$ 1,014.30	\$ 1,048.57	\$ 1,072.16	\$ 1,096.29	\$ 1,129.18
Wage Scale D	\$ 797.92	\$ 868.25	\$ 922.33	\$ 976.17	\$ 1,009.09	\$ 1,031.80	\$ 1,055.01	\$ 1,086.66

EFFECTIVE 7/1/24 2.25%	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10	YEAR 20	YEAR 25
Wage Scale A	\$ 1,004.15	\$ 1,094.04	\$ 1,163.15	\$ 1,231.99	\$ 1,274.05	\$ 1,302.72	\$ 1,332.03	\$ 1,371.99
Wage Scale B	\$ 918.58	\$ 1,000.28	\$ 1,063.12	\$ 1,125.70	\$ 1,163.93	\$ 1,190.13	\$ 1,216.90	\$ 1,253.41
Wage Scale C	\$ 847.25	\$ 922.15	\$ 979.76	\$ 1,037.12	\$ 1,072.16	\$ 1,096.29	\$ 1,120.96	\$ 1,154.59
Wage Scale D	\$ 815.88	\$ 887.78	\$ 943.08	\$ 998.13	\$ 1,031.80	\$ 1,055.01	\$ 1,078.74	\$ 1,111.11

**Amend ARTICLE 21: SALARIES - by adding the following language after the "Seventh Step" paragraph:**

Eighth Step (Effective July 1, 2023): Employees will move to this step upon the twenty-fifth (25th) anniversary of their employment as a permanent police officer. The City may advance an employee to the 8th step at any time before the employee's twenty-fifth anniversary if the employee has received a superior performance evaluation under the performance evaluation program which has been developed by the parties. The 8th step shall be initially established three percent (3%) higher than the current 7th step.

**Amend ARTICLE 9: (B) (1) PRIVATE PAID DETAILS AND OVERTIME - by the following:**

Effective the week following City Council funding of this agreement, increase the detail rate by \$8 to \$62 per hour. City details and details for non-profit charities shall be straight \$55/hr.

**Amend ARTICLE 8 - HOURS OF WORK by the following:**

Upon ratification and funding, a new stipend position will be created to allow a member(s) of the patrol division an opportunity to assist the patrol commander in the management of shifts. The patrol commander will continue to do the initial shift scheduling. This individual will be trained and given access to help facilitate the filling of shifts. This work will be done outside of his or her regular schedule. The person in this position will receive a stipend of twenty-five dollars (\$25.00) a week. The Union may recommend someone for this position, but the final decision shall be made by the Chief.

**Amend ARTICLE 11 - HOLIDAYS by the following:**

Add Juneteenth (June 19) as a holiday. Employees shall receive retroactive holiday pay for June 19, 2022 provided they were employed as a member of the Haverhill Police Department on June 19, 2022.



DOCUMENT

## CITY OF HAVERHILL

In Municipal Council

~~ORDERED:~~

**ARTICLE 27: MISCELLANEOUS - add the following two paragraphs to this section:**

The weekly stipend for members assigned to Detective who are on the "on call" list shall be increased to forty dollars (\$40.00) per week, effective upon funding by the City Council (there shall be no retroactive payments). A weekly stipend for all other Specialty Positions shall be paid in the amount of twenty-five (\$25.00).

The Union will agree to dismiss all grievances regarding the City of Haverhill's January 23, 2022 Vaccination and Testing Policy, and to discontinue bargaining on said policy as currently administered. In exchange, the City shall remove from all officers' personnel file any existing discipline related to compliance with the City of Haverhill's January 23, 2022 Vaccination and Testing Policy, to the extent any such discipline exists, and to pay all patrolmen a \$500 one-time payment in settlement of any and all grievances as of the date of this agreement known or unknown, regarding the COVID-19 Vaccination and Testing Policy. The Parties agree to execute a separate release memorializing their agreement on this issue.

**Amend ARTICLE 29 - EDUCATION as follows:**

Effective July 1, 2022, those officers not eligible for the above so-called Quinn benefits shall be eligible to receive educational incentive benefits as follows: \$2,500 for an associate's degree; \$5,000 for a bachelor's degree; \$7,000 for a master's degree, for all Quinn-qualifying criminal justice degrees or a law degree from an accredited institution. Payments as described herein shall be calculated in the same manner as Quinn level payments under Article 29(d), 2<sup>nd</sup> sentence.

Effective July 1, 2024, the above rates shall increase an additional \$1,000 to: \$3,500 for an associate's degree; \$6,000 for a bachelor's degree; and \$8,000 for a master's degree.

**Add NEW ARTICLE - LANGUAGE INTERPRETER COMPENSATION \***

Effective January 1, 2023, employees who demonstrate fluency in a language, other than English, spoken by more than 5% of the City's population or approved by the Chief and Human Resources as a language that will benefit the department, shall receive a yearly bonus of five hundred dollars (\$500).

Effective July 1, 2023, this annual stipend shall be increased to \$575 for those who qualify.

Effective July 1, 2024, this annual stipend shall be increased to \$650 for those who qualify.

**Add NEW ARTICLE - ACCREDITATION STIPEND \***

Effective July 1, 2022, an annual accreditation stipend of \$1,000 to be paid at the same time as annual longevity payment provided the Department remains accredited as of July 1 each year.

\*additional article information is contained in the MOA

Approved as to legality:

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



# Haverhill

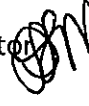
Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Denise McClanahan, HR Director – [dmcclanahan@cityofhaverhill.com](mailto:dmcclanahan@cityofhaverhill.com)

Christine Caminero, HR Technician – [ccaminero@cityofhaverhill.com](mailto:ccaminero@cityofhaverhill.com)

Christina Carrie, Head Clerk/Floater – [ccarrie@cityofhaverhill.com](mailto:ccarrie@cityofhaverhill.com)

TO: Mayor James J. Fiorentini  
FROM: Denise McClanahan, HR Director   
DATE: July 20, 2023  
RE: Salary Ordinance & MOA submission

Attached please find the MOA and salary ordinance for the Haverhill Police Patrolman Association group as a result of recent negotiations. Please submit these documents to the next City Council meeting for action.

dIm



DOCUMENT 21-C of 2021

**CITY OF HAVERHILL**

In Municipal Council

**ORDERED:**  
MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
LAW ENFORCEMENT  
POLICE OFFICERS

BE IT ORDAINED by the City Council of the City of Haverhill that Document 51-B of 2018 is hereby amended and replaced with the following:

**Amend SECTION 21: SALARIES by the following:**

**EFFECTIVE 7/1/19 1.75%**

	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5
Wage Scale A	\$ 911.73	\$ 993.35	\$ 1,056.10	\$ 1,118.60	\$ 1,156.79
Wage Scale B	\$ 834.03	\$ 908.21	\$ 965.27	\$ 1,022.09	\$ 1,056.81
Wage Scale C	\$ 769.27	\$ 837.28	\$ 889.58	\$ 941.66	\$ 973.48
Wage Scale D	\$ 740.79	\$ 806.07	\$ 856.28	\$ 906.27	\$ 936.83

**EFFECTIVE 7/1/20 1.75%**

	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10
Wage Scale A	\$ 927.69	\$ 1,010.73	\$ 1,074.58	\$ 1,138.17	\$ 1,177.04	\$ 1,203.52
Wage Scale B	\$ 848.63	\$ 924.11	\$ 982.16	\$ 1,039.98	\$ 1,075.30	\$ 1,099.50
Wage Scale C	\$ 782.73	\$ 851.94	\$ 905.14	\$ 958.14	\$ 990.52	\$ 1,012.81
Wage Scale D	\$ 753.75	\$ 820.18	\$ 871.26	\$ 922.13	\$ 953.22	\$ 974.67

**EFFECTIVE 7/1/21 1.75%**

	START	YEAR 1	YEAR 2	YEAR 3	YEAR 5	YEAR 10	YEAR 20
Wage Scale A	\$ 943.92	\$ 1,028.42	\$ 1,093.38	\$ 1,158.09	\$ 1,197.63	\$ 1,224.58	\$ 1,252.13
Wage Scale B	\$ 863.48	\$ 940.28	\$ 999.35	\$ 1,058.18	\$ 1,094.12	\$ 1,118.74	\$ 1,143.91
Wage Scale C	\$ 796.43	\$ 866.84	\$ 920.99	\$ 974.91	\$ 1,007.85	\$ 1,030.53	\$ 1,053.72
Wage Scale D	\$ 766.94	\$ 834.53	\$ 886.51	\$ 938.26	\$ 969.91	\$ 991.73	\$ 1,014.04


**ARTICLE 21: SALARIES - add the following language after the "Fifth Step" paragraph:**

**Sixth Step (Effective July 1, 2020):** Employees will move to this step upon the tenth (10th) anniversary of their employment as a permanent police officer. The City may advance an employee to the 6th step at any time before the employee's tenth anniversary if the employee has received a superior performance evaluation under the performance evaluation program which has been developed by the parties. The 6th step shall be initially established two and one quarter percent (2.25%) higher than the current 5th step (as seen on the attached wage scale).

**Seventh Step (Effective July 1, 2021):** Employees will move to this step upon the twentieth (20th) anniversary of their employment as a permanent police officer. The City may advance an employee to the 7th step at any time before the employee's twentieth anniversary if the employee has received a superior performance evaluation under the performance evaluation program which has been developed by the parties. The 7th step shall be initially established two and one quarter percent (2.25%) higher than the 6th step (as seen on the attached wage scale).

**ARTICLE 9: PRIVATE PAID DETAILS AND OVERTIME - change language of Article 9 (B)(1) to the following:**

Effective the week following City Council funding of this agreement, increase the detail rate to \$52 per hour plus 10% differential on nights and weekends.

TO: MAYOR JAMES J. FIORENTINI  
FROM: Denise McClanahan, HR Director   
DATE: 7/21/2023  
RE: COLLECTIVE BARGAINING FINANCIAL DISCLOSURE

NAME OF CONTRACT OR GROUP: Police Patrolman Group  
CONTRACT PERIOD: 7/1/2022 to 6/30/2025

% INCREASE FOR EACH CONTRACT YEAR:

Year 1 2.0 %      Year 2 2.0 %      Year 3 2.25 %

COST OF COLA FOR EACH FISCAL YEAR OF CONTRACT:

Year 1 – FY <u>23</u>	Cost amount	<u>\$103,172</u>
Year 2 – FY <u>24</u>	Cost amount	<u>\$115,396</u>
Year 3 – FY <u>25</u>	Cost amount	<u>\$120,986</u>

ADDITIONAL COSTS

(i.e., OT, Hazardous Duty, Professional Development, Clothing Allowance, Holiday Pay, etc.)

Approx OT cost	\$112,389
Approx night diff/shift diff cost	\$22,003
Approx educational cost	\$69,560
Approx holiday retro (one-time)	\$19,000
Approx schedule stipend cost	\$3,900
Approx. accreditation stipend cost	\$264,000
Approx. language interpreter cost	\$1,825
Approx. vaccination policy stipend (one-time)	\$44,000

What is the percentage increase that these extras add to the budget? Total 11.56% over 3 years (avg 3.85%/yr)

TOTAL COST OF PROPOSED COLLECTIVE BARGAINING AGREEMENT: \$8,457,918

Total salary budget for this group: \$5,498,129

Percent increase in salary budget: 8.25% over 3 years

Are there any other groups or individuals that would be directly affected by this budget? No

What would be the effect? \_\_\_\_\_

Are there any other known implications to this contract? \_\_\_\_\_

Yes      No

Funds are appropriated ☒ ☐

Where funds are located \_\_\_\_\_ Account #: Click or tap here to enter text.

Yes      No

Funds need appropriation by council ☐ ☒

Where funds to come from \_\_\_\_\_ Account #: Click or tap here to enter text.

\_\_\_\_\_  
Auditors Office



HR Dept



**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

**Joseph J. Bevilacqua**

**Thomas J. Sullivan**

**Melissa J. Lewandowski**

**Michael S. McGonagle**

**Catherine P. Rogers**

**Shaun P. Toohey**



**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

611

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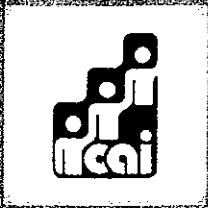
July 19, 2023

To: President and Members of the City Council:

Councilor Barrett wishes to introduce Kerri Perry to discuss the Community Action upcoming golf tournament. The fundraiser will help support the vital work done through Community Action.

City Councilor Melinda E. Barrett

(meeting 7.25.2023)



Friday, August 25, 2023  
7AM REGISTRATION - 8AM START

**FRIDAY AUGUST 25, 2023**  
**7AM REGISTRATION - 8AM START**



## REGISTER NOW!

- ☐ \$150.00 / Golfer - Includes Lunch & More!
- ☐ \$600.00 / Foursome - Includes Lunch & More!
- ☐ \$55.00 / Lunch Only

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Golfer #1 Name \_\_\_\_\_

E-mail \_\_\_\_\_

Golfer #2 Name \_\_\_\_\_

E-mail \_\_\_\_\_

Golfer #3 Name \_\_\_\_\_

E-mail \_\_\_\_\_

Golfer #4 Name \_\_\_\_\_

E-mail \_\_\_\_\_

Golf Amount: \$ \_\_\_\_\_

Sponsorship Amount: \$ \_\_\_\_\_

Total Amount: \$ \_\_\_\_\_

### Payment Options:

- ☐ Check - Address \_\_\_\_\_
- ☐ Eventbrite - [www.communityactioninc.org](http://www.communityactioninc.org)

## SPONSORSHIP

### ☐ Presenting Sponsors \$5000

Includes: Greens fees and cart for 2 foursomes, putting green signage, hole sponsorship, reception signage, recognition on CAI website and social media

### ☐ Gold Sponsors \$3000

Includes: Greens fees and cart for 1 foursome, putting green signage, hole sponsorship, reception signage, recognition on CAI website and social media

### ☐ Silver Sponsors \$2500

Includes: Greens fees and cart for 1 foursome, hole sponsorship, reception signage, recognition on CAI website and social media

### ☐ Golf Cart Sponsors \$2000

Includes: Greens fees and cart for 2 golfers, logo on all golf carts, reception signage, recognition on CAI website and social media

### ☐ Gift Bag Sponsors \$1500

Includes: Greens fees and carts for 2 golfers, hole sponsorship, reception signage, recognition on CAI website and social media

### ☐ Putting Contest Sponsors \$1000

Includes: Putting green signage, reception signage, recognition on CAI website and social media

### ☐ Hole Sponsors \$150

Includes: Hole sponsorship

### ☐ Breakfast Sponsors \$300

Includes: Reception signage, recognition on CAI website and social media

### ☐ Hole -In-One Sponsors \$500

Includes: Hole sponsorship

**CITY COUNCIL**

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*President*

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*Vice President*

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**Thomas J. Sullivan**

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**Michael S. McGonagle**

**Catherine P. Rogers**

**Shaun P. Toohey**



**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

6.2  
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FACSIMILE: 978-374-2329  
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[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

July 20, 2023

To: President and Members of the City Council:

Councilor McGonagle wishes to introduce Jeffrey Hollett, Veterans Services Director, to discuss an upcoming event for veterans at the AmVets Post 147.

*Michael S. McGonagle*

City Councilor Michael S. McGonagle

(meeting 7.25.2023)

**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

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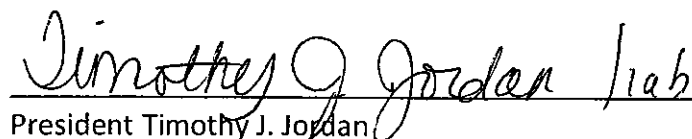
HAVERHILL CITY CLERK JUL 21 2023 10:04 AM

63

July 21, 2023

To: President and Members of the City Council:

President Jordan wishes to introduce Maggie Brown from Greenbelt to discuss Sullivan Conservation Restriction (CR) at 908 West Lowell Ave.

  
President Timothy J. Jordan



# Haverhill

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

811

July 21, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND  
MEMBERS OF THE CITY COUNCIL**

**Subject: Road Opening, 119 Hyatt Avenue, EROM-23-10**

As the subject street was paved within the last 5 years, Council approval is required to open the roadway for utilities work associated with discontinuing utility services to the home that is being built and for utilities to two new homes. I am supportive of this request, and the Engineering Office will require proper trench compaction and either infrared treatment or repaving over the limits of new trenching.

Please contact me if you have any questions.

Sincerely,

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

C: Mayor Fiorentini, Ward, Cox



DOCUMENT

## CITY OF HAVERHILL

In Municipal Council

ORDERED:

That the City Council approve the requests to excavate at the following location for work on underground utilities:

Hyatt Avenue at #119

The roadway has been paved in the last 5 years and in accordance with Chapter 222, Section 11, Restrictions on future paving of the Municipal Ordinances, Council approval is necessary.

8/11

RECEIVED  
CITY OF HAVERHILL  
AUG 11 2011

**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

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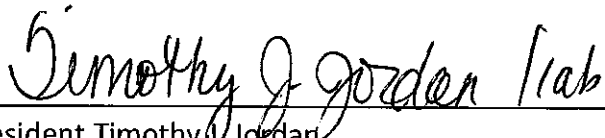
[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

82

July 21, 2023

To: President and Members of the City Council:

President Jordan and the Haverhill City Council to address the Open Meeting Law Violation Complaint by Thomas Duggan dated July 8, 2022. A copy of the complaint is attached.

  
\_\_\_\_\_  
President Timothy J. Jordan

**CITY OF HAVERHILL  
MASSACHUSETTS  
CITY SOLICITOR'S OFFICE**

145 South Main Street  
Bradford, MA 01835  
(978) 373-2360  
FAX: 978/372-0688  
EMAIL: billcoxlaw@aol.com

**WILLIAM D. COX, JR.  
CITY SOLICITOR**

FILED CITY CLERK JUL 20 2023 14:05

July 20, 2023

TO: Timothy J. Jordan, President and Members of the Haverhill City Council

FROM: William D. Cox, Jr., Esq., City Solicitor

RE: Open Meeting Law Complaint of Thomas Duggan

I have reviewed the Open Meeting Law Complaint dated July 8, 2023 and filed with the City Clerk regarding an alleged violation on June 17, 2023. The alleged violation is that members of the City Council ".... drafted, circulated, and each member signed a letter concerning public allegations against a member of the school committee who is a current candidate for mayor of Haverhill." The gist of the balance of the allegation is that the matter was not conducted in a properly posted public meeting as required by M.G.L. c. 30A, §18-25.

The Council must meet to review the complaint with 14 business days following receipt. The Council must respond to the complaint in writing, sending the complainant a response and description of any action taken to address the allegations. This task can be delegated by the Council to an individual member, its counsel or staff after the review is completed. A copy of the complaint and the Council response must be sent to the Office of the Attorney General.

It would be my recommendation that the Council Open Meeting Law Complaint on the next Council agenda for action as detailed above.

It would also be my recommendation that the Council place the matter of the letter on the same agenda for discussion. If the Council feels there is a possibility that there may have been a violation of the Open Meeting Law, or the appearance of one, you should then take appropriate remedial action - i.e. take the matter up in open session, discuss and take action as the Council deems appropriate.

If I can be of further assistance in this matter, please feel free to call on me.





## OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General  
One Ashburton Place  
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

### Your Contact Information:

First Name: Thomas Last Name: Duggan

Address: 75 Main St

City: North Andover State: MA Zip Code: 01845

Phone Number: 978-771-4091 Ext. \_\_\_\_\_

Email: valleypatriot@aol.com

Organization or Media Affiliation (if any): Valley Patriot Newspaper

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☐ Individual ☐ Organization ☒ Media

### Public Body that is the subject of this complaint:

☒ City/Town ☐ County ☐ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Haverhill City Council

Specific person(s), if any, you allege committed the violation: \_\_\_\_\_

Date of alleged violation: June 17, 2023

## Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

On June 17, 2023 all nine members of The Haverhill City Council drafted, circulated, and each member signed a letter concerning public allegations against a member of the school committee who is a current candidate for mayor of Haverhill.

There was no public posting concerning this letter or public notice on the possible content of this letter in advance of the letter being drafted, finalized, and signed by the nine councilors. There was no public meeting. There was no opportunity for public input on the matter.

Not only did the Haverhill City Council violate the open meeting law, the subject of this letter, which was circulated throughout the community and reported by the media was not within the authority or job description of the Haverhill City Council.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

The Haverhill City Council must publicly disclose who wrote the letter, any and all parties involved in the drafting or writing of the letter, any and all private citizens who had input on the letter, and any and all city employees who had input in the creation and dissemination. I also ask that they disclose all emails between councilors and any other persons who had a hand in the letter's creation and dissemination. I also request a \$1,000 fine on each councilor as permitted by law on each councilor who signed and all city employees who had a hand in its creation or dissemination.

## Review, sign, and submit your complaint

### I. Disclosure of Your Complaint.

**Public Record.** Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

**Publication to Website.** As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

### II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

### III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to [openmeeting@state.ma.us](mailto:openmeeting@state.ma.us).

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: Thomas Duggan, Jr.

Date: July, 8, 2023



8.3

**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

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**CITY OF HAVERHILL**

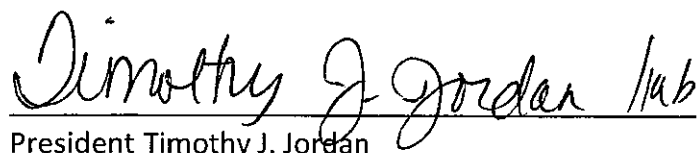
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[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

July 21, 2023

To: President and Members of the City Council:

President Jordan wishes to submit the attached Community Letter for discussion.

  
President Timothy J. Jordan

To the Haverhill Community:

In the wake of the allegations against School Committee member and mayoral candidate Scott Wood of racism, sexual harassment, and job misconduct, this message intends to communicate the City Council's zero tolerance for any type of hateful speech or acts that are directed towards a person, a group, a community, or a population.

Your City Council firmly stands against all acts of hatred in all forms against a person or groups of people. We unequivocally condemn divisive forces of hate, and injustice against all persons, families, and communities. Hate speech is a threat to democracy, social cohesion, and order.

Public officials are held to a high standard of conduct and rightly so, as it requires a level of ongoing public trust earned by maintaining integrity of purpose and conduct, including speech.

The City Council unanimously voiced support for the recent budget addition of a Diversity Consultant for our city to uphold the ethical standards that underlie being a public servant and to allow a space for dialoguing, raising awareness, advancing recruitment and retention efforts, supporting antiracism action plans, partnering with citizens and groups to encourage community engagement, and fostering a respectful and inclusive environment where everyone feels like they belong.

We support the release of the investigative reports that are public record from 2013 through 2022 to the public, including the governing bodies of the city, to assess the information and take local action as warranted after review. Additionally, because we take this situation seriously but also recognize that there are multiple conflicts of interest within our city that have the potential to be barriers to any warranted change and/or action, we have referred this matter to the Massachusetts Office of the Inspector General(OIG).

HAU CITY COUNCIL JUL 21 23 AM 10:55

11,4,1

Valet Parking Business License · Add to a project

**Expiration Date****Active****VPKG-23-1****Details**

Submitted on Jun 23, 2023 at 2:50 pm

**Attachments**

1 file

**Activity Feed**

Latest activity on Jul 20, 2023

**Applicant**

Jason Babin

0

**Location**

620 PRIMROSE ST Unit Raff's Cafe, Haverhill, MA 01830

**Timeline****Add New** ▾**Valet Parking Business License Application Fee**

Paid Jul 12, 2023 at 2:11 pm

**Police CORI Fee**

Waived Jul 12, 2023 at 2:11 pm

**Police Approval**

Completed Jul 12, 2023 at 10:45 pm

**City Clerk Review**

Completed Jul 14, 2023 at 1:53 pm

**Planning Director Approval**

Completed Jul 17, 2023 at 8:27 am

**Parking Commission Approval**

Completed Jul 20, 2023 at 11:05 am

**City Engineer Approval**

Completed Jul 20, 2023 at 1:52 pm



**DPW Approval**

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

**Valet Parking Business License Application Fee**

Paid

Due date

None

**Fees**

Valet Parking Business Fee ⓘ

\$700.00

**Total Fees****\$700.00****Payments**

Date	Method	Note	Amount	
Jul. 12, 2023	Cash		\$700.00	⋮

**Jason Babin**

Remove Comment • Jun 23, 2023 at 3:08 pm

How do we get back into the application to correct the number of spaces and linear footage? It was calculated incorrectly using all the parking and not the curb space for drop off and pick up. Thank you,

**DPW Approval**

Completed Jul 20, 2023 at 3:20 pm

**Parking Commission Approval**

In Progress

**City Council Approval**

In Progress

**Valet Parking Business License Issued**

Document

**City Engineer Approval****Complete** ▾

Complete

Assignee

John Pettis

Due date



None

**Jason Babin**

Remove Comment • Jul 19, 2023 at 1:55 pm

Hello, we are trying to get these approved before the deadline for the next City Council which is Friday. I tried calling the office today and was told J. Pettis would be in the office tomorrow, Thursday, 7/20/23. If anything is needed to get this approved please do not hesitate to contact me at 978-994-2631. We are requesting approval asap. Thank you. Tracy Shoe City Valet

Kaitlin Wright assigned this step to John Pettis - Jul 14, 2023 at 1:50 pm

John Pettis approved this step - Jul 20, 2023 at 1:52 pm

**DPW Approval**

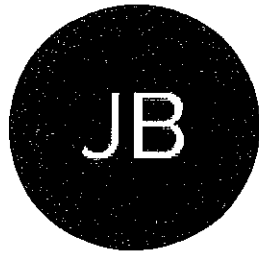
In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

**Jason Babin**[View Profile](#)**Email Address**

jb27ston@yahoo.com (mailto:jb27ston@yahoo.com)

**Phone Number**

603-425-9194

**Address**

620 Primrose St Unit 5, Haverhill , MA 01830

**Guests**

Other users that have the ability to add attachments, request inspections, and pay fees on this record.

**Guest's Email**[Grant Access](#)

**No guests with access to this record yet**



## VPKG-23-1

### Valet Parking Business License

**Status:** Active

**Date Created:** Jun 23, 2023

#### Applicant

Jason Babin  
jb27ston@yahoo.com  
620 Primrose St  
Unit 5  
Haverhill , MA 01830  
603-425-9194

#### Primary Location

620 PRIMROSE ST Unit Raff's Cafe  
Unit Raff's Cafe  
Haverhill, MA 01830

#### Owner:

Ainsworth, LLC  
620 Primrose Street HAVERHILL, MA 01830

#### Application Type

##### Application

New

##### Application Duration

1-year

#### Applicant Information

##### Relationship to Owner

Owner

##### Owner Nighttime Phone

6034259194

##### Owner Fax Number

0000000000

#### Business Information

##### Business Name

Shoe City Valet

##### Business Phone

6034259194

##### Business Address

620 Primrose St

##### Business City

Haverhill

##### Business State

MA

##### Business Zip

01830

##### Business Legal Structure

Limited Liability Company

##### Type of Valet Management

Valet Parking Operation

##### Type of Parking

Off-Street - Public

##### Location of Valet Parking Zone

Merrimack st ? washington st

##### Total Number of Spaces Needed

300

##### Total Linear Feet for Valet Parking Zone

26

##### Request Use of Municipal Parking Lot(s)

Yes

##### Number of Valet Parking Signs

2

#### Restaurant Operation Information

**Restaurant Name**

na

**Restaurant Street Address**

na

**Restaurant Contact Name**

na

**Restaurant Contact Daytime Phone**

na

**Restaurant Contact Nighttime Phone**

na

**Restaurant Contact Fax Number**

na

**Valet Information****Day of the Week**

Friday

**Day Part**

Night

**Hours of Operation**

5 pm to 9pm

**Number of Valet Spaces Needed**

300

**Number of Valets Working**

6

**Day of the Week**

Saturday

**Day Part**

Night

**Hours of Operation**

5 pm to 9 pm

**Number of Valet Spaces Needed**

300

**Number of Valets Working**

6

**Day of the Week**

Thursday

**Day Part**

Night

**Hours of Operation**

5 pm to 9 pm

**Number of Valet Spaces Needed**

300

**Number of Valets Working**

6

**Signature****Agree****Attachments**

Business Certificate.jpg

Uploaded by Jason Babin on Jun 23, 2023 at 2:47 pm



Shoe City Valet Pic 1.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:46 pm



Shoe City Valet Pic 6.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:48 pm



Shoe City Valet Pic 2.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:49 pm



Shoe City Valet Pic 3.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:49 pm



Shoe City Valet Pic 4.jpeg

Uploaded by Jason Babin on Jun 23, 2023 at 2:49 pm



Shoe City Valet Pic 5.jpeg



Uploaded by Jason Babin on Jun 23, 2023 at 2:50 pm

## History

Date	Activity
Jun 27, 2022 at 5:06 pm	Jason Babin started a draft of Record VPKG-23-1
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerCity from "" to "HAVERHILL"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerEmail from "" to ""
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerName from "" to "Diamond reality "
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerPhoneNo from "" to ""
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerPostalCode from "" to "01830"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerState from "" to "Massachusetts"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerStreetName from "" to "primrose st"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerStreetNo from "" to "620"
Jun 29, 2022 at 8:18 pm	Jason Babin altered Record VPKG-23-1, changed ownerUnit from "" to "6"
Jun 7, 2023 at 3:29 pm	Jason Babin altered Record VPKG-23-1, changed ownerState from "Massachusetts" to "MA"
Jun 7, 2023 at 3:29 pm	Jason Babin altered Record VPKG-23-1, changed ownerStreetName from "primrose st" to "Primrose Street"
Jun 9, 2023 at 3:27 pm	Jason Babin altered Record VPKG-23-1, changed ownerEmail from "" to "jb27ston@yahoo.com"
Jun 9, 2023 at 3:27 pm	Jason Babin altered Record VPKG-23-1, changed ownerName from "Diamond Reality " to "Ainsworth"
Jun 9, 2023 at 3:27 pm	Jason Babin altered Record VPKG-23-1, changed ownerPhoneNo from "" to "603-425-9194"
Jun 9, 2023 at 3:27 pm	Jason Babin altered Record VPKG-23-1, changed ownerUnit from "6" to "5"
Jun 23, 2023 at 2:42 pm	Jason Babin altered Record VPKG-23-1, changed ownerName from "Ainsworth" to "Ainsworth, LLC"
Jun 23, 2023 at 2:49 pm	Jason Babin added attachment Shoe City Valet Pic 2.jpeg to Record VPKG-23-1
Jun 23, 2023 at 2:49 pm	Jason Babin added attachment Shoe City Valet Pic 3.jpeg to Record VPKG-23-1
Jun 23, 2023 at 2:49 pm	Jason Babin added attachment Shoe City Valet Pic 4.jpeg to Record VPKG-23-1
Jun 23, 2023 at 2:50 pm	Jason Babin added attachment Shoe City Valet Pic 5.jpeg to Record VPKG-23-1
Jun 23, 2023 at 2:50 pm	Jason Babin submitted Record VPKG-23-1
Jul 10, 2023 at 2:07 pm	Jennifer Sanchez changed Total Linear Feet for Valet Parking Zone from "5300" to "26" on Record VPKG-23-1
Jul 12, 2023 at 2:05 pm	Lilian LeBlanc assigned approval step City Clerk Review to Kaitlin Wright on Record VPKG-23-1
Jul 12, 2023 at 2:11 pm	completed payment step Valet Parking Business License Application Fee on Record VPKG-23-1
Jul 12, 2023 at 2:11 pm	Lilian LeBlanc waived payment step Police CORI Fee on Record VPKG-23-1
Jul 12, 2023 at 2:11 pm	Lilian LeBlanc assigned approval step City Clerk Review to Lilian LeBlanc on Record VPKG-23-1
Jul 12, 2023 at 2:11 pm	Lilian LeBlanc approved approval step City Clerk Review on Record VPKG-23-1
Jul 12, 2023 at 2:12 pm	approval step Police Approvalwas assigned to Kevin Lynch on Record VPKG-23-1
Jul 12, 2023 at 2:12 pm	approval step Parking Commission Approvalwas assigned to Kaitlin Wright on Record VPKG-23-1
Jul 12, 2023 at 2:12 pm	approval step DPW Approvalwas assigned to Robert Ward on Record VPKG-23-1
Jul 12, 2023 at 2:12 pm	approval step Planning Director Approvalwas assigned to William Pillsbury on Record VPKG-23-1
Jul 12, 2023 at 2:19 pm	Kaitlin Wright reactivated approval step City Clerk Review on Record VPKG-23-1
Jul 12, 2023 at 2:19 pm	Kaitlin Wright assigned approval step City Clerk Review to Kaitlin Wright on Record VPKG-23-1

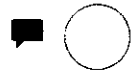
Date	Activity
Jul 12, 2023 at 2:24 pm	Kaitlin Wright assigned approval step Parking Commission Approval to Lisa Ferry on Record VPKG-23-1
Jul 12, 2023 at 10:45 pm	Kevin Lynch approved approval step Police Approval on Record VPKG-23-1
Jul 14, 2023 at 1:50 pm	Kaitlin Wright assigned approval step City Engineer Approval to John Pettis on Record VPKG-23-1
Jul 14, 2023 at 1:53 pm	Kaitlin Wright approved approval step City Clerk Review on Record VPKG-23-1
Jul 17, 2023 at 8:27 am	William Pillsbury approved approval step Planning Director Approval on Record VPKG-23-1
Jul 20, 2023 at 11:04 am	Karen Buckley assigned approval step Parking Commission Approval to Karen Buckley on Record VPKG-23-1
Jul 20, 2023 at 11:05 am	Karen Buckley approved approval step Parking Commission Approval on Record VPKG-23-1

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Valet Parking Business License Application Fee	Paid	Jun 23, 2023 at 2:50 pm	Jul 12, 2023 at 2:11 pm	-	-
Police CORI Fee	Waived	Jun 23, 2023 at 2:50 pm	Jul 12, 2023 at 2:11 pm	-	-
✓ Police Approval	Complete	Jul 12, 2023 at 2:12 pm	Jul 12, 2023 at 10:45 pm	Kevin Lynch	-
✓ City Clerk Review	Complete	Jul 12, 2023 at 2:11 pm	Jul 14, 2023 at 1:53 pm	Kaitlin Wright	-
✓ Planning Director Approval	Complete	Jul 12, 2023 at 2:12 pm	Jul 17, 2023 at 8:27 am	William Pillsbury	-
✓ Parking Commission Approval	Complete	Jul 12, 2023 at 2:12 pm	Jul 20, 2023 at 11:05 am	Karen Buckley	-
✓ City Engineer Approval	Active	Jul 12, 2023 at 2:12 pm	-	John Pettis	-
✓ DPW Approval	Active	Jul 12, 2023 at 2:12 pm	-	Robert Ward	-
✓ City Council Approval	Inactive	-	-	-	-
 Valet Parking Business License Issued	Inactive	-	-	-	-

**DPW Approval**

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

**City Clerk Review****● Complete** ▾

Complete

Assignee

Kaitlin Wright

Due date



None

**Kaitlin Wright** ✓

Remove Comment • Jul 13, 2023 at 5:49 pm

Jason and Tracy, are you working with specific restaurants for this? If so, they all must be listed in the application. Also, please confirm that you will be using municipal lots and street parking?

**Kaitlin Wright** ✓

Remove Comment • Jul 13, 2023 at 5:49 pm

I am available all day tomorrow 7/14 if you would like to call and discuss further (978) 420-3622.

**Kaitlin Wright** ✓

Remove Comment • Jul 14, 2023 at 1:53 pm

Spoke with Tracy on Friday July 14th. Approving my step with contingency that she will provide contracts with privately owned lots they will be using and name and contact information for managers of lots.



Kaitlin Wright ✓

Remove Comment • Jul 20, 2023 at 1:17 pm

---

**§ 240-112 Application for valet parking permit****([https://ecode360.com/38978399?](https://ecode360.com/38978399?highlight=parked,parking,valet,valet%20parked,valet%20parking&search=)****[highlight=parked,parking,valet,valet%20parked,valet%20parking&search=](https://ecode360.com/38978399?highlight=parked,parking,valet,valet%20parked,valet%20parking&search=)**

A copy of the agreement between the valet parking operator or the establishment approved off-street parking facility where the valet vehicles will be parked shall be include the following information: the location of the facility; the total number of parking spaces that will be available for valet parked vehicles from establishment or independent valet operator is seeking the use of City of Haverhill for such use shall be requested in the permit application, with a map showing the :

Lilian LeBlanc assigned this step to Kaitlin Wright - Jul 12, 2023 at 2:05 pm

Lilian LeBlanc assigned this step to Lilian LeBlanc - Jul 12, 2023 at 2:11 pm

Lilian LeBlanc approved this step - Jul 12, 2023 at 2:11 pm

Kaitlin Wright reactivated this step - Jul 12, 2023 at 2:19 pm

Kaitlin Wright assigned this step to Kaitlin Wright - Jul 12, 2023 at 2:19 pm

Kaitlin Wright approved this step - Jul 14, 2023 at 1:53 pm

**Jennifer Sanchez** ✓

Remove Comment • Jul 10, 2023 at 2:15 pm

Is forming corporation Adrian Ainsworth Enterprises wants to do d/b/a Adrian Ainsworth Enterprises d/b/a Shoe City Valet (spoke to Tracy and told her to bring new Corp docs in when recorded with secretary of state to update here and amend business certificate

**Jennifer Sanchez** ✓

Remove Note • Jul 10, 2023 at 3:19 pm

Tracy called back and I spoke with her. We changed the square footage and she was concerned about the price said it should only be 520 and not 820, Called @Tom Bridgewater to see if the sign was temporary if they needed to be charged the 300 additional sign fee. he said it was a gray area and he was ok not charging them the 300 for the sign since it is temporary and there is no ordinance for temporary signs. I spoke with Tracy and let her know that City Clerk @Kaitlin Wright would have to verify the charge for the application and the sign. She also inquired if the cori check fee was needed since he just had one done and I explained that yes that it is a requirement and needed for this application after speaking with @Rose Leonard-Flynn

**Kaitlin Wright** ✓

Remove Comment • Jul 11, 2023 at 12:50 pm

Tracy, please call me to discuss further (978) 420-3622.

**Kaitlin Wright** ✓

Remove Comment • Jul 11, 2023 at 2:38 pm

Spoke to Tracy on the phone, we will prorate the fee for the signage as code specifies the ability to do that. Signage fee is \$90, rather than original of \$150 due to prorated signage fee as we are 7 months into the calendar year.

Kaitlin Wright overrode fee Valet Parking Business Fee to 700.00 - Jul 11, 2023 at 2:36 pm

Lilian LeBlanc processed a \$700.00 payment - Jul 12, 2023 at 2:11 pm

**DPW Approval**

In Progress



**City Council Approval**

Review



**Valet Parking Business License Issued**

Document

**Planning Director Approval**

 ● **Complete** ▾

Complete

Assignee

William Pillsbury

Due date

 None



**William Pillsbury**

Remove Comment • Jul 17, 2023 at 8:27 am

ok to proceed

This step was assigned to William Pillsbury - Jul 12, 2023 at 2:12 pm  
William Pillsbury approved this step - Jul 17, 2023 at 8:27 am



**DPW Approval**

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

**Parking Commission Approval****● Complete** ▾

Complete

Assignee

Karen Buckley

Due date



None

**Jason Babin**

Remove Comment • Jul 19, 2023 at 1:58 pm

Hello, we are trying to get these approved before the deadline for the next City Council which is Friday. If anything is needed to get this approved please do not hesitate to contact me at 978-994-2631. We are requesting approval asap. Thank you. Tracy Shoe City Valet

**Karen Buckley**

Remove Comment • Jul 20, 2023 at 11:05 am

Bypassed.

**Kaitlin Wright** ✓

Remove Comment • Jul 20, 2023 at 1:14 pm

**Evaluation procedures and criteria.**

([https://ecode360.com/38978399?](https://ecode360.com/38978399?highlight=parked,parking,valet,valet%20parked,valet%20parking&searchId=499)

## § 240-113

**highlight=parked,parking,valet,valet%20parked,valet%20parking&searchId=499**

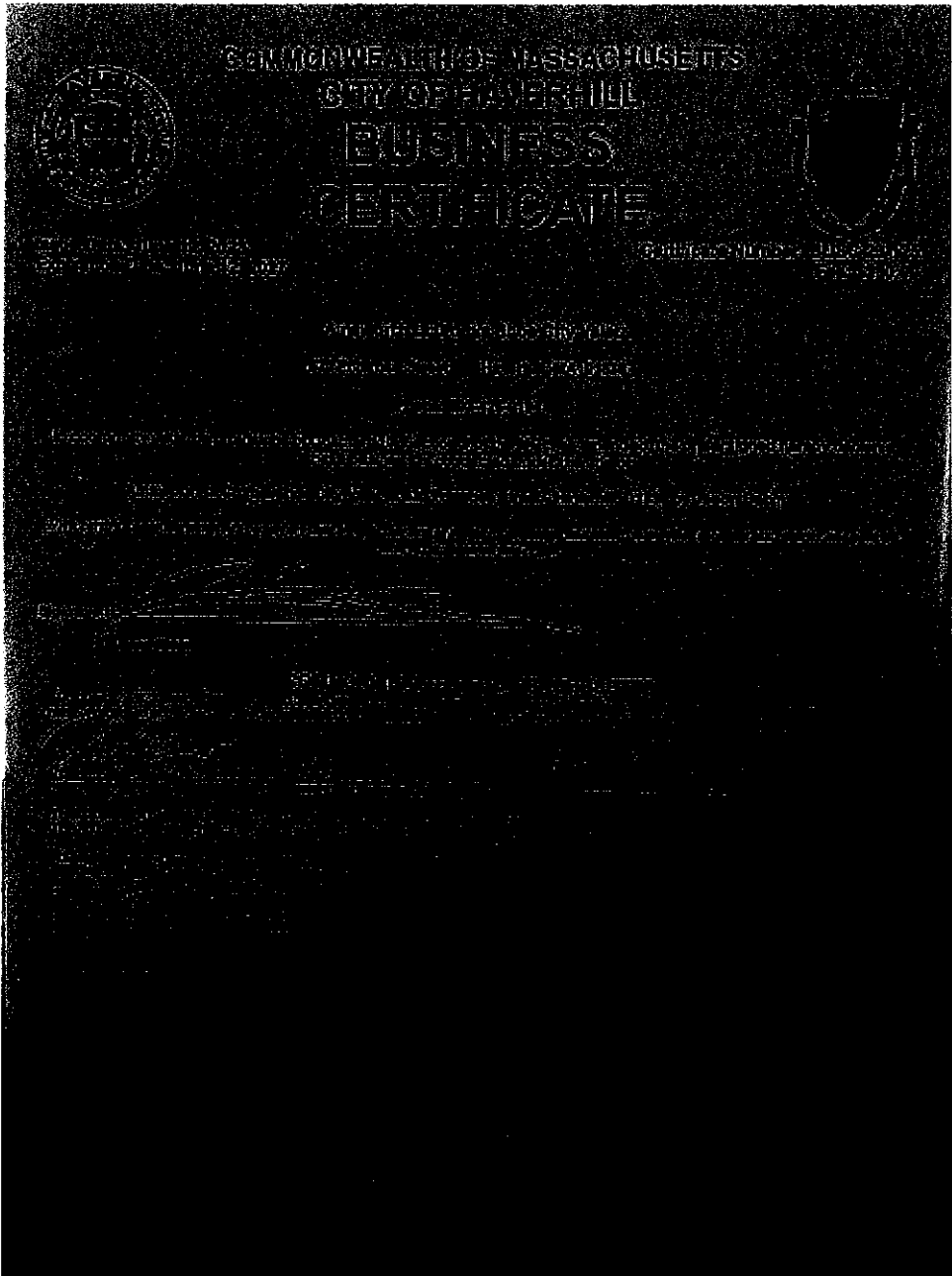
Upon receipt of a completed application, the Police Department shall provide a copy to the CBD Parking Commission, License Commission, Superintendent of Highways, City Engineer, and Planning Director for review and comment. All applications for an initial permit or renewal of an existing permit are subject to an evaluation in order to insure that there is safe and adequate vehicular access to and from the valet parking zone and that the vehicular traffic expected to be generated by the valet parking operation will not cause undue traffic congestion, block or impede the flow of traffic or pose a public safety hazard by delaying or preventing access in or throughout the area of the valet parking zone. The evaluation shall be completed promptly but no later than 30 days following receipt of a complete application.

This step was assigned to Kaitlin Wright - Jul 12, 2023 at 2:12 pm

Kaitlin Wright assigned this step to Lisa Ferry - Jul 12, 2023 at 2:24 pm

Karen Buckley assigned this step to Karen Buckley - Jul 20, 2023 at 11:04 am

Karen Buckley approved this step - Jul 20, 2023 at 11:05 am



**DPW Approval**

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

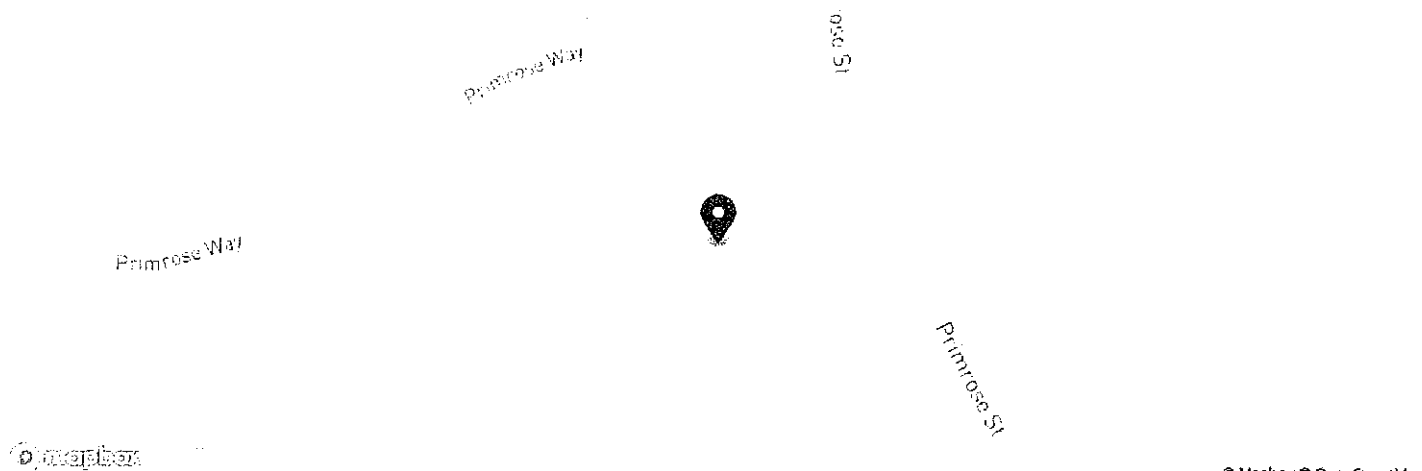
## Location

**PRIMARY LOCATION**

The main location associated with this record.

**620 PRIMROSE ST Unit Raff's Cafe**

Haverhill, MA 01830

[View Location](#)**Property Owner Information** (for this record)

Name

Ainsworth, LLC

Email Address

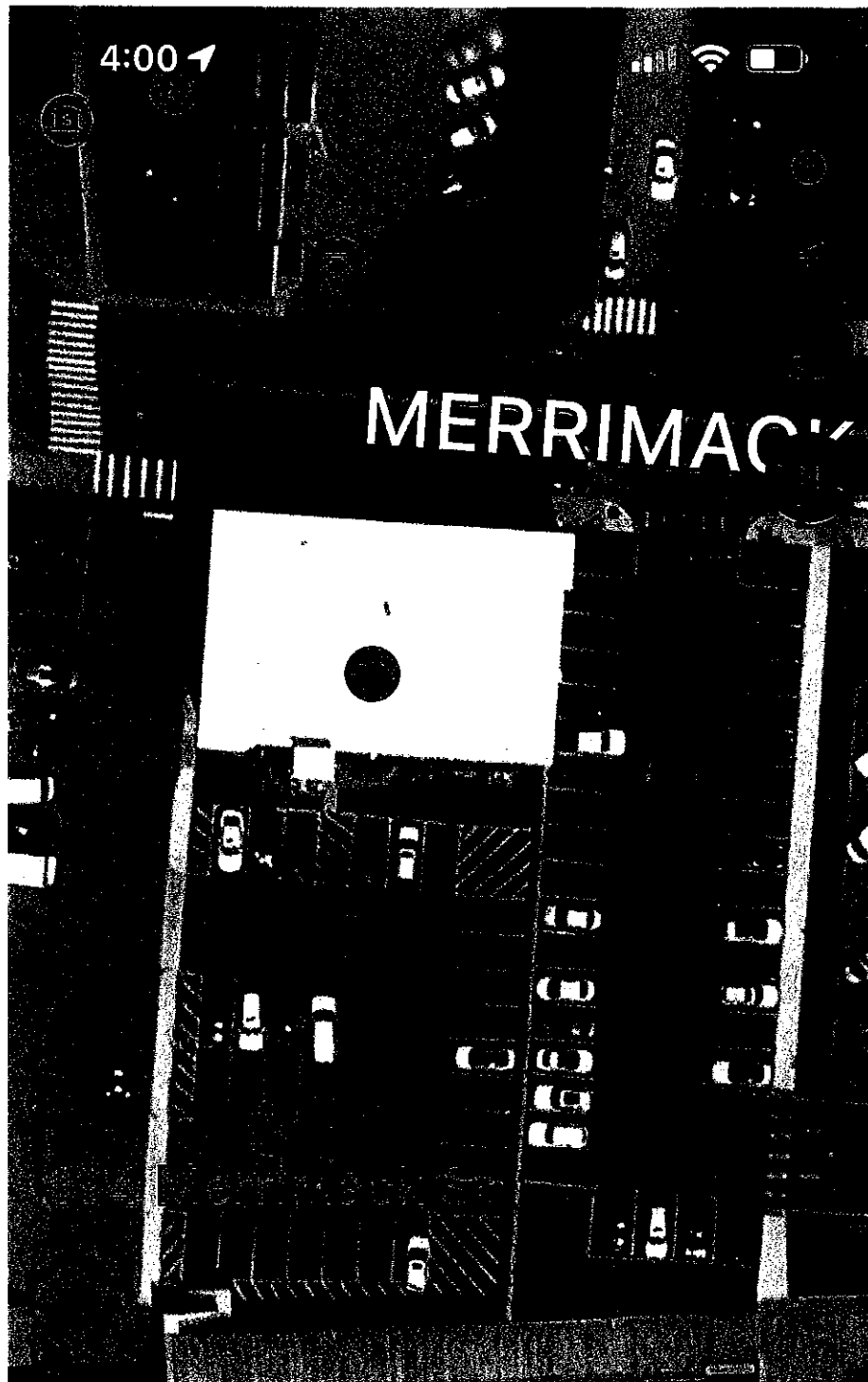
jb27ston@yahoo.com

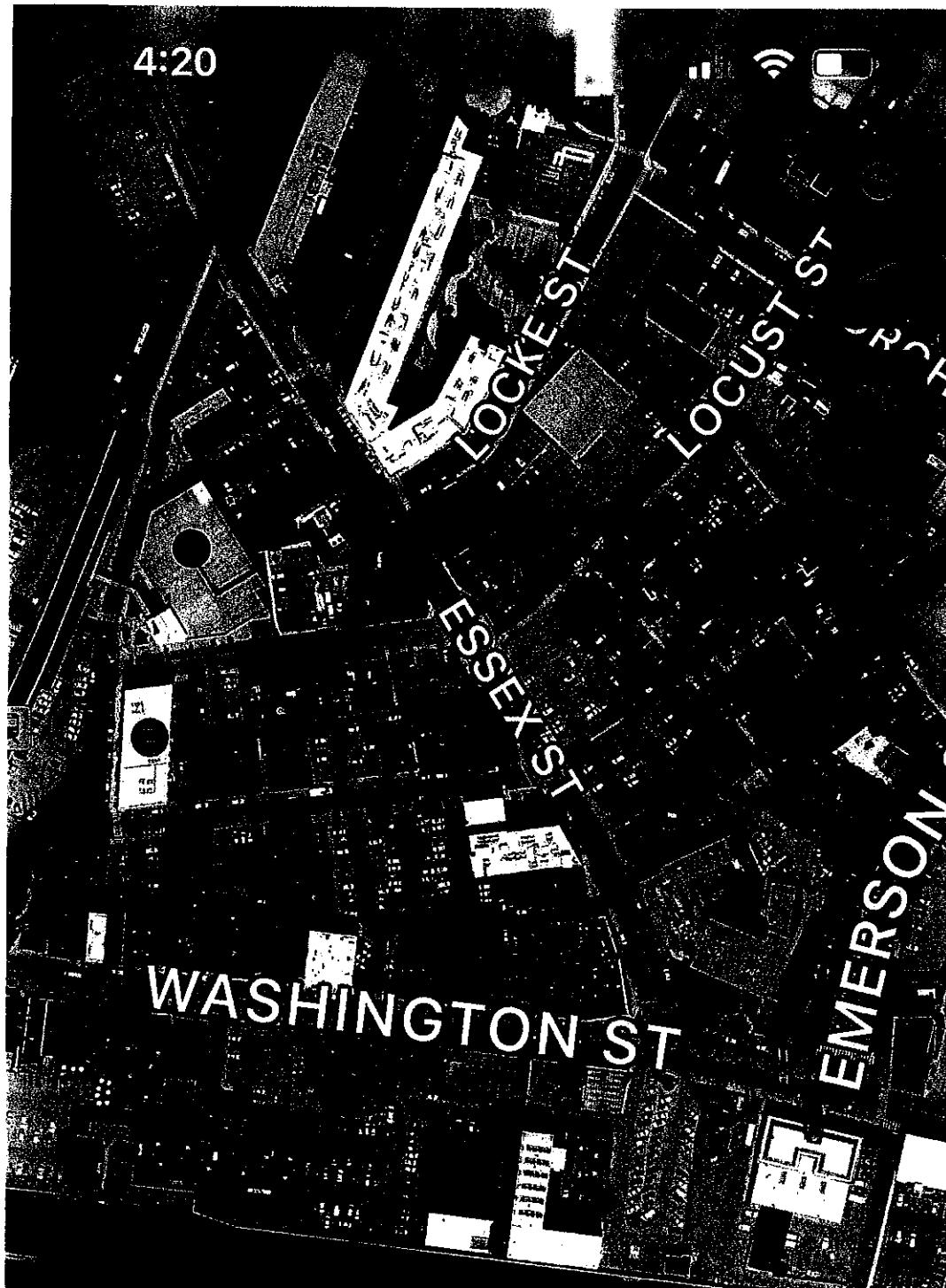
Phone Number

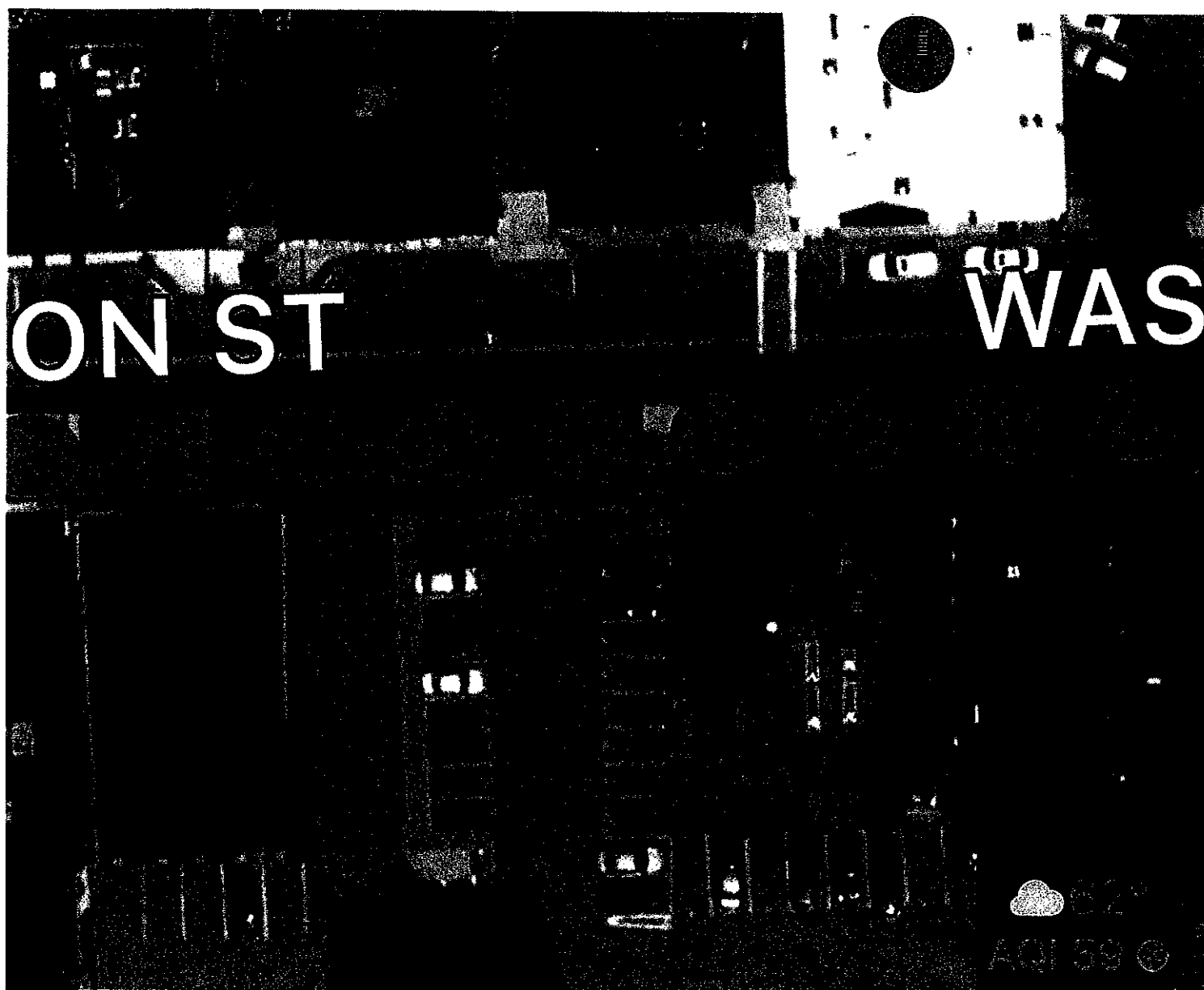
603-425-9194

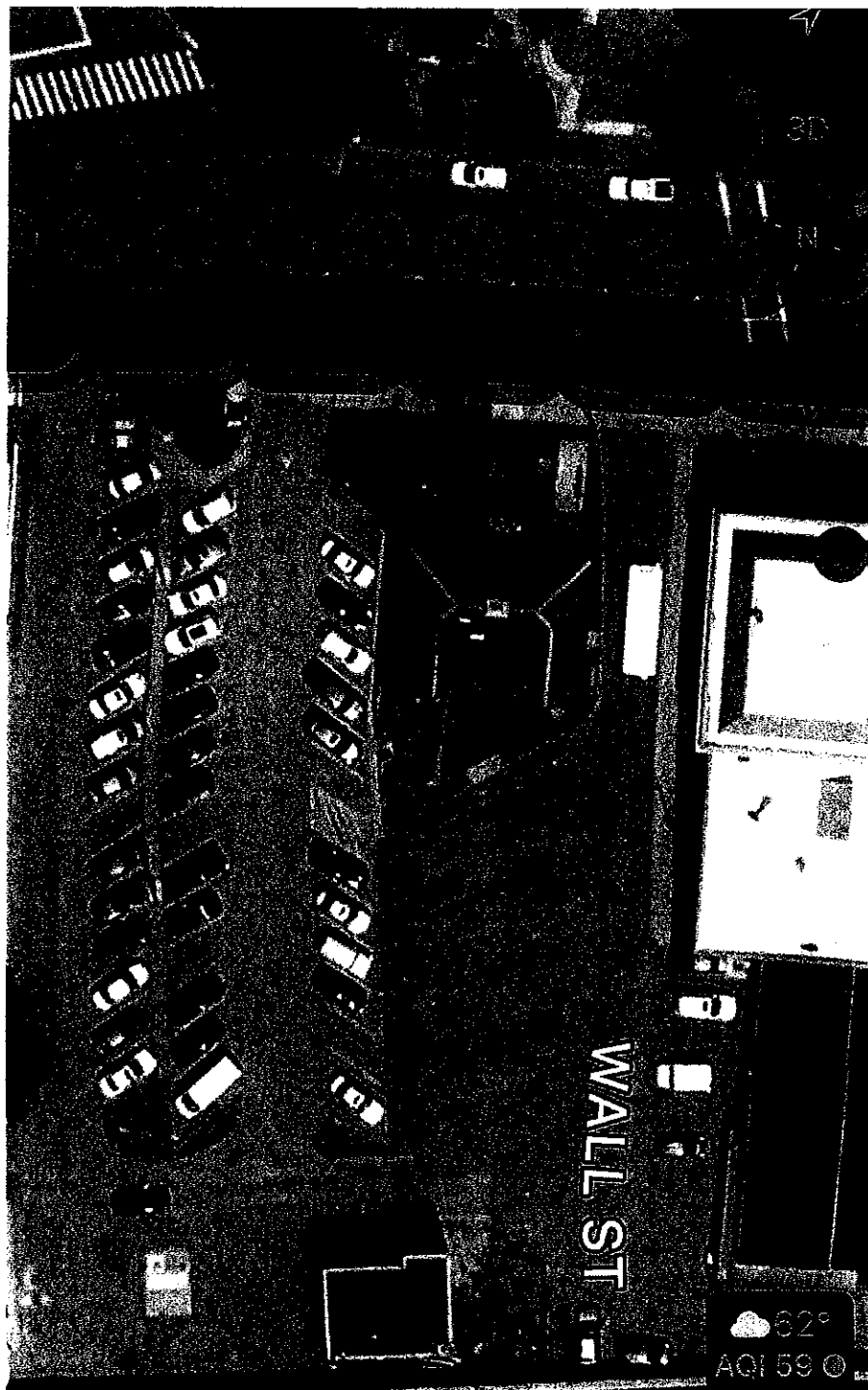
Address

620 Primrose Street  
HAVERHILL, MA 01830

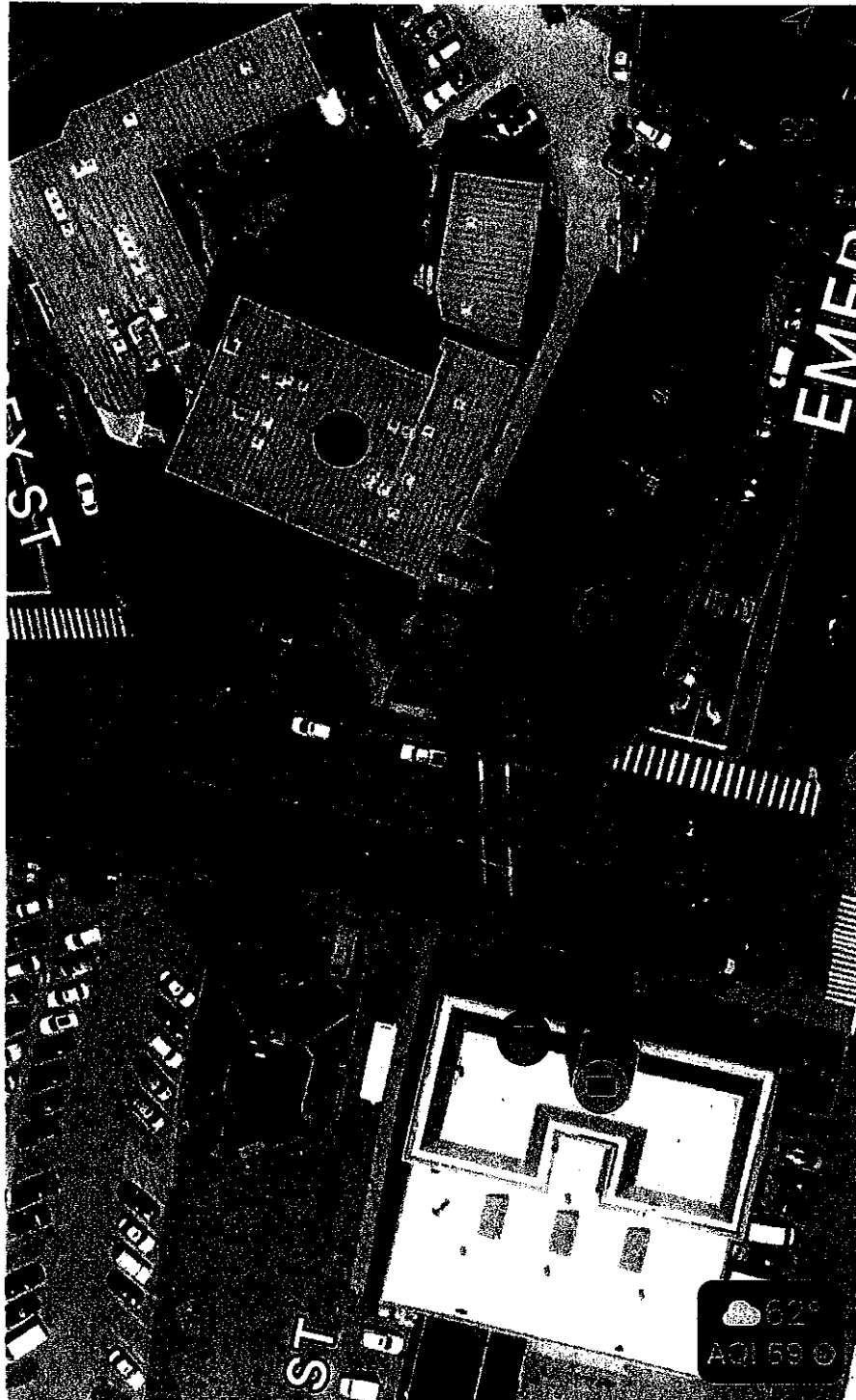


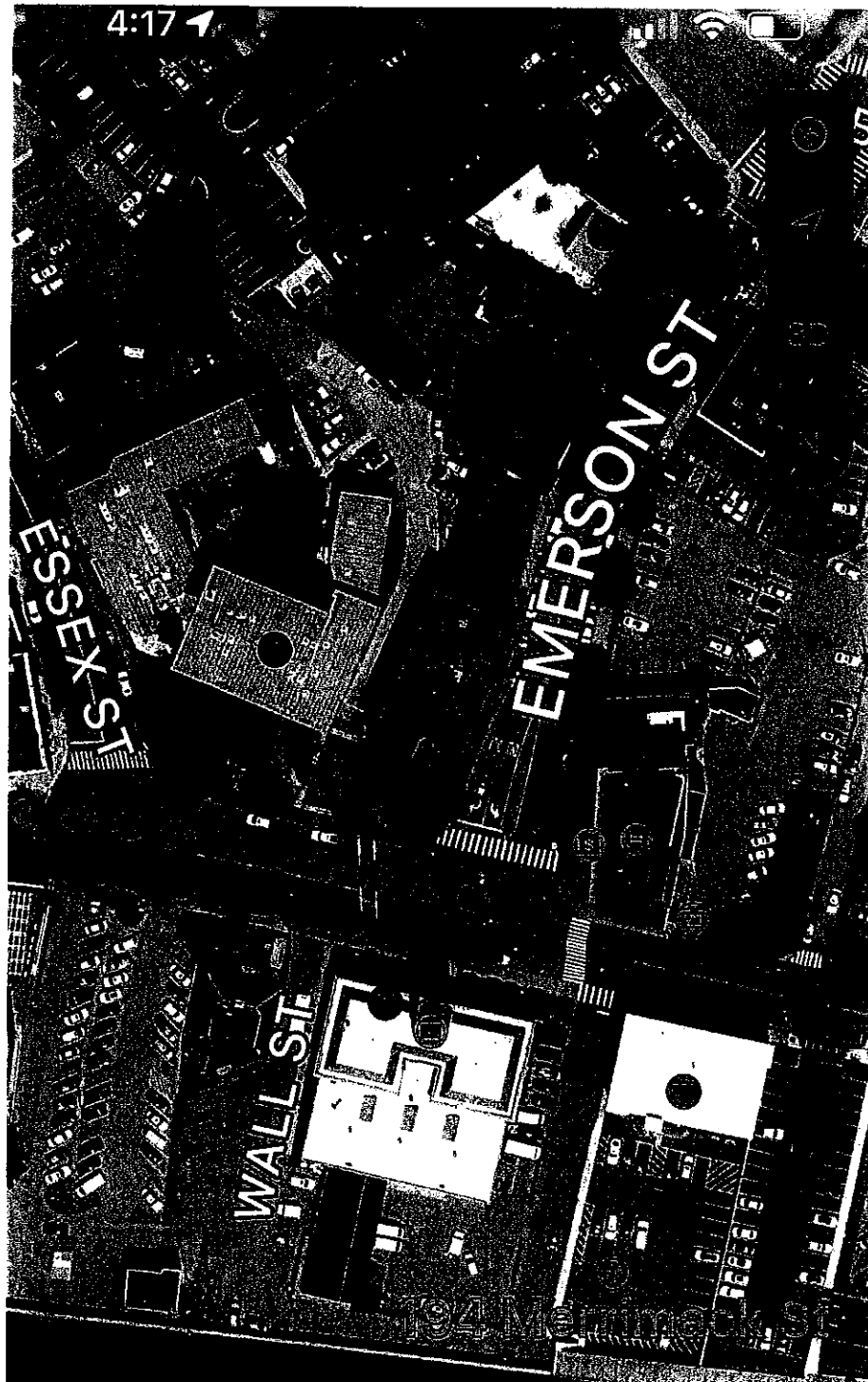












**DPW Approval**

In Progress



**City Council Approval**

Review



**Valet Parking Business License Issued**

Document

**Police CORI Fee**



Waived

Due date



None

**Fees**

Police CORI Fee

\$110.00

**Total Fees**

**\$110.00**



**Kaitlin Wright** ✓

Remove Comment • Jul 12, 2023 at 2:19 pm

CORI not required by city code.

Lilian LeBlanc waived this step - Jul 12, 2023 at 2:11 pm

**DPW Approval**

In Progress

**City Council Approval**

Review

**Valet Parking Business License Issued**

Document

**DPW Approval**● **Active** ▾

Became active 8 days ago

## Assignee



Robert Ward ✕

## Due date



None

**Jason Babin**

Remove Comment • Jul 19, 2023 at 1:57 pm

Hello, we are trying to get these approved before the deadline for the next City Council which is Friday. I tried calling the office today and was told this department doesn't usually sign off on Business Licenses and do not have access to them. We are requesting approval or a minus sign (as Police CORI Fee was done) asap. If you don't have access to it, then I don't know how to get that done either. Thank you.  
Tracy Shoe City Valet 978-994-2631

This step was assigned to Robert Ward - Jul 12, 2023 at 2:12 pm

11/01/11

Fixed Location Street Vendor Permit · Add to a project

**Expiration Date**

Active

**FIXD-23-1****Details**

Submitted on Jun 7, 2023 at 1:09 pm

**Attachments**

4 files

**Activity Feed**

Latest activity on Jul 11, 2023

**Applicant**

Kenneth Zibolis

**Location**

10 CHURCH ST, Bradford, MA 01835

**Timeline****Add New** ▾**Fixed Location Street Vendor Permit Fee Paid**

Paid Jun 7, 2023 at 1:19 pm

**Police Department Approval**

Completed Jun 8, 2023 at 8:30 am

**City Clerk Review**

Completed Jun 12, 2023 at 3:10 pm

**Health Department Approval**

Completed Jul 11, 2023 at 10:20 am

**City Council Approval**

In Progress

**Fixed Location Street Vendor Permit Issued**

Document

## Police Department Approval

  **Complete** ▾

Complete ✓

Assignee

Kevin Lynch

Due date

 None

This step was assigned to Kevin Lynch - Jun 7, 2023 at 1:19 pm  
Kevin Lynch approved this step - Jun 8, 2023 at 8:30 am

## Health Department Approval



Complete ▾

Complete

Assignee

Bonnie Dufresne

Due date



None

**Mark Tolman** ✓

Remove Comment • Jun 7, 2023 at 2:47 pm

Hi Ken,

You need to upload a copy of your serve-safe certificate, allergen-awareness certificate, New Hampshire food permit (If you have one) and a menu.

Any other questions or comments let me know.

Mark

**Kenneth Zibolis**

Remove Comment • Jun 7, 2023 at 3:18 pm

How do I upload that info to u

**Kaitlin Wright**

Remove Comment • Jun 12, 2023 at 3:11 pm

Kenneth, once you uploaded the required docs for Health and Inspectional and they approve, I can go ahead and put you on the council agenda. Please call (978) 374-2312 with any questions.

**Neil Gouveia** ✓

Remove Comment • Jun 13, 2023 at 10:37 am

Hi Ken. I have received your food safety cert and uploaded it to the portal. Please upload allergens cert, menu and food permit for approval.

**Kaitlin Wright**

Remove Comment • Jun 20, 2023 at 11:28 am

@Mark Tolman , Ken dropped off a copy of the menu and allergen cert to the Clerk's office on Friday. If he needs further documentation for your approval, could you please contact him?

**Kenneth Zibolis**

Remove Comment • Jun 22, 2023 at 8:34 am

Morning Mark this is Ken Zibolis I spoke with you Tuesday what paperwork do I need for using my friends restaurant in tewksbury ma for my commisary kitchen

**Bonnie Dufresne**

Remove Comment • Jul 11, 2023 at 10:21 am

Please contact Mark for an inspection prior to opening on your first day. thank You

This step was assigned to Mark Tolman - Jun 7, 2023 at 1:19 pm

Bonnie Dufresne assigned this step to Bonnie Dufresne - Jul 11, 2023 at 10:20 am

Bonnie Dufresne approved this step - Jul 11, 2023 at 10:20 am





## FIXD-23-1

### Fixed Location Street Vendor Permit

**Status:** Active

**Date Created:** Jun 7, 2023

#### Applicant

Kenneth Zibolis  
kenz1951@gmail.com  
12 pigeon ln  
Fremont , Nh 03044  
603-205-2515

#### Primary Location

10 CHURCH ST  
Bradford, MA 01835

#### Owner:

FIRST CHURCH OF CHRIST  
10 CHURCH ST BRADFORD, MA 01835

#### Vendor Information

##### Vendor Date of Birth

07/08/1951

##### Vendor Primary Phone

603-205-2515

##### Duration of Business

1 Year

##### Vendor Social Security Number

xxx-xx-7532

##### Vendor Secondary Phone

--

##### Number of Employees

0

#### Merchandise to be Sold

Food *hotdogs, sausages, hamburgers  
fries, bottled water*

#### Location Information

##### Days to be Open

Over 30 Days

##### Hours of Operation

11am to 7pm

##### Proposed Alternate Location

Washington sq

##### Start Date

06/30/2023

##### Select Location

Bradford Common

##### License Type

New - Fixed Location

##### Do You Require Electrical Power?

No

##### Do You Serve Food?

Yes

#### Attachments



20230607\_125155.jpg


Uploaded by Kenneth Zibolis on Jun 7, 2023 at 1:03 pm




Food Saftey Cert.jpg

Uploaded by Neil Gouveia on Jun 13, 2023 at 10:35 am

(pdf)

 ken z allergen.pdf

Uploaded by Kaitlin Wright on Jun 20, 2023 at 11:27 am


 ken z menu.pdf

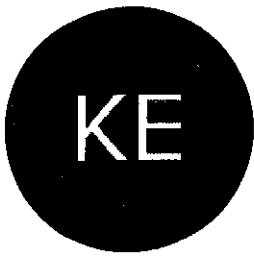
Uploaded by Kaitlin Wright on Jun 20, 2023 at 11:27 am

## History

Date	Activity
Jun 5, 2023 at 3:17 pm	Kenneth Zibolis started a draft of Record FIXD-23-1
Jun 7, 2023 at 1:09 pm	Kenneth Zibolis submitted Record FIXD-23-1
Jun 7, 2023 at 1:19 pm	completed payment step Fixed Location Street Vendor Permit Fee Paid on Record FIXD-23-1
Jun 7, 2023 at 1:19 pm	approval step City Clerk Review was assigned to Kaitlin Wright on Record FIXD-23-1
Jun 7, 2023 at 1:19 pm	approval step Police Department Approval was assigned to Kevin Lynch on Record FIXD-23-1
Jun 7, 2023 at 1:19 pm	approval step Health Department Approval was assigned to Mark Tolman on Record FIXD-23-1
Jun 8, 2023 at 8:30 am	Kevin Lynch approved approval step Police Department Approval on Record FIXD-23-1
Jun 12, 2023 at 3:10 pm	Kaitlin Wright approved approval step City Clerk Review on Record FIXD-23-1
Jun 13, 2023 at 10:35 am	Neil Gouveia added attachment Food Safety Cert to Record FIXD-23-1
Jun 20, 2023 at 11:27 am	Kaitlin Wright added attachment ken z allergen.pdf to Record FIXD-23-1
Jun 20, 2023 at 11:27 am	Kaitlin Wright added attachment ken z menu.pdf to Record FIXD-23-1
Jul 11, 2023 at 10:20 am	Bonnie Dufresne assigned approval step Health Department Approval to Bonnie Dufresne on Record FIXD-23-1
Jul 11, 2023 at 10:20 am	Bonnie Dufresne approved approval step Health Department Approval on Record FIXD-23-1
Jul 11, 2023 at 10:20 am	approval step City Council Approval was assigned to Maria Bevilacqua on Record FIXD-23-1
Jul 11, 2023 at 1:16 pm	Kaitlin Wright assigned approval step City Council Approval to Kaitlin Wright on Record FIXD-23-1
Jul 19, 2023 at 8:07 am	Maria Bevilacqua assigned approval step City Council Approval to Maria Bevilacqua on Record FIXD-23-1

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Fixed Location Street Vendor Permit Fee Paid	Paid	Jun 7, 2023 at 1:09 pm	Jun 7, 2023 at 1:19 pm	-	-
 Police Department Approval	Complete	Jun 7, 2023 at 1:19 pm	Jun 8, 2023 at 8:30 am	Kevin Lynch	-
 City Clerk Review	Complete	Jun 7, 2023 at 1:19 pm	Jun 12, 2023 at 3:10 pm	Kaitlin Wright	-
 Health Department Approval	Complete	Jun 7, 2023 at 1:19 pm	Jul 11, 2023 at 10:20 am	Bonnie Dufresne	-
 City Council Approval	Active	Jul 11, 2023 at 10:20 am	-	Maria Bevilacqua	-
 Fixed Location Street Vendor Permit Issued	Inactive	-	-	-	-



Email Address

kenz1951@gmail.com (mailto:kenz1951@gmail.com)

Phone Number

603-205-2515

Address

12 pigeon ln , Fremont , Nh 03044

Guests

Other users that have the ability to add attachments, request inspections, and pay fees on this record.

Guest's Email

Enter guest's email here...

Grant Access

No guests with access to this record yet

Taxi Driver License · Add to a project

100120042024

Complete

## TDL-23-25

11,10,4,1

### Details

Submitted on Jun 15, 2023 at 1:59 pm



### Attachments

1 file



### Activity Feed

Latest activity on Jul 11, 2023



### Applicant

Vicky Gonzalez

0



### Location

127 Winter Street Unit 19, Haverhill, MA 01830

## Timeline

Add New ▾

### Police Fee

Paid Jun 30, 2023 at 2:09 am

### Annual License Fee

Paid Jun 30, 2023 at 2:10 am

### Police Department Approval

Completed Jul 11, 2023 at 12:38 pm

### City Clerk Review

Completed Jul 11, 2023 at 12:59 pm

### City Council Approval

Completed Jul 11, 2023 at 1:00 pm

### Taxi Driver License

Issued Jul 11, 2023 at 1:00 pm

**Vicky Gonzalez**[View Profile](#)**Email Address**

978vicky@gmail.com (mailto:978vicky@gmail.com)

**Phone Number**

9788722678

**Address**

14 Granite St Unit 308, Haverhill, MA 01832

## Guests

Other users that have the ability to add attachments, request inspections, and pay fees on this record.

**Guest's Email****Grant Access****No guests with access to this record yet**

## TDL-23-25

### Taxi Driver License

**Status:** Complete

**Date Created:** Jun 15, 2023

#### Applicant

Vicky Gonzalez  
978vicky@gmail.com  
14 Granite St Unit 308  
Haverhill, MA 01832  
9788722678

#### Primary Location

127 Winter Street Unit 19  
Unit 19  
Haverhill, MA 01830

#### Application Form

##### Social Security Number

--

##### MA Driver's license

S58778226

##### Applicant Home Address

14 Granite St Unit 308

##### Business Address Street

127 White St

##### Business Address City

Haverhill Ma

##### Business Address City

Haverhill

##### Business Address Zipcode

01832

##### Business Phone

9783777785

#### Attachments



IMG\_0938.jpeg

Uploaded by Vicky Gonzalez on Jun 15, 2023 at 1:56 pm

#### History

##### Date

Jun 15, 2023 at 1:50 pm  
Jun 15, 2023 at 1:59 pm  
Jun 30, 2023 at 2:09 am  
Jun 30, 2023 at 2:10 am  
Jun 30, 2023 at 2:10 am  
Jul 6, 2023 at 10:29 am

##### Activity

Vicky Gonzalez started a draft of Record TDL-23-25  
Vicky Gonzalez submitted Record TDL-23-25  
completed payment step Police Fee on Record TDL-23-25  
completed payment step Annual License Fee on Record TDL-23-25  
approval step Police Department Approval was assigned to Kevin Lynch on Record TDL-23-25  
Maria Bevilacqua assigned inspection step City Clerk Review to Maria Bevilacqua on Record TDL-23-25

Date	Activity
Jul 11, 2023 at 12:38 pm	Kevin Lynch approved approval step Police Department Approval on Record TDL-23-25
Jul 11, 2023 at 12:59 pm	Kaitlin Wright assigned inspection step City Clerk Review to Kaitlin Wright on Record TDL-23-25
Jul 11, 2023 at 12:59 pm	Kaitlin Wright altered inspection step City Clerk Review, changed status from Active to Complete on Record TDL-23-25
Jul 11, 2023 at 1:00 pm	approval step City Council Approval was assigned to Rose Leonard-Flynn on Record TDL-23-25
Jul 11, 2023 at 1:00 pm	Kaitlin Wright approved approval step City Council Approval on Record TDL-23-25
Jul 11, 2023 at 1:00 pm	completed document step Taxi Driver License on Record TDL-23-25
Jul 11, 2023 at 1:00 pm	Kaitlin Wright completed Record TDL-23-25
Jul 11, 2023 at 1:00 pm	Kaitlin Wright altered Record TDL-23-25, changed expirationDate from "" to Jul 10, 2024

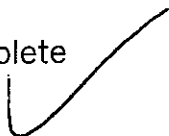
## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Police Fee	Paid	Jun 15, 2023 at 1:59 pm	Jun 30, 2023 at 2:09 am	-	-
 Annual License Fee	Paid	Jun 15, 2023 at 1:59 pm	Jun 30, 2023 at 2:10 am	-	-
 Police Department Approval	Complete	Jun 30, 2023 at 2:10 am	Jul 11, 2023 at 12:38 pm	Kevin Lynch	-
 City Clerk Review	Complete	Jul 11, 2023 at 12:38 pm	Jul 11, 2023 at 12:59 pm	Kaitlin Wright	-
 City Council Approval	Complete	Jul 11, 2023 at 1:00 pm	Jul 11, 2023 at 1:00 pm	Rose Leonard-Flynn	-
 Taxi Driver License	Issued	Jul 11, 2023 at 1:00 pm	Jul 11, 2023 at 1:00 pm	-	-

## Police Department Approval

**Complete** ▾

Complete



Assignee

Kevin Lynch

Due date



None

**Kaitlin Wright**

Remove Comment • Jul 11, 2023 at 10:37 am

@Kevin Lynch , can you look into this and approve if all set?

This step was assigned to Kevin Lynch - Jun 30, 2023 at 2:10 am  
Kevin Lynch approved this step - Jul 11, 2023 at 12:38 pm



11.10.10.11

Second Hand Articles · Add to a project

 **Expiration Date**

Active



107311



### Details

Submitted on Jul 19, 2023 at 11:38 am



### Attachments

0 files



### Activity Feed

Latest activity on Jul 19, 2023



### Applicant

Elaine Drinkwater

 0



### Location

371 RIVER ST Unit Unit 1, Haverhill, MA 01832

## Timeline

Add New ▾

### Second Hand Articles Permit Fee Payment

Paid Jul 19, 2023 at 11:40 am

### City Clerk Approval

Completed Jul 19, 2023 at 2:46 pm

### Police Department Approval

Completed Jul 19, 2023 at 4:24 pm

### City Council Approval

In Progress

### Second Hand Articles Permit Issued

Document

View Profile 

Applicant's Relationship to Owner \*

Other

IF OTHER, Please Specify \*

Landlord

Business Owner Name \*

Elaine Drinkwater

Business Owner Address \*

371 River Street

Business Owner City \*

Haverhill

Business Owner State \*

ma

Business Owner Zip \*

01830

Business Owner Phone \*

617-584-4082

Type of Business Structure \*

Corporation

Business Name \*

Vintage View, Inc.

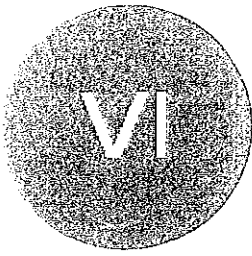
Assignee

✓ Kevin Lynch

Due date

 None

This step was assigned to Kevin Lynch - Jul 19, 2023 at 2:46 pm  
Kevin Lynch approved this step - Jul 19, 2023 at 4:24 pm

**Elaine Drinkwater****Email Address**

vintageviewinc@gmail.com (mailto:vintageviewinc@gmail.com)

**Phone Number**

6175844082

**Address**

371 River Street, Haverhill, MA 01832

**Guests**

Other users that have the ability to add attachments, request inspections, and pay fees on this record.

**Guest's Email**

Enter guest's email here...

**Grant Access**

**No guests with access to this record yet**



City of Haverhill, MA

07/20/2023

**107311****Second Hand Articles****Status:** Active**Date Created:** Jul 19, 2023**Applicant**

Elaine Drinkwater  
vintageviewinc@gmail.com  
371 River Street  
Haverhill, MA 01832  
6175844082

**Primary Location**

371 RIVER ST Unit Unit 1  
Unit Unit 1  
Haverhill, MA 01832

**Owner:**

371 RIVER REALTY TRUST 1234 LAMBROU STEVEN-TRUSTEE  
815 SOUTH MAIN ST BRADFORD, MA 01835

**Business Information****Applicant's Relationship to Owner**

Other

**IF OTHER, Please Specify**

Landlord

**Business Owner Name**

Elaine Drinkwater

**Business Owner Address**

371 River Street

**Business Owner City**

Haverhill

**Business Owner State**

ma

**Business Owner Zip**

01830

**Business Owner Phone**

617-584-4082

**Type of Business Structure**

Corporation

**Business Name**

Vintage View, Inc.

**Attachments**

No attachments

**History****Date**

Jul 19, 2023 at 11:35 am

Jul 19, 2023 at 11:38 am

Jul 19, 2023 at 11:40 am

Jul 19, 2023 at 11:40 am

Jul 19, 2023 at 2:46 pm

Jul 19, 2023 at 2:46 pm

Jul 19, 2023 at 4:24 pm

Jul 19, 2023 at 4:25 pm

**Activity**

Elaine Drinkwater started a draft of Record 107311

Elaine Drinkwater submitted Record 107311

completed payment step Second Hand Articles Permit Fee Payment on Record 107311

approval step City Clerk Approval was assigned to Maria Bevilacqua on Record 107311






Maria Bevilacqua approved approval step City Clerk Approval on Record 107311

approval step Police Department Approval was assigned to Kevin Lynch on Record 107311

Kevin Lynch approved approval step Police Department Approval on Record 107311

approval step City Council Approval was assigned to Maria Bevilacqua on Record 107311

**Timeline**

Label	Status	Activated	Completed	Assignee	Due Date
 Second Hand Articles Permit Fee Payment	Paid	Jul 19, 2023 at 11:38 am	Jul 19, 2023 at 11:40 am	-	-
 City Clerk Approval	Complete	Jul 19, 2023 at 11:40 am	Jul 19, 2023 at 2:46 pm	Maria Bevilacqua	-
 Police Department Approval	Complete	Jul 19, 2023 at 2:46 pm	Jul 19, 2023 at 4:24 pm	Kevin Lynch	-
 City Council Approval	Active	Jul 19, 2023 at 4:25 pm	-	Maria Bevilacqua	-
 Second Hand Articles Permit Issued	Inactive	-	-	-	-

**PRIMARY LOCATION**

The main location associated with this record.

**371 RIVER ST Unit Unit 1**

Haverhill, MA 01832

504-243-3-1

**View Location** 

**Property Owner Information** (for this record)

Name

371 RIVER REALTY TRUST 1234 LAMBROU STEVEN-TRUSTEE

Email Address

--

Phone Number

--

Address

815 SOUTH MAIN ST  
BRADFORD, MA 01835



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

ORDERED:

*Construction  
Easement  
Agreement*

1211

**That the Mayor be and is hereby authorized to execute a certain Construction Easement Agreement, a copy of which is attached hereto and incorporated herein, which provides Beck Residential, LLC, 19 and 31-35 Railroad Avenue with a certain temporary construction easement during the period of construction of and during any period of maintenance of the retaining wall and retaining wall tie back system, all as described in the attached document and plan.**



## **CONSTRUCTION EASEMENT AGREEMENT**

This Construction Easement Agreement (the "Agreement") is entered into as of [Month] \_\_\_\_, 2023, by and between the City of Haverhill, a Massachusetts municipal corporation acting by and through its Mayor pursuant to the vote taken by the Haverhill City Council on \_\_\_\_, 2023, a certified copy of which is attached hereto and incorporated herein, having an address of 4 Summer Street, Haverhill, MA 01830, ("Haverhill") and Beck Residential, LLC, a Massachusetts limited liability having a principal place of business at 31 Milk Street, Suite 401, Boston, MA 02109 ("Beck").

### **RECITALS:**

**WHEREAS**, Haverhill is the owner of Railroad Avenue in Haverhill, Massachusetts and Beck is the owner of 19 and 31-35 Railroad Avenue in Haverhill, Massachusetts pursuant to the deed to Beck dated April 26, 2023 recorded with Essex South Registry of Deeds in Book 415339, Page 19 (the "Railroad Parcel");

**WHEREAS**, Beck has requested certain surface and subsurface easements in order to construct a retaining wall on the Railroad Parcel and Beck has requested a construction easement within a portion of Railroad Avenue for temporary use during construction of the retaining wall on the Railroad Parcel;

**WHEREAS**, Beck and Haverhill desire to state further their understanding regarding the foregoing as stated further herein.

**NOW, THEREFORE**, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Haverhill and Beck hereby agree as follows:

**A. Easements granted by Haverhill to Beck:**

1. Haverhill hereby grants to Beck a temporary construction easement to use the area designated on Exhibit A attached hereto as the "Temporary Construction Easement" during the period of construction of and during any period of maintenance of the retaining wall and retaining wall tie back system (the "Temporary Construction Easement Area").
2. Minor encroachment of the footings for the retaining wall into Railroad, if any, in order to stabilize the retaining wall are permissible.

**B. Covenants and Agreements by Beck:**

1. Beck confirms that the exercise of the easements under Section A shall be solely carried out in the Temporary Construction Easement Area (or as to minor encroachment of footings for the retaining wall and that there shall be no obstruction or interference by Beck in the passage of vehicular traffic along Railroad Avenue during construction of the retaining wall, or with any existing or future improvements to Railroad Avenue.

2. Beck hereby agrees to save harmless and indemnify Haverhill, its employees, agents, and contractors, from and against any and all losses, claims, demands, actions, damages, liabilities, costs and expenses including reasonable attorney's fees in any way related to or arising out of the retaining wall or the exercise by Beck of its rights under Sections A above.

3. The rights and easements granted and reserved by this Agreement and the covenants and agreements herein contained shall run with and be appurtenant to the Beck and Railroad Avenue, respectively, and shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Executed in two or more counterparts as the date first set forth above.

Signed as of this \_\_\_\_ day of \_\_\_\_\_, 2023.

Approved as to form:

\_\_\_\_\_  
William D. Cox, Jr., Esquire

CITY OF HAVERHILL,

By its Mayor

\_\_\_\_\_  
James J. Fiorentini

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

On this \_\_\_\_ day of \_\_\_\_\_, 2023 before me, the undersigned notary public, personally appeared James J. Fiorentini, Mayor of the City of Haverhill, as aforesaid, who proved to me through satisfactory evidence of identification, which was ☐ photographic identification with signature issued by a federal or state government agency, ☐ oath or affirmation of a credible witness, ☐ personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated on behalf of the City of Haverhill.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public:

My commission expires

BECK RESIDENTIAL, LLC

By: \_\_\_\_\_  
Michael D. Procopio  
an Authorized Signatory

**COMMONWEALTH OF MASSACHUSETTS**

\_\_\_\_\_ County, ss.

On this \_\_\_\_ day of \_\_\_\_\_ 2023, before me, the undersigned notary public, personally appeared the above-named Michael D. Procopio, Authorized Signatory of Beck Residential, LLC, who proved to me through satisfactory evidence of identification, which was personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Authorized of Beck Residential, LLC as the free act and deed and voluntary act of such limited liability company.

\_\_\_\_\_  
Notary Public

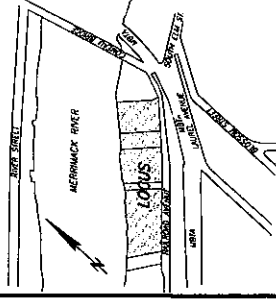
My Commission Expires:

EXHIBIT A

**FELDMAN**  
G E O S P A T I A L

BOSTON HEADQUARTERS  
152 HAMPSDEN STREET  
BOSTON, MA 02119  
  
WORCESTER OFFICE  
27 MECHANIC STREET  
WORCESTER, MA 01608  
(617)357-9740  
www.feldmangeo.com

Right: From the Ground Up



LOCUS MAP NOT TO SCALE

**TEMPORARY  
CONSTRUCTION  
EASEMENT  
PLAN**  
#31-35 & #19  
RAILROAD AVENUE  
HAVERHILL, MASS.

DRAWING NAME:

DATE: MARCH 31, 2023

REVISIONS:

FILENAME: 17807-0 Temp Easling  
RESEARCH: TM/SPP FIELD CHIEF: PS/GJ  
PROJ MGR: SPP APPROVED: DJR  
CALC: JD/SPP CAD: MV/SPP/PLC  
FIELD CHK: CRD FILE:



SHEET NO. 1 OF 1

MASSACHUSETTS STATE  
PLANNING BOARD  
PLANNING MAP 1983

~ 1,034' ± ~  
(ALONG MEAN HIGH WATER LINE)

N45°10'34"E  
1030.85' (TIE LINE)

(SEE NOTE #2)  
MEAN HIGH WATER LINE  
(1-2-2003)

Now or Formerly  
RAILROAD AVE OWNER, LLC  
BOOK 4044, PAGE 430  
PLAN 800X 75, PLAN 70  
PLAN 800X 362, PLAN 64  
PLAN 800X 373, PLAN 77  
PLAN 800X 467, PLAN 80  
PLAN NO. 156 OF 1956

**TOTAL LOT AREA**  
247,959± SQ. FT.  
5.692± ACRES

PROPOSED  
BUILDING

TEMPORARY  
CONSTRUCTION EASEMENT  
AREA=10,713 SQ. FT.

N47°47'16"E  
412.04'

S47°14'15"E  
31.00'

S47°14'15"E  
15.96'

S47°47'16"W  
412.05'

S47°47'16"W  
412.05'

**RAILROAD AVENUE**  
(PUBLIC - VARIABLE WIDTH)  
(LAYOUT #883)

PROPOSED WALL  
REMAINING PORTION OF FRONT LOT KNOWN AS RAILROAD AVENUE  
(OWNERS UNKNOWN)

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

S47°12'44"E  
52.72'

**REFERENCES**

ESSEX COUNTY REGISTRY OF DEEDS  
DEED 800X 28632, PAGE 2  
PLAN 800X 41421 PLAN 438  
PLAN 800X 75, PLAN 70  
PLAN 800X 156, PLAN 64  
PLAN 800X 362, PLAN 64  
PLAN 800X 373, PLAN 77  
PLAN 800X 467, PLAN 80  
PLAN NO. 156 OF 1956  
  
CITY OF HAVERHILL ENGINEERING DEPARTMENT  
RAILROAD AVENUE PLAN NO. 8213  
RAILROAD AVENUE PLAN NO. 8883  
MASSACHUSETTS HIGHWAY DEPARTMENT  
SOUTH ELM STREET BRIDGE H-12-6  
STATE HIGHWAY LAYOUT 7681

RESERVED FOR REGISTRY USE

**LEGEND**

- BOUND FOUND
- STAKE
- IRON PIPE
- CALCULATED
- FO
- IR
- FOUND
- IRON ROD
- RECORD
- SB
- STONE BOUND
- SQ. FT. . . . . SQUARE FEET
- STK
- STAKE
- SET

**NOTES:**

- THE PURPOSE OF THIS PLAN IS TO SHOW THE LOCATION OF THE TEMPORARY CONSTRUCTION EASEMENT AS SHOWN HEREON.
- MEAN HIGH WATER IS BASED ON ELEVATIONS OF A 18 YEAR TIDAL EPOCH BETWEEN STATION NEWBURYPORT, MERRIMACK RIVER, MA #840864 AND STATION RIVERSIDE, MERRIMACK RIVER #9440889 WITH AN ELEVATION OF 4.46 FT. (NAVD 1983).
- THE PORTION OF THE BOUNDARY ALONG THE RIVER IS SUBJECT TO CHANGE DUE TO EROSION, DEPOSITION AND IT MAY OR MAY NOT REPRESENT THE ACTUAL LOCATION OF THE UNIT OF TITLE.
- THE BOUNDARY SHOWN HEREON REFERS TO A PLAN ENTITLED "APPROVAL NOT REQUIRED PLAN OF LAND, #31-35 & #19 RAILROAD AVENUE HAVERHILL, MASS. NOVEMBER 4, 2022. 1" = 50' PREPARED BY FELDMAN LAND SURVEYORS." RECORDED IN ESSEX COUNTY PLAN BOOK 41421, PAGE 438.



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

12.2

ORDERED:

*live agreement*

**That the Mayor be and is hereby authorized to execute a certain Right of Way Line Adjustment Agreement, a copy of which is attached hereto and incorporated herein, with Beck Residential, LLC, 19 and 31-35 Railroad Avenue, and, Haverhill Park Foundation, Inc., to adjust the existing right of way line for Railroad Avenue, all as described in the attached document and plan.**

## **RIGHT OF WAY LINE ADJUSTMENT AGREEMENT**

This Right of Way Line Adjustment Agreement (the "Agreement") is entered into as of [Month] [Day], 2023, by and among the City of Haverhill, a Massachusetts municipal corporation acting by and through its Mayor pursuant to the vote taken by the Haverhill City Council on [Month][Day], 2023, a certified copy of which is attached hereto and incorporated herein, having an address of 4 Summer Street, Haverhill, MA 01830, ("Haverhill"), Haverhill Park Foundation, Inc., a Massachusetts non-profit corporation having an address of 4 Summer Street, Haverhill, MA 01830 ("Foundation") and Beck Residential, LLC, a Massachusetts limited liability having a principal place of business at 31 Milk Street, Suite 401, Boston, MA 02109 ("Beck").

### **RECITALS:**

WHEREAS, Haverhill is the owner of Railroad Avenue in Haverhill, Massachusetts, Foundation is the owner of 236 South Elm Street in Haverhill, Massachusetts pursuant to the deed to Foundation dated October 13, 2021 recorded with Essex South Registry of Deeds in Book 40448, Page 115 (the "Foundation Parcel"), and Beck is the owner of 19 -and 31-35 Railroad Avenue in Haverhill, Massachusetts pursuant to the deed to Beck dated April 26, 2023 recorded with Essex South Registry of Deeds in Book 415339, Page 19 (the "Beck Parcel");

WHEREAS, Railroad Avenue abuts both the Beck Parcel and the Foundation Parcel; and

WHEREAS, all parties wish to adjust the existing right of way line of Railroad Avenue as they currently are reflected in the above-referenced deed and the layout plan recorded in the Essex South Registry in Plan Book 41421, Plan 438 (the "Existing Right of Way Line");

NOW THEREFORE, for good and valuable consideration, the mutual receipt and sufficiency of which is hereby acknowledged, both parties do hereby agree as follows:

1. A portion of the Beck Parcel is shown on a certain plan of land entitled "Railroad Avenue Relocation", made by Feldman Geospatial dated July 10, 2023, endorsed by the Haverhill City Engineer on {Month}[Day], 2023 to be recorded herewith (hereinafter the "Plan" which depicts that Beck is the owner of those two (2) certain parcels identified as (a) Parcel "A" containing approximately 13\_square feet, and (b) Parcel "C".
2. A portion of the Foundation Parcel is shown on the Plan which depicts that that the Foundation is the owner of that certain parcel identified as Parcel "D" containing approximately 4,453 square feet.
3. Railroad Avenue has been divided into two parcels and thereby Parcel "B" of approximately 3,212 square feet and the remainder of Railroad Avenue as shown on the Plan. .
4. Both parties agree that the Existing Right of Way Line is hereby adjusted as shown on the Plan so that:

for consideration of One Dollar (\$1.00), Haverhill hereby grants all of its right, title and interest in and to Parcel "B" to Beck and the remaining portion of the Beck Parcel and Parcel B shall be combined, such that Parcel "B" no longer being part of Railroad Avenue,

for consideration of One Dollar (\$1.00), Beck grants all of its right, title and interest and to Parcels "A" and "C", subject to all recorded encumbrances thereto to the extent remaining in force and effect, to Haverhill and Parcels "A" and "C" shall become part of Railroad Avenue, and

for consideration of One Dollar (\$1.00), Foundation hereby grants all of its right, title and interest in and to Parcel "D", subject to all recorded encumbrances thereto to the extent remaining in force and effect, to Haverhill and Parcel "D" shall become part of Railroad Avenue.

5. Except as may be otherwise further set forth in valid instruments duly recorded in the Essex South Registry of Deeds, all other rights of the parties in and to their respective properties shall be preserved, and neither party shall be deemed to have accrued or obtained any right, title and/or interest in or to the property of the other by use, prescription, possession, action or omission of



each other or their predecessors, including without limitation the construction or use of fencing on or between the properties.

6. To the extent any right, title or interest shall be deemed to have accrued to either party in the other's property, by such use, prescription, possession, action or omission of the parties or their predecessors, the parties do hereby release and convey back to the other any and all such right, title and/or interest having so accrued from any time previously to the date of the execution of this Agreement.
7. This Agreement shall be binding on the parties' heirs, successors and assigns, but only as it applies to the actions of the parties and/or their predecessors occurring on or before the date of this Agreement. This Agreement shall not prevent the parties, their heirs, successors and/or assigns from entering into agreements in the future with respect to their respective properties.

Witness our hands and seals this \_\_\_\_ day of \_\_\_\_\_, 2023.

Approved as to form:

\_\_\_\_\_  
William D. Cox, Jr., Esquire

CITY OF HAVERHILL,

By its Mayor

\_\_\_\_\_  
James J. Fiorentini

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

On this \_\_\_\_ day of \_\_\_\_\_, 2023 before me, the undersigned notary public, personally appeared James J. Fiorentini, Mayor of the City of Haverhill, as aforesaid, who proved to me through satisfactory evidence of identification, which was ☐ photographic identification with signature issued by a federal or state government agency, ☐ oath or affirmation of a credible witness, ☐ personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated on behalf of the City of Haverhill.

\_\_\_\_\_  
Notary Public:

My commission expires

HAVERHILL PARK FOUNDATION, INC.

By: \_\_\_\_\_  
James J. Fiorentini, President

Essex, ss.

On this \_\_\_\_ day of \_\_\_\_\_, 2023 before me, the undersigned notary public, personally appeared James J. Fiorentini, President of Haverhill Park Foundation, Inc., as aforesaid, who proved to me through satisfactory evidence of identification, which was ☐ photographic identification with signature issued by a federal or state government agency, ☐ oath or affirmation of a credible witness, ☐ personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated on behalf of the Haverhill Park Foundation, Inc.

\_\_\_\_\_  
Notary Public:

My commission expires

BECK RESIDENTIAL, LLC

By: \_\_\_\_\_  
Michael D. Procopio  
an Authorized Signatory

COMMONWEALTH OF MASSACHUSETTS

\_\_\_\_\_ County, ss.

On this \_\_\_\_ day of \_\_\_\_\_ 2023, before me, the undersigned notary public, personally appeared the above-named Michael D. Procopio, Authorized Signatory of Beck Residential, LLC, who proved to me through satisfactory evidence of identification, which was personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Authorized of Beck Residential, LLC as the free act and deed and voluntary act of such limited liability company.

## CONSENT OF MORTGAGEE

Needham Bank, a Massachusetts banking corporation, as the holder of a mortgage effective as of May 16, 2023 involving the Railroad Parcel recorded with the Essex South Registry of Deeds in Book 41565, Page 113 consents to the foregoing Right of Way Line Adjustment Agreement.

Executed as of \_\_\_\_\_, 2023

NEEDHAM BANK

By: \_\_\_\_\_

Name:

Title:

## COMMONWEALTH OF MASSACHUSETTS

\_\_\_\_\_ County, ss.

On this \_\_\_\_ day of \_\_\_\_\_ 2023, before me, the undersigned notary public, personally appeared the above-named \_\_\_\_\_, \_\_\_\_\_ of Needham Bank, who proved to me through satisfactory evidence of identification, which was personal knowledge of the undersigned, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as \_\_\_\_\_ of Needham Bank as the free act and deed and voluntary act of such banking corporation.



DATE: JULY 14, 2022

TIME: 1709Z-4 = 1600 = 08 AM EDT

SEARCH: M/SPD FIELD CHGR: P/CL

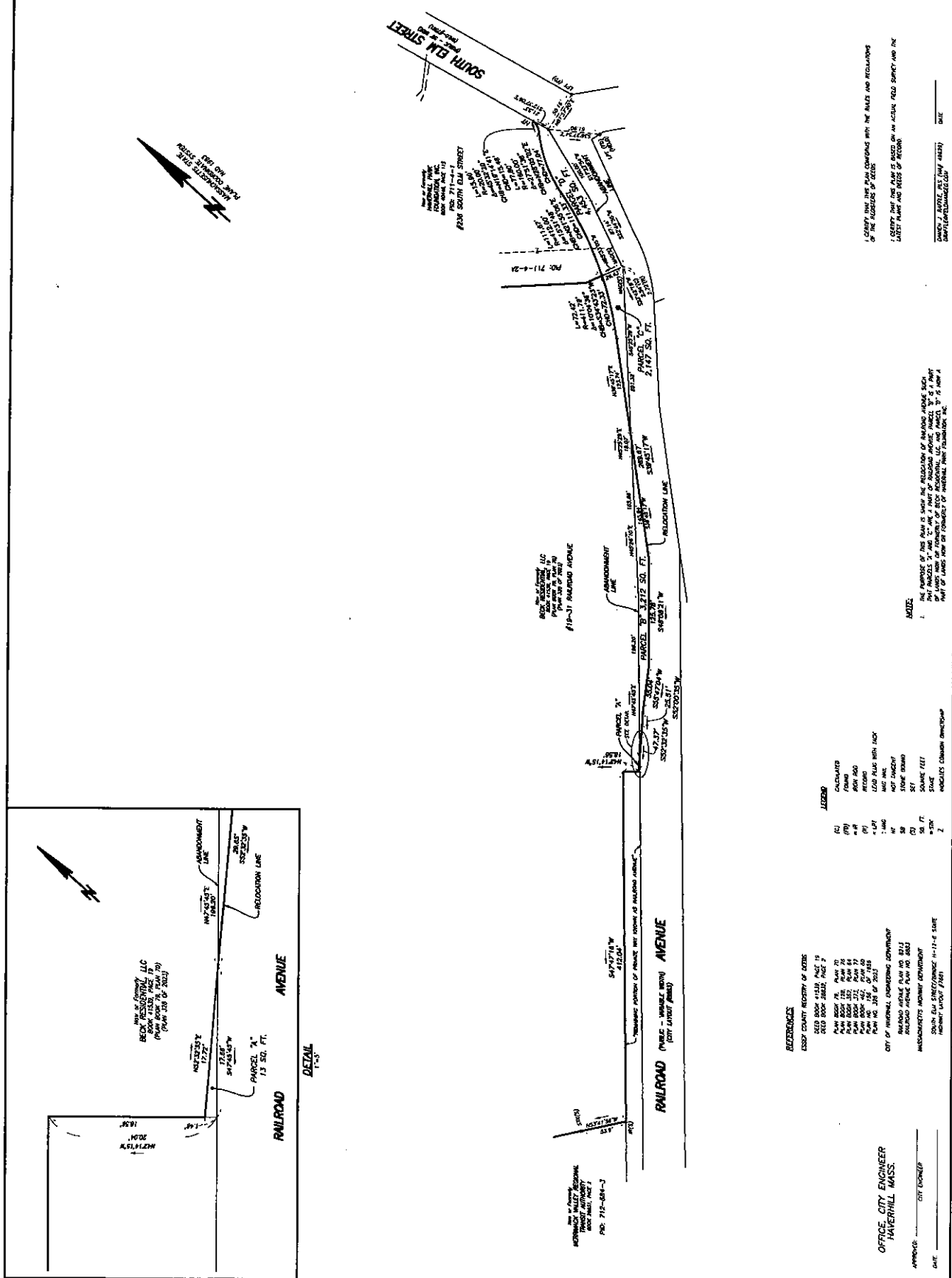
OL: M/SPD SHIP APPROVED: BAR

LC: 40/SPD CAC: M/SPD

OLD CME: OLD FILE

0 25 50 100

SCALE: 1"=50'



*Related Communication*

**CITY OF HAVERHILL  
MASSACHUSETTS  
CITY SOLICITOR'S OFFICE**

145 South Main Street  
Bradford, MA 01835  
(978) 373-2360  
FAX: 978/372-0688  
EMAIL: billcoxlaw@aol.com

**WILLIAM D. COX, JR.  
CITY SOLICITOR**

July 20, 2023

TO: Timothy J. Jordan, President and Members of the Haverhill City Council

FROM: William D. Cox, Jr., Esq., City Solicitor

RE: Orders - Beck Residential, LLC - Construction Easement & Right of Way  
Adjustment Agreement

I am submitting two Orders seeking City Council authorization for the Mayor to sign a Construction Easement & Right of Way Adjustment Agreement with Beck Residential, LLC, located at 19 and 31-35 Railroad Avenue, regarding their ongoing development of the site and improvements to the roadway.

Beck is seeking the use of an area provided for in the Construction Easement and shown on the plan attached on a temporary basis for the construction of a retaining wall. The Agreement also provides that there may be some encroachment of the below grade footings for the wall into this area. The involved area is roadway and we do not anticipate any issue with minor encroachments as provided for.

In order to facilitate the reconstruction of Railroad Avenue there are several sections which are in need of adjustment, as provided for in the Right of Way Adjustment Agreement and shown on the plan attached. The Agreement will establish the adjustments for all parties, including Beck and the Haverhill Park Foundation, as of record, and, ultimately improve the roadway.

Both Orders have been reviewed and approved by John Pettis, City Engineer. Please feel free to discuss any questions or concerns you may have about Orders. Thank you.

cc: James J. Fiorentini, Mayor



Related Communication  
**Haverhill**

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

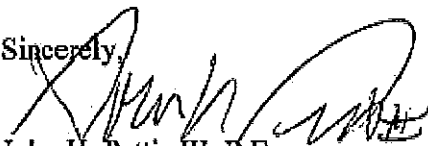
July 20, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND  
MEMBERS OF THE CITY COUNCIL**

**Subject: *Orders – Beck Residential, LLC – Construction Easement &  
Right of Way Adjustment Agreement***

Please note that I have reviewed the subject documents and am fully supportive. The Beck Residential project has been Officially Addressed 39 Railroad Avenue by my Office.

Please contact me if you have any questions.

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

C: Mayor Fiorentini, Ward, Cox





DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

ORDERED:

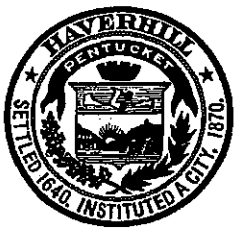
**AN ORDINANCE RELATING TO VEHICLES AND TRAFFIC**

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, § Chapter 240-95 Schedule L: Stop Streets, as amended, is hereby further amended by adding the following:

Stop Street	Direction of Travel	At intersection of
Cedar Street	North/South	Twelfth Avenue
Twelfth Avenue	East/West	Cedar Street

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](mailto:JPettis@CityOfHaverhill.com)

July 21, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND  
MEMBERS OF THE CITY COUNCIL**

**Subject: *Cedar Street & Twelfth Avenue – Stop Ordinances***

As requested by Traffic & Safety, see attached ordinances for existing stop signs on Twelfth Avenue and proposed stop signs on Cedar Street.

Please contact me if you have any questions.

Sincerely,

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

C: Mayor Fiorentini, Ward, Pistone, O'Brien, Pillsbury, Wright, Cox, Lynch, Brown



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

*File 10 days*

*13.2*

ORDERED:

MUNICIPAL ORDINANCE

CHAPTER 240

**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, as amended, be further amended by deleting the following from § 240-85 Schedule B: Parking Restrictions and Prohibitions:

Kingsbury Avenue	No Parking	24 hrs
From South Main Street south a Distance of 150', east side		

Kingsbury Avenue	No Parking	24 hrs
Bradford College side, from the Intersection with South Main Street To the college library lot entrance		

Also, that § Chapter 240-85 Schedule B: Parking Restrictions and Prohibitions, as amended, is hereby further amended by adding the following:

Kingsbury Avenue	No Parking	24 hrs
From South Main Street south a Distance of 2250', east side		

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](mailto:JPettis@CityOfHaverhill.com)

July 21, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND  
MEMBERS OF THE CITY COUNCIL**

**Subject: *Kingsbury Avenue - Parking Restriction***

As requested by Traffic & Safety, attached is the Ordinances for Parking Restriction on Kingsbury Avenue, adjacent to the College and Carrington Estates properties. As the pavement is too narrow to support parking on the east side of the roadway cars often park on the grass shoulder, leading to erosion and severe rutting. The attached also removes two existing restrictions that are encompassed within the same area.

Please contact me if you have any questions.

Sincerely,

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

C: Mayor Fiorentini, Ward, Cox, Pistone, O'Brien



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

*File 10 days*

*133*

ORDERED:

That Five Hundred Sixteen Thousand, Five Hundred and Forty Dollars (\$516,540) is appropriated to acquire two salting/snowplowing trucks, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

Further Ordered: That the Treasurer is authorized to file an application with the appropriate officials of the Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized to be borrowed pursuant to this loan order and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

*Loan Order*

JAMES J. FIORENTINI  
MAYOR



CITY OF HAVERHILL  
MASSACHUSETTS

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

July 21, 2023


City Council President Timothy J. Jordan and Members of the Haverhill City Council

**RE: Loan Order for \$516,540.00 for Two New Salting-Snow Plowing Trucks**

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

Please see attached loan order for \$516,540.00 for two new salting-snow plowing trucks.  
This item must remain on file for 10 days after which I recommend approval.

Very truly yours,



James J. Fiorentini  
Mayor

JJF/lyf



# City of Haverhill

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

Date: July 19, 2023

To: The Honorable James J. Fiorentini  
Mayor of Haverhill

From: Robert E. Ward *REW*  
DPW Director

Subj: Subject: Proposed Loan Order for Purchasing Two New Salting/Snow Plowing Trucks

Attached for your approval and City Council approval is a proposed loan order for \$516,540 for funding to purchase two new salting/snow plowing trucks.

The new salt/snowplow trucks will replace two trucks that are in extremely poor condition, will not pass the safety inspection, and are difficult, if not impossible, to find parts for. The annual debt payment will be approximately \$60,000 for a 10-year term.

If the loan order is acceptable to you, I will submit it to the City Clerk for the City Council meeting on July 25th. I plan to attend the City Council meeting on August 28th to answer questions.

If you need additional information, please email me at [rward@haverhillwater.com](mailto:rward@haverhillwater.com) or call me at (978) 374-2382.

Cc: Angel A. Perkins, City Auditor/Finance Director, [aperkins@cityofhaverhill.com](mailto:aperkins@cityofhaverhill.com)  
Yenise Rozon, City Treasurer, [yrozon@cityofhaverhill.com](mailto:yrozon@cityofhaverhill.com)  
Michael Arpino, Highway Superintendent, [marpino@cityofhaverhill.com](mailto:marpino@cityofhaverhill.com)



DOCUMENT 15-E

**CITY OF HAVERHILL**

In Municipal Council July 11 2023

~~ORDINANCE~~  
Ordinance

**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:

Fourth Avenue: In front of #5	No Parking (except for 1 24-hour Handicap parking space)	24 hours
Lawrence Street: In front of #36	No Parking (except for 1 24-hour Handicap parking space)	24 hours

APPROVED AS TO LEGALITY

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

IN CITY COUNCIL: July 11 2023  
Place on file 10 days  
City Council Hearing July 25 2023  
Attest:

Kathleen M. Wright City Clerk





15-E

# Haverhill

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

June 30, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND  
MEMBERS OF THE CITY COUNCIL**

---

Subject: *Fourth Avenue #5 and Lawrence St #36 – Add Handicap  
Parking – HPS-23-8 and -9*

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 Fiorentini, Stankovich, Ward, Cox, Pistone, Wright

1511

Handicap Parking Permit · Add to a project

**Expiration Date**

Active

**HPS-23-9****Details**

Submitted on Jun 6, 2023 at 9:05 am

**Attachments**

2 files

**Activity Feed**

Latest activity on Jun 30, 2023

**Applicant**

Caroline Crowe

0

**Location**

36 LAWRENCE ST Unit Apt 1, Haverhill, MA 01830

**Timeline****Add New** ▾**Police Review**

Completed Jun 22, 2023 at 11:17 am

**Police Inspection**

Completed Jun 22, 2023 at 11:17 am

**Police Chief Approval**

Completed Jun 22, 2023 at 11:17 am

**Engineering Prepares Ordinance**

Completed Jun 30, 2023 at 1:51 pm

**City Clerk Puts on Council Agenda**

In Progress

**City Clerk Advertises Ordinance**

Review

**City Council Vote**

Review



**Caroline Crowe**

**View Profile** ⋮

**Email Address**

darkroze19@aol.com (mailto:darkroze19@aol.com)

**Phone Number**

978-314-0778

**Address**

36 Lawrence Street Apt 1, Haverhill, MA 01830

## Guests

Other users that have the ability to add attachments, request inspections, and pay fees on this record.

**Guest's Email**

Enter guest's email here...

**Grant Access**

**No guests with access to this record yet**



## HPS-23-9

### Handicap Parking Permit

**Status:** Active

**Date Created:** Jun 6, 2023

#### Applicant

Caroline Crowe  
darkroze19@aol.com  
36 Lawrence Street  
Apt 1  
Haverhill, MA 01830  
978-314-0778

#### Primary Location

36 LAWRENCE ST Unit Apt 1  
Unit Apt 1  
Haverhill, MA 01830

#### Application Information

##### Application Type

New

--

##### Do You Currently Have Offstreet Parking?

Yes

##### IF YES, Why is There a Need for a Handicap Parking Sign?

landlord uses driveway, not allowed to use

##### Did You Have a Handicap Parking Sign at a Previous Address?

No

#### Vehicle Information

##### Vehicle Type

Ford Fiesta

##### Plate Number

6WE741

##### Plate State of Issue

MA

#### For Office Use Only

##### Police Approval

Yes

##### City Council Vote

Yes

##### Police Chief Approval

☐

##### Police Chief Denial

☐



##### Police Chief Signature

--

##### Police Chief Signature Date

--

## Attachments

-  caroline crowe.pdf  
Uploaded by ... on Jun 6, 2023 at 9:05 am
-  20230630FourthAv5LawrenceSt36AddHP-Council.pdf  
Uploaded by John Pettis on Jun 30, 2023 at 1:53 pm

## History

Date	Activity
Jun 6, 2023 at 9:00 am	Laurie Brown started a draft of Record HPS-23-9
Jun 6, 2023 at 9:05 am	Laurie Brown submitted Record HPS-23-9
Jun 6, 2023 at 9:05 am	approval step Police Reviewwas assigned to Kevin Lynch on Record HPS-23-9
Jun 22, 2023 at 11:17 am	Kevin Lynch approved approval step Police Review on Record HPS-23-9
Jun 22, 2023 at 11:17 am	inspection step Police Inspectionwas assigned to Kevin Lynch on Record HPS-23-9
Jun 22, 2023 at 11:17 am	Kevin Lynch altered inspection step Police Inspection, changed status from Active to Complete on Record HPS-23-9
Jun 22, 2023 at 11:17 am	approval step Police Chief Approvalwas assigned to Kevin Lynch on Record HPS-23-9
Jun 22, 2023 at 11:17 am	Kevin Lynch approved approval step Police Chief Approval on Record HPS-23-9
Jun 22, 2023 at 11:17 am	inspection step Engineering Prepares Ordinancewas assigned to John Pettis on Record HPS-23-9
Jun 30, 2023 at 1:51 pm	John Pettis altered inspection step Engineering Prepares Ordinance, changed status from Active to Complete on Record HPS-23-9
Jun 30, 2023 at 1:51 pm	approval step City Clerk Puts on Council Agendawas assigned to Maria Bevilacqua on Record HPS-23-9
Jun 30, 2023 at 1:53 pm	John Pettis added attachment 20230630FourthAv5LawrenceSt36AddHP-Council.pdf to Record HPS-23-9

## Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Police Review	Complete	Jun 6, 2023 at 9:05 am	Jun 22, 2023 at 11:17 am	Kevin Lynch	-
 Police Inspection	Complete	Jun 22, 2023 at 11:17 am	Jun 22, 2023 at 11:17 am	Kevin Lynch	-
 Police Chief Approval	Complete	Jun 22, 2023 at 11:17 am	Jun 22, 2023 at 11:17 am	Kevin Lynch	-
 Engineering Prepares Ordinance	Complete	Jun 22, 2023 at 11:17 am	Jun 30, 2023 at 1:51 pm	John Pettis	-
 City Clerk Puts on Council Agenda	Active	Jun 30, 2023 at 1:51 pm	-	Maria Bevilacqua	-
 City Clerk Advertises Ordinance	Inactive	-	-	-	-
 City Council Vote	Inactive	-	-	-	-
 DPW Notification	Inactive	-	-	-	-



file 10 DAYS  
DOCUMENT 15-F

**CITY OF HAVERHILL**

In Municipal Council July 11 2023

B.2

~~ORDERED:~~  
Ordinance

**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:

Church Street: North Side	No Parking (except for 2 24-hour Handicap parking spaces)	Saturdays, May thru Oct
Salem Street: Both Sides, from South Main Street easterly for 380', both sides	No Parking	24 hours

APPROVED AS TO LEGALITY

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

IN CITY COUNCIL: July 11 2023  
Voted: Council Hearing Be Held  
July 25 2023  
Place on File 10 days  
Attest:

Kaitlin M. Wright City Clerk

*File 10 days*

*153*

**CITY OF HAVERHILL**

In Municipal Council



XXXXXXXXXXXX  
ORDERED  
Ordinance

**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, that § Chapter 240-95 Schedule L: Stop Streets, as amended, is hereby further amended by deleting the following:

Stop Street	Direction of Travel	At intersection of
Middle Road	North	Millvale Road
Millvale Road	South	Middle Road

Also, that § Chapter 240-95 Schedule L: Stop Streets, as amended, is hereby further amended by adding the following:

Millvale Road	North	Middle Road
Millvale Road	West	Middle Road
Middle Road	East	Millvale Road
Middle Road	North	Millvale Road

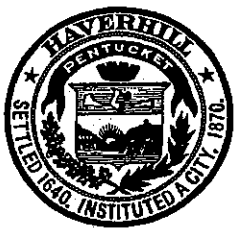
IN CITY COUNCIL: July 11 2023

VOTED: that Council Hearing be held July 25 2023

APPROVED AS TO LEGALITY

Attest: *Kathleen M. Wright* City Clerk

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



15-6

# Haverhill

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

July 7, 2023

**MEMO TO: CITY COUNCIL PRESIDENT TIMOTHY J. JORDAN AND  
MEMBERS OF THE CITY COUNCIL**

Subject: *Middle Road at Millvale Road – Stop Ordinances*


As requested by Traffic & Safety, see attached ordinance for new and corrected stop signs.

As seen on the attached City map of the area there are 3 current stop sign/stop bar locations (designated Stop 1, 2 and 3). However, this leaves a conflicting movement between a vehicle traveling north on Middle Rd (designated A on the map) and a vehicle travelling south on Middle Rd which is turning onto Millvale Rd (designated B on the map). While vehicle B is to yield is such a situation because it is the turning vehicle, however the curve in the roadway makes it very difficult for vehicle B to see the oncoming vehicle A. Therefore, it has been determined that safety is best provided by adding a 4<sup>th</sup> stop sign/stop bar at location stop 4 on the map.

There are existing ordinances for only 2 of the 3 existing stop sign/stop bar locations, and for each they are confusing for direction of travel as the location is on a curve. It is clearer if the 2 existing ordinances are deleted and then new ordinance approved for the 4 stops, which are listed in order (Stop 1, 2, 3 and 4) on the add part of the attached ordinance.

Please contact me if you have any questions.

Sincerely,

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

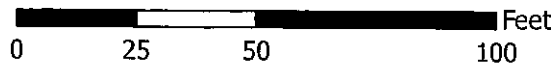
C: Mayor Fiorentini, Ward, Pistone, O'Brien, Pillsbury, Cox





City Of Haverhill, MA  
Engineering — Division  
Date produced: 7/7/2023

## Middle Rd at Millvale Rd



1 inch = 40 feet

This map was produced from the City Of Haverhill's Geographic Information System.  
The City expressly disclaims any liability that may result from use of this map.



Do not copy

4 Summer Street  
Haverhill, MA 01830  
Phone: (978) 374-2312  
Fax: (978) 373-8490

Ord n re: STOP Streets  
New & corrected Stop signs

# Fax

To: KATIE - GAZETTE	From: MARIA BEVILACQUA City Clerk's Office
Fax: 978-685-2432	Date: July 7 2023
Phone: 978-946-2157	Pages: 2
re: Ord n re: New + amended stop streets	CC:
<input type="checkbox"/> Urgent	<input checked="" type="checkbox"/> For Review
<input type="checkbox"/> Please Comment	<input type="checkbox"/> Please Reply
<input type="checkbox"/> Please Recycle	

Hi Katie -  
please run 1 time in  
next Gazette - week of July 10th

Thanks!

Maria  
978-420-3624

**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

**Joseph J. Bevilacqua**

**Thomas J. Sullivan**

**Melissa J. Lewandowski**

**Michael S. McGonagle**

**Catherine P. Rogers**

**Shaun P. Toohey**



**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

172

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

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

[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

July 21, 2023

To: President and Members of the City Council:

Councilor Barrett submits the attached Administration and Finance Committee minutes for the meeting held on July 12, 2023 for acceptance.

*Melinda E. Barrett /lrb*

City Councilor Melinda E. Barrett

(meeting 7.25.2023)

**CITY COUNCIL**

**Timothy J. Jordan**  
*President*

**John A. Michitson**  
*Vice President*

**Melinda E. Barrett**

**Joseph J. Bevilacqua**

**Thomas J. Sullivan**

**Melissa J. Lewandowski**

**Michael S. McGonagle**

**Catherine P. Rogers**

**Shaun P. Toohey**



CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

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

[CITYCNCL@CITYOFHAVERHILL.COM](mailto:CITYCNCL@CITYOFHAVERHILL.COM)

**CITY OF HAVERHILL**

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**MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE MEETING  
WEDNESDAY JULY 12, 2023**

An Administration and Finance Committee Meeting was held on Wednesday, July 12, 2023 at 6:00 PM in the City Council Chambers, Room 202.

Committee Members: Chair Councilor Barrett, Council Vice President Michitson, and Councilor Toohey.

Also in Attendance: Councilor Rogers, Community Development Director Andrew Herlihy, Assistant Solicitor Thomas Fallon, and Kyla Rennie.

**Document 21: Petition from Mayor Fiorentini, City of Haverhill requesting Zoning hearing to amend the Code of City of Haverhill, Chapter 255 for Inclusionary Zoning**

Chair Barrett: We have reconvened to discuss the Inclusionary Zoning Ordinance after the Mayor's office asked that we await the results of a housing study. The study was ultimately not done.

Andrew Herlihy: The Mayor had asked us to look at a housing study but as it was at the end of the year neither my department nor the Mayor's office had extra funds to spend on one and we thought that a housing study may not really be what we needed. We are registered with Co-Star which has lots of information on housing as well as properties. There is a significant demand for new housing. We have been looking at information from the Mass Housing Partnership. I went to the Mass Housing Partnership Annual Housing summit in June at Fort Devens and their advice was to pass something, pass anything. You can tweak and adjust every year. We are trying to be more pro-development than most communities that have inclusionary zoning. We are at 10.05% of our 40B numbers. If we do not pick up our pace, we are going to leave the future council little power to control development.

Councilor Michitson: Can you go over the top 5 factors on the blue sheet for review?

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Andrew Herlihy:

- Under 10 units are exempt from this ordinance.
- Over 10 units we will require 10% of units be affordable .
- The affordable income level we are using is 80% .
- The density Bonus is used to offset the pain of putting in affordable units. The density Bonus is 1 for 1.
- A buyout is allowed in lieu of building an affordable unit.

Councilor Michitson: Councilor Toohey had the biggest issue with the buyout number.

Councilor Toohey: I would like to start at a much lower number for the buyout. The density bonus might not be available to many projects due to constraints of sites. I don't want to scare away developers. 10% affordable is a challenge for many developers. Interest rates make this very challenging. I would like to change the buyout number.

Andrew Herlihy: The cost of building affordable housing is very high and that was one of the reasons we set the \$50,000 number to start. However, in that spirit of getting an ordinance passed we will agree to a lower number.

Councilor Toohey: I would like to start at the lower number of \$15,000. I would like to walk before we run.

Andrew Herlihy: We are proposing a 1 for 1 density bonus and \$50,000 for buyout. The reason is that it costs \$600,000 to build affordable units so at \$50,000 the buyout you would accumulate the funds to build housing. It will make a dent in affordable housing.

Councilor Barrett: The current document has a range between \$25,000 and \$50,000. We can recommend a range to the council or a single number.

Councilor Toohey: I would like to start at \$15,000. I don't want to scare away development.

Councilor Michitson: That would take a very long time to gather enough money to make any impact on building affordable units.

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Councilor Rogers: The density units? One affordable unit gets you a density bonus or you buy out and do not get the density bonus?

Andrew Herlihy: Yes

Councilor Barrett: Last time we met there was a carrot to encourage developers to build condos. A larger density bonus 2 for 1. It seems to have been stricken.

Andrew Herlihy: We took that out on recommendation of the state, but I am not sure why.

Councilor Barrett: That was very important to not only me but Councilor Sullivan and Council President Jordan.

Andrew Herlihy: I can't remember the issue with it so we can put it back in.

Councilor Toohey: I would support a higher buyout number for condos, \$50,000.

Andrew Herlihy: We also must exclude the MBTA transportation district zones. Those zones must be by right.

Councilor Barrett and Toohey: This is an issue as we can't require affordable units in these districts and then we will be punished on the backside because we can fall below our 10% affordable? If there are buildouts that end up being like the numbers allowed by the transit zoning, this could make it impossible to stay above 10%.

Andrew Herlihy: I haven't thought about that. That could become an issue. This inclusionary zoning is a clearcut way for developers to approach working with the city. They won't need to guess what they are going to be asked to do for the city. Land is at a premium and the market is tight. They are seemingly desperate for land. That's why we thought we could go to the higher buyout number. However, this is an iterative process, and we are trying to work with you. We do not have all the answers. We are working with Merrimack valley planning commission and Kyla Rennie is here.

Councilor Barrett: If we have a certified housing plan that protects us from 40B if we fall below 10%?

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Andrew Herlihy: Yes

Kyla Rennie: The zoning of MBTA transportation district is a zoning mandate not a production mandate. Haverhill is very different as many parcels are already zoned multifamily by right. The buildings there are counted towards the total.

Andrew Herlihy: In a best-case scenario, no more than 30% of income should go to housing cost. Right now, over half of the community is paying more than 30% of their income on housing. That puts a tremendous strain on folks' ability to put food on table. That's why people are leaving the state and, to a smaller degree, the city.

Councilor Michitson: So, we are at \$50K buyout for condos and \$20K to \$50K for the apartments?

Councilor Barrett: To summarize, I believe we have the original ordinance and the various amendments plus the MBTA zoning amendment. We have a \$50K buyout for Condo's and a 2 for 1 bonus for condos. We are including a range for rental buyouts from \$20K to \$50K for rentals so the council as a whole can determine the appropriate number. With a 1 for 1 rental density bonus.

Andrew Herlihy: We have also changed the wording to have the City Council be the body that reviews this ordinance yearly as opposed to the Planning Board.

Councilor Toohey: I want to clarify that the buyout is only for the units affordable not for the total units of the building.

Andrew Herlihy: Yes

Councilor Barrett: Andrew, we will have this before the Council on the 25th?

Andrew Herlihy: We were hoping to get this back August 8th.

Councilor Barrett: Why so late?

Andrew Herlihy: Matt Hennigan is away till the 23rd.

Michitson: I think we want this ahead of the Friday before the Tuesday. This will take a little more time to digest. The first is the target date for us to get the final product.

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Andrew Herlihy: Yes

Motion by Councilor Michitson, second by Councilor Toohey to recommend the Inclusionary Zoning Ordinance with the discussed amendments to the full council for their approval.

Councilor Barrett: ***Meeting Adjourned 7:13PM***

Respectively submitted,

Melinda E. Barrett, Chairperson  
Administrative and Finance Committee

July 20, 2023



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**DOCUMENTS REFERRED TO COMMITTEE STUDY**

79-F	Communication from Councillor Sullivan requesting to introduce Kathleen Fitts, Gale Park Assoc. to request the city replace the Gale Park Fountain in fiscal year 20	NRPP	6/25/19
34-P	Communication from Councillor Sullivan requesting a discussion regarding the disposal of cremated remains on public property	NRPP	3/17/20
86-D	Communication from Councillor Michitson requesting to address economic development ideas resulting from the pandemic	Planning & Dev.	8/11/20
86-F	Communication from Council President Barrett and Councillor LePage requesting discussion pertaining to utilization of UV-C disinfection fixtures in public buildings	A & F	8/25/20
89-C	Mayor Fiorentini submits final recommendations of Matrix Company	NRPP	9/15/20
91	Petition from Wady & Jewnifer Grullon requesting to purchase city property that abuts their property at 14 Silver Birch Ln; Assessor's Map 574, Block 1 Lot 7	NRPP	9/15/20
91-B	Petition from the Biggart Family requesting to purchase 2 parcels of land that abuts their property at 30 Belvidere Rd., Assessor's Map 409, Block 114, Lot 9; and Map 409, Block 1A, Lot 1 that includes conservation land, but only the portion zone RMD (Residential Medium Density)	"	9/22/20
55-I	Communication from Council President Barrett and Councillor McGonagle requesting to introduce Don Jarvis, Keith Gopsill and Mike Ingham to discuss becoming a Purple Heart Community	NRPP	12/15/20
91-C	Petition of Michael DeLuca requesting to purchase surplus city land on River St., Map 538, Block 419B, Lots 20, 21, 22, 23	NRPP	12/15/20
27-E	Communication from Councillor Sullivan requesting to introduce Debbie Lyons, to explain having legal permitting system as it relates to establishing permitting/licensing process to allow for "Bow Hunter Tree Stands" to be placed on trees on City properties when hunting is allowed in season	NRPP	3/2/21
27-J	Communication from Councillor Michitson requesting to re-start discussion on way ahead for residential zoning in Haverhill	Planning & Dev.	3/9/21
50	Councillor Jordan requests on behalf of Tom Riley, 195 Kingsbury Ave., to have city surplus land that abuts his property, Map 768, Block 50, Lot 85A on Lincolnshire Ave.	NRPP	4/6/21
27-X	Councillor Daly O'Brien requests discussion re: cars parking on Concord St. sidewalks and possibility of city providing off-street parking	NRPP	4/6/21
50-U	President Barrett and Vice President LePage request discussion about composting options	Citizens Outreach	5/18/21
63-S	Councillor Daly O'Brien discuss sending intent of closing Washington St. for trial period to make it pedestrian walkway	Citizens Outreach	8/24/21

91-G	Councillors LePage and Macek request to move and correct procedure error on Rules and Regulations	A & F	9/28/21
92-G	Councillor Daly O'Brien requests providing shaded areas in our City playgrounds	Citizens Outreach	10/19/21
94	Councillor Macek process of private profit organizations using public property	A&F	10/19/21
5-B	Councillor Barrett discussion to establish a design & review board	Planning & Dev.	1/11/22
5-C	Councillor Barrett discussion for specific items and what levels need to be sent to Council for approval	Planning & Dev.	1/11/22
5-F	Councillor Michitson request study between Mayor and City Council budgetary powers	Citizens Outreach	1/25/22
5-W	Communication from Councillor Sullivan and Councillor Lewandowski to discuss Atherton Housing parking needs downtown.	NRPP	4/5/22
118-G	Communication from Vice President Michitson to send to develop city policies to incentivize Building & business park developers to use sustainable & environmentally friendly practices.	Planning & Dev	10/25/22
19-C	Communication from Councillor Sullivan regarding ongoing dog waste problems throughout Downtown	NRPP	1/31/23
21-B	Councillor Barrett motion to send Inclusionary Zoning Ordinance to committee	A&F	3/7/23