



**CITY OF HAVERHILL  
CITY COUNCIL AGENDA  
October 31, 2023 at 7:00 PM**

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

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*This meeting of Haverhill City Council will be held in-person at the location provided on this notice as its official meeting location pursuant to the Open Meeting Law. As the meeting is held in person at a physical location that is open and accessible to the public, the City Council is not required to provide remote access to the meeting. Members of the public are welcome to attend this in-person meeting. Please note that a live stream of the meeting is being provided only as a courtesy to the public, and the meeting will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. Thank you.*

- 1. OPENING PRAYER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES OF PRIOR MEETING**
- 4. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING**

**5. COMMUNICATIONS FROM THE MAYOR:**

5.1. Mayor Fiorentini requests Zoning Amendments previously submitted at Council meeting of August 8, 2023 be referred to subcommittee for review prior to their coming back to Council on November 28, 2023

- 6. COMMUNICATIONS FROM COUNCILLORS TO INTRODUCE AN INDIVIDUAL(S) TO ADDRESS THE COUNCIL:**
- 7. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28**
- 8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:**
- 9. UTILITY HEARING(S) AND RELATED ORDER(S):**



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10. HEARINGS AND RELATED ORDERS:

- 10.1. Attorney Michael Migliori, for applicant *American Outside Advertising LLC*, requests Special Permit, *CCSP 23-11*, Assessor's Map 763 Block 3 Lot 1B, for an electronic billboard at 50 Foundation Ave, located in the BP Zoning District, seeking waivers for sign height of 90 feet where 24 feet is allowed, sign area of 1,344 square feet where 600 square feet is allowed, and front yard setback of 5 feet where 40 feet is allowed. *Continued from August 22<sup>nd</sup>*

11. APPOINTMENTS:

11.1. Confirming Appointments:

- 11.1.1. *Board of Appeals* – Louise Bevilacqua -*Reappointment expires October 31, 2026*  
11.1.2. *Cultural Council* - McKenna Ramona Jennings – *expires December 31, 2025*

11.2. Non-Confirming:

- 11.2.1. *Conservation Commission* – Thomas Wylie –  
*Reappointment - expires December 31 2024*  
11.2.2. *Water-Wastewater Abatement Board* – Pablo Rodriguez  
– *expires October 31, 2026*

11.3. Resignations

11.4. PETITIONS:

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

11.6. Amusement/Event Application - *with Police approval*

- 11.6.1. EVNT 23-31; *Holy Apostles Greek Orthodox Church*,  
*Greek Festival*, 154 Winter st, on November 3-4, Friday 11 am to  
10 pm and Saturday, 11 am to 1 am  
11.6.2. EVNT 23-32; *Haverhill Santa Parade Committee*, 59<sup>th</sup>  
*Annual Santa Parade*, Sunday, November 19<sup>th</sup>, 1 pm to 4 pm,  
starting at Bradford Fire Station, marching down 125 and over  
Basiliere Bridge taking a left onto Merrimack st and then a right  
onto Emerson st before ending at the Boys & Girls Club

11.7. Auctioneer License:



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- 11.8. **Tag Days:** *with Police approval*
  - 11.8.1. *HHS Gymnastics, November 11 & 12*
  - 11.8.2. *HHS Unified Boosters, November 18*
  
- 11.9. **One Day Liquor License** – *with License Commission & Police approval*
- 11.10. **Annual License Renewals:**
  - 11.10.1. **Hawker Peddlers License- Fixed location** – *w/Police approval*
  - 11.10.2. **Coin-Op License Renewals** – *with Police approval*
  
  - 11.10.3. **Christmas Tree Vendor** – *with Police approval*
    - 11.10.3.1. *Haverhill Elks, 24 Summer st to sell trees*  
*November 19<sup>th</sup> to December 25<sup>th</sup>, 8 am to 10 pm, Monday*  
*– Sunday*
  
  - 11.10.4. **Taxi Driver Licenses for 2023:** *with Police approval*
  - 11.10.5. **Taxi/Limousine License** *with Police approval:*
  - 11.10.6. **Junk Dealer /Collector 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*
  - 11.10.11. **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*



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**12.MOTIONS AND ORDERS:**

- 12.1. Order – transfer \$40,000.00 from surplus bond proceeds capital project fund – High School Gym Roof Replacement to capital project fund – School Boiler Replacement used to secure MSBA funding for the *Moody School* boiler replacement project
- 12.2. Order – transfer \$90,000.00 from Highway Roadway/Sidewalk Maintenance to a new capital fund account for roadway repairs on Farrwood Drive performed by the City under Chapter 222, Article XVII of the City Code      *Related communication from Robert Ward, DPW Director*

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

**14.COMMUNICATIONS FROM COUNCILLORS:**

- 14.1. Council President Jordan announces the 2024 City Council meeting schedule
- 14.2. Councillor Bevilacqua requests a discussion and recommendation for the new *Consentino School*

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

**16.RESOLUTIONS AND PROCLAMATIONS:**

- 16.1. Proclamation – *Extra Mile Day* – November 1, 2023

**17.COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

**18.DOCUMENTS REFERRED TO COMMITTEE STUDY**



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**19.LONG TERM MATTERS STUDY LIST**

**20.ADJOURN :**

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

October 27, 2023

5.1

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

**From:** Mayor James J. Fiorentini

**Re:** Proposed Zoning Amendments

Dear Mr. President and Members of the City Council:

On August 3, 2023 I submitted a number of proposed zoning amendments to the City Council for its meeting on August 8, 2023 (copies attached). In my letter, I indicated the following:

*"If the Council plans to send this to a subcommittee for review, I ask that this been done prior to this coming back to council in October or November so that these items can be acted upon as quickly as possible."*

The zoning amendments are currently scheduled for the Council meeting on November 28, 2023. I would like to renew my request that these matters be sent to subcommittee prior to them coming up for a vote. It is imperative that these matters to be fully vetted so if changes or compromises in the ordinances are required, I would like that to be done prior to the City Council meeting and I would like to answer any questions the Council might have well before November 28, 2023.

Accordingly, I respectfully request that the enclosed ordinances be sent to the appropriate Council subcommittee.

Very truly yours,

**James J. Fiorentini**  
Mayor

JJF/cml

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

August 3, 2023

**Memo To:** City Council President Timothy J. Jordan and Members of the Haverhill City Council

**From:** Mayor James J. Fiorentini

**RE: Proposed Zoning Amendments**

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

After consultation with Utile, our planning consultant who did the master plan, I am submitting several proposed amendments to our zoning ordinance.

I do not intend to speak on these at Tuesday's meeting which I am unable to attend. I would like to address the ordinances some time in September or October.

No action is required at this time other than to send this to the planning board. If the council plans to send this to a subcommittee for review, I ask that this be done prior to this coming back to the council in October or November so that these items can be acted upon as quickly as possible.

I respectfully ask that the City Council refer these requests to the Planning Board for recommendations at their October 2023 meeting. I also ask that the council place these items on their agenda in late October or early November.

Very truly yours,

James J. Fiorentini  
Mayor

JJF/lyf



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

ORDERED: MUNICIPAL ORDINANCE

CHAPTER 255

**AN ORDINANCE RELATING TO**  
**ZONING**

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 255, Zoning as amended, be and is hereby amended as follows:

**SECTION 8.4 FLEXIBLE DEVELOPMENT**

**AMEND SECTION 8.4.3 PROCEDURES AS FOLLOWS:**

Delete "city council" and replace with "Planning Board".

**AMEND SECTION 8.4.6 BASIC MINIMUM NUMBER OF DWELLING UNITS AS FOLLOWS:**

Insert after the words "shall not exceed" insert the words "three times (3 times)"

**AMEND SECTION 8.4.7 DENSITY BONUS AS FOLLOWS**

Delete 40% and insert 80%

**AMEND SECTION 8.4.7.1**

Delete 20% and insert 40%

**AMEND SECTION 8.4.7.2**

Delete 20% and insert 40%

**AMEND SECTION 8.4.8 TYPES OF BUILDINGS AS FOLLOWS**

Delete six (6) and insert Twelve (12)



Copy



DOCUMENT

# CITY OF HAVERHILL

In Municipal Council

ORDERED:

MUNICIPAL ORDINANCE

CHAPTER 255

AN ORDINANCE RELATING TO  
ZONING

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 255, Zoning as amended, be and is hereby amended as follows:

Appendix B Table 2 Table of Dimensional and Density Regulations

**Zoning District RM minimum lot area (sq. ft.) eliminate 20,000 and replace with 15,000.**

Copy



DOCUMENT

# CITY OF HAVERHILL

In Municipal Council

ORDERED:

MUNICIPAL ORDINANCE

CHAPTER 255

AN ORDINANCE RELATING TO  
ZONING

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 255, Zoning as amended, be and is hereby amended as follows:

Appendix B Table 2 Table of Dimensional and Density Regulations

**Zoning district RR Minimum Lot Area (Sq. Ft.) eliminate 80,000 and replace with 40,000.**



City of Haverhill, MA

**CCSP-23-11**

City Council Special Permit

**Status:** Active**Applicant**

michael migliori  
mmigliori@fimilaw.com  
280 Merrimack Street  
Methuen, MA 01844  
978-884-6431

**Primary Location**

50 FOUNDATION AVE  
Bradford, MA 01835

**Owner:**

CP REALTY, LLC  
50 FOUNDATION AVE WARD HILL, MA 01835

**Important: Please Read Before Starting Your Application****Applicant Information****What is Your Role in This Process?**

Attorney/Agent

**Applicant Business/Firm Phone**

9788846431

**Applicant Business/Firm City**

Methuen

**Applicant Business/Firm Zip**

01844

**Client Business Name**

American Outside Advertising, LLC

**Client Email**

stephenross105@gmail.com

**Client City**

Andover

**Client Zip**

01810

**Client Business Structure**

Limited Liability Corporation (LLC)

**Property Information****Proposed Housing Plan Name**

na

**How Long Owned by Current Owner?**

Lease

**Lot Dimension(s)**

see plans

**Applicant Business/Firm Name**

Fiorello &amp; Migliori

**Applicant Business/Firm Address**

280 Merrimack Street

**Applicant Business/Firm State**

MA

**Client Name**

American Outside Advertising, LLC

**Client Phone**

9788440803

**Client Address**

105 Sunset Rock Rd

**Client State**

MA

**Client County**

Essex

IN CITY COUNCIL: August 22 2203

VOTED: that COUNCIL HEARING BE HELD

OCTOBER 24 2023

Attest:

\_\_\_\_\_  
City Clerk\_\_\_\_\_  
City Clerk**Proposed Street Name(s)**

na

**Type of Dwelling(s) Planned in Project**

None

**Registry Plat Number, Block & Lot**

763-3-1B

**Laurie Brown**

**From:** City Council  
**To:** Kaitlin Wright  
**Subject:** FW: [EXTERNAL]CCSP 23-11 Continuance to October 31, 2023 DOC 85 50 FOUNDATION AVE

**Subject:** FW: [EXTERNAL]CCSP 23-11 Continuance to October 31, 2023 DOC 85 50 FOUNDATION AVE

SPECIAL PERMIT CCSP-23-11  
 DOC 85  
 50 FOUNDATION AVE  
 Continuance from October 24 to October 31

**From:** Michael Migliori <mmigliori@fimilaw.com>  
**Sent:** Friday, September 29, 2023 9:19 AM  
**To:** Laurie Brown <LBrown@Cityofhaverhill.com>  
**Cc:** Stephen Ross <stephenross105@gmail.com>  
**Subject:** [EXTERNAL]CCSP 23-11 Continuance to October 31, 2023

Warning! External Email. Exercise caution when opening attachments or clicking on any links. . .

Dear Laurie,

In light of the fact that a member of the Council will not be available at the October 24<sup>th</sup> meeting I would respectfully request a continuance of the above referenced Special Permit hearing until October 31st. Please let me know if you need anything else at this time.

Michael J. Migliori

Fiorello & Migliori

280 Merrimack Street, Suite B

Methuen, MA 01844

IN CITY COUNCIL: October 3 2023  
 REQUEST GRANTED TO CONTINUE HEARING TO OCTOBER 31 2023

Attest: \_\_\_\_\_ City Clerk

fx 978-849-5191

**Zoning District Where Property Located**

BP - Business Park

**Deed Recorded in Essex South Registry: Block Number**

20894

**Deed Recorded in Essex South Registry: Page**

160

**Does the Property Have Multiple Lots?**

No

**Thoroughly Describe the Reason(s) for thre Special Permit**

6.2.10 Nonaccessory Signs require a special permit from the City Council

**Property Description**

see plans

**Current Property Use**

Business

**TOTAL Number of Units Planned**

0

**TOTAL Number of Parking Spaces Planned**

0

**Special Circumstances****Building Coverage**☐**Dimensional Variance**☒**Front Yard Setback**☒**Side Yard Setback**☐**Rear Yard Setback**☐**Lot Frontage**☐**Lot Depth**☐**Lot Area**☐**Building Height**☒**Floor Area Ratio**☐**Open Space**☐**Parking**☐**Sign Size**☒**Use**☐**Other**☐**Hearing Waiver****Agrees**

Yes

**Agreement & Signature****Agrees**☒

PLEASE READ

**Office Use Only****City Council Decision****City Council Hearing Date**

--

--

**Reason for Council's Decision**

--

**City Council Members Absent**

--

**City Council Members Present**

--

**Continuance Meeting Date**

--

**Also Present**

--

**City Councilor Who Seconded Motion**

--

**City Councilor Who Made Motion**

--

**City Councilors Who Voted Against**

--

**City Councilors Who Abstained**

--

**Continuance Motion Decision**

--

**Who Submitted Continuance Request?**

--

**City Councilors Who Voted in Favor**

--

**Number of 12"x18" Mylar Copies**

--

**Appeal Expiration Date**

--


**Number of 24"x36" Mylar Copies**


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
**Number of 18"x24" Mylar Copies**


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
**Attachments**


 Cedars Redacted Lease.pdf  
 Uploaded by michael miglioni on Aug 9, 2023 at 12:59 pm


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 Uploaded by michael miglioni on Aug 16, 2023 at 9:24 am


 50 FOUNDATION SIGN SITE PLAN.pdf  
 Uploaded by michael miglioni on Aug 9, 2023 at 12:59 pm


 50 FOUNDATION SIGN SITE PLAN.pdf  
 Uploaded by michael miglioni on Aug 16, 2023 at 9:25 am


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
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 Uploaded by michael miglioni on Aug 16, 2023 at 9:25 am

 1448PF30V -LED READY HIGH TORSION OAH 100 FT - AMERICAN OD - MA-1 of 1.pdf  
 Uploaded by michael miglioni on Aug 9, 2023 at 1:00 pm

 City of Haverhill Host Agreement.pdf  
 Uploaded by michael miglioni on Aug 9, 2023 at 1:02 pm

 Digital Specs.pdf  
 Uploaded by michael miglioni on Aug 9, 2023 at 1:02 pm








 Abutters 50 Foundation 763.3.1B.xlsx  
 Uploaded by Christine Webb on Aug 16, 2023 at 1:25 pm

 Mailing list 50 Foundation Ave 763.3.1B.pdf  
 Uploaded by Christine Webb on Aug 16, 2023 at 1:28 pm

**History**

Date	Activity
Aug 9, 2023 at 12:41 pm	michael miglioni started a draft of Record CCSP-23-11
Aug 9, 2023 at 1:00 pm	michael miglioni added attachment 1448PF30V -LED READY HIGH TORSION OAH 100 FT - AMERICAN OD - MA-1 of 1.pdf to Record CCSP-23-11
Aug 9, 2023 at 1:02 pm	michael miglioni added attachment City of Haverhill Host Agreement.pdf to Record CCSP-23-11
Aug 9, 2023 at 1:02 pm	michael miglioni added attachment Digital Specs.pdf to Record CCSP-23-11
Aug 16, 2023 at 9:26 am	michael miglioni submitted Record CCSP-23-11
Aug 16, 2023 at 9:28 am	completed payment step Special Permit Filing Fee on Record CCSP-23-11
Aug 16, 2023 at 9:28 am	approval step Planning Director Review was assigned to William Pillsbury on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	William Pillsbury approved approval step Planning Director Review on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Assessor for Abutter's List was assigned to Christine Webb on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Conservation Department Review was assigned to Robert Moore on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Engineering Department Review was assigned to John Pettis on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Water/Wastewater Review was assigned to Robert Ward on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Health Department Review was assigned to Bonnie Dufresne on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Fire1 Department Review was assigned to Eric Tarpy on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Fire2 Department Review was assigned to Michael Picard on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Police Department Review was assigned to Kevin Lynch on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Storm Water Review was assigned to Robert Moore on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step City Clerk Review - Hearing Dates Set was assigned to Maria Bevilacqua on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step DPW Review was assigned to Robert Ward on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step School Department Review was assigned to Mike Pfifferling on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Building Inspector Approval for Agenda was assigned to Tom Bridgewater on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step Water Supply Review was assigned to Robert Ward on Record CCSP-23-11
Aug 16, 2023 at 10:30 am	approval step City Council Clerk Notified was assigned to Laurie Brown on Record CCSP-23-11
Aug 16, 2023 at 11:20 am	Eric Tarpy approved approval step Fire1 Department Review on Record CCSP-23-11
Aug 16, 2023 at 11:21 am	Eric Tarpy waived approval step Fire2 Department Review on Record CCSP-23-11
Aug 16, 2023 at 12:27 pm	Mike Pfifferling approved approval step School Department Review on Record CCSP-23-11
Aug 16, 2023 at 1:13 pm	Kaitlin Wright assigned approval step City Clerk Review - Hearing Dates Set to Kaitlin Wright on Record CCSP-23-11
Aug 16, 2023 at 1:25 pm	Christine Webb added attachment Abutters 50 Foundation 763.3.1B.xlsx to Record CCSP-23-11
Aug 16, 2023 at 1:25 pm	Christine Webb added attachment Mailing Labels 50 Foundation 763.3.1B.pdf to Record CCSP-23-11
Aug 16, 2023 at 1:27 pm	Christine Webb removed attachment Mailing Labels 50 Foundation 763.3.1B.pdf from Record CCSP-23-11
Aug 16, 2023 at 1:28 pm	Christine Webb added attachment Mailing list 50 Foundation Ave 763.3.1B.pdf to Record CCSP-23-11
Aug 16, 2023 at 1:29 pm	Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-11
Aug 16, 2023 at 7:27 pm	Kaitlin Wright approved approval step City Clerk Review - Hearing Dates Set on Record CCSP-23-11
Aug 16, 2023 at 7:28 pm	Kaitlin Wright assigned approval step Placed on Agenda to Kaitlin Wright on Record CCSP-23-11
Aug 17, 2023 at 10:15 am	Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-11
Aug 18, 2023 at 7:47 am	Laurie Brown approved approval step City Council Clerk Notified on Record CCSP-23-11

### Timeline

Label	Status	Activated	Completed	Assignee	Due Date
 Special Permit Filing Fee	Paid	Aug 16, 2023 at 9:26 am	Aug 16, 2023 at 9:28 am	-	-
 Planning Director Review	Complete	Aug 16, 2023 at 9:28 am	Aug 16, 2023 at 10:30 am	William Pillsbury	-
 Fire1 Department Review	Complete	Aug 16, 2023 at 10:30 am	Aug 16, 2023 at 11:20 am	Eric Tarpy	-
Fire2 Department Review	Skipped	Aug 16, 2023 at 10:30 am	Aug 16, 2023 at 11:21 am	Michael Picard	-
 School Department Review	Complete	Aug 16, 2023 at 10:30 am	Aug 16, 2023 at 12:27 pm	Mike Pfifferling	-
 Assessor for Abutter's List	Complete	Aug 16, 2023 at 10:30 am	Aug 16, 2023 at 1:29 pm	Christine Webb	-
 City Clerk Review - Hearing Dates Set	Complete	Aug 16, 2023 at 10:30 am	Aug 16, 2023 at 7:27 pm	Kaitlin Wright	-
 City Council Clerk Notified	Complete	Aug 16, 2023 at 10:30 am	Aug 18, 2023 at 7:47 am	Laurie Brown	-

Label	Status	Activated	Completed	Assignee	Due Date
✓ Conservation Department Review	Active	Aug 16, 2023 at 10:30 am	-	Robert Moore	-
✓ DPW Review	Active	Aug 16, 2023 at 10:30 am	-	Robert Ward	-
✓ Engineering Department Review	Active	Aug 16, 2023 at 10:30 am	-	John Pettis	-
✓ Health Department Review	Active	Aug 16, 2023 at 10:30 am	-	Mark Tolman	-
✓ Police Department Review	Active	Aug 16, 2023 at 10:30 am	-	Kevin Lynch	-
✓ Storm Water Review	Active	Aug 16, 2023 at 10:30 am	-	Robert Moore	-
✓ Water/Wastewater Review	Active	Aug 16, 2023 at 10:30 am	-	Robert Ward	-
✓ Water Supply Review	Active	Aug 16, 2023 at 10:30 am	-	Robert Ward	-
✓ Building Inspector Approval for Agenda	Active	Aug 16, 2023 at 10:30 am	-	Tom Bridgewater	-
✓ First Ad Placement	Inactive	-	-	-	-
✓ Placed on Agenda	Inactive	-	-	Kaitlin Wright	-
✓ Abutter Notification	Inactive	-	-	-	-
✓ Second Ad Placement	Inactive	-	-	-	-
✓ City Councilor A Review	Inactive	-	-	-	-
✓ City Councilor B Review	Inactive	-	-	-	-
✓ City Councilor C Review	Inactive	-	-	-	-
✓ City Councilor D Review	Inactive	-	-	-	-
✓ City Councilor E Review	Inactive	-	-	-	-
✓ City Councilor F Review	Inactive	-	-	-	-
✓ City Councilor G Review	Inactive	-	-	-	-
✓ City Councilor H Review	Inactive	-	-	-	-
✓ City Councilor I Review	Inactive	-	-	-	-
✓ City Council Meeting	Inactive	-	-	-	-
✓ Meeting Minutes & Decision Filed w/City Clerk	Inactive	-	-	-	-





City of Haverhill, MA

Oct 27, 2023

CCSP-23-11

## Storm Water Review

City Council Special Permit

**Status:** Complete**Assignee:** Robert Moore**Became Active:** Aug 16, 2023**Completed:** Oct 25, 2023

### Applicant

michael migliori  
mmigliori@fimilaw.com  
280 Merrimack Street  
Methuen, MA 01844  
978-884-6431

### Primary Location

50 FOUNDATION AVE  
Bradford, MA 01835

### Owner:

CP REALTY, LLC  
50 FOUNDATION AVE WARD HILL, MA 01835

### Comments

**Robert Moore, Aug 17, 2023**

wetland swale system between highway and sign location must be evaluated for state and local wetland regulatory jurisdiction and delineated accordingly. Permitting with the Conservation Commission will likely be required for this project. Review of this matter will include a review of potential stormwater management impacts. However, from the information submitted, it does not appear that approval under the City's stormwater management ordinance will be required.



City of Haverhill, MA

Oct 27, 2023

CCSP-23-11

## Building Inspector Approval for Agenda

City Council Special Permit

**Status:** Complete**Assignee:** Tom Bridgewater**Became Active:** Aug 16, 2023**Completed:** Aug 29, 2023

### Applicant

michael miglioni  
mmiglioni@fimilaw.com  
280 Merrimack Street  
Methuen, MA 01844  
978-884-6431

### Primary Location

50 FOUNDATION AVE  
Bradford, MA 01835

### Owner:

CP REALTY, LLC  
50 FOUNDATION AVE WARD HILL, MA 01835

### Comments

**Tom Bridgewater, Aug 29, 2023**

213-2 requires a permit from City Council for a Billboard, 6.2.11 In Chapter 255 of Haverhill Zoning Bylaws "Special Permit" Any requirement of this Section 6.2 may be waived by the grant of a special permit from the SPGA, provided that such waiver shall not result in substantial detriment. A waiver will be required for height of 90' where 24' is allowed, sign area of 1344 square feet 600 is allowed, and a 5' set back where 40' is required.

This 6.2.11 language was not in the previous Zoning Code



City of Haverhill, MA

Oct 27, 2023

CCSP-23-11

## Fire1 Department Review

City Council Special Permit

**Status:** Complete

**Became Active:** Aug 16, 2023

**Assignee:** Eric Tarpy

**Completed:** Aug 16, 2023

### Applicant

michael migliori  
mmigliori@fimilaw.com  
280 Merrimack Street  
Methuen, MA 01844  
978-884-6431

### Primary Location

50 FOUNDATION AVE  
Bradford, MA 01835

### Owner:

CP REALTY, LLC  
50 FOUNDATION AVE WARD HILL, MA 01835

### Comments

**Eric Tarpy, Aug 16, 2023**

Fire Dept. has no comment at this time for applicants sign proposal.



City of Haverhill, MA

Oct 27, 2023

CCSP-23-11

## Health Department Review

City Council Special Permit

**Status:** Complete

**Became Active:** Aug 16, 2023

**Assignee:** Mark Tolman

**Completed:** Aug 22, 2023

### Applicant

michael migliori  
mmigliori@fimidlaw.com  
280 Merrimack Street  
Methuen, MA 01844  
978-884-6431

### Primary Location

50 FOUNDATION AVE  
Bradford, MA 01835

### Owner:

CP REALTY, LLC  
50 FOUNDATION AVE WARD HILL, MA 01835

### Comments

**Mark Tolman, Aug 22, 2023**

Currently no concerns at this time.



City of Haverhill, MA

Oct 27, 2023

CCSP-23-11

## School Department Review

City Council Special Permit

**Status:** Complete

**Became Active:** Aug 16, 2023

**Assignee:** Michael Pfifferling

**Completed:** Aug 16, 2023

### Applicant

michael migliori  
mmigliori@fimilaw.com  
280 Merrimack Street  
Methuen, MA 01844  
978-884-6431

### Primary Location

50 FOUNDATION AVE  
Bradford, MA 01835

### Owner:

CP REALTY, LLC  
50 FOUNDATION AVE WARD HILL, MA 01835

### Comments

**Michael Pfifferling, Aug 16, 2023**

The School Department has reviewed this application and has no opinion.

**GRANT AGREEMENT  
BETWEEN THE CITY OF HAVERHILL, MASSACHUSETTS  
AND AMERICAN OUTSIDE ADVERTISING, LLC**

1. American Outside Advertising, LLC ("AOA") has applied to the City of Haverhill for approval of all necessary permits and approvals ("Permits") for a billboard sign containing two digital outdoor advertising sign faces (one digital outdoor advertising sign face per side) located at 50 Foundation Avenue, Ward Hill, Mass. The outdoor advertising sign faces will be oriented to reach motorists travelling on I-495.
2. Subject to Haverhill's approval of AOA's Permit(s), and also subject to AOA's receipt of all required permits from MASSDOT, the City of Haverhill (the "City"), will be the recipient of the following financial accommodations by way of mitigation of the effects of the billboard sign installation authorized by the City permit(s) issuance, beginning on the date the outdoor advertising sign becomes fully operational:
  - (a) AOA agrees to make a continuing series of annual grants to the City as follows:
    - (i) A grant of \$25,000.00 each year paid at \$12,500.00, per digital face for a term of 30 years, plus 3% annual escalators (total 30-year term grant of \$1,189,385. based on two digital faces, see attached schedule). Annual payments shall be paid provided the sign is operational, except that should the sign not be operational, the payments due will be prorated daily for the period the sign(s) is not in operation and no payment shall be due for these periods. If the sign is ever converted to static, such payments will continue on a prorated basis of 50%, for the duration of the sign's existence.
3. The granted funds provided for in this agreement shall remain with and become part of a grant account and may be expended as part of a grant account by the City of Haverhill without further appropriation. All payments made by AOA to the City shall be deposited in a separate grant account as established by the City for the benefit of the residents of Haverhill.
4. In addition to the financial components above, AOA will also provide the City of Haverhill with a minimum of seven hours per digital face per month at no cost digital display space, to post announcements regarding important non-commercial city events/activities. These postings could include announcements related to issues such as weather emergencies, road construction, school closings, silver alerts, amber alerts, law enforcement, veteran's, municipal/state elections, special City celebrations or other timely important City information. The City shall be

subject to no charges or costs in utilizing digital face time. AOA shall provide a detailed procedure, including appropriate contact information, so that the City can access its digital face time. See Exhibit A attached and included herein.

5. This agreement may be assigned by AOA upon notification to and written approval from the City of Haverhill, said approval not to be unreasonably withheld

Agreed by:

American Outside Advertising, LLC

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

*Stephen Ross*

Date: \_\_\_\_\_

*7-27-23*

*SR*

City of Haverhill, acting by and  
through its Mayor

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

Approved as to Legality

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

Date: \_\_\_\_\_

*7-31-23*

## **Exhibit A - Protocol for Public Service Time**

**1. Contact Persons:**

**Stephen Ross**

**stephenross105@gmail.com**

**781-844-0803**

**Nina Ziomek**

**nina@ultralumservices.com**

**860-828-8433 (O)**

**860-833-5357 (M)**

**\*Send any/all changes to both people.**

- 2. Artwork to be supplied at least 10 days in advance.**
- 3. Artwork to be supplied per the attached specs.**
- 4. Several "generic" designs are available to be displayed when no specific creative is designated.**
- 5. An "emergency" template will be available for such situations that don't allow the necessary lead time to display. This template will be able to add text only for quicker display/turn-around time.**

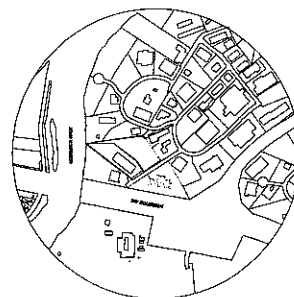


## C.1

**THIS PROJECT REQUIRES A SPECIAL PERMIT FROM THE HAVERHILL CITY COUNCIL. WAIVERS ARE REQUIRED FROM THE FOLLOWING STANDARDS IN THE CITY OF HAVERHILL ZONING BYLAWS:**

1. Dimensional Variance for a sign height of 90 feet where maximum allowed height is 24 feet.
2. Sign area variance to allow 1,344 sq' where 810 is allowed.
3. Allow a front yard setback of 5 feet where 40 feet is allowed.
4. Special Permit is required to allow a non-adjacent sign at 50 feet where the minimum is 100 feet.

**C.1** **EXISTING CONDITIONS PLAN**  
SCALE: 1" = 40'-0"  
**GRAPHIC SCALE**



**LOCUS MAP**

[illegible]

CROSS BRACE DETAIL

[illegible][illegible]

### LOWER COLUMN SPLICE DETAIL

### TYPICAL WALKWAY DETAIL

Phon: (502) 230-8534 Fax: (502) 230-8071

PRELIMINARY 51 of 1

Digital Displays  
Boston

122N-A

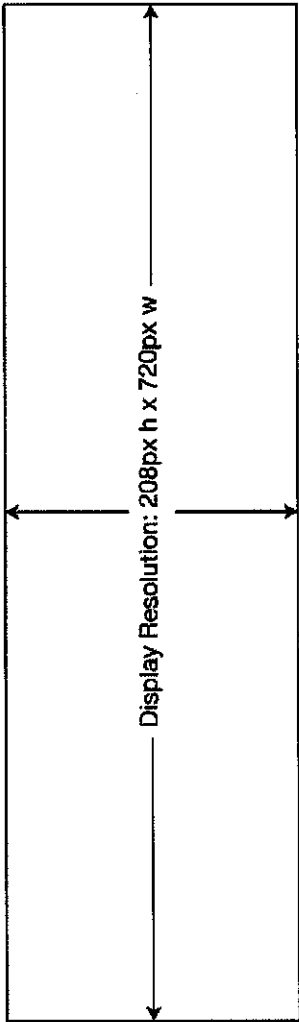
14'x48'

Spec ID: DB1D-S

Display Resolution  
208px h x 720px w

Physical Size  
14'h x 48'w

Extensions  
None



Mechanical/Artwork Size  
208px h x 720px w

*Note: files for Digital Displays must be supplied in absolute pixels at a 1:1 ratio to the Display Resolution that is listed above, which represents the resolution for the actual unit. For this reason, dpi/ppi is not relevant to the file size. Please DO NOT supply your files at any other size or resolution.*

File Requirements  
STATIC DIGITAL IMAGES ONLY  
-NO AUDIO-

File format:  
JPEG

Color mode:  
sRGB

*Note: Bright white backgrounds are not suggested as they may create copy burnout. If using a white background, a target value of R235, G235, B235 (also known as "broadcast-safe white") is recommended.*

# American★Outside

Over 50 Years of Experience

ADVERTISING

Date: 3/16/23

CP REALTY, LLC  
50 FOUNDATION AVENUE  
WARD HILL, MA 01835

Owner of the hereinafter described real estate, CP Realty, LLC (Lessor), hereby leases to American Outside Advertising, LLC (Lessee), one site of approximately 672 square feet, more particularly described and diagrammed herein, along with the necessary air rights for the exclusive purpose of erecting, placing and maintaining one outdoor sign structure, approximately 48 feet long on Lessor's property located adjacent to Highway I-495 in Haverhill, Essex County, Massachusetts, with the following legal description:

50 FOUNDATION AVENUE, WARD HILL, MA 01835

for a period of 30 years at a rental of:

\_\_\_\_\_ annually, years 1-10  
\_\_\_\_\_ annually, years 11-20  
\_\_\_\_\_ annually, years 21-30

payable beginning on the date the sign structure is erected and fully operational, but in any event no later than December 31, 2024. All costs of installation, maintenance and repair shall be the sole responsibility of Lessee.

Lessor shall use its commercially reasonable efforts to not cause nor permit any advertising sign structure other than Lessee's to be erected or placed on the above-described site nor cause nor permit Lessee's sign structure to be or become obscured from the highway; provided, any obligation imposed on Lessor by any government agency that affects Lessee's rights hereunder shall not be breach of this Agreement.

It is agreed that all structures, equipment, materials and fixtures placed upon the site shall remain the property of Lessee and Lessee is granted a reasonable time to remove the sign structure after the termination of this agreement (not to exceed 90 days). It is further agreed that Lessee shall be entitled to an apportionment on the basis of the value of its leasehold interest of any awards or compensation received in connection with any legal action, proceeding or compromise settlement made pursuant to any final governmental agency requirement for the removal of the sign structure.

Lessor warrants that he/she/they is/are the owner(s) of the site and that he/she/they have as full authority to enter into this agreement. Lessor warrants that if Lessee shall timely pay the rent provided for herein, Lessee shall and may peaceably have, hold and enjoy the use of the site(s) for the term of this agreement.

This Lease shall not obligate Lessee in any way unless it is accepted and signed by an executive officer of Lessee. It is understood that this agreement constitutes the entire agreement and understanding between the parties and supersedes all prior representations, understandings and agreements relating to the site. This agreement may not be modified except in writing signed by Lessor and an executive officer of Lessee.

Lessor grants to Lessee the right to renew this agreement for one (1) additional 10-year term(s) under the same terms and conditions as appear herein unless Lessor inquires, in writing, to Lessee no less than sixty (60) days prior to the end of the original term or any renewal term thereof as to Lessee's intent and Lessee confirms to Lessor in writing within thirty (30) days of its receipt of Lessor's inquiry that it, in fact, does intend to exercise the option to renew this agreement. Base rental for any renewal term shall be \$105,000 per year.

Neither Lessor nor Lessee shall be bound by any agreement or representation, expressed or implied, not contained herein. This agreement shall be binding upon the heirs, executors, personal representatives, successors and assigns for the parties hereto and Lessor agrees to notify Lessee of any change of ownership of the real estate or of Lessor's mailing address within thirty (30) days of such change.

#### **ADDITIONAL TERMS AND CONDITIONS**

Lessor consents and grants to Lessee the limited right of ingress and egress to and from the site; the right to provide or establish electrical power to the site and place incidental equipment thereon, including communication equipment; the right to sublet the site or sign or to assign this agreement with Lessor's prior consent, not to be unreasonably withheld; and the limited right to relocate the sign structure (at Lessee's cost) to a lawful site satisfactory to Lessor on Lessor's property if the maintenance of sign structure on the site described herein is proscribed by federal, state or local statute, ordinance or regulation.

It is the understanding of the parties that visibility of the sign structure to the traveling public is of the essence of this agreement and forms a significant element of consideration. With respect to the initial location, Lessor grants and consents to Lessee the right to reasonably locate the sign structure on the site to achieve optimum visibility to the traveling public, provided that such location shall be subject to Lessor's prior consent. Lessor grants to Lessee and its authorized agents the right of ingress and egress to and from the site over property owned or controlled by Lessor for all purposes

reasonably necessary for the proper erection, placing, maintaining and removing of the sign structure, including but not limited to the trimming, cutting or removing of brush, trees, shrubs, or any vegetation or the removing of obstructions of any kind which limit the visibility of the sign structure to the traveling public, provided that such access cannot unreasonably interfere with the business operations of Lessor's other tenants and Lessee agrees to use its best efforts to minimize any disruption. Lessor agrees not to build, erect, or store anything that will partially or fully block the view from I-495.

Lessor acknowledges that Lessee and its agents may utilize changeable message facings on the sign subject to the restrictions below.

Lessee shall allow Lessor to display Lessor's products on one digital slot, from time to time, on a space-available basis, at no cost to Lessor. Lessee has the right to accept or reject any advertising copy.

Lessor agrees to sign applications for permits reasonably required by the state and/or local authority, including, but not limited to, memorandum of lease, building applications, variance applications, and graphics commission applications. If requested by Lessee, Lessor will provide an SNDA and/or signed estoppel certificate.

In the event that (a) Lessee is unable to secure or maintain a required permit or license from any appropriate governmental authority or (b) federal, state or local statute, ordinance, regulation or other governmental action shall preclude or materially limit the use of the site for advertising purposes, (c) the visibility of the sign structure(s) to the traveling public is materially and permanently obstructed or obscured, (d) Lessee is unable to secure or maintain a suitable advertising contract for the sign structure for a period of one hundred eighty (180) consecutive days or more, or (e) if there occurs a diversion of traffic from or a change in the direction of traffic past the sign structure for a period of six (6) consecutive months, Lessee shall at its option have the right to terminate this agreement upon fifteen (15) days notice in writing to Lessor. Except as set forth above, Lessee's payment obligations hereunder are absolute.

Construction of the outdoor advertising structures shall be comprised exclusively of a steel single pole, or steel "I" beam, steel unipole, or wood poles. All construction shall be performed by Lessee at Lessee's sole cost and expense, in strict conformity with all applicable federal, state, and local laws, rules and regulations.

Lessee covenants to Lessor that it will:

(a) Promptly pay rental as due pursuant to this Lease and abide by all of its terms and conditions;

(b) Keep all signs, structures, billboard, equipment, and related property placed on the Premises by Lessee in good repair;

**(c) Use reasonableness in its cutting and trimming of trees, bushes, brush or other vegetation upon the Premises;**

**(d) Use its best efforts to promptly attempt to procure all permits necessary for construction and maintenance of advertising structures on the Premises, all at Lessee's sole cost and expense;**

**(e) Comply with all laws, regulations, ordinances and rules including but not limited to any and all environmental laws, rules and regulations, applicable to the construction, erection, maintenance, replacement and removal of signs, sign structures and equipment used or placed on the Premises.**

**(f) Not place in or on nor bring in or on to the Premises, any hazardous substance as such term is defined under state or federal law (whichever definition being more expansive).**

**(g) Not accept or place any advertising in or on any structure on the Premises for any entity or activity which competes with Lessor or any affiliated entity of Lessor, or which is offensive, controversial, sexual or political in nature.**

**Lessee agrees to save Lessor harmless from claims or demands on account of bodily injury or physical property damage caused by or resulting from the negligent or willful acts of Lessee in erecting, maintaining, or removing the sign structure to, on or from the site and agrees to carry, at its own cost and expense, adequate public liability insurance covering any such contingencies so long as this agreement remains in effect, with Lessor being named as an additional insured. Lessor agrees to save Lessee harmless from claims or demands on account of bodily injury or physical property damage caused by or resulting from the negligent or willful acts of Lessor or its agents. The obligations of this provision shall survive the termination of this Agreement.**

**In the event Lessee fails to perform under the terms of this agreement, Lessor shall provide written notice to Lessee of such failure and Lessee may cure such failure within ninety (90) days from the date of such written notice.**

**This Agreement is governed by the laws of the Commonwealth of Massachusetts.**

Signature page below

American Outside Advertising, LLC

By: 

Its: MANAGER

Printed Name: Stephen Ross

Address: 105 Sunset Rock Rd  
Andover, MA 01810

Tel No: 781-844-0803

3-17-23

Landlord

By: 

Its: GM

Printed Name: Charles S. Gaudette

Address: 45 Foundation Ave.

WREN HILL MA  
01835

Tel No: 978-372-8010

SS or Tax ID: 16-1663282



**FIORELLO & MIGLIORI**  
**ATTORNEYS AT LAW**

KAREN L. FIORELLO  
(Retired)

MICHAEL J. MIGLIORI  
mmigliori@fmlaw.com

280 Merrimack Street  
Suite B  
Methuen, Massachusetts 01844  
FAX 978-849-5191

August 16, 2023

Timothy J. Jordan, President  
Haverhill City Council  
City Hall  
4 Summer Street  
Haverhill, MA 01830

Re: Special Permit Ch 255 Sec. 6.2.10 Nonaccessory Signs  
Owner: CP Realty, LLC  
Applicant: American Outside Advertising, LLC  
50 Foundation Avenue, Haverhill MA  
Parcel ID: 763-3-1B

Dear President Jordan:

Please be advised this office represents American Outside Advertising, LLC regarding the property located at 50 Foundation Avenue and being shown on Haverhill Assessor's Map 763 Block 3 Lot 1B.

American Outside Advertising, LLC is requesting a Special Permit from the City of Haverhill to an electronic billboard at the above referenced site. The Haverhill Zoning Ordinance Chapter 255 Section 6.2.10 requires a Special Permit from the City Council.

The property is located in the "BP" Zoning District.

American Outside Advertising, LLC has entered into an agreement with the City of Haverhill that provides annual compensation to the City along with free use of the billboard. The total compensation to the City during the term of the agreement totals approximately \$1,190,000.00.

The application requires waivers for sign height of 90 feet where 24 feet is allowed, sign area of 1,344 square feet where 600 square feet is allowed and front yard setback of 5 feet where 40 feet is allowed.

I would point out that this application and the waivers sought are similar to two other Special Permits the Council has allowed in the past which were also located along the border of Route 495.

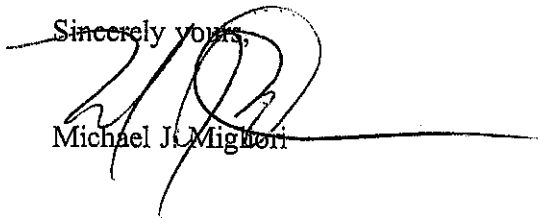
The application in all other regards meets the requirements stated in the Haverhill Zoning Ordinance for Special Permits.

Kindly schedule a hearing to be held before the City Council. I have enclosed the appropriate plans, reports and fees in connection with the requested Special Permit.

The applicant further agrees to waive the statutory requirement for Haverhill City Council to hold a hearing on the matter within sixty-five (65) days.

Should you have any questions or need any additional information, please don't hesitate to contact me.

Sincerely yours,



Michael J. Migliori

MJM/dma

Enc.

c.c.: Mayor James Fiorentini

JAMES J. FIORENTINI  
MAYOR



**CITY OF HAVERHILL**  
**MASSACHUSETTS**

11,1,1  
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

October 27, 2023

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

**RE: Louise Bevilacqua – Board of Appeals Reappointment**

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

I hereby reappoint Louise Bevilacqua, 84 Winona Avenue, Haverhill, to the Haverhill Board of Appeals. This is a confirming reappointment which takes effect immediately and expires on October 31, 2026.

Very truly yours,

**James J. Fiorentini**  
Mayor

JJF/lyf

cc: William Pillsbury, Director of Economic Development, City of Haverhill

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

11.1.2

October 13, 2023

City Council President Timothy J. Jordan & Members of the City Council

**RE: Cultural Council Appointment – McKenna Ramona Jennings**

Dear Mr. President and Members of the City Council:

Please be advised that I hereby appoint McKenna Ramona Jennings, 23 Orange Street, Haverhill to the Haverhill Cultural Council. This is a confirming appointment which takes effect upon confirmation and expires on 12/31/2025.

Very truly yours,

**James J. Fiorentini**  
Mayor

JJF/lyf

cc: John Hassan, Chairman, Haverhill Cultural Council

## mayors\_admin

---

**From:** Mayor  
**Sent:** Thursday, October 19, 2023 4:29 PM  
**To:** Lisa Ferry  
**Subject:** Fwd: [EXTERNAL]Haverhill Cultural Council  
**Attachments:** McKenna Jennings Resume.pdf

Appoint

Sent from my iPhone

Begin forwarded message:

**From:** McKenna Ramona Jennings <mckennaramonajennings@gmail.com>  
**Date:** October 19, 2023 at 4:25:25 PM EDT  
**To:** Mayor <mayor@cityofhaverhill.com>  
**Subject:** [EXTERNAL]Haverhill Cultural Council

Warning! External Email. Exercise caution when opening attachments or clicking on any links. . .  
Good afternoon,

I hope you're doing well. Nomsa Ncube has spoken very highly of the Haverhill Cultural Council to me, and I would love to be considered to join.

A bit of background on me: I grew up in Haverhill and went to public school. After I graduated from Haverhill High, I went to university in New York City and studied abroad in Paris, France. I'm now back, residing in Haverhill, and eager to make a positive, bright impact on the community I grew up in.

Attached is my resume. Thank you for your time and consideration.

McKenna Jennings

**McKenna Ramona Jennings**  
mckennaramonajennings@gmail.com (978) 382-7506

Young professional who has a unique mix of creative marketing and interpersonal skills  
that result in impactful, timely work in the nonprofit world.

**Education**

***Pace University, Lubin School of Business- New York, NY***

**December 2022**

***BBA Advertising and Integrated Marketing Communications with a Minor in Fashion Marketing***

William L. & Beatrice T. Sahm Endowed Scholarship, Pace Incentive Award, Kathleen L. Gerla

Memorial Endowed Scholarship, Dean's List, Tau Sigma National Honor Society, National Society of Leadership and Success

***American University of Paris, Semester Abroad- Paris, France***

**January 2022 - May 2022**

**Experience**

**Ruth's House**

**January 2023 - Present**

*Development Manager; Marketing Committee, Gala Committee 2021, 2022, 2023*

Haverhill, Massachusetts

- Volunteer February 2021-August 2021, Part-Time August 2021-December 2022
- Responsible for Instagram, Facebook, LinkedIn, and website management & content creation
- Responsible for brand image on and offline; increased social media following by over 200%
- Member of Gala Subcommittee of the Board: managed event logistics and the tracking of ticket purchases, sponsors, in-kind donations, expenses; creation of collateral material
- Fundraised over \$7,000 in new Gala sponsorships and brought in over \$4,500 new in-kind gala donations
- Liaison with Spanish-speaking clients and customers
- Responsible for development and creation of all collateral material
- Assisted Executive Director with grant presentations and establishing the budget
- Developed & integrated Salesforce and client databases into daily operations
- Assisted with daily store operations that include cashier, donation retrieval, merchandising, and client referral

**Petunia's Picks – Personal Fashion Blog**

**January 2017-August 2020**

*Founder and Editor in Chief*

- Created daily/weekly content for website, social, & newsletter through market research and industry competitors
- Analyzed weekly/monthly analytics for traffic referrers, click through rates, and call to actions
- Applied SEO tactics focusing on topic clusters and internal linking to increase traffic
- Responsible for creative direction across website personalization and cohesively communicating the brand image across all social channels

**Jennifer Behr**

**August 2020 - January 2021**

*Public Relations/Social Intern*

- Tracked and archived social, digital, & print coverage on Image Relay
- Used Google Analytics to track influencer social post impressions that converted to website sessions
- Assisted with monthly reports and prepared press clippings into a digital book
- Organized and assisted with influencer outreach
- Researched well-known and upcoming hairstylists to collaborate with for website & social content

**Bella Bridal Shoppe - @bellabridalshoppe**

**October 2017-January 2019**

*Social Media Assistant New York, NY*

Woburn, MA

- Created and updated weekly content calendars for Instagram
- Increased Instagram following by 685% through organically posting and applying leading hashtags to content
- Developed lower-funnel assets by highlighting and communicating competitive advantage through the shop's gowns, relationships with designers, past clients, & dedication to its incomparable one-on-one in-store bridal experience

**Skills**

- Microsoft Office; Canva; WordPress; Constant Contact & Mailchimp; Yoast SEO; Salesforce; Event Planning; Fundraising; Instagram for Business; Facebook for Business; Pinterest for Business; Google Analytics & AdSense; Google Apps; Basic knowledge of HTML, CSS, & JavaScript; iMovie



JAMES J. FIORENTINI  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

11.2.11  
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

October 27, 2023

City Council President Timothy J. Jordan & Members of the City Council

**RE: Thomas Wylie - Conservation Commission Reappointment**

Dear Mr. President and Members of the City Council:

Please be advised that I hereby reappoint Thomas Wylie, 185 Salem Street, Haverhill, MA to the Haverhill Conservation Commission.

This is a non-confirming appointment. This appointment takes effect immediately and expires December 31, 2024.

Very truly yours,

**James J. Fiorentini**  
Mayor

JJF/lyf

cc: Robert Moore, Jr., Environmental Health Technician

JAMES J. FIORENTINI  
MAYOR



**CITY OF HAVERHILL  
MASSACHUSETTS**

11.2.2  
CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CITYOFHAVERHILL.COM

October 26, 2023

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

**RE: Water-Wastewater Abatement Board Appointment – Pablo Rodriguez**

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

I hereby appoint Pablo Rodriguez, 446 Washington Street, 1<sup>st</sup> Floor, Haverhill to the Water-Wastewater Abatement Board. This is a non-confirming appointment which will take place immediately and expires on October 31, 2026.

Very truly yours,

  
James J. Fiorentini  
Mayor

Cc: Bob Ward, DPW Director

JJF/lyf



# City of Haverhill

## Massachusetts



City Hall • 4 Summer Street • Room 100 • Haverhill, MA 01830 • (978) 374-2300 • Fax (978) 373-7544

### APPLICATION FOR APPOINTMENT TO CITY BOARD, COMMITTEE OR COMMISSION

The city appreciates your interest in serving on one of its Boards, Committees or Commissions. Please complete this form and return it to the Mayor's Office in city hall.

Name PABLO RODRIGUEZ

Home address 446 Washington st. 1st Floor

Phone number 978-204-6672

Business number \_\_\_\_\_

Email pabloarturorodriguez3@gmail.com

Please indicate which Board, Commission or Committee you are applying to be appointed to:

- |  |   |
|--|---|
| <input type="checkbox"/> Agricultural Commission                   | <input type="checkbox"/> Board of Health                    |
| <input type="checkbox"/> Board of Registrars Rep.                  | <input type="checkbox"/> Council on Youth Needs             |
| <input type="checkbox"/> Bradford Common Historic Dist. Commission | <input type="checkbox"/> Cultural Council                   |
| <input type="checkbox"/> Community Affairs Adv. Board (CAAB)       | <input type="checkbox"/> Downtown Parking Commission        |
| <input type="checkbox"/> Commission on Disability                  | <input type="checkbox"/> Friends of the Bradford Rail Trail |
| <input type="checkbox"/> Community Action Commission               | <input type="checkbox"/> Harbor Commission                  |
| <input type="checkbox"/> Conservation Commission                   | <input type="checkbox"/> Haverhill Historic Commission      |
| <input type="checkbox"/> Council on Aging                          | <input type="checkbox"/> Haverhill Housing Authority        |

☐ License Commission

☐ Planning board

☐ Rock's Village Historic Dist. Comm.

☐ Washington St. Historic Dist. Comm.

☒ Water/ Wastewater Rating Board

☐ Zoning Board of Appeals

☐

# **PABLO ARTURO RODRIGUEZ**

446 Washington St Haverhill, MA 01830

CEL.: 978-204-6672 · E-Mail: pabloarturorodriguez@gmail.com

---

Teamwork oriented, self-learner, highly organized, responsible, and capable to work under pressure and with minimum supervision. Interested in Advanced Industrial automation system and Manufacturing. An Engineer with more than 15 years of project management experience that has enabled me to develop skills in managing budgets, purchasing, inventory control, human resources, purchasing, marketing and customer care.

---

## **EXPERIENCE**

### **2022 - Present Procter & Gamble Acton, MA**

- *Facilities Technician*
- *Quality Technician*

### **2013 - 2022 Haartz Corporation Acton, MA**

*Color Matcher - Top Coat Manufacturing*

- Responsible for developing color formulas for PVC/TPO extrusions, printing textile and plastic materials. Color matching active products development for compounded vinyl acrylic, waterborne and solvent urethane application.
- Determination of visual and numerical color tolerances to satisfy QC requirements. Minimize raw material usage and display knowledge of appropriate waste stream handling.
- Visual inspection of material for quality, detecting defects and informing supervisory staff of any problems with the material.
- Perform tests at specified stages in production process and end use quality.
- Monitor product performance to evaluate and improve capability

### **2007-2013 DINCRO S.R. L Santo Domingo, Dominican Republic**

*Civil Engineers & Architectures development*

- Identify new lands/properties where projects would be developed and executed
- Estimated project cost and cost effectiveness
- Shared responsibility to supervise and run the projects
- Provide support in the contracting and the recruitment the working team (Carpenters, Electricians, Plumbers, manpower and sales team)
- Exercised adept managerial approaches to assure customers with a great buying experience
- Ensure and monitor commercial partnerships that support the achievement of objectives.

CEL.: 978-204-6672 · E-Mail: pabloarturorodriguez@gmail.com

## **2002 - 2004 Éxito Vision Cable Santo Domingo, Dominican Republic**

*General Contractor* Information Technology

- Computer Systems Developer and IT Administrator
- Designed, developed, and supported information systems. (Software and Network)
- Point of Sales, Inventory, Payroll, Service Orders
- Responsible for coordinating the technical works from its generation until be closed.
- In charge for billing services provided, collection of invoices.
- In charge of coordinating route technicians and their payroll.

## **EDUCATION**

**2007 - 2012 Bachelor of Computer Science and Technology Engineering**

Universidad Nacional Pedro Henríquez Ureña (UNPHU)

**Santo Domingo, Dominican Republic**

**1996 - 2000 Bachelor of Civil Engineering**

Universidad Nacional Pedro Henríquez Ureña (UNPHU)

**Santo Domingo, Dominican Republic**

## **LANGUAGES**

- **English (Proficient), Spanish (Native)**

## **OTHER TECHNICAL SKILLS**

- **Operating systems:** MS Windows XP/Vista/7/10
- **Applications:** MS Office, Internet
- **Strategic Planning and Execution**
- **Time Management**

## **REFERENCES**

- **Available upon Request**

11.6.11

Event Permit · Add to a project

 **Expiration Date****Active****Request Changes**  
(/#/explore/request-changes/159216)

## EVNT-23-31

**Details**

Submitted on Sep 29, 2023 at 1:51 pm

**Attachments**

5 files

**Activity Feed**

Latest activity on Oct 20, 2023

**Applicant**

maria synriotis

**Location**

154 WINTER ST, Haverhill, MA 01830

**View** ▼**Edit Workflow****Event Permit Payment**

Paid Sep 29, 2023 at 1:52 pm

**City Clerk Approval**

Completed Oct 02, 2023 at 3:02 pm

**Building Inspector Approval**

Completed Oct 03, 2023 at 4:57 am

**Fire Inspector Approval**

Completed Oct 03, 2023 at 8:43 am



**Health Inspector Approval**  
Completed Oct 20, 2023 at 3:06 pm



**Police Department Approval**  
Completed Oct 02, 2023 at 3:05 pm



**Public Works Director Approval**



**City Council Approval**  
In Progress



**Event Permit Issued**  
Document

## Details

### Organization Information

Edit

Organization\*

Hellenic Orthodox Community

Organization Phone\*

9783733311

Organization Address\*

154 Winter Street

Organization City\*

Haverhill

Organization State\*

MA

Organization Zip\*

01830

Is the Organization Tax Exempt?\*

Yes

Is the Organization Non-Profit?\*

Yes

Is the Organization a House of Worship?\*

Yes

Contact Information

Edit

This should be the key person responsible for the event.

Contact Name\*

maria Syrniotis

Contact Title\*

President

Contact Phone\*

9789876621

Contact Email\*

holypostlesstpeterpaul@gmail.com



Completed Oct 03, 2023 at 8:43 am

ET



**Health Inspector Approval**

Completed Oct 20, 2023 at 3:06 pm



MT



**Police Department Approval**

Completed Oct 02, 2023 at 3:05 pm

KL



**Public Works Director Approval**

RW



**City Council Approval**

In Progress



**Event Permit Issued**

Document

## Police Department Approval



● **Complete** ▾

Complete

Assignee

 Kevin Lynch

Due date

 None

This step was assigned to Kevin Lynch - Oct 2, 2023 at 3:02 pm  
Kevin Lynch approved this step - Oct 2, 2023 at 3:05 pm



Completed Oct 03, 2023 at 8:43 am

ET

**Health Inspector Approval**

Completed Oct 20, 2023 at 3:06 pm



MT

**Police Department Approval**

Completed Oct 02, 2023 at 3:05 pm

KL

**Public Works Director Approval**

RW

**City Council Approval**

In Progress

**Event Permit Issued**

Document

**Health Inspector Approval****Complete** ▾

Complete

Assignee

Mark Tolman

Due date



None

**Kaitlin Wright** ✓

Remove Comment • Oct 20, 2023 at 2:14 pm

@Mark Tolman please take care of this ASAP

**Mark Tolman**

Remove Comment • Oct 20, 2023 at 3:06 pm

All food cooked in churches licensed kitchen.

This step was assigned to Mark Tolman - Oct 2, 2023 at 3:02 pm  
Mark Tolman approved this step - Oct 20, 2023 at 3:06 pm

**Holy Apostles Greek  
Orthodox Church  
HAVERHILL, MA**

# **GREEK FESTIVAL**



**November 3 – 4, 2023**

**HOURS**

**Friday 11:00 AM – 10:00 PM**

**Saturday 11:00 AM – 1:00 AM**

*Live music 9:00 PM - 1:00 AM featuring Fotia.live*

**Homemade Greek Food and Pastries**

**Take-out Available**

**Music | Raffles | Greek Products**

**Free Admission | Parking**

**All are welcome!**

**154-156 Winter Street, Haverhill, MA 01830 | +1 978 373 3311**

**[www.holyapostleshaverhill.org](http://www.holyapostleshaverhill.org)**



FRED C. CHURCH, INC.  
41 WELLMAN STREET  
LOWELL, MA 01851  
Phone: (978) 458-1865  
Fax: (978) 454-1865

To: HELLENIC ORTHODOX COMMUNITY

**\* BINDER \***  
09/28/2023

From: Nick Nardicchio  
nnardicchio@fredcchurch.com

Renewal Of: NEW

Insured: **HELLENIC ORTHODOX COMMUNITY**

Mailing **154 WINTER ST**  
Address: **HAVERHILL, MA 01830**

Thank you for your order to bind. We appreciate your business! We have bound the below coverage. Policy to Follow Shortly

## POLICY INFORMATION

### COMMERCIAL LIABILITY POLICY

Policy Number:	<b>SE 2020528</b>
Policy Period:	11/03/2023 to 11/06/2023
Carrier:	Mount Vernon Fire Insurance Company
Status:	Admitted
A.M. Best Rating:	A++ (Superior) - XII

### COVERAGE PART

### PREMIUM

Commercial Liability	\$600.00
Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit (Any One Person/Organization)	\$1,000,000
Medical Expense Limit (Any One Person)	\$1,000
Damages To Premises Rented To You (Any One Premises)	\$100,000
Products/Completed Operations Aggregate Limit	See L-535
General Aggregate Limit	\$2,000,000
Liquor Liability	\$525.00
Each Common Cause Limit	\$1,000,000
Aggregate Limit	\$2,000,000

### POLICY PREMIUM

**\$1,125.00**

## Location of All Covered Special Event(s)

1 - 154-156 Winter Street, Haverhill, MA 01830

## APPLICABLE FORMS & ENDORSEMENTS

The following forms apply to multiple coverage parts

Please contact us with any questions regarding the terminology used or the coverages provided.

Page 1 of 2

CG2173 01/15	Exclusion Of Certified Acts Of Terrorism	IL0017 11/98	Common Policy Conditions
IL0021 09/08	Nuclear Energy Liability Exclusion Endorsement	Jacket 07/19	Policy Jacket
L-206 02/11	Fully Earned Premium Endorsement	L-224 10/10	Punitive Or Exemplary Damages Exclusion
L-606 02/11	Exclusion For Injury To Performers, Entertainers And Participants	L-607 02/11	Exclusion For Climbing, Rebounding And Interactive Games And Devices
L-609 02/11	Animal Exclusion	L-610 11/04	Expanded Definition Of Bodily Injury
L-656 02/06	Extension Of Coverage - Committee Members	L-816 11/18	Amendments of Conditions - Limits of Insurance Under Multiple Coverage Parts
L-820 12/18	Special Events Blanket Additional Insured Endorsement	LLQ 102 02/15	Event Vendor, Exhibitor And Contractor Exclusion
LLQ101 08/06	Expanded Definition Of Employee	LLQ368 08/10	Separation Of Insureds Clarification Endorsement
SPE 312 03/15	Who Is An Insured	TRIADN MA 12/20	Disclosure Notice of Terrorism Insurance Coverage

**The following forms apply to the Commercial Liability coverage part**

CG0001 12/07	Commercial General Liability Coverage Form	CG0068 05/09	Recording And Distribution Of Material Or Information In Violation Of Law Exclusion
CG2107 05/14	Exclusion - Access Or Disclosure Of Confidential Or Personal Information And Data-Related Liability - Limited Bodily Injury Exception Not Included	CG2109 06/15	Exclusion - Unmanned Aircraft
CG2136 03/05	Exclusion - New Entities	CG2139 10/93	Contractual Liability Limitation
CG2144 07/98	Limitation Of Coverage To Designated Premises Or Project	CG2147 12/07	Employment-Related Practices Exclusion
L 427 01/20	Exclusion for Fireworks and Other Pyrotechnic Devices	L 535 03/15	Exclusion - Products-Completed Operations Hazard Other Than Food Or Beverage Products
L-387 03/06	Exclusion - Mechanical Rides	L-423 02/11	Exclusion For Structure Collapse
L-428 04/15	Absolute Firearms Exclusion	L-461MA 12/11	Assault Or Battery Exclusion
L-536 09/09	Exclusion - Participation In Athletic Activity, Physical Activity Or Sports	L-599 10/12	Absolute Exclusion for Pollution, Organic Pathogen, Silica, Asbestos and Lead with a Hostile Fire Exception
L-686 10/12	Absolute Exclusion for Liquor and Other Related Liability	L-816 11/18	Amendments of Conditions - Limits of Insurance Under Multiple Coverage Parts
L-820 12/18	Special Events Blanket Additional Insured Endorsement	LLQ 102 02/15	Event Vendor, Exhibitor And Contractor Exclusion
SPE 300 05/09	Special Events Property Damage Amendment	SPE 312 03/15	Who Is An Insured

**The following forms apply to the Liquor Liability coverage part**

CG0033 12/07	Liquor Liability Coverage Form	CG0203 03/08	Massachusetts Changes - Cancellation And Nonrenewal
CG2406 04/13	Liquor Liability - Bring Your Own Alcohol Establishments	L-657 01/11	Absolute Pollution Exclusion - Liability
L-816 11/18	Amendments of Conditions - Limits of Insurance Under Multiple Coverage Parts	L-820 12/18	Special Events Blanket Additional Insured Endorsement
LLQ 102 02/15	Event Vendor, Exhibitor And Contractor Exclusion	LQ-202 12/11	Assault Or Battery Exclusion
LQ-352 09/08	Event Vendor - Other Insurance	LQ-354 10/09	Limitation Of Coverage To Insured Premises
LQ-428 10/16	Absolute Firearms Exclusion	SPE 312 03/15	Who Is An Insured



City of Haverhill, MA

10/20/2023

**EVNT-23-31**

Event Permit

Status: Active

Submitted On: 9/29/2023

**Primary Location**

154 WINTER ST

Haverhill, MA 01830

**Owner**

HELLENIC ORTHODOX CHURCH

WINTER ST 154 HAVERHILL, MA 01830

**Applicant**

maria syrniotis

978-373-3311

holyapostlesstpeterpaul@gmail.com

154 Winter Street

Methuen, MA 01844

**Organization Information****Organization\***

Hellenic Orthodox Community

**Organization Phone\***

9783733311

**Organization Address\***

154 Winter Street

**Organization City\***

Haverhill

**Organization State\***

MA

**Organization Zip\***

01830

**Is the Organization Tax Exempt?\***

Yes

**Is the Organization Non-Profit?\***

Yes

**Is the Organization a House of Worship?\***

Yes

**Contact Information**

Contact Name\*

maria Syrniotis

Contact Title\*

President

Contact Phone\*

9789876621

Contact Email\*

holypostlesstpeterpaul@gmail.com

Contact Address\*

14 Spencer Street

Contact City\*

Methuen

Contact State\*

MA

Contact Zip\*

01844

## Property Owner Information

Property Owner Name\*

Hellenic Orthodox Community

Property Owner Phone\*

9783733311

Property Owner Address\*

154 winter street

Property Owner City\*

haverhill

Property Owner State\*

ma

Property Owner Zip\*

01830

Is the Applicant the Property Owner? ⓘ

No

## Event Information

Description of event\* ⓘ

Food Festival - two day festival 11/3/23 (11am-10pm) - 11/4/23 (11 am-1 am)

Type of Event\*

Festival

Event Date\*

11/03/2023

Event Location\*

154 winter street haverhill

is the Event on Bradford Common?\* ⓘ

No

Is the Event on City Property?\*

No

Event Venue\*

Indoor

Number of Anticipated Attendees\*

350

Are You Requesting Additional Fees Be Waived?  
(APPLICATION FEE IS NOT WAIVABLE)\*

Yes

Event Start Time*	Event End Time*
11 am	1 am
Will Food Be Served/Sold at the Event?*	IF YES TO FOOD, By What Means?*
Yes	Organization Sponsored Cookout
IF YES To FOOD, How Will it be Cooked?*	IF OTHER COOKING, Please Explain*
Other	It will be prepared on premises

Any Helpful Comments about Food

Ari Pardales who is servsafe certified will be there and overseeing this.

Special Considerations (i.e. fireworks)\* ⓘ

none

Parking Information

Number of Parking Spaces Onsite*	Have Off-site Parking Arrangements Been Made?*
50	No

Are There Charges/Fees for Parking?\*

No

Sanitation Information

Number of Public Restrooms Available*	Type of Toilets*
15	Permanent

Please Describe Plans for Solid Waste Disposal & Recycling\*

we have a permanent dumpster

General Release & Indemnity Agreement

Yes\*

☒

Terms of Understanding

Yes\*

☒



## Attachments

## Event Agreements, Leases & Contracts

**REQUIRED**

dows.net/FestivalFlyer2023.pdf  
ri\_Sep\_29\_2023\_135145.pdf from ip: 10.10.1.1 at 1:51 PM  
455Z&se=2023-10-

**General Release & Indemnity Agreement**

**REQUIRED**

[General Release and Indemnity Agreement\\_Fri\\_Sep\\_29\\_2023\\_13-44-28.docx](#)  
Indemnity Agreement\_Fri\_Sep\_29\_2023\_13-44-28.docx  
Downloaded by maria.spradison on Sep 29, 2023 at 1:46 PM

## Proof of Non-Profit Status

**REQUIRED**

saws.net/vsearch/Tax-Exemption.pdf  
\_Fri\_Sep\_29\_2023\_16:48:17pm?sp=s&se=29-2023  
A55Z&se=2023-10-

**Property Owner's Written Consent**

**REQUIRED**

et/vpc3- General Release and Indemnity Agreement\_Fri\_Sep\_29\_2023\_13-44-  
ity Agreement\_Fri\_Sep\_29\_2023\_13-44-  
017-11-0914eaglesbymedia.com  
indemnity on Sep 29, 2023 at 1:51 PM

**Proof of Insurance**

**REQUIRED**

i.net/vpc35E2020528\_Applicant.pdf  
\_Sep\_29\_2023-13:56.pdf  
&se=2023-10-  
iBkMIKDM%2FqOYfDfzhTtzGs62rGMCBhwTTw%3D)

## History

Date	Activity
8/30/2023, 2:38:14 AM	maria syrniotis started a draft of Record EVNT-23-31
9/29/2023, 1:51:32 PM	maria syrniotis submitted Record EVNT-23-31
9/29/2023, 1:52:44 PM	completed payment step Event Permit Payment on Record EVNT-23-31
9/29/2023, 1:52:45 PM	approval step City Clerk Approvalwas assigned to Kaitlin Wright on Record EVNT-23-31
10/2/2023, 3:02:36 PM	Kaitlin Wright approved approval step City Clerk Approval on Record EVNT-23-31
10/2/2023, 3:02:37 PM	approval step Fire Inspector Approvalwas assigned to Eric Tarcy on Record EVNT-23-31
10/2/2023, 3:02:37 PM	approval step Police Department Approvalwas assigned to Kevin Lynch on Record EVNT-23-31
10/2/2023, 3:02:37 PM	approval step Health Inspector Approvalwas assigned to Mark Tolman on Record EVNT-23-31
10/2/2023, 3:02:37 PM	approval step Public Works Director Approvalwas assigned to Robert Ward on Record EVNT-23-31
10/2/2023, 3:02:37 PM	approval step Building Inspector Approvalwas assigned to Tom Bridgewater on Record EVNT-23-31
10/2/2023, 3:05:00 PM	Kevin Lynch approved approval step Police Department Approval on Record EVNT-23-31
10/3/2023, 4:57:17 AM	Tom Bridgewater approved approval step Building Inspector Approval on Record EVNT-23-31
10/3/2023, 8:43:48 AM	Eric Tarcy approved approval step Fire Inspector Approval on Record EVNT-23-31
10/20/2023, 2:13:43 PM	Kaitlin Wright waived approval step Public Works Director Approval on Record EVNT-23-31
10/20/2023, 3:06:28 PM	Mark Tolman approved approval step Health Inspector Approval on Record EVNT-23-31
10/20/2023, 3:06:29 PM	approval step City Council Approvalwas assigned to Kaitlin Wright on Record EVNT-23-31

## Timeline

Label	Activated	Completed	Assignee	Due Date
✓ City Clerk Approval	9/29/2023, 1:52:44 PM	10/2/2023, 3:02:36 PM	Kaitlin Wright	-
✓ Fire Inspector Approval	10/2/2023, 3:02:37 PM	10/3/2023, 8:43:48 AM	Eric Tarpy	-
✓ Police Department Approval	10/2/2023, 3:02:37 PM	10/2/2023, 3:05:00 PM	Kevin Lynch	-
✓ Health Inspector Approval	10/2/2023, 3:02:37 PM	10/20/2023, 3:06:28 PM	Mark Tolman	-
✓ Building Inspector Approval	10/2/2023, 3:02:37 PM	10/3/2023, 4:57:17 AM	Tom Bridgewater	-
💰 Event Permit Payment	9/29/2023, 1:51:33 PM	9/29/2023, 1:52:44 PM	maria syrniotis	-
✓ Public Works Director Approval	10/2/2023, 3:02:37 PM	10/20/2023, 2:13:43 PM	Robert Ward	-
✓ City Council Approval	10/20/2023, 3:06:28 PM	-	Kaitlin Wright	-
📄 Event Permit Issued	-	-	-	-



City of Haverhill, MA

10/27/2023

## EVNT-23-32

Event Permit

Status: Active

Submitted On: 10/24/2023

## Primary Location

486 SOUTH MAIN ST

Bradford, MA 01835

## Owner

CITY OF HAVERHILL HAVERHILL FIRE DEPT

SUMMER ST 4 HAVERHILL, MA 01830

## Applicant

Daniel Plourde Sr.

978-290-0070

vfw29santaparade@gmail.com

297 Lake Street

Haverhill, MA 01832

11.6.2

HAVERHILL CITY CLERK OCT 27 2023 4:41:18 PM

## Organization Information

## Organization\*

Haverhill Santa Parade Committee Inc.

## Organization Phone\*

978-373-3777

## Organization Address\*

PO Box 5345

## Organization City\*

Bradford

## Organization State\*

MA

## Organization Zip\*

01835

## Is the Organization Tax Exempt?\*

Yes

## Is the Organization Non-Profit?\*

Yes

## Is the Organization a House of Worship?\*

No

## Contact Information

Contact Name\*

Daniel Plourde Sr.

Contact Title\*

Parade Chairman

Contact Phone\*

978-290-0070

Contact Email\*

vfw29santaparade@gmail.colm

Contact Address\*

297 Lake Street

Contact City\*

Haverhill

Contact State\*

MA

Contact Zip\*

01832

## Property Owner Information

Property Owner Name\*

City of Haverhill

Property Owner Phone\*

978-374-2312

Property Owner Address\*

4 Summer Street

Property Owner City\*

Haverhill

Property Owner State\*

MA

Property Owner Zip\*

01830

Is the Applicant the Property Owner? ⓘ

No

## Event Information

Description of event\* ⓘ

We are looking for a permit for the 59th Annual VFW Santa Parade. The parade begins at the Bradford Fire Station, marches down 125 and over the Basiliere Bridge, takes a left onto Merrimack Street, and then a right onto Emerson Street before ending at the Boys and Girls Club.

Type of Event\*

Other

IF OTHER, Please Specify\*

Parade

Event Date\*

11/19/2023

Event Location\*

So. Main Stree/Merrimack St/Emerson St

Is the Event on Bradford Common?\* ⓘ

No

Is the Event on City Property?\*

Yes

Event Venue*	Number of Anticipated Attendees*
Outdoor	20000

Are You Requesting Additional Fees Be Waived? (APPLICATION FEE IS NOT WAIVABLE)*	Event Start Time*
Yes	01:00 PM

Event End Time*	Will Food Be Served/Sold at the Event?*
4:00 PM	No

Any Helpful Comments about Food

Special Considerations (i.e. fireworks)\* ⓘ  
None.

### Parking Information

Number of Parking Spaces Onsite*	Have Off-site Parking Arrangements Been Made?*
0	No

Are There Charges/Fees for Parking?\*

No

### Sanitation Information

Number of Public Restrooms Available*	Type of Toilets*
4	Portable

Please Describe Plans for Solid Waste Disposal & Recycling\*

Portable toilets will be delivered and removed by a licensed company.

IF PORTABLE TOILETS, Who is the Vendor?\*

Pete's Portable Toilet

### General Release & Indemnity Agreement

Yes\*



## Terms of Understanding

Yes\*



## Attachments

## General Release & Indemnity Agreement

**REQUIRED**

net/vpc3General Release and Indemnity Agreement.pdf  
nnity\_Agreement\_Type\_01\_P24\_2023\_01\_09\_7511023  
5%3A12%3A26Z&se=2023-10-  
%2FdE3vxzU%2FYIESHMHR7Lirn%2BeKWY4AI%3D)

## Proof of Non-Profit Status

**REQUIRED**

downs.net/Applehill\_Santa\_Parade\_Tax\_ID.pdf  
e\_Tax\_ID\_UltraCity23-10-23-10-58.pdf/23, 2023 at 8:11 PM  
27T15%3A12%3A26Z&se=2023-10-  
.u6plr%2FrBjs5ZShpgGbDZwswiCrP4mlek%3D)

Property Owner's Written Consent

**REQUIRED**

ows.net/Permi...Request to City of Haverhill.docx  
\_City\_of\_Haverhill\_Ty...NetP...2023 at 1:58 PM  
023-10-27T15%3A12%3A26Z&se=2023-10-  
/WLK8ucxba%2BmrixCzz6OLJZ9RfaCrINx4g%3D)

### Proof of Insurance

**REQUIRED**

indows.net/supacore-COI-2023.pdf  
} Tue Oct 24 2023 by Daniel B. on Oct 24, 2023 at 3:12 PM  
0-27T15%3A12%3A26Z&se=2023-10-  
'3afiBniguZX0TSI8LvhTkFj2bPtg9xzwkk%3D)

## History

Date	Activity
10/9/2023, 7:22:32 PM	Daniel Plourde Sr. started a draft of Record EVNT-23-32
10/24/2023, 3:13:02 PM	Daniel Plourde Sr. submitted Record EVNT-23-32
10/24/2023, 3:26:19 PM	completed payment step Event Permit Payment on Record EVNT-23-32
10/24/2023, 3:26:20 PM	approval step City Clerk Approvalwas assigned to Kaitlin Wright on Record EVNT-23-32
10/24/2023, 3:48:11 PM	Kaitlin Wright approved approval step City Clerk Approval on Record EVNT-23-32
10/24/2023, 3:48:12 PM	approval step Fire Inspector Approvalwas assigned to Eric Tarpy on Record EVNT-23-32
10/24/2023, 3:48:12 PM	approval step Police Department Approvalwas assigned to Kevin Lynch on Record EVNT-23-32
10/24/2023, 3:48:12 PM	approval step Health Inspector Approvalwas assigned to Mark Tolman on Record EVNT-23-32
10/24/2023, 3:48:12 PM	approval step Recreation Department Approvalwas assigned to Ben Delaware on Record EVNT-23-32
10/24/2023, 3:48:12 PM	approval step Public Works Director Approvalwas assigned to Robert Ward on Record EVNT-23-32
10/24/2023, 3:48:12 PM	approval step Building Inspector Approvalwas assigned to Tom Bridgewater on Record EVNT-23-32
10/24/2023, 3:49:25 PM	Kevin Lynch approved approval step Police Department Approval on Record EVNT-23-32
10/24/2023, 4:11:17 PM	Ben Delaware approved approval step Recreation Department Approval on Record EVNT-23-32
10/25/2023, 8:12:33 AM	Mark Tolman approved approval step Health Inspector Approval on Record EVNT-23-32

Date	Activity
10/25/2023, 10:22:43 AM	Tom Bridgewater approved approval step Building Inspector Approval on Record EVNT-23-32
10/26/2023, 8:50:43 AM	Eric Tarpy approved approval step Fire Inspector Approval on Record EVNT-23-32

### Timeline

Label	Activated	Completed	Assignee	Due Date
✓ City Clerk Approval	10/24/2023, 3:26:20 PM	10/24/2023, 3:48:11 PM	Kaitlin Wright	-
✓ Fire Inspector Approval	10/24/2023, 3:48:12 PM	10/26/2023, 8:50:43 AM	Eric Tarpy	-
✓ Police Department Approval	10/24/2023, 3:48:12 PM	10/24/2023, 3:49:25 PM	Kevin Lynch	-
✓ Health Inspector Approval	10/24/2023, 3:48:12 PM	10/25/2023, 8:12:33 AM	Mark Tolman	-
✓ Recreation Department Approval	10/24/2023, 3:48:12 PM	10/24/2023, 4:11:17 PM	Ben Delaware	-
✓ Building Inspector Approval	10/24/2023, 3:48:12 PM	10/25/2023, 10:22:43 AM	Tom Bridgewater	-
💰 Event Permit Payment	10/24/2023, 3:13:03 PM	10/24/2023, 3:26:19 PM	Daniel Plourde Sr.	-
✓ Public Works Director Approval	10/24/2023, 3:48:12 PM	-	Robert Ward	-
✓ City Council Approval	-	-	-	-
📄 Event Permit Issued	-	-	-	-



City of Haverhill, MA

Oct 27, 2023

EVNT-23-32

## Fire Inspector Approval

Event Permit

**Status:** Complete**Assignee:** Eric Tarpy**Became Active:** Oct 24, 2023**Completed:** Oct 26, 2023

### Applicant

Daniel Plourde Sr.  
vfw29santaparade@gmail.com  
297 Lake Street  
Haverhill, MA 01832  
978-290-0070

### Primary Location

486 SOUTH MAIN ST  
Bradford, MA 01835

### Owner:

CITY OF HAVERHILL HAVERHILL FIRE DEPT  
4 SUMMER ST HAVERHILL, MA 01830

### Comments

**Kaitlin Wright, Oct 24, 2023**

@Please approve ASAP as need to get on 10/31 agenda due to parade date. Thank you!

**Eric Tarpy, Oct 26, 2023**

Please be advised of the posted weight restrictions on bridge- and make sure attendees if applicable are aware of the limitations. Different route may be required





City of Haverhill, MA

Oct 27, 2023

EVNT-23-32

## Health Inspector Approval

Event Permit

**Status:** Complete**Became Active:** Oct 24, 2023**Assignee:** Mark Tolman**Completed:** Oct 25, 2023

### Applicant

Daniel Plourde Sr.  
vfw29santaparade@gmail.com  
297 Lake Street  
Haverhill, MA 01832  
978-290-0070

### Primary Location

486 SOUTH MAIN ST  
Bradford, MA 01835

### Owner:

CITY OF HAVERHILL HAVERHILL FIRE DEPT  
4 SUMMER ST HAVERHILL, MA 01830

### Comments

**Kaitlin Wright, Oct 24, 2023**

Please approve ASAP as need to get on 10/31 agenda due to parade date. Thank you!

**Mark Tolman, Oct 25, 2023**

Hi Kaitlin,

Any food vendors that participate during the parade will be permitted and inspected by this department.

Currently no food vendors have applied.

Mark

**Kaitlin Wright, Oct 25, 2023**

Thank you, Mark.



# Haverhill

11,8,1

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

Date: \_\_\_\_\_

Honorable President and Members of the Municipal Council:

OCT 20 2023

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

Organization: HHS gymnastics Applicant's Name: Christina Mazzaglia  
Applicant's Residence (must be Haverhill resident): 5 Duguet St Dr. Haverhill MA. 01830  
Applicant's Signature: Christina Mazzaglia

**(3 CONSECUTIVE DAYS ONLY)**

Date of Tag Day Request(s): 11/11 & 11/12

Canister: \_\_\_\_\_ Tag: ✓ Fee: \$ N/C

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

**OFF STREET LOCATIONS - PLEASE SPECIFY**

Academy Plaza  
Market Basket  
Duffy's

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

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

Recommendation by Police Chief: ✓ Approved  
\_\_\_\_\_ Denied

Office Use Only

Paul P. Pistone

Police Chief

In Municipal Council, \_\_\_\_\_

Attest:

City Clerk



# Haverhill

11,8.2

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

Date: \_\_\_\_\_

Honorable President and Members of the Municipal Council:

OCT 23 2023

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

Organization: AHS Unified Boosters Applicant's Name: Maria Capomaccio  
Applicant's Residence (must be Haverhill resident): 1441 Old Ferry Rd  
Applicant's Signature: Maria E Capomaccio

**(3 CONSECUTIVE DAYS ONLY)**

Date of Tag Day Request(s): 11/18/2023

Canister: \_\_\_\_\_

Tag: ✓

Fee: \$ N/C

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

**OFF STREET LOCATIONS - PLEASE SPECIFY**

Dunks River St

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

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

Recommendation by Police Chief: ✓ Approved  
\_\_\_\_\_ Denied

Office Use Only

Ralph P. Pistone

Police Chief

In Municipal Council, \_\_\_\_\_

Attest:

City Clerk

11,10,3,1

Christmas Tree Vendor Permit · Add to a project

 **Expiration Date****Active****Request Changes**  
(/#/explore/request-changes/162369)

⋮

## TREE-23-2

**Details**

Submitted on Oct 16, 2023 at 8:23 pm

**Attachments**

0 files

**Activity Feed**

Latest activity on Oct 23, 2023

**Applicant**

Joseph Michaud

 0**Location**

24 SUMMER ST, Haverhill, MA 01830

**View** ▼**Edit Workflow****Payment**

Paid Oct 23, 2023 at 10:00 am

**City Clerk Office Review**

Completed Oct 23, 2023 at 10:01 am

**Police Department Approval**

Completed Oct 23, 2023 at 11:07 am





City Council Approval  
Review



City Clerk Office Print Permit  
Review



Permit Issued  
Document

Details

Business Information

Edit

Type of Applicant\*

Club/Organization

Business/Organization Name\*

Haverhill elks 165 BPOE

Business/Organization Phone\*

9783745050

Business/Organization Address\*

24 summer st

Business/Organization City\*

Haverhill

Business/Organization State\*

Mass

Business/Organization Zip\*

01830

New Field

—

Operating Information

Edit



**City Council Approval**  
In Progress



**City Clerk Office Print Permit**  
Review



**Permit Issued**  
Document

**Police Department Approval**



**Complete** ▾

Complete

Assignee

 Kevin Lynch

Due date

 None

This step was assigned to Kevin Lynch - Oct 23, 2023 at 10:01 am  
Kevin Lynch approved this step - Oct 23, 2023 at 11:07 am



**City Council Approval**  
Review



**City Clerk Office Print Permit**  
Review



**Permit Issued**  
Document



**Joseph Michaud**

**View Profile**



**Email Address**

rhac89@aol.com (mailto:rhac89@aol.com)

**Phone Number**

508-726-8243

**Address**

21 south river st, Havrhill, Mass 01835

**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**

**Date for Opening\***

11/19/2023

**Date for Closing\***

12/25/2023

**Manager's Name\***

Carol duggan

**Manager's Cellphone\***

9789732050

**Structure On Site\***

Other

**Number of Trees\***

160

**Monday Hours of Operation\* ?**

8Am-10pm  
mon-sunday

**Tuesday Hours of Operation\***

8:15  
am  
mon-sunday





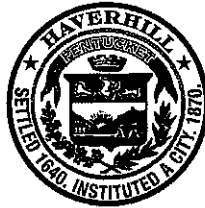
Document  
CITY OF HAVERHILL  
In Municipal Council

1211

**Ordered:**

In accordance with MGL c. 44 s. 20, that \$40,000.00 be transferred from surplus bond proceeds, capital project fund #3300010 – High School Gym Roof Replacement to capital project fund # 3300015 – School Boiler Replacement. This funding is needed to complete ADA mandates which are required in order to secure MSBA funding for the Moody School boiler replacement project.

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

October 27, 2023

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

**RE: Order to transfer \$40,000.00 from surplus bond proceeds for the High School Gym Replacement Account to a Capital Fund for the Moody School Boiler Replacement project.**

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

Please see attached a bond order to transfer \$40,000.00 from surplus bond proceeds for the High School Gym Roof Replacement to capital fund - School Boiler Replacement. This funding is needed to complete ADA mandates which are required to secure MSBA funding for the Moody School boiler replacement project. I recommend approval.

Very truly yours,

James J. Fiorentini  
Mayor

JJF/lyf



DOCUMENT

## CITY OF HAVERHILL

In Municipal Council

12.2

### ORDERED:

Transfer ninety thousand dollars (\$90,000.00) from Highway Roadway/Sidewalk Maintenance (1010000.1.0442.5396) to a new capital fund account for roadway repairs on Farrwood Drive performed by the City under Chapter 222, Article XVII of the City Code.

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

October 26, 2023

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

**RE: Order to transfer \$90,000.00 from Highway Roadway/Sidewalk Maintenance Funds to new Roadway Capital Fund Account for roadway repairs on Farrwood Drive**

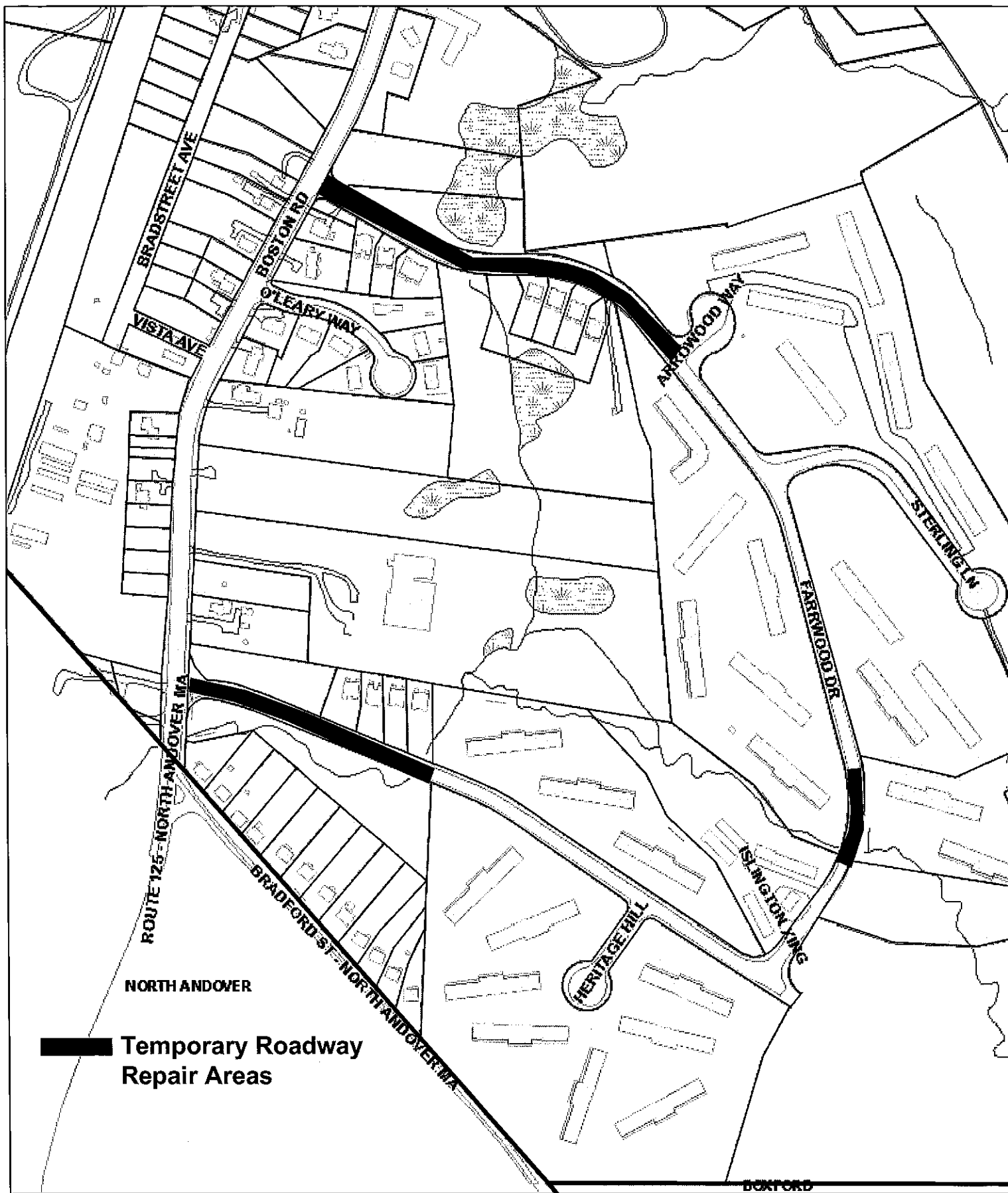
Dear Mr. President and Members of the Haverhill City Council:

Please see attached an order to transfer \$90,000.00 from Highway Roadway/Sidewalk Maintenance Funds to new Roadway Capital Fund Account to pay for roadway repairs on Farrwood Drive. I recommend approval.

Very truly yours,

  
James J. Fiorentini  
Mayor

JJF/lyf



## Farrwood Dr/Farrwood Pl - Temp Road Repairs



City Of Haverhill, MA  
Engineering — Division  
Date produced: 10/25/2023

0 225 450 900 Feet

1 inch = 333 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.





# Haverhill

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

October 26, 2023

To: The Honorable James J. Fiorentini  
Mayor of Haverhill

From: Robert E. Ward *RW*  
DPW Director

Subject: Temporary Roadway Repairs to Farrwood Drive and Farrwood Place

As you know, we have been discussing the poor condition of the private ways known as Farrwood Drive and Farrwood Place. Three sections, in particular, are in extremely poor condition. The attached map shows the approximate locations. Two of the sections are at the entrances to Farrwood, so there is no avoiding at least one to access the residences.

The deteriorated state of the road is not only a threat to the safety of the residents, their guests and invitees, but also to the efficient operation of our emergency services and school bus transportation. The uneven surfaces, potholes and road defects pose a significant threat to motorists and pedestrians. The poor condition of the pavement can hamper the swift movement of police, fire, and ambulance services – potentially leading to delayed response times during critical emergencies. Buses frequenting this route face wear and tear due to the subpar road conditions, leading to potential service disruptions and increased maintenance costs. It is also concerning for children, the elderly, and those with mobility challenges.

Chapter 222, Article XVII of the City Code stipulates that the City may make temporary repairs to a private way upon a determination by the director of public works that the condition of the way adversely affects the safety of the inhabitants. After consultation with the Police Chief, Fire Chief, Haverhill Public Schools, and Whittier Regional Vocational Technical High School, it is my opinion that such determination is warranted given the current state of Farrwood Drive and Farrwood Place and its impact on public safety and services. The City should immediately initiate prompt action as authorized by this section of the City Code.

City Code §222-113(c) states, *"In the case of temporary repairs, the owner(s) of the private way shall be assessed and pay the total cost of the repairs."* If you agree with making the roadway repairs, please forward the attached City Council Order for the City Council to appropriate the funds to complete the repairs. The estimated cost to repair potholes, defects and mill and overlay the three sections is \$90,000.00.

If you need additional information, do not hesitate to call me at extension 2328 or via email at [rward@haverhillwater.com](mailto:rward@haverhillwater.com).

Attachments (2)

cc: Angel A. Perkins, City Auditor/Finance Director, [aperkins@cityofhaverhill.com](mailto:aperkins@cityofhaverhill.com)  
William D. Cox, Jr., City Solicitor, [billcoxlaw@aol.com](mailto:billcoxlaw@aol.com)  
Robert Pistone, Police Chief, [rpistone@haverhillpolice.com](mailto:rpistone@haverhillpolice.com)  
Robert M. O'Brien, Fire Chief, [Robrien@haverhillfire.com](mailto:Robrien@haverhillfire.com)  
Michael Pfifferling, Asst. Supt Finance/Operations, [Michael.Pfifferling@haverhill-ps.org](mailto:Michael.Pfifferling@haverhill-ps.org)  
Kara Kosmos, Business Manager, [kkosmes@whittier.tec.ma.us](mailto:kkosmes@whittier.tec.ma.us)

**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**

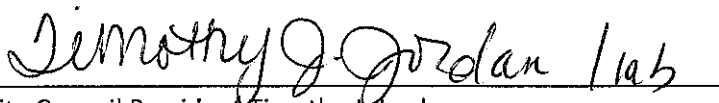
HAVERHILL, MASSACHUSETTS 01830-5843

14,1  
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)

October 26, 2023

To: President and Members of the City Council

Council President Jordan announcing the 2024 City Council meeting schedule.

  
City Council President Timothy J. Jordan

(meeting 10.31.2023)

**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

**Joseph J. Bevilacqua**

**Thomas J. Sullivan**

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**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

CITY HALL, ROOM 204

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CITYCNCL@CITYOFHAVERHILL.COM

HAVERHILL CITY CLERK OCT 26 2023 PM 2:45

October 26, 2023

To: Kaitlin M. Wright  
City Clerk

Re: 2024 City Council Meeting Schedule

Dear Ms. Wright:

Notice is hereby given, in accordance with Chapter 30 of the General Laws and Rules and Regulations of the City Council adopted on August 2, 1985, as amended, that regular meetings of the City Council shall be held every Tuesday at 7:00 P.M. except in June there shall be meetings on June 4, 18 and 25. In July and August, the Council shall meet on the second and fourth Tuesday – July 9 and 23; August 6 and 20. In September, the Council shall return to its regular weekly schedule starting with the second Tuesday after Labor Day. The meetings scheduled for the Tuesday after the President's Day Holiday in February, the Tuesday of the Presidential Election, Tuesday before Thanksgiving, and the Tuesday during the week of Christmas shall be cancelled. The meetings shall be held in the Theodore A. Pelosi Jr. City Chambers, Room 202, City Hall, 4 Summer Street, Haverhill.

Sincerely,

Timothy J. Jordan, President  
Haverhill City Council

TJJ/lab

Attachment: 2024 City Council Meeting Schedule



**CITY COUNCIL**

**Timothy J. Jordan**

*President*

**John A. Michitson**

*Vice President*

**Melinda E. Barrett**

**Joseph J. Bevilacqua**

**Thomas J. Sullivan**

**Melissa J. Lewandowski**

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CITY HALL, ROOM 204

4 SUMMER STREET

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**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

**CITY COUNCIL MEETING SCHEDULE  
CALENDAR YEAR 2024**

***7:00 PM Council Chambers Room 202***

JANUARY	9, 23, 30
FEBRUARY	6, 13, 27
MARCH	5, 12, 19, 26
APRIL	2, 9, 23, 30
MAY	7, 14, 21
JUNE	4, 18, 25
JULY	9, 23
AUGUST	6, 20
SEPTEMBER	10, 17, 24
OCTOBER	1, 8, 22, 29
NOVEMBER	19
DECEMBER	3, 10, 17

\*November 5<sup>th</sup> Presidential Election

**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

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14.2

October 26, 2023

To: President and Members of the City Council

Councilor Bevilacqua wishes to have a discussion and recommendation for the new Consentino School.

  
City Councilor Joseph Bevilacqua

(meeting 10.31.2023)

16.1

P R O C L A M A T I O N

WHEREAS, Haverhill, MA is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively "go the extra mile" in personal effort, volunteerism, and service; and

WHEREAS, Haverhill, MA is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

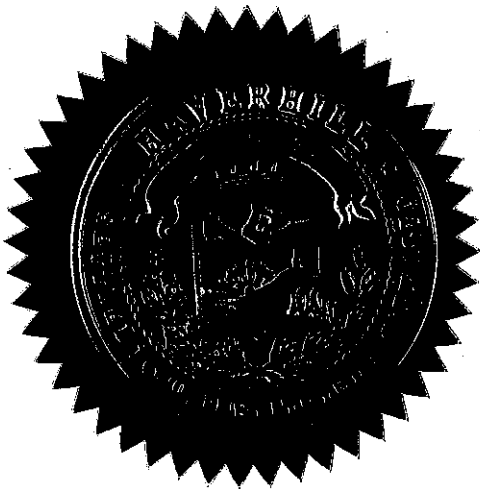
WHEREAS, Haverhill, MA is a community which chooses to shine a light on and celebrate individuals and organizations within its community who "go the extra mile" in order to make a difference and lift up fellow members of their community; and

WHEREAS, Haverhill, MA acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support "Extra Mile Day" on November 1, 2023.

NOW THEREFORE, I, JAMES J. FIORENTINI, MAYOR of the City of Haverhill do hereby proclaim November 1, 2023, as

*Extra Mile Day*

I urge individuals in the community to take time on this day to not only "go the extra mile" in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.



IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the City of Haverhill to be affixed this 1<sup>st</sup> day of November in the year of Our Lord Two Thousand and Twenty-Three.

MAYOR JAMES J. FIORENTINI

**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**

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**CITY OF HAVERHILL**

HAVERHILL, MASSACHUSETTS 01830-5843

**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
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
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 Planning & Dev 10/25/22  
Building & business park developers to use sustainable & environmentally friendly practices.