



**CITY OF HAVERHILL
CITY COUNCIL AGENDA**

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

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

In-Person/Remote Meeting

This meeting of Haverhill City Council will be held in-person at the location provided on this notice as its official meeting location pursuant to the Open Meeting Law. As the meeting is held in person at a physical location that is open and accessible to the public, the City Council is not required to provide remote access to the meeting. Members of the public are welcome to attend this in-person meeting. Please note that a live stream of the meeting is being provided only as a courtesy to the public, and the meeting will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. Those attending tonight's meeting should be aware that the meeting is being audio and video recorded by HCTV, The Eagle Tribune, and WHAV. Any audience members who wish to record any part of the meeting must inform the Council President who will announce the recording. This is to comply with the MA wiretap statute. Thank you.

OCT 26 10:23 AM
HAVERHILL

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

5.1. Mayor Barrett wishes to announce the appointment of Captain Meaghan Pare as *Acting Deputy Chief of the Haverhill Police Department* effective October 19, 2025

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

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

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



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CITY COUNCIL AGENDA**

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

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

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

7. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28

8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:

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

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

10. HEARINGS AND RELATED ORDERS:

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

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



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CITY COUNCIL AGENDA
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11.APPOINTMENTS:

11.1. **Confirming Appointments:**

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

11.1.2.

11.2. **Non-Confirming Appointments:**

11.3. **Constables**

11.4. **Resignations**

12.PETITIONS:

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

Refer to Planning Board & Council Hearing December 16th

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

Refer to Planning Board & Council Hearing December 16th

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

Refer to Planning Board & Council Hearing December 16th

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

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

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



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CITY COUNCIL AGENDA

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- 12.5.2. EVNT 25-30; request from Cynthia Dauksewicz, for
Rocks Village Memorial Association, for a holiday wreath workshop
at 1 River Road from 10 am to 3pm on November 22nd

Requesting additional fees be waived

12.6. **Auctioneer License:**

12.7. **Tag Days:** *with Police approval*

12.8. **One Day Liquor License –with HPD approval**

12.9. **ANNUAL LICENSE RENEWALS:**

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

12.9.2. **Coin-Op License *Renewals* – with Police approval**

12.9.3. **Christmas Tree Vendor – with Police approval**

12.9.4. **Taxi Driver Licenses for 2024: with Police approval**

12.9.5. **Taxi/Limousine License with Police approval**

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

12.9.6. **Junk Dealer /Collector License - with Police approval**

12.9.7. **Pool/Billiard**

12.9.8. **Bowling**

12.9.9. **Sunday Bowling**

12.9.10. **Buy & Sell Second Hand Articles with Police approval**

12.9.11. **Buy & Sell Second Hand Clothing with Police approval**

12.9.12. **Pawnbroker license - with police approval**

12.9.13. **Fortune Teller with - Police approval**

12.9.14. **Buy & Sell Old Gold – with Police approval**

12.9.15. **Roller Skating Rink**

12.9.16. **Sunday Skating**

12.9.17. **Exterior Vending Machines/Redbox Automated
Retail, LLC**

12.9.18. **Limousine/Livery License/Chair Cars with Police
approval**

13.MOTIONS AND ORDER:



**CITY OF HAVERHILL
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14. ORDINANCES (FILE 10 DAYS):

- 14.1. Ordinance re: Boards and Commissions- Article XX Agricultural Commission

Related communication from City Solicitor, Lisa Mead

File 10 days

15. COMMUNICATIONS FROM COUNCILORS:

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

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

16. UNFINISHED BUSINESS OF PRECEEDING MEETING:

17. RESOLUTIONS AND PROCLAMATIONS:

18. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS:

19. DOCUMENTS REFERRED TO COMMITTEE STUDY:

20. LONG TERM MATTERS STUDY LIST:

21. ADJOURN:

MELINDA E. BARRETT
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

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5.11
CITY HALL, ROOM 100
FOUR SUMMER STREET
HAVERHILL, MA 01830
PHONE 978-374-2300
FAX 978-373-7544
MAYOR@HAVERHILLMA.GOV
WWW.HAVERHILLMA.GOV

October 24, 2025

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

From: Mayor Melinda E. Barrett

Re: Announce Appointment of Capt. Meaghan Pare as Acting Deputy
Police Chief

Dear Mr. President and Members of the City Council:

I wish to announce the appointment of Captain Meaghan Pare as Acting Deputy
Chief of the Haverhill Police Department effective October 19, 2025.

Very truly yours,

Melinda E. Barrett
Mayor

MELINDA E. BARRETT
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

5.2
OCT 24 4 06 PM
CITY CLERK

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

October 24, 2025

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

From: Mayor Melinda E. Barrett

Re: Introduce Haverhill Police Department K9 and Handler Officer Justin
Graham

Dear Mr. President and Members of the City Council:

I wish to introduce to City Council the Haverhill Police Department K9 and its
handler Officer Justin Graham.

Very truly yours,

Melinda E. Barrett
Mayor

5.3

MELINDA E. BARRETT
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

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

October 24, 2025

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

From: Mayor Melinda E. Barrett

Re: Order to Establish the Haverhill Police K9 Maintenance Fund

Dear Mr. President and Members of the City Council:

Attached please find an Order to establish the Haverhill Police K9
Maintenance Fund for the receipt of gifts to be spent on the care and
maintenance of the Haverhill Police Department K9.

I recommend approval

Very truly yours,

Melinda E. Barrett
Mayor



Document

CITY OF HAVERHILL

In Municipal Council

5.3.1

RECEIVED
CITY CLERK
OCT 29 2025

Ordered:

HAVERHILL POLICE K9 MAINTENANCE FUND

At a regularly convened meeting of the City Council of the City of Haverhill, held on the 28th day of October, 2025, it was voted as follows:

That the City Council of the City of Haverhill, duly elected, qualified, and acting as such, on behalf of the City votes to establish the Haverhill Police K9 Maintenance Fund for the receipt of gifts to be spent on the care and maintenance of the Haverhill Police Department K9.

YEAS: _____

NAYS: _____

ABSENT: _____

PASSED IN COUNCIL: _____

A True Record, Attest:

Date Approved

Kaitlin M. Wright, City Clerk

Melinda E. Barrett, Mayor

MELINDA E. BARRETT
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

5.4

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

October 24, 2025

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

From: Mayor Melinda E. Barrett

Re: Order to Establish the Winnekenni Park Landscaping and
Maintenance Fund

Dear Mr. President and Members of the City Council:

Attached please find an Order to establish the Winnekenni Park Landscaping and Maintenance Fund for the receipt of gifts to be spent on the landscape and beautification of Winnekenni Park and all structures included thereon located at 347 Kenoza Avenue and Castle Road.

I recommend approval

Very truly yours,

Melinda E. Barrett
Mayor



Document

CITY OF HAVERHILL

In Municipal Council

5.4.1

2024 AUG 27
Haverhill

Ordered:

WINNEKENNI PARK LANDSCAPING AND MAINTENANCE FUND

At a regularly convened meeting of the City Council of the City of Haverhill, held on the 28th day of October, 2025, it was voted as follows:

That the City Council of the City of Haverhill, duly elected, qualified, and acting as such, on behalf of the City votes to establish the Winnekenni Park Landscaping and Maintenance Fund for the receipt of gifts to be spent on the landscape and beautification of Winnekenni Park and all structures included thereon located at 347 Kenoza Avenue and Castle Road.

YEAS: _____

NAYS: _____

ABSENT: _____

PASSED IN COUNCIL: _____

A True Record, Attest:

Date Approved

Kaitlin M. Wright, City Clerk

Melinda E. Barrett, Mayor



Haverhill

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

October 24, 2025

To: President Sullivan and Members of the Haverhill City Council,

I would like to provide a reminder to you and the voters of Haverhill regarding important election opportunities and deadlines for the upcoming Municipal General Election.

Early voting will take place in the Early Voting Room, located on the basement level of City Hall, during the following dates and times:

- **Saturday, October 25:** 10:00 AM – 2:00 PM
- **Monday, October 27:** 8:00 AM – 4:00 PM
- **Tuesday, October 28:** 8:00 AM – 7:00 PM
- **Wednesday, October 29:** 8:00 AM – 4:00 PM
- **Thursday, October 30:** 8:00 AM – 8:00 PM
- **Friday, October 31:** 8:00 AM – 4:00 PM

OCT 24 AM 11:24
HAVCITYCLERK

Voters who are unable to participate during these hours are encouraged to vote on **Election Day, Tuesday, November 4**, between **7:00 AM and 8:00 PM**, or to request a vote-by-mail ballot. Please note that **vote-by-mail applications must be received no later than 5:00 PM on Tuesday, October 28**.

As we are now one week away from Election Day, voters choosing to vote by mail are strongly encouraged to return their ballot using the secure election drop box located on the Main Street side of City Hall, to ensure timely receipt.

Respectfully,

Kaitlin M. Wright, CMC
City Clerk

City Council Special Permit**CCSP-25-8**

Submitted On: Jun 24, 2025

Applicant

 Gordon Glass
 9784754488
@ gordon@jblclaw.com

Primary Location

47 RAILROAD ST
Bradford, MA 01835

10, 1

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

Attorney/Agent

Applicant Business/Firm Phone

9784754488

Applicant Business/Firm City

Andover

Applicant Business/Firm Zip

01810

Client Business Name

Early Contractors, Inc.

Client Email

earlydickjr@yahoo.com

Client City

Bradford

Client Zip

01835

Client Business Structure

Corporation

Applicant Business/Firm Name

Johnson & Borenstein, LLC

Applicant Business/Firm Address

12 Chestnut St

Applicant Business/Firm State

MA

Client Name

Richard Early, Jr.

Client Phone

9783748033

Client Address

50 South Main Street

Client State

MA

Client County

Essex

New Field

--

SEP 12 AM 10:14
BIVOLTOLEK

Property Information**Proposed Housing Plan Name**

Proposed Site Plan of Land at 47 Railroad Street, Haverhill,
Massachusetts

Type of Dwelling(s) Planned in Project

Multi-Family

Registry Plat Number, Block & Lot

701-631-1

Deed Recorded in Essex South Registry: Block Number

28164

Does the Property Have Multiple Lots?

No

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

N/A

How Long Owned by Current Owner?

>16 years

Lot Dimension(s)

157'x73'x150'x92'

Zoning District Where Property Located

RH - Residential High Density

Deed Recorded in Essex South Registry: Page

359

Early Contractors, Inc. ("Applicant") hereby petitions the City Council to grant a special permit necessary to allow Applicant's proposed razing of a nonconforming auto repair and machine shop on the Property and replacement of the same with a condominium which will consist of four townhouses within one building and which will conform with the buildings/uses surrounding the Property ("Project").

Importantly, the Zoning Board of Appeals has recently approved the necessary variances for the Project by decision dated April 16, 2025, and recorded with the Essex South District Registry of Deeds at Book 42733, Page 511.

Property Description

A parcel of land in the High Density Residential Zoning District improved by a nonconforming auto repair and machine shop.

Current Property Use

Business

TOTAL Number of Units Planned

4

TOTAL Number of Parking Spaces Planned

16

Planned Lot Use

Lot Number	Lot Plat Number, Book, Lot
Lot 1	701-631-1
Lot Dimensions	Number of Existing Buildings on Lot
157'x73'x150'x92'	1
Size of Existing Building(s) on Lot	Number of Buildings Planned for Lot
46'x60'	1
Size of Proposed Building(s)	Number of Families to be Accommodated
120'x36'	4
Extent of Proposed Alterations	IF OTHER ALTERATIONS, Please Describe
New Construction: Residential	Razing of existing structure
Types of Units Planned on Lot	Number of Units Planned on Lot
Condominiums (for sale)	4

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

true

IF OTHER, Please Describe

Special Permit for Use

Hearing Waiver

Agrees

No

Agreement & Signature

Agrees

true

PLEASE READ

Legal Notice Fee

Record No. CCSP-25-8

Status Completed

Became Active June 24, 2025

Assignee Gordon Glass

Due Date None

Invoice ID 1096300

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Fee Breakdown

Fee Name	Total Fee	Paid	Due
✓ Legal Notice Fee	\$200.00	\$200.00	\$0.00
Total	\$200.00	\$200.00	\$0.00

Payment History

Date	Method	Note	Paid
07/11/2025	Credit Card		\$200.00

Messages

Kaitlin Wright

July 2, 2025 at 3:41 pm

Please pay legal notice fee to continue.

Kaitlin Wright

July 9, 2025 at 9:24 am

Please pay legal notice fee to continue. Permit will not move along without payment.

Gordon Glass

July 11, 2025 at 2:50 pm

Kaitlin, my apologies. I somehow missed these messages. Fee should be paid now. Please let me know if anything further is needed. Otherwise, please let me know when this petition is scheduled for a hearing. Thanks!

Planning Director Review

Record No. CCSP-25-8

Status Completed

Became Active July 11, 2025

Assignee William Pillsbury

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

William Pillsbury

July 17, 2025 at 8:40 am

Application is not complete. Additional information is required Applicant must file information required by city council rules for special permit-Documnet 92B . No hearing can be set until application is complete.

Step Activity

OpenGov system activated this step

07/11/2025 at 2:48 pm

OpenGov system assigned this step to William Pillsbury

07/11/2025 at 2:48 pm

William Pillsbury approved this step

07/17/2025 at 8:40 am

City Clerk Review – Hearing Dates Set

Record No. CCSP-25-8

Status Completed

Became Active July 17, 2025

Assignee Kaitlin Wright

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Kaitlin Wright

July 21, 2025 at 9:14 am

Mr. Glass, per Planning Director Bill Pillsbury's comment – Application is not complete. Additional information is required Applicant must file information required by city council rules for special permit–Document 92B . No hearing can be set until application is complete.

Kaitlin Wright

July 31, 2025 at 3:29 pm

Following up on this – Per Planning Director Bill Pillsbury's comment – Application is not complete. Additional information is required Applicant must file information required by city council rules for special permit–Document 92B . No hearing date will be set until application is complete.

Kaitlin Wright

August 13, 2025 at 11:48 am

Following up on this – Per Planning Director Bill Pillsbury's comment – Application is not complete. Additional information is required Applicant must file information required by city council rules for special permit–Document 92B . No hearing date will be set until application is complete.

Gordon Glass

August 14, 2025 at 5:36 pm

Based on a recent phone call with the Planning Director, it appears he determined the application incomplete due to the fact that it does not address the "Specific Criteria: Specific Findings Under Zoning Ordinance Section 6.3.3" (see the top of page four of Document 92B). However, Section 6.3.3 of the Zoning Ordinance, in discussing the specific criteria in Document 92B, provides, "The following standards shall apply to applications for special permits or for development review pursuant to Section 10.1.4 for a multifamily, nonresidential, or mixed use". Critically, Section 6.3.2 of the Zoning Ordinance clarifies what constitutes a multifamily project for purposes of Section 6.3.3, namely, "a project with more than 10,000 square feet of gross floor area or more than 10 dwelling units". The proposed project comprises four units and less than 10,000 square feet of gross floor area. As such, the specific criteria under Section 6.3.3 do not apply to the project, and I believe the special permit application is complete. I am happy to discuss this over the phone, by email, or in person, as needed. Thank you.

William Pillsbury

August 18, 2025 at 2:59 pm

Attorney Glass As part of our last discussion you were going to provide confirmation/evidence in writing that the property is less or more than 10,000 sq. ft. Please provide

Gordon Glass

August 20, 2025 at 9:23 pm

Planning Director Pillsbury, I have uploaded a new document entitled "Updated Architecturals". Page one of the plan set has a GFA table on it, concluding that the total GFA for the project is 7,880 square feet. Please let me know if you need anything further from me. Thank you.

William Pillsbury

August 21, 2025 at 8:50 am

Atty Glass And Kaitlin: Based on the updated filing of details on sq. footage, the application is now complete and the matter can be moved forward to schedule a hearing

Kaitlin Wright

August 22, 2025 at 3:07 pm

Thank you, Bill. We will announce this hearing on September 16th meeting. Hearing will be held before Council on October 28th at 7 PM in room 202 of City Hall.

Step Activity

OpenGov system activated this step	07/17/2025 at 8:40 am
OpenGov system assigned this step to Maria Bevilacqua	07/17/2025 at 8:40 am
Kaitlin Wright reassigned this step from Maria Bevilacqua to Kaitlin Wright	07/21/2025 at 9:13 am
Kaitlin Wright approved this step	08/22/2025 at 4:01 pm

Conservation Department Review

Record No. CCSP-25-8

Status Completed

Became Active July 17, 2025

Assignee Robert Moore

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Robert Moore

July 17, 2025 at 9:56 am

Project is outside the Commission's 200'-Riverfront Area jurisdiction. According to current GIS mapping of FEMA floodplain, project site is outside the boundaries of the 100-year floodplain. Additional site plan details, namely topography and the FEMA boundary, must be provided during Development Review to either confirm this information or to demonstrate compliance with floodplain requirements. Any work proposed within the 100-year floodplain would require approval of the Conservation Commission. I have no wetland resource area related objections to the granting of the special permit.

Step Activity

OpenGov system activated this step

07/17/2025 at 8:40 am

OpenGov system assigned this step to Robert Moore

07/17/2025 at 8:40 am

Robert Moore approved this step

07/17/2025 at 9:56 am

DPW Review

Record No. CCSP-25-8

Status Active

Became Active July 17, 2025

Assignee Robert Ward

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Kaitlin Wright

October 8, 2025 at 8:51 am

Please review, this is coming before Council on 10/28!

Step Activity

OpenGov system activated this step

07/17/2025 at 8:40 am

OpenGov system assigned this step to Robert Ward

07/17/2025 at 8:40 am

Engineering Department Review

Record No. CCSP-25-8

Status Completed

Became Active July 17, 2025

Assignee John Pettis

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Kaitlin Wright

October 8, 2025 at 8:51 am

Please review, this is coming before Council on 10/28!

John Pettis

October 8, 2025 at 1:22 pm

I have reviewed the submittal and have no objection to the requested Special Permit. Should the Special Permit be granted I look forward to the Development Review stage to ensure all applicable codes and standards are met.

Step Activity

OpenGov system activated this step

07/17/2025 at 8:40 am

OpenGov system assigned this step to John Pettis

07/17/2025 at 8:40 am

John Pettis approved this step

10/08/2025 at 1:23 pm

Fire2 Department Review

Record No. CCSP-25-8

Status Completed

Became Active July 17, 2025

Assignee Robert Irvine

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Robert Irvine

July 18, 2025 at 10:45 am

The planning, design and construction of new buildings, renovation of existing buildings and structures to provide egress facilities, fire protection and built-in fire protection equipment shall be in accordance with 780 CMR; and any alterations, additions or changes in buildings required by the provisions of 527 CMR which in the scope of 780 CMR, 10 th edition, shall be made in accordance therewith. Plans approved by the fire department are approved with the intent they comply in all respects to MSBC, 780 CMR 527 CMR 1.00, MGL Chapter 148 and any City of Haverhill ordinance. Any omissions or errors on the plans do not relieve the applicant of complying with applicable requirements
This project shall require an NFPA 13 compliant fire sprinkler system.

Step Activity

OpenGov system activated this step

07/17/2025 at 8:40 am

OpenGov system assigned this step to Robert Irvine

07/17/2025 at 8:40 am

Robert Irvine approved this step

07/18/2025 at 10:45 am

Health Department Review

Record No. CCSP-25-8

Status Completed

Became Active July 17, 2025

Assignee Mark Tolman

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Mark Tolman

July 29, 2025 at 8:50 am

The building will be connected to city water and sewer and will have municipal rubbish pickup.

Step Activity

OpenGov system activated this step

07/17/2025 at 8:40 am

OpenGov system assigned this step to Bonnie Dufresne

07/17/2025 at 8:40 am

Bonnie Dufresne reassigned this step from Bonnie Dufresne to Mark Tolman

07/17/2025 at 10:24 am

Mark Tolman approved this step

07/29/2025 at 8:50 am

Police Department Review

Record No. CCSP-25-8

Status Completed

Became Active July 17, 2025

Assignee Kevin Lynch

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

No comments yet.

Step Activity

OpenGov system activated this step 07/17/2025 at 8:40 am

OpenGov system assigned this step to Kevin Lynch 07/17/2025 at 8:40 am

Kevin Lynch approved this step 07/23/2025 at 11:23 am



School Department Review

Record No.CCSP-25-8

Status Completed

Became Active July 17, 2025

Assignee Margaret Marotta

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Step Activity

OpenGov system activated this step 07/17/2025 at 8:40 am

OpenGov system assigned this step to Margaret Marotta 07/17/2025 at 8:40 am

Margaret Marotta approved this step 07/19/2025 at 12:09 pm

Storm Water Review

Record No. CCSP-25-8

Status Completed Became Active July 17, 2025
Assignee John Pettis Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Robert Moore July 17, 2025 at 9:50 am
Limit of Work would appear to be well under the 1-acre threshold. If confirmed during Development Review, Chapter 219 would not be applicable. Forwarding review to City Engineer for any additional local drainage comments.

Kaitlin Wright October 8, 2025 at 8:51 am
Please review, this is coming before Council on 10/28!

John Pettis October 8, 2025 at 1:23 pm
I have reviewed the submittal and have no objection to the requested Special Permit. Should the Special Permit be granted I look forward to the Development Review stage to ensure all applicable codes and standards are met.

Step Activity

OpenGov system activated this step 07/17/2025 at 8:40 am

OpenGov system assigned this step to Robert Moore 07/17/2025 at 8:40 am

Robert Moore reassigned this step from Robert Moore to John Pettis 07/17/2025 at 9:50 am

John Pettis approved this step 10/08/2025 at 1:23 pm

Water/Wastewater Review

Record No. CCSP-25-8

Status Active

Became Active July 17, 2025

Assignee Robert Ward

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Kaitlin Wright

October 8, 2025 at 8:51 am

Please review, this is coming before Council on 10/28!

Step Activity

OpenGov system activated this step

07/17/2025 at 8:40 am

OpenGov system assigned this step to Robert Ward

07/17/2025 at 8:40 am

Water Supply Review

Record No. CCSP-25-8

Status Active

Became Active July 17, 2025

Assignee Robert Ward

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Kaitlin Wright

October 8, 2025 at 8:51 am

Please review, this is coming before Council on 10/28!

Step Activity

OpenGov system activated this step

07/17/2025 at 8:40 am

OpenGov system assigned this step to Robert Ward

07/17/2025 at 8:40 am

Building Inspector Review

Record No. CCSP-25-8

Status Completed

Became Active Unknown

Assignee Tom Bridgewater

Due Date None

Primary Location

47 RAILROAD ST
Bradford, MA 01835

Owner

EARLY CONTRACTORS INC
SOUTH MAIN ST 50 BRADFORD, MA 01835

Applicant

 Gordon Glass
 978-475-4488
 gordon@jblclaw.com
 12 Chestnut Street
Andover, MA 01810

Messages

Tom Bridgewater  Internal

July 10, 2025 at 10:11 am

Was previously approved in 2018, 2021 and 2025 by ZBA for the 4 Units Haverhill Zone Code Appendix A Table 1: TABLE OF USE AND PARKING REGULATIONS Section A RESIDENTIAL USES #3 Three or more units need City Council approval.

Step Activity

Tom Bridgewater assigned this step to Tom Bridgewater

07/10/2025 at 10:03 am

Tom Bridgewater altered approval step Building Inspector Review, changed status from Inactive to Complete

07/10/2025 at 10:11 am

OWNER'S AUTHORIZATION

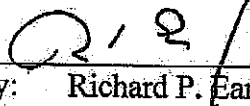
Re: Property - 47 Railroad Street, Haverhill, MA 01835

Owner - Early Contractors, Inc.

The undersigned, owner of the above-referenced Property, hereby authorizes Johnson & Borenstein, LLC to file and pursue permits, applications, petitions, and appeals with the City of Haverhill, its Zoning Board of Appeals, and its City Council related to the above-referenced Property.

Owner:

EARLY CONTRACTORS, INC.


By: Richard P. Early, Jr.
Its: President

Dated: 1/17/25, 2025

**ADDENDUM TO APPLICATION OF EARLY CONTRACTORS, INC.
47 RAILROAD STREET, HAVERHILL, MASSACHUSETTS**

The instant petition to the City Council seeks the approval of a special permit to allow the razing of an existing nonconforming auto repair, machine shop, and contractor's yard located in the High Density Residential Zoning District at 47 Railroad Street ("Property") and redevelopment of the Property with a residential condominium which will consist of four townhouses within one building ("Project").¹ In support of said petition, Early Contractors, Inc. ("Applicant") avers as follows:

- 1) The proposed use of the new structure on the Property will not cause substantial detriment to the neighborhood or the City. Indeed, the proposed multifamily use will benefit the neighborhood and the City, as it will be harmonious with surrounding uses in the residential zoning district, unlike the existing, nonconforming commercial use, and will expand the supply and diversity of housing options in the City.
- 2) The community's acknowledged need for an increased and more diverse housing supply will be served by the replacement of a nonconforming auto repair and machine shop with four units of condominium housing.
- 3) Traffic and pedestrian flow will not be adversely impacted by the Project, and while the Haverhill Zoning Ordinance requires 8 parking spaces for the Project, double the required amount (i.e., 16 spaces) will instead be provided.
- 4) There are adequate utilities and other public services to support the Project.
- 5) The neighborhood character and social structures are that of a residential neighborhood located in the High Density Residential Zoning District. As such, replacement of a nonconforming auto repair and machine shop with four units of condominium housing will be consistent with the neighborhood character and social structures.
- 6) The proposed Project will improve the Property without negatively impacting the natural environment.
- 7) The proposed Project will have a beneficial fiscal impact for the City, increasing its tax base, as well as homeownership opportunities for individuals employed or seeking employment within the City.

As such, Applicant respectfully requests the City Council grant its special permit request, thereby benefitting the public by allowing well-designed residential improvement of the Property, neighborhood, and City.

¹ Importantly, the Zoning Board of Appeals has recently approved the necessary variances for the Project by decision dated April 16, 2025, and recorded with the Essex South District Registry of Deeds at Book 42733, Page 511.

PROPOSED SITE PLAN OF LAND AT

47 RAILROAD STREET
HAVERHILL, MASSACHUSETTS

NOVEMBER 14,, 2024

OWNER/APPLICANT:

EARLY CONTRACTORS INC.
50 SOUTH MAIN ST.
HAVERHILL, MA 01835

ASSESSORS PLAN
BLOCK
LOT
AREA
DEED BOOK
PAGE
ZONE

701
631
1
12,648 S.F.
28164
359
RH

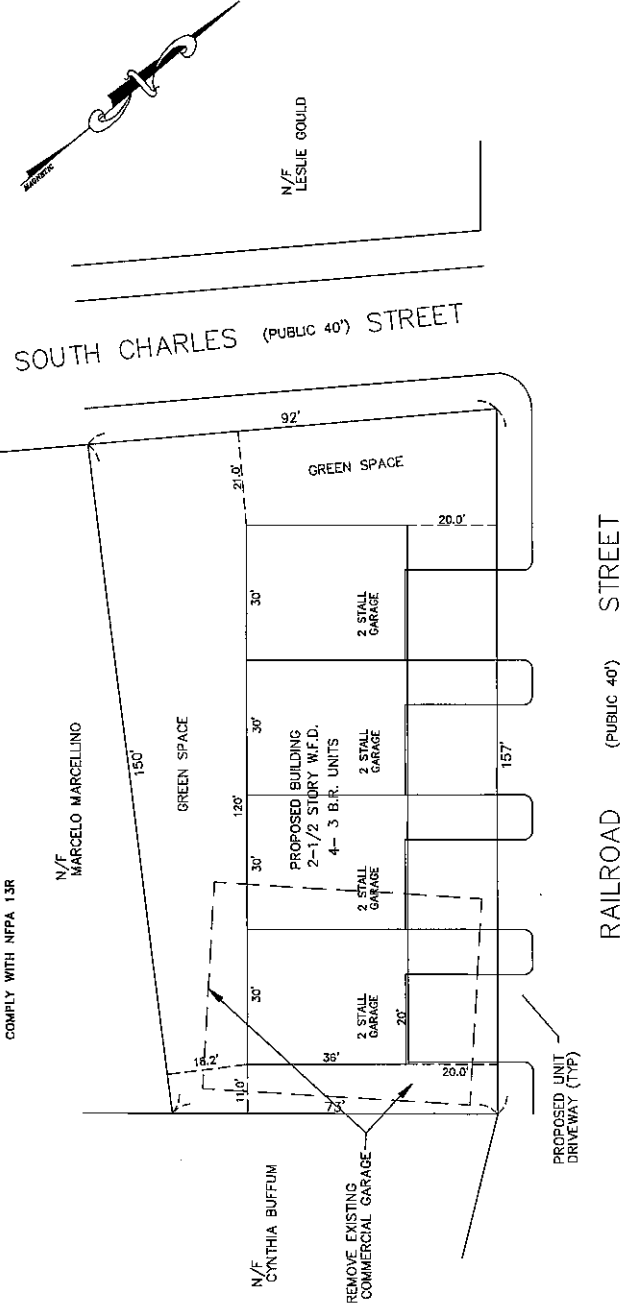
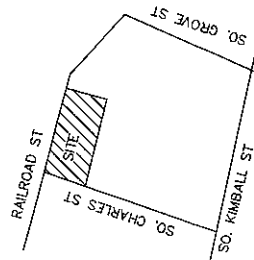
GENERAL NOTES:

1. BOUNDARY INFORMATION BASED UPON PLAN ENTITLED "VARIANCE PLAN, 47 RAILROAD STREET HAVERHILL, MA.", FOR JAMES AND DEBORAH ALLEN DATED 4/25/08 AS PREPARED BY GREGORY L. BOWDEN, PLS, HAVERHILL, MA.
2. TOPOGRAPHIC AND ADDITIONAL INFORMATION WAS COMPILED FROM ONSITE SURVEY PERFORMED BY RAM ENGINEERING, HAVERHILL, MA.

DEVELOPMENT NOTES:

1. PROPOSED 2-1/2 STORY BUILDING WITH 4- 3 BEDROOM UNITS FRONTING ON RAILROAD ST.
2. EACH UNIT WILL HAVE A DOUBLE GARAGE ON THE FIRST FLOOR AND 2 PARKING SPACE ON THE 20'X20' DRIVEWAY.
3. WATER METER AREA WILL BE HEATED.
4. UNITS WILL HAVE RESIDENTIAL SPRINKLER SYSTEMS. INSTALLATION SHALL COMPLY WITH NFPA 13R

LOCUS PLAN
SCALE: 1" = 120'



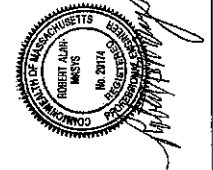
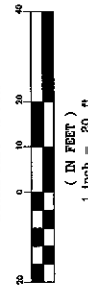
ZONING:	REQUIRED	PROPOSED
FRONTAGE	150'	RAILROAD ST. 157'
DEPTH	200'	SO. CHARLES ST. 92'
AREA	48,000 S.F.	82,500 S.F. 151,500 S.F.
FRONT YARD	25'	20'
REAR YARD	40'	11'
BLDG COVERAGE	NA	18.2%
FLOOR AREA RATIO	0.5	NA
OPEN SPACE (MIN)	35%	52.34%
PARKING	8 SPACES	16 SPACES

ZONE RH
ZONE IG

N/F COTO REALTY TRUST

N/F NISKANE R.E. DEVELOPMENT

GRAPHIC SCALE



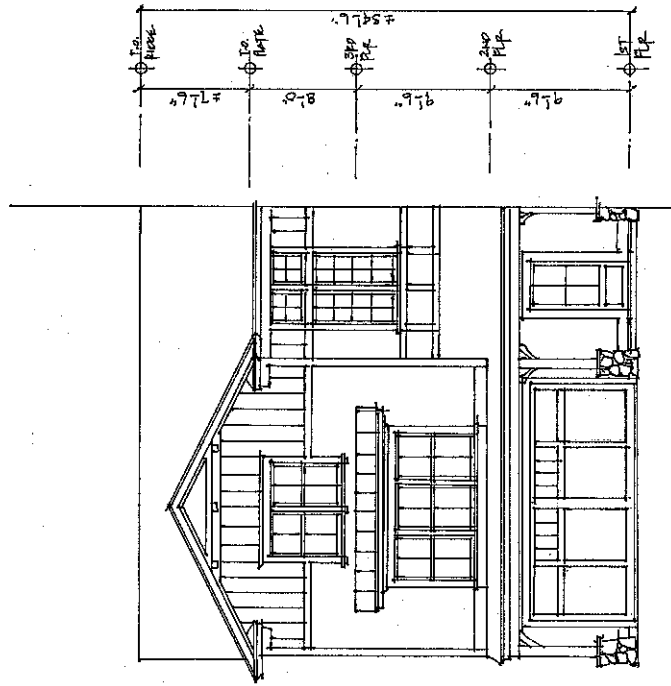
ROBERT A. MASTYS, P.E.

R.A.M. ENGINEERING
160 Main Street
Haverhill, Massachusetts 01830
TEL: (978) 372-0449 FAX: (978) 372-7183

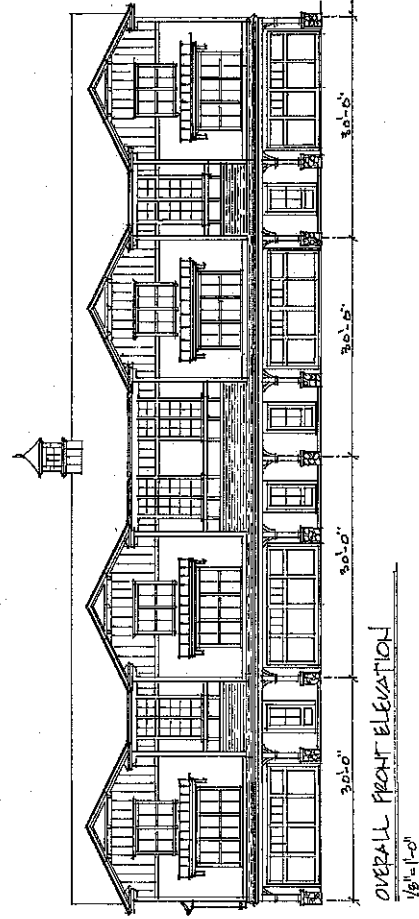
 ARCHITECTURE Residential Design	30 Massachusetts Street, Suite 17 • Haverhill, MA 01830 TEL: 978.336.0000 FAX: 978.336.1827 www.architecturaldesign.com	COPYRIGHT © 2025 No part of this drawing may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the Architect.	MEMBER AIA B.I.D. NATIONAL BOARD OF BUILDING DESIGNERS	DRAWINGS Street Elevation	CLIENT RA: 47 Railroad Street Bradford, MA	REVISIONS	SHEET NO. 4250	DATE 4/16/25	DRAWN BY JIB	SHEET 1 OF 2
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Proposed 4-Unit Residence
 47 Railroad Street
 Bradford, MA

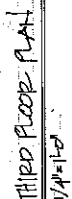
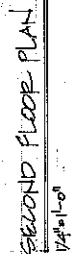
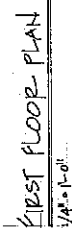
Prepared for
 Haverhill City Council
 Special Permit



FRONT ELEVATION (TYPICAL)
 1/8" = 1'-0"



OVERALL FRONT ELEVATION
 1/8" = 1'-0"



ZONING ANALYSIS
47 RAILROAD STREET, HAVERHILL, MASSACHUSETTS

Under the Haverhill Zoning Ordinance's Table of Use and Parking Regulations, it appears that a "multifamily dwelling" requires a special permit from the City Council before it may be constructed in the High Density Residential ("RH") Zoning District. There does not appear to be any additional zoning relevant to the instant petition.



Haverhill

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

September 8, 2025

PUBLIC HEARING

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

Notice is hereby given that a hearing will be held for all parties interested, in a hybrid meeting (in person/virtual), on Tuesday October 28, 2025 at 7:00 PM on a request from Gordon Glass of Johnson and Borenstein, LLC for Richard Early, Jr. of Early Contractors, Inc. (CCSP-25-8) requests to raze an existing nonconforming auto repair, machine shop, and contractor's yard on the property located at 47 Railroad St in the High Density Residential Zoning District and replace with a residential condominium, which will consist of four townhouses within one building.

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

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

Advertise: October 9 & October 16, 2025
Haverhill Gazette

Kaitlin M. Wright, CMC
City Clerk

	A	B	C	D	E	F	G	H	I	J
1	ParcelID	StreetNum	AltStreetNm	StreetName	LocCity	Owner1	BillingAddress	City	State	Zip
2	701-630-11			SOUTH RIVER ST	HAVERHILL	REED MARY E	310 MYRTLE STREET	MANCHESTER	NH	03104
3	701-630-4A			RAILROAD ST	HAVERHILL	MASSACHUSETTS ELECTRIC CO	40 SYLVAN RD	WALTHAM	MA	02451
4	701-630-5	19		SOUTH RIVER ST	HAVERHILL	WEBER KELLIE-ETAL	19 SOUTH RIVER ST	BRADFORD	MA	01835
5	701-630-5A			RAILROAD ST	HAVERHILL	MASSACHUSETTS ELECTRIC CO	40 SYLVAN RD	WALTHAM	MA	02451
6	701-630-6	21		SOUTH RIVER ST	HAVERHILL	DUGGAN CAROL A	21 SOUTH RIVER ST	BRADFORD	MA	01835
7	701-630-6A-1			RAILROAD ST	HAVERHILL	MASSACHUSETTS ELECTRIC CO	40 SYLVAN RD	WALTHAM	MA	02451
8	701-630-7	23		SOUTH RIVER ST	HAVERHILL	FIELDS DANA A-ETUX	23 SOUTH RIVER ST	BRADFORD	MA	01835
9	701-630-7A			RAILROAD ST	HAVERHILL	MASSACHUSETTS ELECTRIC CO	40 SYLVAN RD	WALTHAM	MA	02451
10	701-630-8	25		SOUTH RIVER ST	HAVERHILL	FRASCOONE GEORGE E	25 SO RIVER ST	BRADFORD	MA	01835
11	701-630-9	38		RAILROAD ST	HAVERHILL	CIOTO AND JOHNSON DEVELOPMENT LLC	256 WASHINGTON ST	BOXFORD	MA	01921
12	701-630-A			RAILROAD ST	HAVERHILL	CITY OF HAVERHILL	4 SUMMER ST	HAVERHILL	MA	01830
13	701-630-B			RAILROAD ST	HAVERHILL	CITY OF HAVERHILL	4 SUMMER ST	HAVERHILL	MA	01830
14	701-630-C			RAILROAD ST	HAVERHILL	CITY OF HAVERHILL	4 SUMMER ST	HAVERHILL	MA	01830
15	701-630-D			RAILROAD ST	HAVERHILL	CITY OF HAVERHILL	4 SUMMER ST	HAVERHILL	MA	01830
16	701-631-1	47		RAILROAD ST	HAVERHILL	EARLY CONTRACTORS INC	50 SOUTH MAIN ST	BRADFORD	MA	01835
17	701-631-10	32		SOUTH KIMBALL ST	HAVERHILL	RODRIGUEZ JOHN III ETUX	32 SO KIMBALL ST	BRADFORD	MA	01835
18	701-631-11	16		SOUTH CHARLES ST	BRADFORD	WHITE GAIL K	16 SO CHARLES ST	BRADFORD	MA	01835
19	701-631-11A	28		SOUTH KIMBALL ST	BRADFORD	COBBETT REALTY TRUST	28 SOUTH KIMBALL ST	HAVERHILL	MA	01835
20	701-631-12	14		SOUTH CHARLES ST	BRADFORD	LEBLANC JOSEPH E	14 SO CHARLES ST	BRADFORD	MA	01835
21	701-631-13	12		SOUTH CHARLES ST	BRADFORD	PAULINO MAGNOLIA A	12 SO CHARLES STREET	BRADFORD	MA	01835
22	701-631-14	6		SOUTH CHARLES ST	BRADFORD	LAUREANO DENISE	6 SOUTH CHARLES ST	BRADFORD	MA	01835
23	701-631-15	4		SOUTH CHARLES ST	BRADFORD	MARCELLINO MARCELO D	4 SOUTH CHARLES ST	BRADFORD	MA	01835
24	701-631-2	1		SOUTH GROVE ST	HAVERHILL	BUFFUM CYNTHIA A	1 SOUTH GROVE ST	BRADFORD	MA	01835
25	701-631-4	5		SOUTH GROVE ST	HAVERHILL	JUSTICE STACEY C	5 SOUTH GROVE ST	BRADFORD	MA	01835
26	701-631-4A	3		SOUTH GROVE ST	HAVERHILL	NICHOLAS WILLIAM E III	3 S GROVE ST	BRADFORD	MA	01835
27	701-631-5	7		SOUTH GROVE ST	HAVERHILL	WITTY STEPHEN K ETAL	7 SOUTH GROVE ST	BRADFORD	MA	01835
28	701-631-6	9		SOUTH GROVE ST	HAVERHILL	MATTHEU RONALD	645 HILLDALE AV	HAVERHILL	MA	01832
29	701-631-7	13		SOUTH GROVE ST	HAVERHILL	FLAHERTY PATRICK J-ETAL	13 SOUTH GROVE STREET	BRADFORD	MA	01835
30	701-631-8	38		SOUTH KIMBALL ST	HAVERHILL	MOULISON JAMES F-ETUX	38 SOUTH KIMBALL ST	BRADFORD	MA	01835
31	701-631-9	34	36	SOUTH KIMBALL ST	HAVERHILL	SAADI INVESTMENT TRUST	488 EAST BROADWAY	HAVERHILL	MA	01830
32	701-632-1	13		RAILROAD ST	HAVERHILL	BARBARA J SMITH 2023 REVOCABLE FAMILY TRUST	13 RAILROAD STREET	BRADFORD	MA	01835
33	701-632-10	22		SOUTH KIMBALL ST	HAVERHILL	JJD TRUST	22 SOUTH KIMBALL ST	BRADFORD	MA	01835
34	701-632-14			SOUTH WARREN ST	HAVERHILL	HAVERHILL HOUSING AUTHORITY	P.O. BOX 751	HAVERHILL	MA	01831
35	701-632-15	4		SOUTH WARREN ST	HAVERHILL	WOOD ELLEN F	4 SOUTH WARREN ST	BRADFORD	MA	01835
36	701-632-17	2		SOUTH WARREN ST	HAVERHILL	PACINO REALTY TRUST	2 SO WARREN ST	BRADFORD	MA	01835
37	701-632-2	15		RAILROAD ST	HAVERHILL	LANTIGUA WILLY	15 RAILROAD ST	BRADFORD	MA	01835
38	701-632-3	1		SOUTH CHARLES ST	BRADFORD	GOULD LESLIE-ANN-ETUX	1 SOUTH CHARLES ST	BRADFORD	MA	01835
39	701-632-3A	5		SOUTH CHARLES ST	BRADFORD	GREENE JESSICA	5 SO CHARLES ST	BRADFORD	MA	01835
40	701-632-4	7		SOUTH CHARLES ST	BRADFORD	RODRIGUEZ JOSE H ETUX	7 SO CHARLES STREET	BRADFORD	MA	01835
41	701-632-5	11		SOUTH CHARLES ST	BRADFORD	BUSWELL TRAVIS N-ETUX	11 SOUTH CHARLES ST	BRADFORD	MA	01835
42	701-632-6	13	15	SOUTH CHARLES ST	BRADFORD	HADLEY SCOTT	15 SOUTH CHARLES ST	BRADFORD	MA	01835
43	701-632-7	17		SOUTH CHARLES ST	BRADFORD	GIOLITO JOHN C	17 SOUTH CHARLES ST	BRADFORD	MA	01835
44	701-632-8	26		SOUTH KIMBALL ST	HAVERHILL	MCGINLEY FAMILY REVOCABLE TRUS	26 SO KIMBALL ST	BRADFORD	MA	01835
45	701-632-9	24		SOUTH KIMBALL ST	HAVERHILL	WEBSTER NATHAN E-ETUX	24 SOUTH KIMBALL ST	BRADFORD	MA	01835
46	702-634-10	8		SOUTH GROVE ST	HAVERHILL	MCLEAN ASHLEE	8-10 SOUTH GROVE ST	BRADFORD	MA	01835
47	702-634-11A	6		SOUTH GROVE ST	HAVERHILL	CAMERANO LYNDISAY-ETAL	6 SOUTH GROVE ST	BRADFORD	MA	01835
48	702-634-11B	9		STONE ST	HAVERHILL	FERNALD SHAWN M ETUX	1 STONE AVE	BRADFORD	MA	01835

	A	B	C	D	E	F	G	H	I	J
49	702-634-8	18		SOUTH GROVE ST	HAVERHILL	GRANILLOS ANA R	18 SOUTH GROVE ST	BRADFORD	MA	01835
50	702-634-9	12		SOUTH GROVE ST	HAVERHILL	WALL JOSEPH W	12 SOUTH GROVE ST	BRADFORD	MA	01835
51	702-635-1	58		RAILROAD ST	HAVERHILL	COTO AND JOHNSON DEVELOPMENT LLC	256 WASHINGTON ST	BOXFORD	MA	01921
52	702-635-2	60		RAILROAD ST	HAVERHILL	COTO AND JOHNSON DEVELOPMENT LLC	256 WASHINGTON ST	BOXFORD	MA	01921
53	702-636-1	2		SOUTH GROVE ST	HAVERHILL	SOUTH GROVE STREET OWNER LLC	290 MERRIMACK ST, Unit 210	LAWRENCE	MA	01843
54	702-636-1B	4		SOUTH GROVE ST	HAVERHILL	ALLEN JAMES A-ETUX	4 SOUTH GROVE ST	BRADFORD	MA	01835
55	702-636-1C			SOUTH GROVE ST	HAVERHILL	SOUTH GROVE STREET OWNER LLC	290 MERRIMACK ST, Unit 210	LAWRENCE	MA	01843

BOARD OF ASSESSORS
CITY OF HAVERHILL
4 SUMMER STREET • RM 115
HAVERHILL, MA 01830-5843

2025 JUL 17 AM 10:42
CITY OF HAVERHILL

*Railroads
CCSP 25-8*

701-630-11
REED MARY E
310 MYRTLE STREET
MANCHESTER, NH 03104

701-630-5A
MASSACHUSETTS ELECTRIC CO
40 SYLVAN RD
WALTHAM, MA 02451

701-630-7
FIELDS DANA A-ETUX
23 SOUTH RIVER ST
BRADFORD, MA 01835

701-630-9
CIOTO AND JOHNSON DEVELOPMENT LLC
256 WASHINGTON ST
BOXFORD, MA 01921

701-630-C
CITY OF HAVERHILL
4 SUMMER ST
HAVERHILL, MA 01830

701-631-10
RODRIGUEZ JOHN III ETUX
32 SO KIMBALL ST
BRADFORD, MA 01835

701-631-12
LEBLANC JOSEPH E
14 SO CHARLES ST
BRADFORD, MA 01835

701-631-15
MARCELLINO MARCELO D
4 SOUTH CHARLES ST
BRADFORD, MA 01835

701-631-4A
NICHOLAS WILLIAM E III
3 S GROVE ST
BRADFORD, MA 01835

701-631-7
HERTY PATRICK J-ETAL
SOUTH GROVE STREET
BRADFORD, MA 01835

701-630-4A
MASSACHUSETTS ELECTRIC CO
40 SYLVAN RD
WALTHAM, MA 02451

701-630-6
DUGGAN CAROL A
21 SOUTH RIVER ST
BRADFORD, MA 01835

701-630-7A
MASSACHUSETTS ELECTRIC CO
40 SYLVAN RD
WALTHAM, MA 02451

701-630-A
CITY OF HAVERHILL
4 SUMMER ST
HAVERHILL, MA 01830

701-630-D
CITY OF HAVERHILL
4 SUMMER ST
HAVERHILL, MA 01830

701-631-11
WHITE GAIL K
16 SO CHARLES ST
BRADFORD, MA 01835

701-631-13
PAULINO MAGNOLIA A
12 SO CHARLES STREET
BRADFORD, MA 01835

701-631-2
BUFFUM CYNTHIA A
1 SOUTH GROVE ST
BRADFORD, MA 01835

701-631-5
WITTY STEPHEN K ETAL
7 SOUTH GROVE ST
BRADFORD, MA 01835

701-631-8
MOULISON JAMES F-ETUX
38 SOUTH KIMBALL ST
BRADFORD, MA 01835

701-630-5
WEBER KELLIE-ETAL
19 SOUTH RIVER ST
BRADFORD, MA 01835

701-630-6A-1
MASSACHUSETTS ELECTRIC CO
40 SYLVAN RD
WALTHAM, MA 02451

701-630-8
FRASCONE GEORGE E
25 SO RIVER ST
BRADFORD, MA 01835

701-630-B
CITY OF HAVERHILL
4 SUMMER ST
HAVERHILL, MA 01830

701-631-1
EARLY CONTRACTORS INC
50 SOUTH MAIN ST
BRADFORD, MA 01835

701-631-11A
COBBETT REALTY TRUST
28 SOUTH KIMBALL ST
HAVERHILL, MA 01835

701-631-14
LAUREANO DENISE
6 SOUTH CHARLES ST
BRADFORD, MA 01835

701-631-4
JUSTICE STACEY C
5 SOUTH GROVE ST
BRADFORD, MA 01835

701-631-6
MATTHIEU RONALD
645 HILLDALE AV
HAVERHILL, MA 01832

701-631-9
SAADI INVESTMENT TRUST
489 EAST BROADWAY
HAVERHILL, MA 01830

Document # 96

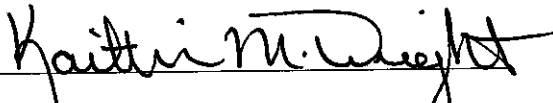
Attorney Gordon Glass for client Richard Early, Jr. of Early Contractors, Inc. requests to raze an existing nonconforming auto repair, machine shop, and contractor's yard on the property located at 47 Railroad St in the High Density Residential Zoning District and replace with a residential condominium,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

IN CITY COUNCIL: SEPTEMBER 16, 2025

HEARING SCHEDULED FOR OCTOBER 28, 2025

11 YEAS, 0 NAYS, 0 ABSENT, 0 ABSTENTATION

Attest:



Kaitlin M. Wright, CMC

City Clerk

10.2

Important: Please Read Before Starting Your Application

Applicant Information

Is this application a new license or an amendment to an existing license?	If amendment, please indicate date of original license
New	—
IF OTHER, please specify	What is Your Role in this Process?
—	Representative of Applicant
Applicant or Business/Firm Phone	Applicant or Business/Firm Name
9736506060	Creek Brook CML
Applicant or Business/Firm City	Applicant or Business/Firm Address
Haverhill	30 Creek brook Dr.
Applicant or Business/Firm Zip Code	Applicant or Business/Firm State
01832	Massachusetts
Name of Licensee	Business Structure
Mark Cafua	Corporation
Contact Information for Licensee (Email and Phone Number)	Address of Licensee
jt@creekbrookcml.com	30 Creek Brook Dr.

OCT 24 AM 5:19
HAVCITYCLERK

Land Information

Location of Land	Owner of Land
30 Creek Brook Dr.	Mar Fiber Tech Two LLC
Address of Land Owner	Use and Occupancy of Buildings and Structures
20 Pickering ST. Needham MA 02492	Food Manufacturing
GIS Coordinants	
548- 1 -3c-2A-2	

Flammable and Combustible Liquids, Flammable Gases, and Solids

Product Name	Class of Flammable or Combustible
Edible shortening oil	Class 2B
Maximum Quantity of Tank Storage	Units
15000	Gallons
Container	IF OTHER, please specify

Aboveground Storage Tank

--

Total quantity of all flammable liquids to be stored

Total quantity of all combustible liquids to be stored

0

15000

Total quantity of all flammable gases to be stored

Total quantity of all flammables solids to be stored

0

0

LP Gas or Propane Information

Will you have LP gas or propane?

No

Explosives Information

Will you have explosives?

No

Emergency Contact Information

Emergency Contact Name

JT Couch

Emergency Contact Phone Number

9736506060

Acknowledgement

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

true

Electronically Sign Here:

Joseph Theodore Couch IV

Signor's Role

Representative of Applicant

Fire Chief Approval

Record No.SPFL-25-3

Status Completed

Became Active August 15, 2025

Assignee Eric Tarpy

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Eric Tarpy

August 26, 2025 at 3:11 pm

Waiting on updated FP- 002A form to be sent to office for Fire Dept. signature.

JT Couch

August 26, 2025 at 3:25 pm

Hello, I just sent it over to Private Belfiore and uploaded it to the portal as well.

JT Couch

August 27, 2025 at 3:05 pm

Hi I see the form was signed off on, do I need to send to anyone for further approval or will it automatically switch from in progress to approved?

Kaitlin Wright

September 2, 2025 at 1:34 pm

@Eric Tarpy form FP-002A is attached under attachments and awaits the Fire Chief's signature.

Brian Belfiore  Internal

September 2, 2025 at 4:22 pm

@Kaitlin Wright signed copy attached.

Eric Tarpy

September 3, 2025 at 8:14 am

Applicant to apply for permit to exercise license. Subject to all code requirements.

Kaitlin Wright

September 3, 2025 at 2:18 pm

Hearing will be announced at September 16th Council meeting. Application will be heard before Council on October 28th meeting at 7 PM.

Step Activity

OpenGov system activated this step	08/15/2025 at 12:58 pm
OpenGov system assigned this step to Robert O'Brien	08/15/2025 at 12:58 pm
Eric Tarpy reassigned this step from Robert O'Brien to Eric Tarpy	08/26/2025 at 11:22 am
Eric Tarpy approved this step	09/03/2025 at 8:13 am

Tax Check

Record No.SPFL-25-3

Status Completed

Became Active August 15, 2025

Assignee Lynn Spitalere

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

No comments yet.

Step Activity

OpenGov system activated this step

08/15/2025 at 12:58 pm

Kaitlin Wright assigned this step to Lynn Spitalere

08/19/2025 at 11:10 am

Lynn Spitalere approved this step

08/21/2025 at 4:36 pm

Water Bill Check

Record No.SPFL-25-3

Status Completed

Became Active August 19, 2025

Assignee Elizabeth Remmes

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 @ jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

No comments yet.

Step Activity

Kaitlin Wright assigned this step to Elizabeth Remmes

08/19/2025 at 11:11 am

Kaitlin Wright activated this step

08/19/2025 at 11:11 am

Elizabeth Remmes approved this step

08/19/2025 at 11:30 am

City Clerk Review

Record No.SPFL-25-3

Status Completed

Became Active September 3, 2025

Assignee Kaitlin Wright

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 @ jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Kaitlin Wright

August 28, 2025 at 1:18 pm

Please provide GIS coordinates (latitude and longitude) for where the tank/tanks will be stored.

JT Couch

August 28, 2025 at 3:13 pm

The coordinates for the shortening tank are (42.7935° N, 71.1233° W).

Kaitlin Wright

August 28, 2025 at 3:23 pm

Thank you – I added the coordinates to the application and reuploaded.

JT Couch

August 28, 2025 at 3:40 pm

Thank you!

Kaitlin Wright

September 17, 2025 at 8:48 am

If there are any further additions to the application, please ensure to notify me directly as well so I can ensure the updated information is relayed to the City Council.

Kaitlin Wright

October 17, 2025 at 9:22 am

Good morning JT, I spoke with the Fire Department yesterday and they stated there is an additional 7,000 gallon diesel tank on property. Is that correct? Please let me know asap.

JT Couch

October 17, 2025 at 12:26 pm

Hi Kaitlin, yes the GC made me aware of that recently. I thought it was off of natural gas but it is not. Do I need to amend anything?

Kaitlin Wright

October 17, 2025 at 1:00 pm

Yes, the application will need to be amended.

Unfortunately, I will have to re-announce before Council the amount being stored, re-advertise and re-notify the abutters. The MGL that governs this requires at least 7 days notice prior to the hearing. The hearing will be have to be continued to a later date.

Please provide an updated application with any additional documents/paperwork that show the additional tank. I can re-announce at the 28th meeting, but we will need to continue the hearing to a later date – likely December 9th to give us time to advertise and you time to re-notify the abutters.

Kaitlin Wright

October 21, 2025 at 11:38 am

The Fire Department informed me that there is a third diesel tank on site that was not included on your application. This needs to be updated to reflect the additional diesel tank. However, the hearing will need to be continued from the October 28th date now as abutters will need to be re-notified with an updated notification and the advertisement will need to be updated, as well. The MGL that governs flammable storage applications requires that this notice happen at least 7 days prior to the hearing and since a new, updated application has yet to be received, we cannot move forward with the updated abutter notification and advertisement. Please get me a completed, updated application that reflects all tanks on site as soon as possible so we can work together to schedule a new hearing date. Our council calendar is filling up very quickly, and it is highly likely we will not be able to fit you in for another hearing date until the December 16th meeting.

Kaitlin Wright

October 22, 2025 at 1:49 pm

Spoke with applicant JT Couch on the phone. JT indicated they will continue with the hearing on 10/28 and will seek approval for the 19,000 gallon shortenings and oil tank and the 5,000 gallon diesel tank. They do not presently have the 7,000 gallon diesel tank on site. Applicant is aware that they will need to reapply for an amendment to the license (if granted) when they are ready to install the additional 7,000 gallon diesel tank.

Step Activity

OpenGov system activated this step	09/03/2025 at 8:13 am
OpenGov system assigned this step to Rose Leonard-Flynn	09/03/2025 at 8:13 am
Kaitlin Wright reassigned this step from Rose Leonard-Flynn to Kaitlin Wright	09/03/2025 at 2:14 pm
Kaitlin Wright approved this step	09/03/2025 at 2:14 pm

City Clerk – Hearing Date Set

Record No.SPFL-25-3

Status Completed Became Active September 3, 2025
Assignee Kaitlin Wright Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Kaitlin Wright September 3, 2025 at 2:20 pm

Hearing will be announced at September 16th Council meeting. Application will be heard before Council on October 28th meeting at 7 PM

Kaitlin Wright September 3, 2025 at 2:21 pm

Application states 19,000 gallons, but written summary still shows 15,000 gallons. It would be helpful if the summary could be updated or something could be added to reflect/explain the change for the additional gallons.

JT Couch September 3, 2025 at 4:46 pm

Hi Kaitlin I have just uploaded a new summary and tried to put a explanation at the top, I also left a brief note on its submission details. Thank you!

Step Activity

OpenGov system activated this step 09/03/2025 at 2:14 pm

OpenGov system assigned this step to Maria Bevilacqua 09/03/2025 at 2:14 pm

Kaitlin Wright reassigned this step from Maria Bevilacqua to Kaitlin Wright 09/03/2025 at 2:14 pm

Kaitlin Wright approved this step 09/03/2025 at 2:21 pm

Building Inspector Review

Record No.SPFL-25-3

Status Completed

Became Active September 8, 2025

Assignee Tom Bridgewater

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

No comments yet.

Step Activity

OpenGov system activated this step 09/08/2025 at 1:19 pm

OpenGov system assigned this step to Tom Bridgewater 09/08/2025 at 1:19 pm

Tom Bridgewater approved this step 09/08/2025 at 2:55 pm

Conservation Department/Stormwater Review

Record No.SPFL-25-3

Status Completed

Became Active September 8, 2025

Assignee Robert Moore

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 @ jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Robert Moore

September 8, 2025 at 5:21 pm

Hi JT. The Conservation Commission originally approved a 7,000 gallon tank on a pad in this location. The new, larger tank looks to be inside a small building addition. Is that correct?

JT Couch

September 8, 2025 at 6:16 pm

Hi inspector Moore, I believe the tank you're referring to is our diesel fuel storage tank. The permit for that one is filed as permit # 131186. It has a gross volume of 7,000 gallons and is used to fuel our fleet of trucks. This permit is for the storage of cooking oil stored in a built for purpose room on-site at creek brook. It is a self contained room attached to the facility the diesel fuel tank is on the opposite exterior of the building. I can email you a site plan highlighting each tanks location if you would like. Please let me know however I can assist, thank you!

Robert Moore

September 10, 2025 at 1:10 pm

JT, thank you for the response. The tank we last had on the books is the 7000gal stand-alone shown below. I was mostly interested in confirming this new, larger tank would be inside the building, which minimizes release potential. It sounds like the tanker will connect to an intake on the exterior of the building. As with the original design, the building should be equipped with an appropriate spill kit to contain any incidents.

JT Couch

September 10, 2025 at 1:31 pm

No problem, I will contact our vendors and begin procuring a large kit. Yes the tanker will pull up attach a hose and pump directly into the tank from the exterior of the building to inside to the tank room.

Step Activity

OpenGov system activated this step

09/08/2025 at 1:19 pm

OpenGov system assigned this step to Robert Moore

09/08/2025 at 1:19 pm

Robert Moore approved this step

09/10/2025 at 1:10 pm

DPW Review

Record No.SPFL-25-3

Status Active

Became Active September 8, 2025

Assignee Robert Kimball

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Kaitlin Wright

October 8, 2025 at 8:50 am

Please review, this is coming before Council on 10/28!

Kaitlin Wright

October 22, 2025 at 1:40 pm

Please review, this is coming before Council on 10/28!

Step Activity

OpenGov system activated this step

09/08/2025 at 1:19 pm

OpenGov system assigned this step to Robert Ward

09/08/2025 at 1:19 pm

Kaitlin Wright reassigned this step from Robert Ward to Robert Kimball

09/16/2025 at 8:27 pm

Engineering Review

Record No.SPFL-25-3

Status Completed

Became Active September 8, 2025

Assignee John Pettis

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Kaitlin Wright

October 8, 2025 at 8:50 am

Please review, this is coming before Council on 10/28!

Kaitlin Wright

October 22, 2025 at 1:41 pm

Please review, this is coming before Council on 10/28!

John Pettis

October 22, 2025 at 4:03 pm

I have no objection to the requested permit.

Step Activity

OpenGov system activated this step

09/08/2025 at 1:19 pm

OpenGov system assigned this step to John Pettis

09/08/2025 at 1:19 pm

John Pettis approved this step

10/22/2025 at 4:03 pm

Police Department Review

Record No.SPFL-25-3

Status Completed

Became Active September 16, 2025

Assignee Kevin Lynch

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

No comments yet.

Step Activity

Kaitlin Wright activated this step

09/16/2025 at 8:26 pm

Kaitlin Wright assigned this step to Kevin Lynch

09/16/2025 at 8:27 pm

Kevin Lynch approved this step

09/19/2025 at 12:51 pm

Water Supply Review

Record No.SPFL-25-3

Status Active

Became Active September 16, 2025

Assignee Robert Ward

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Kaitlin Wright

October 8, 2025 at 8:50 am

Please review, this is coming before Council on 10/28!

Kaitlin Wright

October 22, 2025 at 1:41 pm

Please review, this is coming before Council on 10/28!

Step Activity

Kaitlin Wright assigned this step to Robert Ward

09/16/2025 at 8:27 pm

Kaitlin Wright activated this step

09/16/2025 at 8:27 pm

Water/Wastewater Review

Record No.SPFL-25-3

Status Active

Became Active September 16, 2025

Assignee Robert Ward

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Kaitlin Wright

October 8, 2025 at 8:50 am

Please review, this is coming before Council on 10/28!

Kaitlin Wright

October 22, 2025 at 1:41 pm

Please review, this is coming before Council on 10/28!

Step Activity

Kaitlin Wright assigned this step to Robert Ward

09/16/2025 at 8:28 pm

Kaitlin Wright activated this step

09/16/2025 at 8:28 pm

School Department Review

Record No.SPFL-25-3

Status Active

Became Active September 16, 2025

Assignee Margaret Marotta

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Kaitlin Wright

October 8, 2025 at 8:50 am

Please review, this is coming before Council on 10/28!

Kaitlin Wright

October 22, 2025 at 1:41 pm

Please review, this is coming before Council on 10/28!

Step Activity

Kaitlin Wright assigned this step to Margaret Marotta

09/16/2025 at 8:31 pm

Kaitlin Wright activated this step

09/16/2025 at 8:31 pm

Fire Department Second Review

Record No.SPFL-25-3

Status Completed

Became Active September 16, 2025

Assignee Brian Belfiore

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 @ jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Brian Belfiore

September 17, 2025 at 7:50 am

Applicant has submitted all required documents.

Step Activity

Kaitlin Wright assigned this step to Eric Tarpy

09/16/2025 at 8:31 pm

Kaitlin Wright activated this step

09/16/2025 at 8:31 pm

Brian Belfiore reassigned this step from Eric Tarpy to Brian Belfiore

09/17/2025 at 7:50 am

Brian Belfiore approved this step

09/17/2025 at 1:06 pm

Abutter Notification

Record No.SPFL-25-3

Status Active

Became Active October 22, 2025

Assignee Kaitlin Wright

Due Date None

Primary Location

30 CREEK BROOK DR
Haverhill, MA 01832

Owner

MAR FIBERTECH TWO LLC
PICKERING ST, STE 200 20 NEEDHAM, MA 02492

Applicant

 JT Couch
 973-650-6060
 jt@creekbrookcml.com
 30 creek brook dr
Haverhill, MA 01832

Messages

Kaitlin Wright

September 8, 2025 at 1:20 pm

Abutter notification for fuel storage applications are the applicant's responsibility. You may use the advertisement to send your abutter notification. The advertisement will be printed on October 9 and 16th in the Gazette. Please be sure to send abutter notification on or around then. A list of abutters has also been attached. Prior to the hearing, the certified mail receipts will need to be submitted to our office. Please reach out with questions.

JT Couch

September 8, 2025 at 3:29 pm

Hi Kaitlin, The advertisement states that this is a class 2B liquid, would you like me to amend and re upload or does it need to come from your end?

Kaitlin Wright

September 8, 2025 at 3:33 pm

Hi JT, the wording on the advertisement was taken directly from the attachment titled Detailed Project Summary 9-3-2025.docx. Please advise if this is incorrect.

JT Couch

September 8, 2025 at 3:40 pm

I just uploaded the version history I must have uploaded a legacy version by accident it is a class 3B liquid.

Kaitlin Wright

September 9, 2025 at 4:44 pm

Thank you for clarifying!

Kaitlin Wright

September 17, 2025 at 8:48 am

Please use updated advertisement for abutter notification.

Kaitlin Wright

October 24, 2025 at 9:15 am

As of 10/24/2025, still have not received green cards for mail/confirmation of abutter notification. Spoke with applicant to remind him that these need to be submitted ASAP. Stated someone from company would bring them over to City Hall this morning.

Step Activity

Kaitlin Wright activated this step

10/22/2025 at 1:44 pm

Kaitlin Wright assigned this step to Kaitlin Wright

10/22/2025 at 1:44 pm



Haverhill

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

September 8, 2025

PUBLIC HEARING

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

Notice is hereby given that the following application for a license to store, keep, and use INFLAMMABLE LIQUIDS has been made to the City Clerk and the City Council will conduct a hearing for all parties interested, in a hybrid meeting (virtual/in person), on Tuesday, October 28, 2025; at 7:00 PM. This notice is given under the provisions of Chapter 148 of the General Laws - JT Couch on behalf of Creek Brook CML (SPFL-25-3); requesting to store 19,000 gallons of Class 3B edible shortening oil and 5,000 gallons of Class II Diesel Fuel in above ground storage tanks at 30 Creek Brook Dr.

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

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

**Advertise: October 9 & October 16, 2025
Haverhill Gazette**

Kaitlin M. Wright, CMC
City Clerk



FP-002A
(Rev. 6/23)

The Commonwealth of Massachusetts

City/Town of Haverhill

Application For License

Massachusetts General Law, Chapter 148 §13

☒ New License ☐ Amended License

GIS Coordinates

42.7935

LAT.

71.1233

LONG.

License Number

Application is hereby made in accordance with the provisions of Chapter 148 of the General Laws of Massachusetts for a license to store flammables, combustibles or explosives on land in buildings or structures herein described.

Location of Land: 30 Creek Brook Dr.

Number, Street and Assessor's Map and Parcel ID

Attach a plot plan of the property indicating the location of property lines and all buildings or structures.

Owner of Land: Mar Fiber Tech Two LLC

Address of Land Owner: 20 Pickering Street Needham MA, 02492

Use and Occupancy of Buildings and Structures: Food Manufacturing

If this is an application for amendment of an existing license, indicate date of original license and any subsequent amendments

Attach a copy of the current license

Flammable and Combustible Liquids, Flammable Gases and Solids

Complete this section for the storage of flammable and combustible liquids, solids, and gases; see 527 CMR 1.00 Table 1.12.8.50; Attach additional pages if needed. All tanks and containers are considered full for the purposes of licensing and permitting.

PRODUCT NAME	CLASS	MAXIMUM QUANTITY	UNITS gal., lbs, cubic feet	CONTAINER UST, AST, IBC, drums
Edible shortenings and Oils	Class 3B	19,000	Gal.	AST
Diesel Fuel	Class 2	5,000	Gal.	AST

Total quantity of all flammable liquids to be stored: N/A

Total quantity of all combustible liquids to be stored: 24,000 Gallons

Total quantity of all flammable gases to be stored: N/A

Total quantity of all flammable solids to be stored: N/A

LP-gas (Complete this section for the storage of LP-gas or propane)

Indicate the maximum quantity of LP-gas to be stored and the sizes and capacities of all storage containers. (See 527 CMR 1.00 Table 1.12.8.50)

- ❖ Maximum quantity (in gallons) of LP-gas to be stored in aboveground containers: N/A

List sizes and capacities of all aboveground containers used for storage: _____

- ❖ Maximum quantity (in gallons) of LP-gas to be stored in underground containers: N/A

List sizes and capacities of all underground containers used for storage: _____

Total aggregate quantity of all LP-gas to be stored: N/A

Fireworks (Complete this section for the storage of fireworks)

Indicate classes of fireworks to be stored and maximum quantity of each class. (See 527 CMR 1.00 Table 1.12.8.50)

- ❖ Maximum amount (in pounds) of Class 1.3G: N/A Type/class of magazine used for storage: _____

- ❖ Maximum amount (in pounds) of Class 1.4G: N/A Type/class of magazine used for storage: _____

- ❖ Maximum amount (in pounds) of Class 1.4: N/A Type/class of magazine used for storage: _____

Total aggregate quantity of all classes of fireworks to be stored: _____

Explosives (Complete this section for the storage of explosives)

Indicate classes of explosive to be stored and maximum quantity of each class. (See 527 CMR 1.00 Table 1.12.8.50)

- ❖ Maximum amount (in pounds) of Class 1.1: N/A Number of magazines used for storage: _____

- ❖ Maximum amount (in pounds) of Class 1.2: N/A Number of magazines used for storage: _____

- ❖ Maximum amount (in pounds) of Class 1.3: N/A Number of magazines used for storage: _____

- ❖ Maximum amount (in pounds) of Class 1.4: N/A Number of magazines used for storage: _____

- ❖ Maximum amount (in pounds) of Class 1.5: N/A Number of magazines used for storage: _____

- ❖ Maximum amount (in pounds) of Class 1.6: N/A Number of magazines used for storage: _____

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

Signature Joseph Theodore Couch IV Date 9/15/2025 Name Joseph T. Couch IV

PLEASE NOTE THAT ONLY APPLICATIONS WITH ORIGINAL WET SIGNATURES WILL BE ACCEPTED. PHOTOCOPIES OF APPLICATIONS WILL NOT BE PROCESSED.

Fire Department Use Only

I, ERIC M. TAPAY, Head of the HAVERHILL Fire Department endorse this application with my

☒ Approval ☐ Disapproval

DK ETV
Signature of Head of the Fire Department

9/17/25
Date

Recommendations: Follow all code requirements and Best practices Associated with the use, storage and maintenance of TANK, product & process.

Detailed Written Summary of Project

****This application is set up for 19,000 gallons to satisfy state fire marshal's request to cover total amount of shortening on property. Hence forward in this plan the tank will be referred to as 19,000 gallons with the understanding the actual capacity of the tank is 17,000 gross gallons. ****

Application Summary – 19,000 Gallon Edible Shortening Oil Storage Tank (Class 3B Liquid)

The engineering documentation provided outlines the design and intended application of a **19,000-gallon stainless steel storage tank (Tag: TK-100)** manufactured by Feldmeier Equipment, configured for handling **Class 3B edible shortening oil**. The system is part of a **PKO (Palm Kernel Oil) Storage and Hot Water Set** designed for industrial food production, specifically for controlled storage, heating, and transfer of shortening oil to downstream fryer balance tanks.

1. Tank Design and Construction

- **Capacity:** 19,000 gallons
- **Material:** 316 stainless steel construction for sanitary food-grade applications.
- **Configuration:** Vertical tank with legs and integrated connections for inlet, outlet, venting, and heating systems.
- **Thermal Features:** Equipped with a **heat-traced and insulated oil line network** to maintain product temperature at **135°F**, preventing solidification of the shortening oil during storage and transfer.
- **Hot Water Jacket System:** Supplies heated water to the tank jacket for precise temperature maintenance.

2. Process Flow and Integration

- **Oil Supply:** Product is delivered from a tanker truck via a dedicated **oil inlet line** with **heat tracing and insulation** to maintain fluidity during transfer.

- **Distribution:** Heated oil is transferred through a **centrifugal pump (CP-100)** and associated sanitary valves to connected fryer balance tanks.
 - **Piping:** All product lines use sanitary tri-clamp fittings and stainless steel construction.
-

3. Heating & Temperature Control

- **Hot Water Set:**
 - **Recirculation Pump (CP-600, 3 HP)** circulates hot water through the tank jacket and return loop.
 - **Electric Heat Exchanger (HX-600, 480V)** heats the water supply.
 - **Expansion Tank (TK-600)** maintains system pressure stability.
 - **Temperature Monitoring:** Multiple **temperature transmitters (TIT-600)** monitor jacket water and tank oil temperature.
 - **Flow Monitoring:** Flow switches ensure proper circulation of heating media.
-

4. Safety and Venting Systems

- **Venting:**
 - **Emergency Vent (PRV-100)** – 6” Protectoseal pressure relief vent to prevent over-pressurization.
 - **Vacuum Vent (VRV-100)** – 2” Protectoseal unit to prevent vacuum collapse during unloading or cooling.
 - **Tank Conditioner & UV Ventilation Units** – maintain product quality and prevent microbial growth.
 - **Pressure Relief:** ASME-rated pressure relief valves installed on both oil and hot water circuits (80 PSIG).
 - **Check Valves:** Prevent backflow contamination between product and utility lines.
-

5. Controls and Instrumentation

- **Valves:** A combination of ball valves, butterfly valves, and shut-off valves for isolation and flow control.
- **Instrumentation:**

- Level transmitters for high/low product monitoring.
 - Temperature transmitters for jacket and product temperature control.
 - Flow switches to confirm fluid circulation in both oil and hot water loops.
 - **Automation:** Designed for integration with plant control systems via PLC interface.
-

6. Operational Purpose

This tank system provides **bulk storage, heating, and controlled delivery** of Class 3B edible shortening oil for use in continuous frying operations. The **temperature-controlled environment** ensures the oil remains in a liquid state for process reliability, while sanitary construction and venting systems maintain **product integrity and food safety compliance**.

Facility: PKO (Edible Shortening Oil) Storage & Hot Water Set

Primary Vessel: TK-100, 19,000 gal, 316 SS, Feldmeier (S/N 24E0725)

1) Product classification (NFPA 30 / OSHA)

- **NFPA 30 combustible liquid class:** For edible shortening/palm-kernel oils with flash point typically well above 200 °F, the applicable NFPA 30 class is **Class IIIB** (combustible liquid, $FP \geq 200$ °F). Although the project description references “Class 3B,” this system is operated at ~135 °F—below common edible-oil flash points—so the **NFPA 30 design basis is Class IIIB**.
- **OSHA 1910.106 alignment:** OSHA follows similar category logic; edible oils normally fall in the highest flash-point (least hazardous) combustible category when not heated near FP.

Implication: Class IIIB liquids are the least restrictive under NFPA 30; normal building locations are generally permitted, hazardous (electrical) classification is **not** typically required unless heated to/above the flash point, sprayed, or otherwise aerosolized.

2) System description supporting compliance

- **Tank & capacity:** One 19,000-gal sanitary vertical tank, 316 SS, leg-supported (Tag **TK-100**).
- **Heating method:** Hot-water jacket with dedicated **hot-water skid** (pump **CP-600** 3 HP; electric circulation heater **HX-600** 480 V; expansion tank **TK-600**; PRV/PSV; flow and temperature instrumentation) designed to maintain ~135 °F jacket supply/return—well below typical edible-oil FP.

- **Product transfer:** Sanitary, heat-traced, insulated oil lines (1.5–2") from tanker offload to TK-100 and out to fryer balance tanks via **CP-100** centrifugal pump and sanitary valves. Lines/headers are heat-traced and insulated to maintain fluidity, not to approach FP.
- **Overpressure/venting:**
 - **Emergency vent: PRV-100** 6" Protectoseal F7806H, piped to roof ("EMERGENCY VENT TO ROOF").
 - **Vacuum relief: VRV-100** 2" Protectoseal F6242 (end-of-line).
 - **Normal/conditioning vents:** 10" tank vent **LTX-10AB2A0** and **Liquid Tank Conditioner (UV) LTC-2AB4A0** (American Ultraviolet).
- **Instrumentation & interlocks:** Level transmitters (LLT/HLT tags shown), temperature transmitters (**TIT-600**), and flow switches (**FS-100**, **FW-600**) for both oil and hot-water loops to verify circulation and prevent heater operation on no-flow.

3) NFPA 30 conformance elements

Chapters referenced (by topic): Design & construction of tanks; normal/emergency venting; heating; transfer operations; indoor tank allowances for Class IIIB; drainage/spill control.

- **Tank design & materials:** Stainless steel, closed, fixed-roof vessel with sanitary connections aligns with NFPA 30 tank construction options for Class IIIB. (TK-100 BOM and P&ID/lifecycle show sanitary, closed system.)
- **Normal venting:** Provided via the dedicated tank vent assembly and conditioner; sized/selected equipment is identified (10" American Ultraviolet vent + conditioner) for normal breathing and product quality. Final vent sizing to meet NFPA 30 normal vent capacity is by manufacturer data; devices are specified in the BOM.
- **Emergency venting:** The **6" Protectoseal F7806H** emergency vent meets the NFPA 30 requirement for emergency relief due to fire exposure (capacity per manufacturer curves). Discharge is routed to roof, minimizing in-room vapor release.
- **Vacuum protection:** The **2" Protectoseal F6242** prevents vacuum collapse during unloading/cooling.
- **Heating controls:** Jacket water heat is mechanically separated from product, with temperature transmitters (**TIT-600**) and flow switches (**FW/FS**) interlocked to heaters/pumps, satisfying NFPA 30 expectations that heating systems be controlled and monitored to avoid overheating.

- **Pumping & valves:** Sanitary pumps (**CP-100, CP-600**) and isolation/butterfly valves (QSM) provide positive shutoff and control. Check valves (**CV-100**) are included to prevent reverse flow.
- **Electrical classification:** Because the product is **Class IIIB** and operating temperature (~135 °F) is **well below FP**, the area is **not normally a classified (hazardous) location** per NFPA 30. Standard industrial electrical installation is acceptable unless the AHJ identifies specific classified pockets (e.g., at vents or if future operations heat above FP).

4) Spill control, drainage, and secondary containment

- **Floor drainage:** Direct any drainage away from doorways/exits and ignition sources. Provide shut-off valves on trench drains leading to an oil-water separator or dedicated containment.

5) Fire protection & emergency planning

- **Portable extinguishers:** Provide **Class B** (and, where fryer operations exist, **Class K** near cooking equipment) extinguishers with travel distance per NFPA 10.
- **Fixed protection:** For **Class IIIB** indoor tanks, foam systems are **not typically required** by NFPA 30; coordinate with AHJ based on risk assessment. If foam is provided, use agents compatible with vegetable oils.
- **Alarm & shutdowns:**
 - High-high product level → stop transfer from tanker.
 - Low/No jacket flow (**FW-600/FS-100**) → trip **HX-600** heater.
 - High jacket temperature (**TIT-600**) → alarm and heater trip.
- **Vent routing:** Maintain the **emergency vent to roof** penetration, weather-proofed and clear of air intakes and ignition sources.
- **Housekeeping:** Keep combustibles clear of tank and hot-water skid. Post emergency shutdown procedures at the skid and tanker offload point.

6) Transfer operations (tanker to TK-100)

- **Connection point:** Dedicated heated/insulated product inlet line “PKO FROM TANKER” to TK-100 (with isolation valve and flow/level interlocks).
- **Bonding/grounding:** Bond tanker to facility during offload to control static (good practice even for high-FP edible oils).
- **Supervision:** Offloading performed by trained personnel; verify **LLT/HLT** signals and vent path clear before start.

7) Signage, labels, and documentation

- **Tank labeling:** “EDIBLE SHORTENING OIL – CLASS IIIB COMBUSTIBLE LIQUID – 19,000 GAL – NO SMOKING/NO OPEN FLAMES.”
- **Process labels:** Tag all valves/instruments per P&ID (e.g., **PRV-100**, **VRV-100**, **CP-100/600**, **HX-600**, **TIT-600**, **FS/FW**) to match drawings/BOM.
- **SDS availability:** Maintain product SDS on site; confirm FP and operating limits in writing as part of the pre-startup safety review.

8) Construction & installation notes

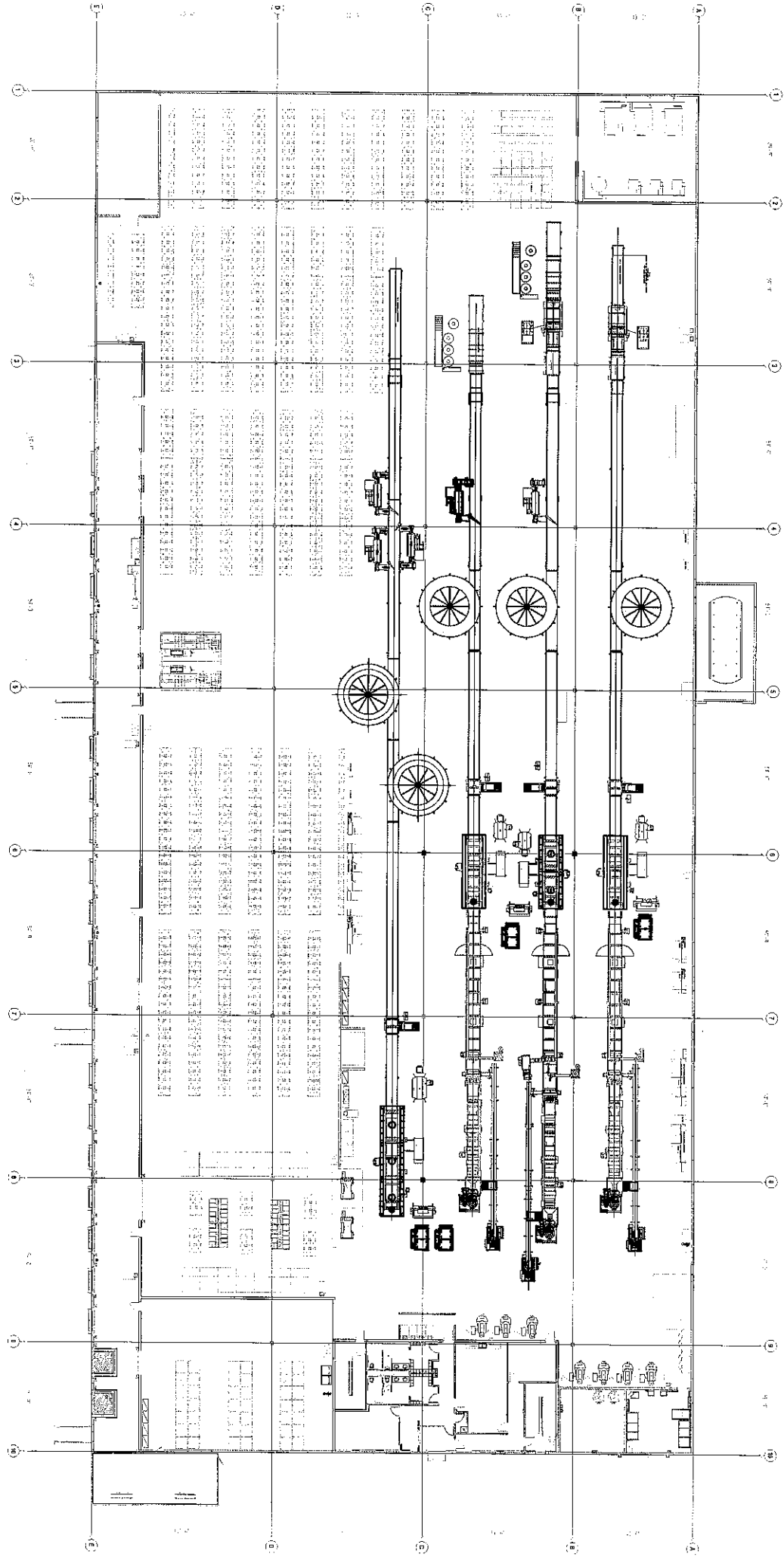
- **Anchorage/seismic:** Anchor tank legs per structural calcs to resist sloshing and overturning; maintain clear access to emergency vent and manways. (Tank legs shown on layout sheet.)
- **Insulation/heat tracing:** As shown, oil lines are heat-traced and insulated (“1.5” Insulation,” oil lines heat-traced **135 °F**) to maintain pumpability without approaching FP. Verify insulation jacketing is non-absorbent, fire-retardant.
- **Electrical:** Power to **HX-600 (480 V)**, motors (**230/460 V**), and instruments (**24 V/120 V**) per BOM; follow NFPA 70 for wiring methods.

9) Owner/AHJ action items (to close out permitting)

1. **Confirm final product FP** (from SDS) to document **Class IIIB** basis at **135 °F** operation.
2. **Vent capacity certs:** Attach manufacturer sizing sheets for **F7806H** and **F6242**, and for the 10" vent, to demonstrate normal + emergency venting capacity per NFPA 30.
3. **Containment drawings:** Provide diked area/containment calcs ($\geq 110\%$ of 19,000 gal) and drain control details (valved to oil-water separator).
4. **SPCC applicability check:** If total on-site oil $\geq 1,320$ gal, adopt/update **SPCC Plan** and inspection logs.
5. **PSSR/Commissioning:** Document interlock tests (no-flow trips, high-temp trips, level cutouts) and operator training.
6. **Labeling & pre-fire plan:** Post tank/valve IDs, emergency procedures, and add the tank to the facility pre-incident plan for the fire department.

Cross-references to the engineering package

- **BOM (mechanical & hot water):** TK-100 19,000 gal Feldmeier; PRV-100 6" Protectoseal F7806H; VRV-100 2" Protectoseal F6242; American Ultraviolet **LTX-10AB2A0** (10" vent) & **LTC-2AB4A0** (conditioner); CP-100 C114 pump; CP-600 hot-water recirc; **HX-600** WATTCO heater; **TIT-600**, **FS/FW-600** instrumentation; valves (QSM) and relief valves (Bell & Gossett 80 psig).
- **P&ID/Layout:** Heat-traced (135 °F) insulated oil lines; jacket supply/return; emergency vent routed to roof; level instruments (LLT/HLT); electrical services (480 V/230-460 V/120 V/24 V) noted.



334 FREE HILL ROAD
HENDERSONVILLE, TN 37075
615-822-3030

CREEK BROOK CML
HAVERHILL, MA
PKO STORAGE & HOT WATER SET
24G0074

TABLE OF CONTENTS	
CHAPTER NUMBER	DESCRIPTION
24020174-01.1	COVER SHEET
24020174-01.2	SYMBOL SHEET
24020174-01.3	LIST OF MATERIALS
24020174-01.4	PIPING AND INSTRUMENTATION DIAGRAM
24020174-01.5	LAYOUT

[illegible]

GENERAL NOTES

1. VERIFY ALL DIMENSIONS WITH EQUIPMENT.

CURT

CREEK BROOK
PATERHAM, MA

MGNewell

PROJECT TITLE
PKO STORAGE AND HOT WATER S

REV.	DESCRIPTION	BY	DATE
1	INITIAL DRAWING	JAB	5/7/1

REVISIONS

COMPANY OF 2011 HAS NEWELL CORPORATION. ALL RIGHTS RESERVED. IT IS THE POLICY OF NEWELL CORPORATION TO PROTECT THE INTELLECTUAL PROPERTY OF ITS EMPLOYEES AND ITS CUSTOMERS.

MATERIAL	316 SS
DESIGNED BY	JAB
QUANTITY	1
SCALE	D
SYMBOL SHEET	NA

SYMBOL DESCRIPTION

SYMBOL SHEET

DRAWING NUMBER

24G0074-01.2

VESSELS

EQUIPMENT

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
MEASURE	UNIT	INSTRUMENT	LETTER	CONSERVATION	LINE TYPE	LINE DESCRIPTION	POSITION	VALUE	UNIT	INSTRUMENT	LETTER	CONSERVATION	LINE TYPE	LINE DESCRIPTION	POSITION	VALUE
1	INCHES	1	A	C	DO	AE	1	1	1	1	1	1	1	1	1	1
2	INCHES	2	A	C	DO	AE	2	2	2	2	2	2	2	2	2	2
3	INCHES	3	A	C	DO	AE	3	3	3	3	3	3	3	3	3	3
4	INCHES	4	A	C	DO	AE	4	4	4	4	4	4	4	4	4	4
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
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23	INCHES	23	A	C	DO	AE	23	23	23	23	23	23	23	23	23	23
24	INCHES	24	A	C	DO	AE	24	24	24	24	24	24	24	24	24	24
25	INCHES	25	A	C	DO	AE	25	25	25	25	25	25	25	25	25	25

EQUIPMENT TAGS

ACTUATORS

STEM VALVE

VALVES

CONNECTIONS

REDUCERS

CONTINUATIONS

ANNOTATIONS

SYMBOLS

FLOW SYMBOLS

SYMBOL DESCRIPTION

SYMBOL SHEET

DRAWING NUMBER

24G0074-01.2

GENERAL NOTES

1. VERIFY ALL DIMENSIONS WITH EQUIPMENT.

CLIENT

CREEK BROOK
HAVERHILL, MA

MGNewell

1000000

PKO STORAGE AND HOT WATER SET

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12570147

316 SS

TRAINING BY	CHECKED BY
-------------	------------

DATE	11/11/2011	BY	11/11/2011
DRAWN BY	11/11/2011	CHECKED BY	11/11/2011

QUANTITY	SIZE	SCALE
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QUANTITY	SIZE	SCALE
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1000

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UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

03 JORDANS STREET MILD SEVEN

STAYING ON THE INSIDE

TOLLANCE OF COW PATTERNS $\pm 1.0^\circ$
 VERTICAL POS. IN BUREAU

TOLERANCE ON DIMENSIONS ± .08"
FIT & FINISH UNLESS OTHERWISE SPECIFIED

DRAWING DESCRIPTION

BILL OF MATERIALS

Page 1 of 1

24G0074- 01.3

MECHANICAL BILL OF MATERIALS 2460074-01						Power/Alt Supply
NO.	TAG	DESCRIPTION	SPECIFICATION / MODEL	MANUFACTURER	Serial Number	230/460V
1	4-101	Motor Below 5 hp 184TC 3	110-314900	SPX	F241005259	230/460V
2	4V-400	W11 304T GFF VALVE	W116283	SPX	1000008407001	6-180W 1/4"
3	TR-100	15,000 Oil Tank	15000Galan Tank	Frederick Equipment	2407025	230/460V
4	8V-504,105,106,107	1.5" BALL VALVE	EA-33W-3H-1.5-CV	QSM		
5	8V-602	2in QSM 8V, TC 316SS 8PSM	8V-316-E-2	QSM		
6	CP-100	CT14 Centrifugal Pump	CT1402373	SPX	100005407002	
7	8V-106	1/2" BALL VALVE	EA-33W-3H-1/2-CV	QSM		
8	VENT	LIQUID TANK CONDENSER 4"	1TC-240N40	American Weldcraft		120V
9	VENT	10" TANK VENT	1TC-160N240	American Weldcraft		2-300W 1/4"
10	8V/2T-103,101,102	EA-33W-3H-1.5-MT-25-3H-SP-G05H-2A-SB-2070B-240	16N490	QSM		
11	8V-100	6" DISCHARGE VENT	PT620H	PROTECTOSAL	308225	
12	WV-100	2" END OF LINE VACUUM VENT	TR442	PROTECTOSAL	308205	
13	AV-400	Air Valve	87	Ball & Gossett		
14	8V-402	3/4" BALL VALVE	FlG 200A	FMF		
15	8V-109	2" VERTICAL DISC CHECK VALVE	CSK-316L-TC-2-V	QSM		
16	PSV-601	3/4" PRESSURE RELIEF VALVE 60 PSIG ASME	710-80 ASME 80J	Ball & Gossett		
17	8V-100	2" BUTTERFLY VALVE	BFY-316-E-2	QSM		
18	FS-100	FLOW SWITCH	SE850	EM		24V
19	8V-101	1.5" BUTTERFLY VALVE	8V-316-E-1.5	QSM		
20	8V-102	2" BUTTERFLY VALVE	8V-316-E-2.0	QSM		
HOT WATER SET BILL OF MATERIALS 2460074-05						
NO.	TAG	DESCRIPTION	SPECIFICATION / MODEL	MANUFACTURER	Serial Number	24V
1	71-600	Temperature Transmitter	T02833	EM		
2	PSV-600	3/4" Pressure Relief Valve, 60 PSIG, ASME	710-80 ASME 80J	Ball & Gossett	117159	
3	8V-600	1" Ball Valve	EA-33W-3H-1-CV	QSM		
4	8V-600	3/4" Ball Flow Premixer	4ALF-104-A07	Applis		
5	8V-600	1/2" Pressure Reducing Valve	8-35	Ball & Gossett		
6	PS-600	Pressure Gauge, .25" NPT to 0 to 60 psi	PHD-30H-1602D-B1	Greiner		
7	8V-601	1" Ball Valve	EA-33W-3H-1-CV	QSM		
8	TR-600	Expansion Tank	PTA-30V 5/16 ASME	Ball & Gossett	18KJ19LF	
9	CP-600	Hot Water Recirc Pump, 3HP, 3500 RPM, 4.5" Impeller	2045	SPX	1000005407009	
10	M-600	3HP MOTOR 115LM	110-6000	BAUDER	F2412041207	230/460V
11	FR-600	Flow Switch	S4600	FM	125435H	24V
12	100-600	2" Piped Circulation Valve	MEL3V22043 T	WATCO	FL33-1200433T-59911-1	480V
13	8V-602	3/4" Ball Valve	EA-33W-3H-7/8-CV	QSM		
14	8V-600	2" Butterfly Valve	8V-316L-V-2	QSM		
15	8V-601	2" Butterfly Valve	8V-316L-V-2	QSM		
16	FRAME	2.07 MH Square Tubing with Adjustable Legs	2460074-05	M.C. Newell		

GENERAL NOTES

1. VERIFY ALL DIMENSIONS WITH EQUIPMENT.

CLIENT

CREEK BROOK
HAZARDVILLE, ME

MGNewell

PROJECT TYPE

PKO STORAGE AND HOT WATER SE

COMPANY: 246074-01.4
DRAWING: 246074-01.4
THESE DRAWINGS ARE THE PROPERTY OF MGN
THESE DRAWINGS ARE NOT TO BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN CONSENT OF MGN
THESE DRAWINGS ARE NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF MGN

DATE

316 SS

QUANTITY

JAB

SCALE

D

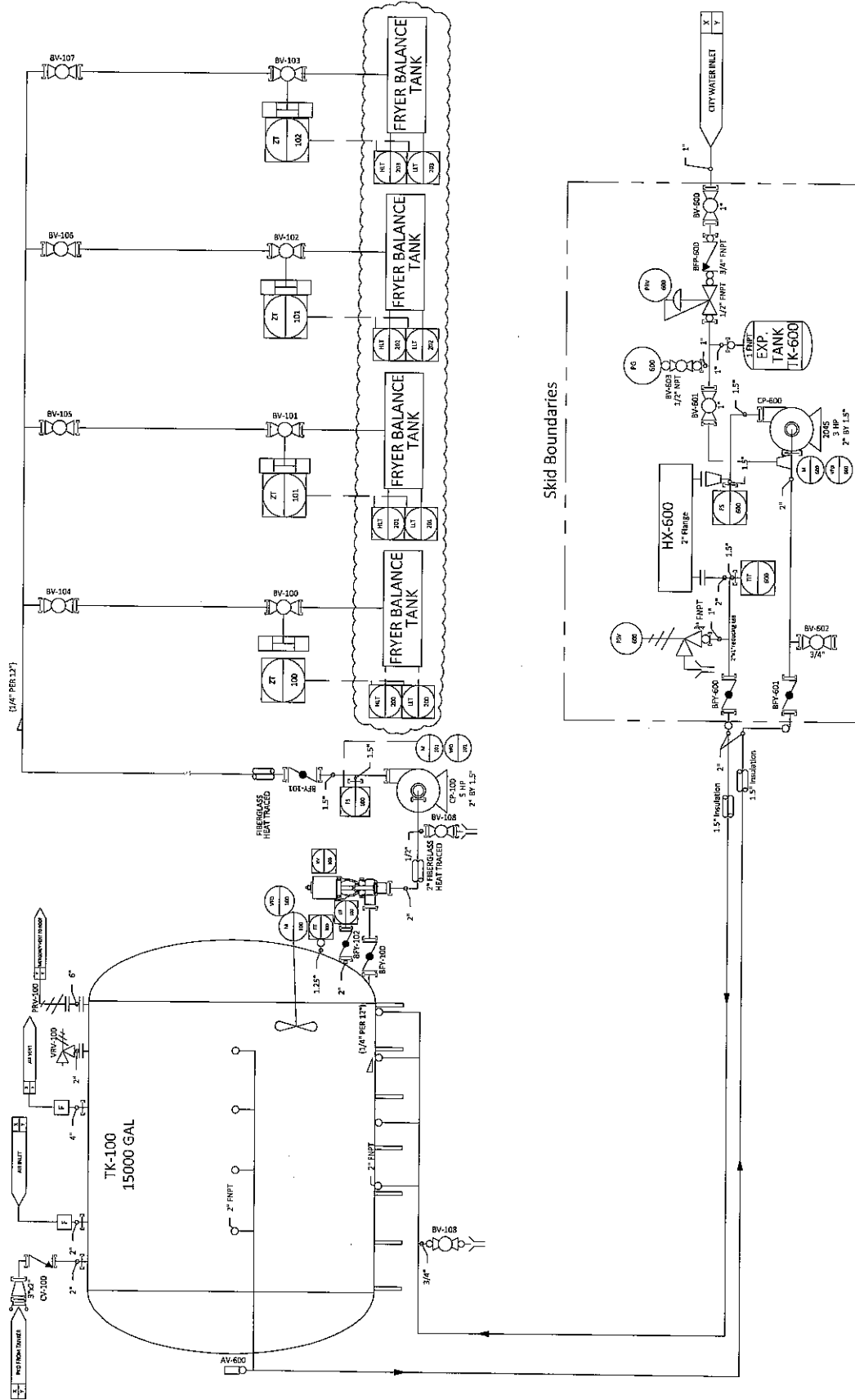
NA

UNLESS OTHERWISE SPECIFIED
ALL DIMENSIONS ARE IN INCHES
DIMENSIONS ON WALLS 1/2" TYP
DIMENSIONS ON FRAMES 1/2" TYP

DRAWING DESCRIPTION

P&ID

246074- 01.4



GENERAL NOTES
1. VERIFY ALL DIMENSIONS WITH EQUIPMENT.

CLIENT
CREEK BROOK
FAIRFELL, MA

MGNewell

PROJECT TITLE
PKO STORAGE AND HOT WATER S

REV.	DESCRIPTION	BY	DATE
1	INITIAL DRAWING	JAB	5/7

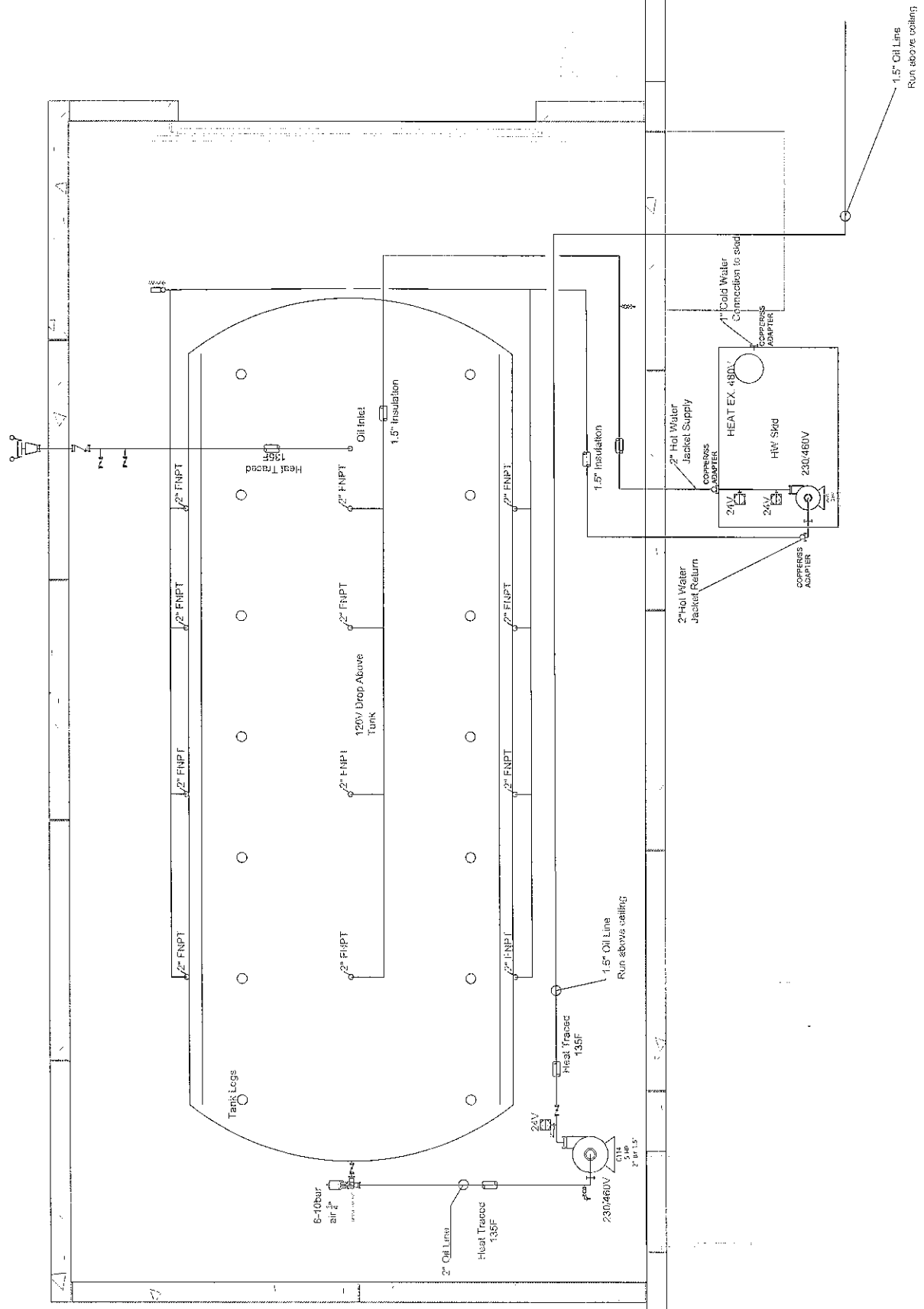
REVISIONS
DESCRIPTION
BY
DATE

MATERIAL
316 SS
CHECKED BY
JAB
SCALE
D
NA

UNIT DRUMS LOCATED
IN UNIFORM LINES
TO INDICATE LOCATION
TO BE MAINTAINED UP

DRAWING DESCRIPTION
LAYOUT

DRAWING NUMBER
24G0074-01.5



Safety Data Sheet

*** Section 1 - Product and Company Identification ***

Material Name: Edible Shortenings and Oils**Synonyms/Other Common Names:** Canola oil, Linseed oil, Corn oil, Soybean oil, Cottonseed oil, Peanut Oil, Palm kernel oil, Copra, Olive oil, Tallow oil, Lard, Palm oil, Sunflower Oil.**Recommended Use & Restrictions:** Food additive, Emulsifier**Manufacturer Information:**Bunge North America
1391 Timberlake Manor Parkway
Chesterfield, MO 63017Phone: 314-292-2000 between 7:30 AM – 5:30 PM Central Time
Fax: 314-292-2384**Emergency Information:**

In the event of an Emergency, contact Chemtrec at 1-800-424-9300

*** Section 2 – Hazard(s) Identification ***

Hazard classification: Not a dangerous substance according to GHS. The substance does not meet the criteria for classification.**Hazard Statement(s):** Excessive inhalation of oil mist may affect the respiratory system. Sensitive individuals may experience dermatitis after prolonged exposure of oil on the skin.**Potential Health Effects:****Eyes:** None expected under anticipated use conditions. May cause irritation in sensitive individuals.**Skin:** None expected under anticipated use conditions. May cause irritation in sensitive individuals.**Ingestion:** None expected under anticipated use conditions. May cause irritation in sensitive individuals.**Inhalation:** Excessive inhalation of oil mist may affect the respiratory system.**Carcinogenicity and Reproductive Hazard:** None of this product's components are listed by ACGIH, IARC, OSHA, NIOSH, or NTP.**Medical Conditions aggravated by exposure to product:** Excessive inhalation of oil mist may affect the respiratory system. Sensitive individuals may experience dermatitis after prolonged exposure of oil on the skin.**HMIS Ratings: Health: 1 Fire: 1 HMIS Reactivity 0**

Hazard Scale: 0 = Minimal 1 = Slight 2 = Moderate 3 = Serious 4 = Severe * = Chronic hazard

Label Elements: Not required**Signal Word:** Not required

*** Section 3 - Composition / Information on Ingredients ***

CAS #	Component (Chemical Name & Common Name)	Concentration
120962-03-0	Canola oil	
8001-26-1	Linseed oil	
8001-30-7	Corn oil	
8001-22-7	Soybean oil	
8001-29-4	Cottonseed oil	
8002-03-7	Peanut Oil	
8023-79-8	Palm kernel oil	
8001-31-8	Copra	
8001-25-0	Olive oil	
61789-97-9	Tallow oil	
61789-99-9	Lard	
8002-75-3	Palm oil	
8001-21-6	Sunflower oil	
	Algae oil	

Safety Data Sheet

*** Section 4 - First Aid Measures ***

Eyes: If necessary, rinse eyes with water.

Skin: Wash with soap and water.

Ingestion: None necessary.

Inhalation: Remove to fresh air.

Most important symptoms/effects (acute & delayed): Acute eye contact requires rinsing. No delayed effects anticipated.

*** Section 5 - Fire Fighting Measures ***

General Fire Hazards: See Section 9 for Flammability Properties.

Hazardous Combustion Products: Not Determined

Extinguishing Media: Foam, CO2 or dry chemical. Because water can spread the fire, it is advisable to avoid a direct water stream for extinguishing the fire.

Fire Fighting Equipment/Instructions: Firefighters should wear full protective gear.

NFPA Ratings: Health: 1 Fire: 1 Reactivity: 0

Hazard Scale: 0 = Minimal 1 = Slight 2 = Moderate 3 = Serious 4 = Severe

*** Section 6 - Accidental Release Measures ***

Evacuation Procedures/ Containment Procedures: Isolate area. Keep unnecessary personnel away. No special containment procedures necessary.

Clean-Up Procedures: For small spills, add solid adsorbent, shovel into disposable container and hose down area. Do not use incompatible clay adsorbents to avoid the possibility of spontaneous combustion. Clean area with detergent. For large spills, squeegee or pump into holding container. Clean area with detergent. Dispose of in accordance with local, state, and Federal regulations.

*** Section 7 - Handling and Storage ***

Handling Procedures: Use appropriate protective equipment when handling hot oils.

Storage Procedures: Store away from flame and excessive heat. To avoid spontaneous fire, store wiping rags and similar material in UL/FM approved containers with tight fitting lids. Spilled product presents a slip hazard.

*** Section 8 - Exposure Controls / Personal Protection ***

Exposure Limits:

Chemical	ACGIH (TWA & Ceiling)	OSHA (PEL)	NIOSH (REL)
Vegetable oil mist (CAS No. 68956-68-3)	As PNOS guidelines: 3 mg/m3 (respirable) 10 mg/m3 (inhalable)	TWA 15 mg/m3 (total) TWA 5 mg/m3 (respirable)	TWA 10 mg/m3 (total) TWA 5 mg/m3 (respirable)

Engineering Controls: Ventilation should be provided in areas where hot oil is being used.

PERSONAL PROTECTIVE EQUIPMENT

Eyes/Face: Wear safety glasses; chemical goggles (if splashing is possible).

Skin: If handling containers of hot oil, insulated gloves and apparel may be required.

Respiratory: If exposed to oil mist, an appropriate NIOSH approved respirator for organic vapors may be required.

General: Eye wash fountain and emergency showers are recommended.

Safety Data Sheet

*** Section 9 - Physical & Chemical Properties ***

Appearance:	Liquid, yellow-brown
Odor:	NA
Odor Threshold:	ND
pH:	ND
Melting Point/Freezing Point:	ND
Initial Boiling Point and Boiling Range:	NA
Flash point:	>500 °F
Evaporation Rate:	ND
Flammability (solid/gas):	ND
Upper/Lower Flammability/Explosive Limits (UFL/LFL):	>1
Vapor Pressure:	NA
Vapor Density:	NA
Specific Gravity:	0.70-0.95
Relative Density:	ND
Solubility(ies):	Insoluble
Partition Coefficient (n-octanol/water):	ND
Auto-ignition temperature:	ND
Decomposition temperature:	ND
Viscosity:	ND

*** Section 10 - Chemical Stability & Reactivity Information ***

Chemical Stability: This is a stable material.

Possibility of Hazardous Reactions: Will not occur.

Conditions to Avoid (e.g., static discharge, shock, or vibration): None

Incompatible materials: None

Hazardous Decomposition products: None

*** Section 11 - Toxicological Information ***

Likely routes of exposure (inhalation, ingestion, skin and eye contact): Eyes, skin, ingestion, inhalation.

Description of immediate, delayed or chronic effects from short or long-term exposure: None anticipated

Numerical measures of toxicity (LD50/LC50)

Cottonseed oil (8001-29-4)

Oral LD50 Rat: >90 mL/kg

Corn oil (8001-30-7)

Oral LD50 Rat: >100 mL/kg

Copra (8001-31-8)

Oral LD50 Rat: >5000 mg/kg

Palm oil (8002-75-3)

Oral LD50 Rat: >18000 mg/kg

Palm kernel oil (8023-79-8)

Oral LD50 Rat: >5000 mg/kg

Listed in NTP report on Carcinogens, or identified as potential carcinogen by IARC or OSHA: None of this product's components are listed by ACGIH, IARC, OSHA, NIOSH, or NTP.

Safety Data Sheet

*** Section 12 - Ecological Information *** (non-mandatory)

Ecotoxicity

A. General Product Information

B. Component Analysis - Ecotoxicity - Aquatic Toxicity: No ecotoxicity data are available for this product's components.

*** Section 13 - Disposal Considerations *** (non-mandatory)

US EPA Waste Number & Descriptions: No EPA Waste Numbers are applicable for this product's components.

Disposal Instructions:

All wastes must be handled in accordance with local, state and federal regulations.

See Section 7 for Handling Procedures. See Section 8 for Personal Protective Equipment recommendations.

*** Section 14 - Transportation Information *** (non-mandatory)

US DOT Information

Shipping Name: Not Regulated

*** Section 15 - Regulatory Information *** (non-mandatory)

US Federal Regulations: None of this products components are listed under SARA Section 302 (40 CFR 355 Appendix A), SARA Section 313 (40 CFR 372.65), or CERCLA (40 CFR 302.4).

Component Analysis - State

The following components appear on one or more of the following state hazardous substances lists:

State/Provincial Regulations:

The following components appear on one or more of the following state hazardous substances lists:

Component	CAS	CA	MA	MN	NJ	PA	RI
Linseed oil	8001-26-1	No	No	No	No	Yes	Yes
Corn oil	8001-30-7	No	No	No	No	Yes	Yes
Soybean oil	8001-22-7	No	No	No	No	Yes	Yes
Cottonseed oil	8001-29-4	No	No	No	No	Yes	Yes
Peanut Oil	8002-03-7	No	No	No	No	Yes	Yes
Tallow oil	61789-97-9	No	No	No	No	Yes	Yes

Additional Regulatory Information

Component Analysis – Inventory

Component	CAS #	TSCA	CAN	EEC
Canola oil	120962-03-0	Yes	DSL	No
Linseed oil	8001-26-1	Yes	DSL	EINECS
Corn oil	8001-30-7	Yes	DSL	EINECS
Soybean oil	8001-22-7	Yes	DSL	EINECS
Cottonseed oil	8001-29-4	Yes	DSL	EINECS
Peanut Oil	8002-03-7	Yes	DSL	EINECS
Palm kernel oil	8023-79-8	Yes	DSL	EINECS
Copra	8001-31-8	Yes	DSL	EINECS
Olive oil	8001-25-0	Yes	DSL	EINECS
Tallow oil	61789-97-9	Yes	DSL	EINECS
Lard	61789-99-9	Yes	DSL	EINECS
Palm oil	8002-75-3	Yes	DSL	EINECS
Sunflower oil	8001-21-6	Yes	DSL	EINECS

Safety Data Sheet

*** Section 16 - Other Information ***

Other Information

Bunge believes, to the best of its knowledge, that the information contained herein is accurate as of the date hereof. However, as the conditions or methods of use are beyond our control, we do not assume any responsibility and expressly disclaim any liability for any use of the material. MOREOVER, NO REPRESENTATIONS OR WARRANTIES, EITHER EXPRESSED OR IMPLIED, OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR OF ANY OTHER NATURE ARE MADE HEREIN AS TO THE INFORMATION PROVIDED OR THE PRODUCT TO WHICH THE INFORMATION REFERS. The health and safety precautions contained herein may not be adequate for all individuals and/or situations. It is the user's obligation to evaluate and use this product safely. Users should satisfy themselves that they have all current data relevant to their particular use and that their activities comply with all applicable laws.

Key/Legend

NA - Not Applicable
ND - Not Determined
ACGIH - American Conference of Governmental Industrial Hygienists
OSHA - Occupational Safety and Health Administration
TLV - Threshold Limit Value
PEL - Permissible Exposure Limit
TWA - Time Weighted Average
STEL - Short Term Exposure Limit
NTP - National Toxicology Program
IARC - International Agency for Research on Cancer

Revision Date: 6/1/2017

Prepared by: Rick Hendricks

548-1-1 CITY OF HAVERHILL NORTH BROADWAY HAVERHILL, MA 01830	548-1-10A HANS KISSLE COMPANY, LLC 9 CREEK BROOK DR HAVERHILL, MA 01832	548-1-10A-4 AREIT RESEARCH DRIVE LC LLC 64 RESEARCH DR DENVER, CO 80202
548-1-2 LANGLOIS STEPHEN E ETUX 490 NORTH BROADWAY HAVERHILL, MA 01832	548-1-3 WILSON SEAN ALAN 452 NORTH BROADWAY HAVERHILL, MA 01830	548-1-3A 430 NORTH BROADWAY RLTY TR 430 NORTH BROADWAY HAVERHILL, MA 01832
548-1-3B THE HEISELER FAMILY REVOCABLE TRUST 450 NORTH BROADWAY HAVERHILL, MA 01832	548-1-3C-2 GOLDENROD INC 20 CREEK BROOK DR PARSIPPANY, NJ 07054	548-1-3C-2A-2 MAR FIBERTECH TWO LLC 30 CREEK BROOK DR NEEDHAM, MA 02492
548-1-3C-2B DELLECHIAIE JEFFREY D-ETUX 460 NORTH BROADW WAY HAVERHILL, MA 01832	548-1-3C-2C SOLARES SERGIO A 456 NORTH BROADW WAY HAVERHILL, MA 01832	548-1-4 HUNTER THOMAS J 426 NORTH BROADWAY HAVERHILL, MA 01832
548-1-40 SDS DEVELOPMENT, LLC 420 NORTH BROADWAY KINGSTON, NH 03848	548-1-6 362 NORTH BROADWAY IRREVOCABLE 362 NORTH BROADWAY HAVERHILL, MA 01832	

	A	B	C	D	E	F	G	H	I
1	ParcelID	StreetNum	StreetName	LocCity	Owner1	BillingAddress	City	State	Zip
2	548-1-1		NORTH BROADWAY	HAVERHILL	CITY OF HAVERHILL	4 SUMMER ST	HAVERHILL	MA	01830
3	548-1-10A	9	CREEK BROOK DR	HAVERHILL	HANS KISSE COMPANY, LLC	9 CREEK BROOK DR	HAVERHILL	MA	01832
4	548-1-10A-4	64	RESEARCH DR	HAVERHILL	AREIT RESEARCH DRIVE LC LLC	1200 17TH ST, Unit 2900	DENVER	CO	80202
5	548-1-2	490	NORTH BROADWAY	HAVERHILL	LANGLOIS STEPHEN E ETUX	490 NORTH BROADWAY	HAVERHILL	MA	01832
6	548-1-3	452	NORTH BROADWAY	HAVERHILL	WILSON SEAN ALAN	452 NORTH BROADWAY	HAVERHILL	MA	01830
7	548-1-3A	430	NORTH BROADWAY	HAVERHILL	430 NORTH BROADWAY RLTY TR	430 NO BROADWAY	HAVERHILL	MA	01832
8	548-1-3B	450	NORTH BROADWAY	HAVERHILL	THE HEISELER FAMILY REVOCABLE TRUST	450 NORTH BROADWAY	HAVERHILL	MA	01832
9	548-1-3C-2	20	CREEK BROOK DR	HAVERHILL	GOLDENROD INC	6 CENTURY DR., SUITE 310	PARSIPPANY	NJ	07054
10	548-1-3C-2A-2	30	CREEK BROOK DR	HAVERHILL	MAR FIBERTECH TWO LLC	20 PICKERING ST, STE 200	NEEDHAM	MA	02492
11	548-1-3C-2B	460	NORTH BROADWAY	HAVERHILL	DELLECHIAIE JEFFREY D-ETUX	460 NORTH BROADWAY	HAVERHILL	MA	01832
12	548-1-3C-2C	456	NORTH BROADWAY	HAVERHILL	SOLARES SERGIO A	456 NORTH BROADWAY	HAVERHILL	MA	01832
13	548-1-4	426	NORTH BROADWAY	HAVERHILL	HUNTER THOMAS J	426 NO BROADWAY	HAVERHILL	MA	01832
14	548-1-40	420	NORTH BROADWAY	HAVERHILL	SDS DEVELOPMENT, LLC	4 GRANITE RD	KINGSTON	NH	03848
15	548-1-6	362	NORTH BROADWAY	HAVERHILL	362 NORTH BROADWAY/IRREVOCABLE	362 NORTH BROADWAY	HAVERHILL	MA	01832

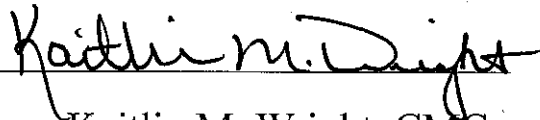
Document # 97

JT Couch for Creek Brook CML requesting to store 19,000 gallons of Class 3B edible shortening oil in an above ground storage tank at 30 Creek Brook Dr

IN CITY COUNCIL: SEPTEMBER 16, 2025

HEARING SCHEDULED FOR: OCTOBER 28, 2025

11 YEAS, 0 NAYS, 0 ABSENT, 0 ABSTENTATION

Attest: 
Kaitlin M. Wright, CMC
City Clerk

MELINDA E. BARRETT
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

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

October 24, 2025

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

From: Mayor Melinda E. Barrett

Re: Appointment to Commission on Disability Issues

Dear Mr. President and Members of the City Council:

I hereby appoint the following to serve on the Commission on Disability Issues
for the term so stated:

1. Jane McDade, 48 Haley Rd., Haverhill, MA for the term of three
years (October 28, 2025 – October 28, 2028).

Pursuant to City Code, Chapter 11, Boards and Commissions, Article IV,
Commission on Disability Issues, §11-10, these members are appointed by the
Mayor and confirmed by City Council.

I recommend approval.

Very truly yours,

Melinda E. Barrett
Mayor

Patricio G. Dhimitri

Jane E. McDade

48 Haley Rd.

Haverhill, MA 01830

508.801.5126

October 15, 2025

Melinda Barrett, Mayor

City of Haverhill

Haverhill, MA 01830

Dear Mayor Barrett:

I am writing to introduce myself in connection with my interest in serving on the Commission on Disability Issues Board, for which Fran Hogan recently recommended.

I have wide experience in both special education and direct care to disabled bishops. Having served as a special education teacher in the Lawrence Public Schools, I then went on to case management and direct care of individuals with disabilities. I hold a degree in Special Education from Boston College.

Primarily, I welcome the opportunity of contributing to the community in this capacity. I'm grateful for your consideration and look forward to the opportunity to serve the City of April.

Sincerely,

A handwritten signature in black ink that reads "Jane McDade". The signature is written in a cursive, flowing style.

Jane McDade



Haverhill

Engineering Department, Room 300
978-374-2335

John H. Pettis III, P.E.
Deputy DPW Director/City Engineer
JPettis@HaverhillMA.gov

October 9, 2025

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

**Subject: *Street Acceptance – South Park Street, Oakwood Terrace,
Harding Avenue***

It is hereby requested that the City of Haverhill Accept as a Public Way a portion of South Park Street, Oakwood Terrace, and name an unnamed portion of right of way Harding Avenue. Attached is a plan and meets and bounds description of the rights of way. It is requested that this be referred to the Planning Board for a hearing and recommendation and then be brought back to Council for their Acceptance vote. Acceptance will allow the City to increase our Chapter 90 funds from the State based on increased accepted road miles and make the roadway eligible for paving improvements from Chapter 90 funds.

Please contact me if you have any questions.

Sincerely,


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



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

IT APPEARING that the common convenience and necessity require it,

It is hereby

That a portion of the following street herein described be accepted as a

Public Way

South Park Street

Beginning at a point at the northeasterly intersection with South Park Street & Woodlawn Avenue as shown on a Plan of Land, 1"=40', dated Dec, 2009, by R.A.M. Engineering and recorded as Plan Book 423, Plan 34;

Thence S 21°49'36" W a distance of 120.00 feet to a point;

Thence S 68°32'59" E a distance of 150.00 feet to a point;

Thence S 21°49'36" W a distance of 49.84 feet to a point;

Thence N 68°36'29" W a distance of 140.08 feet to a point;

Thence by a curve turning to the left with a Radius of 10.00 feet and a length of 15.65 feet to a point;

Thence N 68°10'24" W a distance of 50.00 feet to a point;

Thence N 21°49'36" E a distance of 179.66 feet to a point;

Thence S 68°29'19" E a distance of 50.00 feet along South Park Street, and the point of beginning.

Meaning and intending to describe a portion of South Park Street as shown on a Plan of Land on file at the Haverhill Engineering office as Plan EL 400 file #16638,.

OCT 16 AM 10:59
HAVERHILL

	Document CITY OF HAVERHILL In Municipal Council	
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ORDERED:

COMMONWEALTH OF MASSACHUSETTS

ESSEX, SS.

CITY OF HAVERHILL

HAVERHILL CITY COUNCIL

At a regularly convened meeting of the City Council of the City of Haverhill, held on the ____ day of _____, 2025, it was voted as follows:

That the City Council of the City of Haverhill, duly elected, qualified, and acting as such, on behalf of the City votes to authorize the Mayor to acquire by eminent domain or otherwise:

- (1) A permanent easement for all purposes for which public ways are used in the City of Haverhill including the installation and maintenance of utilities, over, in, under, through, and upon that parcel of land shown as "Oakwood Terrace" on a plan of land entitled "Plan of Land in Haverhill, MA. Showing Subdivision of Parcel 727-744-1C" prepared by Northpoint Survey Services, Inc. dated October 1, 2021 and to be recorded in the Essex South Registry of Deeds (the "Plan");
- (2) A permanent easement for all purposes for which public ways are used in the City of Haverhill including the installation and maintenance of utilities, over, in, under, through, and upon that parcel of land shown as "South Park Street" on the Plan;
- (3) A permanent easement for all purposes for which public ways are used in the City of Haverhill including the installation and maintenance of utilities, over, in, under, through, and upon that parcel of land shown as "Parcel 1A" on the Plan;
- (4) A permanent easement for all purposes for which public ways are used in the City of Haverhill including the installation and maintenance of utilities, over, in, under, through, and upon that parcel of land shown as "Parcel 2A" on the Plan;

for the purposes of accepting Oakwood Terrace and South Park Street as public ways;

	Document CITY OF HAVERHILL In Municipal Council	
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And further to authorize the Mayor to execute any document including, but not limited to an Order of Taking, and to take any other action necessary or convenient to carry out this vote;

And further, that the City Council determines that no persons will sustain damages in their property by reason of the herein taking, all in accordance with the provisions of M.G.L. Chapter 79, Section 6, and award no damages in accordance with this determination.

YEAS: _____

NAYS: _____

ABSENT: _____

PASSED IN COUNCIL: _____

A True Record, Attest:

Date Approved

Kaitlin M. Wright, City Clerk

Melinda E. Barrett, Mayor



DOCUMENT

12.2

CITY OF HAVERHILL
IT APPEARING that the common convenience and necessity
require it,
In Municipal Council

ORDERED:

It is hereby

That the following street herein described be accepted as a
Public Way

Oakwood Terrace

Beginning at a point at the northwesterly intersection with Colby Street and Lot C as shown on a Plan of Land, 1"=40', dated Dec, 2009, by R.A.M. Engineering and recorded as Plan Book 423, Plan 34;;

Thence S 68°15'24" E a distance of 45.19 feet by Colby Street to a stone bound;

Thence S 68°26'59" E a distance of 305.85 feet to a stone bound at the intersection with South Williams Street;

Thence S 68°54'19" E a distance of 271.13 feet along Parcel 1A to a point at the intersection with Harding Avenue;

Thence S 35°02'40" W along the sideline of Harding Avenue a distance of 64.11 feet to a point;

Thence along a curve to the left along Parcel 1A with a radius of 10.00 feet a distance of 18.09 feet to a point;

Thence N 68°36'29" W a distance of 937.92 feet to a point;

Thence N 21°23'31" E a distance of 49.69 feet by Parcel 2A to the point of beginning.

Meaning and intending to describe Oakwood Terrace and including Parcel 1A as shown on a Plan of Land in Haverhill, MA showing a subdivision of Parcel 727-744-1C on file at the Haverhill Engineering office as Plan 2B 3778 file #16638.

OCT 16 AM 10:55
HAVERHILL CLERK

	Document CITY OF HAVERHILL In Municipal Council	
---	---	--

ORDERED:

COMMONWEALTH OF MASSACHUSETTS

ESSEX, SS.

CITY OF HAVERHILL

ORDER OF TAKING

Oakwood Terrace
South Park Street

The Mayor of the of the City of Haverhill, duly elected, qualified, and acting as such, on behalf of the City and by virtue of and in accordance with the authority provisions of Massachusetts General Laws Chapter 79 and Chapter 82 Sections 21 and 24, and every other power and authority which is hereunto in any way enabling, for the purposes of and hereby accepting Oakwood Terrace and South Park Street as public ways in the City of Haverhill, and for the acquisition of interests in land within the layout as set forth below, does hereby take:

- (1) A permanent easement for all purposes for which public ways are used in the City of Haverhill including the installation and maintenance of utilities, over, in, under, through, and upon that parcel of land shown as "Oakwood Terrace" on a plan of land entitled "Plan of Land in Haverhill, MA. Showing Subdivision of Parcel 727-744-1C" prepared by Northpoint Survey Services, Inc. dated October 1, 2021 and recorded in the Essex South Registry of Deeds herewith (the "Plan");
- (2) A permanent easement for all purposes for which public ways are used in the City of Haverhill including the installation and maintenance of utilities, over, in, under, through, and upon that parcel of land shown as "South Park Street" on the Plan;
- (3) A permanent easement for all purposes for which public ways are used in the City of Haverhill including the installation and maintenance of utilities, over, in, under, through, and upon that parcel of land shown as "Parcel 1A" on the Plan;

- (4) A permanent easement for all purposes for which public ways are used in the City of Haverhill including the installation and maintenance of utilities, over, in, under, through, and upon that parcel of land shown as "Parcel 2A" on the Plan.

The herein taking shall include all roadway improvements, drainage structures and municipal utilities located within Oakwood Terrace and South Park Street.

Any and all trees and structures located upon the easement taken are included in this taking, except as may be specifically excluded herein.

Excepted from the rights herein taken by the City are all easements of record for wires, pipes, conduits, poles, and other appurtenances for the conveyance of water, sewage, gas, oil, electricity, cable television transmission, and telephone communications lawfully in or upon said land.

The lands affected by the herein taking are owned or supposedly owned by the owners listed in Schedule A, attached hereto and incorporated herein by reference. If in any instance the name of any owner is not correctly stated in Schedule A, it is understood that in such instance the land referred to is owned by an owner or owners' unknown to us.

We have determined that no persons will sustain damages in their property by reason of the herein taking, all in accordance with the provisions of M.G.L., Chapter 79, Section 6, as amended, and award no damages in accordance with this determination. The purpose of this taking is to complete the layout and acceptance of Oakwood Terrace and South Park Street as public ways. No betterments are to be assessed under this taking.

End of Text

Signature Page Follows

Approved as to form.

Grantor: City of Haverhill

City Solicitor

By: _____
Name: Melinda E. Barrett, Mayor
City of Haverhill

Essex, ss

COMMONWEALTH OF MASSACHUSETTS

On this _____ day of _____, 2025 before me, the undersigned notary public, personally appeared Melinda E. Barrett, as Mayor of the City of Haverhill Massachusetts, to this notary personally known to be the person whose names is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily, in the capacity indicated, and has the authority to sign in that capacity.

Notary Public:
My Commission Expires:

SCHEDULE A

Property Address	Owner Name and Address	Book	Page
115 South Williams Street Bradford, MA 01835	Diane L Galvin Trust Diane Galvin, Trustee 18 Lyons Farm Road Bradford, MA 01835	40832	550
	Haverhill Bank 180 Merrimack Street Haverhill, MA 01835	38077	455
29 Woodlawn Avenue Bradford, MA 01835	Scott Angus Laura D Angus 29 Woodlawn Avenue Bradford, MA 01835	13199	398
	Haverhill Bank 180 Merrimack Street Haverhill, MA 01835	38179	227
136 Colby Street Bradford, MA 01835	Robert Barney Marianne Barney 136 Colby Street Bradford, MA 01835	12915	473
N/A	Board of Trustees Carrington Estates Condominium Trust c/o Great North Property Management, Inc. 3 Holland Way, Suite 201 Exeter, NH 03833	24835	112
1 Woodlawn Avenue Bradford, MA 01835	Oasis B. Reyes 1 Woodlawn Avenue Bradford, MA 01835	39768	47
	Salem Five Mortgage Company LLC 210 Essex Street Salem, MA 01970	39768	49

7 Woodlawn Avenue	Rosemary Villavicencio Alberto Villavicencio 7 Woodlawn Ave Bradford, MA 01835	41556	336
	MERS, Inc. PO Box 2026 Flint, MI 48501-2026	41556	339
116 South Williams Street Bradford, MA 01835	William H. MacDougall Lucy MacDougall 116 South Williams Street Bradford, MA 01835	5598	146
131 Colby Street Bradford, MA 01835	Douglas Thomas Standley Morgan Elizabeth Watt 131 Colby Street Bradford, MA 01835	40042	334
	MERS, Inc. PO Box 2026 Flint, MI 48501-2026	40042	337



DOCUMENT

12.3

CITY OF HAVERHILL
IT APPEARING that the common convenience and necessity
require it, In Municipal Council

ORDERED:

It is hereby

**That a portion the following private street herein described be
Renamed as**

Harding Avenue

Beginning at a stone bound at the northeasterly intersection with Harding Avenue as shown on the Definitive Plans of the Villages on Bradford Campus, Dated Dec. 9, 2003 and prepared by Coler & Colantonio and recorded as Plan Book 376, Plan 16 and on file at the Haverhill Engineering office as Plan 2B 2871 file #14418,

Thence S 64°44'54" E a distance of 110.26 feet to a point;

Thence S 34°44'56" W a distance of 50.69 feet to a drill hole in a stone bound;

Thence N 64°44'54" W a distance of 110.53 feet to a stone bound;

Thence S 35°02'56" W a distance of 13.84 feet to a point;

Thence N 64°44'54" W a distance of 50.23 feet to a point;

Thence N 35°02'40" E a distance of 13.81 feet to a point;

Thence N 64°44'54" W a distance of 50.04 feet to a point;

Thence N 35°02'40" E along a portion on Harding Ave to the point of beginning.

Meaning and intending to describe a private way as shown on a Plan of Land showing a subdivision of Parcel 727-744-1C on file at the Haverhill Engineering office as Plan 2B 3778 file #16638 to be renamed Harding Avenue.

007 36 AMLOISE
HAUGHTYOLERX

Event Permit**EVNT-25-31**

Submitted On: Oct 20, 2025

Applicant

 Daniel Plourde Sr.
 978-290-0070
@ vfw29santaparade@gmail.com

Primary Location

486 SOUTH MAIN ST
Bradford, MA 01835

12.511

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

STAMPED
OCT 20 2025

Contact Information**Contact Name**

Daniel Plourde Sr.

Contact Title

Parade Chairman

Contact Phone

978-290-0070

Contact Email

vfw29santaparade@gmail.com

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 Stret

Property Owner City

Haverhill

Property Owner State

MA

Property Owner Zip

04830

Is the Applicant the Property Owner?

No

Event Information**Description of event**

We are looking for a permit for the 61st 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, 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

11/23/2025

Event Location

So. Main Street/Merrimack Street/Emerson Street

Is the Event on Bradford Common?

No

Is the Event on City Property?

Yes

Event Venue

Outdoor

Number of Anticipated Attendees

20000

Do attendees need to purchase a ticket to attend?

No

Is this event open to the public? Or private?

Public

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

Yes

Event Start Time

12:00 PM

Event End Time

5:00 PM

Will Food Be Served/Sold at the Event?

No

Any Helpful Comments about Food

Special Considerations (i.e. fireworks)

None.

Parking Information**Number of Parking Spaces Onsite**

0

Have Off-site Parking Arrangements Been Made?

No

Are There Charges/Fees for Parking?

No

Sanitation Information**Number of Public Restrooms Available**

4

Type of Toilets

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

true

Terms of Understanding

Yes

true

Fire Inspector Approval

Record No.EVNT-25-31

Status Completed

Became Active October 20, 2025

Assignee Eric Tarpy

Due Date None

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

Messages

Kaitlin Wright

October 20, 2025 at 10:41 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Eric Tarpy

October 20, 2025 at 12:40 pm

Please be advised of the posted weight restrictions on bridge- (if applicable) confirm with attendees that they are aware of the limitations. Different route may be required

Step Activity

OpenGov system activated this step

10/20/2025 at 10:40 am

OpenGov system assigned this step to Eric Tarpy

10/20/2025 at 10:40 am

Eric Tarpy approved this step

10/20/2025 at 12:40 pm

Building Inspector Approval

Record No.EVNT-25-31

Status Completed

Became Active October 20, 2025

Assignee Tom Bridgewater

Due Date None

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

Messages

Kaitlin Wright

October 20, 2025 at 10:41 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

OpenGov system activated this step

10/20/2025 at 10:40 am

OpenGov system assigned this step to Tom Bridgewater

10/20/2025 at 10:40 am

Tom Bridgewater approved this step

10/21/2025 at 9:30 pm

Health Inspector Approval

Record No.EVNT-25-31

Status Completed

Became Active October 20, 2025

Assignee Mark Tolman

Due Date None

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

Messages

Kaitlin Wright

October 20, 2025 at 10:41 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Mark Tolman

October 20, 2025 at 2:23 pm

Approved;Individual food vendors that show up for the parade / event will be required to apply for temporary food permits.Same procedures are adhered to as previous parades / events.Event will be inspected by a health department employee.

Step Activity

OpenGov system activated this step

10/20/2025 at 10:40 am

OpenGov system assigned this step to Mark Tolman

10/20/2025 at 10:40 am

Mark Tolman approved this step

10/20/2025 at 2:23 pm

Police Department Approval

Record No.EVNT-25-31

Status Completed

Became Active October 20, 2025

Assignee Kevin Lynch

Due Date None

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

Messages

Kaitlin Wright

October 20, 2025 at 10:41 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

OpenGov system activated this step

10/20/2025 at 10:40 am

OpenGov system assigned this step to Kevin Lynch

10/20/2025 at 10:40 am

Kevin Lynch approved this step

10/20/2025 at 12:10 pm

Public Works Director Approval

Record No.EVNT-25-31

Status Active

Became Active October 20, 2025

Assignee Robert Kimball

Due Date None

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

Messages

Kaitlin Wright

October 20, 2025 at 10:41 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

OpenGov system activated this step

10/20/2025 at 10:40 am

OpenGov system assigned this step to Robert Kimball

10/20/2025 at 10:40 am

Recreation Department Approval

Record No.EVNT-25-31

Status Completed

Became Active October 20, 2025

Assignee Ben Delaware

Due Date None

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

Messages

Kaitlin Wright

October 20, 2025 at 10:41 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

OpenGov system activated this step

10/20/2025 at 10:40 am

OpenGov system assigned this step to Ben Delaware

10/20/2025 at 10:40 am

Ben Delaware approved this step

10/20/2025 at 10:42 am

Mayor Approval for Use of City Property

Record No.EVNT-25-31

Status Completed

Became Active October 20, 2025

Assignee Effie Miscowski

Due Date None

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

Messages

Kaitlin Wright

October 20, 2025 at 10:42 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

Kaitlin Wright added this record step

10/20/2025 at 10:41 am

Effie Miscowski approved this step

10/20/2025 at 1:04 pm

General Release & Indemnity Agreement

In consideration of a permit granted by the Haverhill City Council as requested herein, hereby remises, releases and forever discharges the City of Haverhill, its respective employees, agents and attorneys from all manner of actions, debts, dues claims and demands both in law and in equity, more especially any and all claims as a result of the issuance of this permit or use of any City Property, including, but not limited to, property damages and personal injuries resulting from the same.

Dan Plourde

9/24/2025

Daniel Plourde Sr.

Date

Chairman

61st Annual VFW Santa Parade

Date of this notice: 08-20-2018

Employer Identification Number:
83-1633843

Form: SS-4

Number of this notice: CP 575 E

HAVERHILL SANTA PARADE COMMITTEE
INC
50 BAREMEADOW ST
METHUEN, MA 01844

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 83-1633843. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

When you submitted your application for an EIN, you checked the box indicating you are a non-profit organization. Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax-Exempt Status for Your Organization, has details on the application process, as well as information on returns you may need to file. To apply for recognition of tax-exempt status under Internal Revenue Code Section 501(c)(3), organizations must complete a Form 1023-series application for recognition. All other entities should file Form 1024 if they want to request recognition under Section 501(a).

Nearly all organizations claiming tax-exempt status must file a Form 990-series annual information return (Form 990, 990-EZ, or 990-PF) or notice (Form 990-N) beginning with the year they legally form, even if they have not yet applied for or received recognition of tax-exempt status.

Unless a filing exception applies to you (search www.irs.gov for Annual Exempt Organization Return: Who Must File), you will lose your tax-exempt status if you fail to file a required return or notice for three consecutive years. We start calculating this three-year period from the tax year we assigned the EIN to you. If that first tax year isn't a full twelve months, you're still responsible for submitting a return for that year. If you didn't legally form in the same tax year in which you obtained your EIN, contact us at the phone number or address listed at the top of this letter.

For the most current information on your filing requirements and other important information, visit www.irs.gov/charities.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records. **This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you.** You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.
- * Provide future officers of your organization with a copy of this notice.

Your name control associated with this EIN is HAVE. You will need to provide this information, along with your EIN, if you file your returns electronically.

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter. Thank you for your cooperation.

Keep this part for your records.

CP 575 E (Rev. 7-2007)

Return this part with any correspondence
so we may identify your account. Please
correct any errors in your name or address.

CP 575 E

9999999999

Your Telephone Number Best Time to Call
() -

DATE OF THIS NOTICE: 08-20-2018
EMPLOYER IDENTIFICATION NUMBER: 83-1633843
FORM: SS-4 NOBOD

INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023
[Barcode]

HAVERHILL SANTA PARADE COMMITTEE
INC
50 BAREMEADOW ST
METHUEN, MA 01844

We are requesting permission from the City of Haverhill to hold our 61st Annual VFW Santa Parade on city property. The parade will form at the Hunking Middle School and Wood School and will march down Route 125 through Bradford and over the Basiliere Bridge, and will take a left turn onto Merrimack Street into Washington Square and right onto Emerson Street where it will end at the corner of Emerson and Bailey Boulevard at the Haverhill Boys and Girls Club. All groups will disband on Bailey Boulevard in front of the Haverhill Police Station.

Daniel Plourde Sr.

Chairman

61st Annual VFW Santa Parade



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/06/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Costello Insurance Agency, Inc. 2 S. Kimball St. PO BOX 5248 Bradford MA 01835	CONTACT NAME: Emily Costello PHONE (A/C, No. Ext): (978) 374-6352 E-MAIL ADDRESS: ecostello@costelloinsurance.com FAX (A/C, No): (978) 521-5127
INSURED Haverhill Santa Parade Committee Inc DBA: VFW Santa Parade c/o Daniel Plourde P/O Box 5345 Bradford MA 01835	INSURER(S) AFFORDING COVERAGE INSURER A: Nautilus Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** CL1911601666**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			HBD10045762	11/23/2025	11/24/2025	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						GENERAL AGGREGATE \$ 2,000,000
	UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$						PRODUCTS - COMP/OP AGG \$ 2,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							EACH OCCURRENCE \$
							AGGREGATE \$
							PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

City of Haverhill 4 Summer St Haverhill MA 01830	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Emily Costello</i>
--	--

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Event Permit**EVNT-25-30**

Submitted On: Oct 17, 2025

Applicant

 Cynthia Dauksewicz
 978-374-6716
@ cmd323@comcast.net

Primary Location

1 RIVER RD
Haverhill, MA 01830

12.5.25

Organization Information**Organization**

Rocks Village Memorial Association, Inc

Organization Phone

617-791-2964

Organization Address

37 Wharf Ln

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?

No

Contact Information**Contact Name**

Cynthia Dauksewicz

Contact Title

Vice President-RVMA

Contact Phone

978-374-6716

Contact Email

cmd323@comcast.net

Contact Address

59 Wharf Ln

Contact City

Haverhill

Contact State

MA

Contact Zip

01830

Property Owner Information**Property Owner Name**

City of Haverhill

Property Owner Phone

978-358-1311

Property Owner Address

4 Summer St.

Property Owner City

Haverhill

Property Owner State

MA

Property Owner Zip

01830

Is the Applicant the Property Owner?

No

Event Information**Description of event**

Holiday Wreath Workshop

Type of Event

Other

IF OTHER, Please Specify

Workshop

Event Date

11/22/2025

is the Event on Bradford Common?

No

Event Venue

Indoor

Do attendees need to purchase a ticket to attend?

Yes

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

Yes

Event Location

1 River Rd., Haverhill

Is the Event on City Property?

Yes

Number of Anticipated Attendees

24

Is this event open to the public? Or private?

Public

Event Start Time

10AM

Event End Time

3PM

Will Food Be Served/Sold at the Event?

No

Any Helpful Comments about Food

--

Special Considerations (i.e. fireworks)

No

Parking Information**Number of Parking Spaces Onsite**

4

Have Off-site Parking Arrangements Been Made?

Yes

IF YES, Please Provide Details of Offsite Arrangements

Attendees will be able to park along both E. Main St. and Wharf Ln.

Are There Charges/Fees for Parking?

No

Sanitation Information**Number of Public Restrooms Available**

0

Type of Toilets

Permanent

Please Describe Plans for Solid Waste Disposal & Recycling

All waste will be taking away by the event coordinators

General Release & Indemnity Agreement

Yes

true

Terms of Understanding

Yes

true



City Clerk Approval

Record No.EVNT-25-30

Status Completed

Became Active October 17, 2025

Assignee Natalia Hernandez

Due Date None

Primary Location

1 RIVER RD
Haverhill, MA 01830

Owner

CITY OF HAVERHILL
River Road 1 HAVERHILL, MA 01830

Applicant

 Cynthia Dauksewicz
 978-374-6716
 cmd323@comcast.net
 59 Wharf Lane
Haverhill, MA 01830

Messages

Natalia Hernandez

October 17, 2025 at 3:33 pm

I am not able to open the policy insurance please try to upload it again, or email me at
nhernandez@haverhillma.gov

Step Activity

OpenGov system activated this step

10/17/2025 at 12:11 pm

OpenGov system assigned this step to Natalia Hernandez

10/17/2025 at 12:11 pm

Kaitlin Wright approved this step

10/20/2025 at 10:42 am

Building Inspector Approval

Record No.EVNT-25-30

Status Completed

Became Active October 20, 2025

Assignee Tom Bridgewater

Due Date None

Primary Location

1 RIVER RD
Haverhill, MA 01830

Owner

CITY OF HAVERHILL
River Road 1 HAVERHILL, MA 01830

Applicant

 Cynthia Daukiewicz
 978-374-6716
 cmd323@comcast.net
 59 Wharf Lane
Haverhill, MA 01830

Messages

Kaitlin Wright

October 20, 2025 at 10:42 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

OpenGov system activated this step

10/20/2025 at 10:42 am

OpenGov system assigned this step to Tom Bridgewater

10/20/2025 at 10:42 am

Tom Bridgewater approved this step

10/21/2025 at 9:18 pm

Fire Inspector Approval

Record No.EVNT-25-30

Status Completed

Became Active October 20, 2025

Assignee Eric Tarpy

Due Date None

Primary Location

1 RIVER RD
Haverhill, MA 01830

Owner

CITY OF HAVERHILL
River Road 1 HAVERHILL, MA 01830

Applicant

 Cynthia Dauksewicz
 978-374-6716
 cmd323@comcast.net
 59 Wharf Lane
Haverhill, MA 01830

Messages

Kaitlin Wright

October 20, 2025 at 10:42 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Eric Tarpy

October 20, 2025 at 12:38 pm

FD is okay with event as stated in application. Combustibles (trash) to be removed at end of day.

Step Activity

OpenGov system activated this step

10/20/2025 at 10:42 am

OpenGov system assigned this step to Eric Tarpy

10/20/2025 at 10:42 am

Eric Tarpy approved this step

10/20/2025 at 12:38 pm

Police Department Approval

Record No.EVNT-25-30

Status Completed

Became Active October 20, 2025

Assignee Kevin Lynch

Due Date None

Primary Location

1 RIVER RD
Haverhill, MA 01830

Owner

CITY OF HAVERHILL
River Road 1 HAVERHILL, MA 01830

Applicant

 Cynthia Dauksewicz
 978-374-6716
 cmd323@comcast.net
 59 Wharf Lane
Haverhill , MA 01830

Messages

Kaitlin Wright

October 20, 2025 at 10:42 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

OpenGov system activated this step

10/20/2025 at 10:42 am

OpenGov system assigned this step to Kevin Lynch

10/20/2025 at 10:42 am

Kevin Lynch approved this step

10/20/2025 at 1:58 pm

Public Works Director Approval

Record No. EVNT-25-30

Status Active

Became Active October 20, 2025

Assignee Robert Kimball

Due Date None

Primary Location

1 RIVER RD
Haverhill, MA 01830

Owner

CITY OF HAVERHILL
River Road 1 HAVERHILL, MA 01830

Applicant

 Cynthia Dauksewicz
 978-374-6716
 cmd323@comcast.net
 59 Wharf Lane
Haverhill, MA 01830

Messages

Kaitlin Wright

October 20, 2025 at 10:42 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

OpenGov system activated this step

10/20/2025 at 10:42 am

OpenGov system assigned this step to Robert Kimball

10/20/2025 at 10:42 am

Recreation Department Approval

Record No. EVNT-25-30

Status Completed

Became Active October 20, 2025

Assignee Ben Delaware

Due Date None

Primary Location

1 RIVER RD
Haverhill, MA 01830

Owner

CITY OF HAVERHILL
River Road 1 HAVERHILL, MA 01830

Applicant

 Cynthia Dauksewicz
 978-374-6716
 @ cmd323@comcast.net
 59 Wharf Lane
Haverhill, MA 01830

Step Activity

OpenGov system activated this step 10/20/2025 at 10:42 am

OpenGov system assigned this step to Ben Delaware 10/20/2025 at 10:42 am

Ben Delaware approved this step 10/20/2025 at 10:43 am

Mayor Approval for Use of City Property

Record No.EVNT-25-30

Status Completed

Became Active October 20, 2025

Assignee Effie Miscowski

Due Date None

Primary Location

1 RIVER RD
Haverhill, MA 01830

Owner

CITY OF HAVERHILL
River Road 1 HAVERHILL, MA 01830

Applicant

 Cynthia Dauksewicz
 978-374-6716
 cmd323@comcast.net
 59 Wharf Lane
Haverhill , MA 01830

Messages

Kaitlin Wright

October 20, 2025 at 10:43 am

Please review ASAP. Due to date of the event, I need to get this on the Council agenda for the meeting on the 28th. Please have your review completed by end of day Thursday 10/23. Thank you!

Step Activity

Kaitlin Wright added this record step

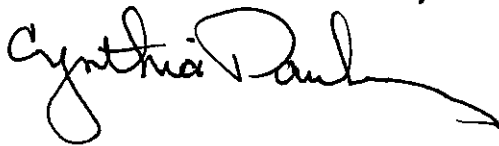
10/20/2025 at 10:43 am

Effie Miscowski approved this step

10/20/2025 at 1:10 pm

The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts,, dues, claims and demands both in law and in equity, more especially any and all claims as a result of the issuance of this permit or use of any City Property, including, but not limited to, property damages and personal injuries resulting from the same.

Licensee is solely responsible for the cost of any damage that occurs to public property or extraordinary expense necessary for the public safety as a result of the public event, exhibition, show or amusement. Licensee shall be responsible for the cost of any police or fire official(s) required by the City Council to be attendance at the event.

A handwritten signature in black ink, appearing to read 'Cynthia Dauksewicz', with a long, sweeping horizontal stroke extending to the right.

Cynthia Dauksewicz

10/17/2025

Vice-President

Rocks Village Memorial Association, Inc.

Date: **APR 04 2013**

ROCKS VILLAGE MEMORIAL ASSOCIATION
INC
C/O CHRISTINE KWITCHOFF
14 COLBYS LANE
HAVERHILL, MA 01830-1828

Employer Identification Number:
37-1566641

DLN:

17053151330032

Contact Person:

SHEENA L BREWER

ID# 31270

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

June 30

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

Yes

Effective Date of Exemption:

May 23, 2012

Contribution Deductibility:

Yes

Addendum Applies:

Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

54-C

Order - Authorize Mayor to appoint
the Rocks Village Memorial
Association and Rocks Village Historic
District Commission as the
administrators of the Rocks Village
Hand Tub and Meeting House
the Toll House Shoe Shop and
the land between the Hand Tub House
and Rocks Village Bridge

IN CITY COUNCIL: July 25 2017
PASSED



**PRIVATE CHOICE PREMIERSM POLICY
NON PROFIT ORGANIZATION
DECLARATIONS**

Policy Number: 08 KM 0427093-25

NOTICE: THE LIABILITY COVERAGE PARTS SCHEDULED IN ITEM 5 OF THE DECLARATIONS PROVIDE CLAIMS MADE COVERAGE. EXCEPT AS OTHERWISE SPECIFIED HEREIN: COVERAGE APPLIES ONLY TO A CLAIM FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD AND WHICH HAS BEEN REPORTED TO THE INSURER IN ACCORDANCE WITH THE APPLICABLE NOTICE PROVISIONS. COVERAGE IS SUBJECT TO THE INSURED'S PAYMENT OF THE APPLICABLE RETENTION. PAYMENTS OF DEFENSE COSTS ARE SUBJECT TO, AND REDUCE, THE AVAILABLE LIMIT OF LIABILITY. PLEASE READ THE POLICY CAREFULLY AND DISCUSS THE COVERAGE WITH YOUR INSURANCE AGENT OR BROKER.

ITEM 1: Named Entity and Address:

ROCKS VILLAGE MEMORIAL ASSOCIATION INC
59 WHARF LANE
HAVERHILL, MA 01830

ITEM 2: Producer's Name and Address:

08089470
A J GALLAGHER RISK MGMT SVCS LLC
115 FEDERAL ST STE 800
BOSTON, MA 02110

ITEM 3: Policy Period:

(A) Inception Date: 03/01/2025

Taxi/Limousine Business License

Applicant

Primary Location

TLLB-25-4

 Bilal laghmam
 6176695143
 @ amla.lagh@gmail.com

59 BRIARWOOD RD
Haverhill, MA 01832

Submitted On: Sep 23, 2025

Applicant Information

Relationship to Owner

Owner

Business Information

Business Name

Amlaltransportation inc

Business Phone

6176695143

Business Address

59 briarwood rd

Business City

Haverhill

Business State

Ma

Business Zip

01832

Legal Structure

Corporation

Number of Employees

1

Business Type

Limousine

Total Number of Vehicles

1

Number of Taxis

0

Number of Limosines

1

Vehicle Information

Vehicle Make

Volvo

Vehicle Model

Xc90

Vehicle Year

2024

Was Vehicle Purchased New?

Yes

Vehicle Color

Black

Vehicle License Number

Lvd2679

Signature

Agree

true

City Clerk Approval

Record No.TLLB-25-4

Status Completed

Became Active September 23, 2025

Assignee Kaitlin Wright

Due Date None

Primary Location

59 BRIARWOOD RD
Haverhill, MA 01832

Owner

BRIARWOOD AT HAVERHILL LLC STANLEY
WEINSTEIN-TRUSTEE
Braiarwood rd 9 HAVERHILL, MA 01830

Applicant

 Bilal laghmam
 617-669-5143
 amla.lagh@gmail.com
 59 briarwood road a
Haverhill, MA 01832

Messages

Kaitlin Wright

September 24, 2025 at 2:11 pm

Tried calling you to follow up on our conversation in the office. Your mailbox was full and I could not leave a message.

Bilal laghmam

September 24, 2025 at 3:08 pm

I appreciate your hard work working.so do you need to do something from my side now Thank you again

Step Activity

OpenGov system activated this step

09/23/2025 at 3:20 pm

OpenGov system assigned this step to Kaitlin Wright

09/23/2025 at 3:20 pm

Kaitlin Wright approved this step

09/24/2025 at 12:53 pm

Police Approval

Record No. TLLB-25-4

Status Completed

Became Active September 24, 2025

Assignee Kevin Lynch

Due Date None

Primary Location

59 BRIARWOOD RD
Haverhill, MA 01832

Owner

BRIARWOOD AT HAVERHILL LLC STANLEY
WEINSTEIN-TRUSTEE
Braiarwood rd 9 HAVERHILL, MA 01830

Applicant

 Bilal laghmam
 617-669-5143
 amla.lagh@gmail.com
 59 briarwood road a
Haverhill, MA 01832

Messages

Bilal laghmam

September 24, 2025 at 1:13 pm

How long take to be approved

Kaitlin Wright

October 3, 2025 at 12:05 pm

@Kevin Lynch please review when you have a moment.

Kevin Lynch

October 6, 2025 at 9:56 am

We will need to do an inspection. You will need to have a medical first aid kit, wheel chocks, fire extinguisher. Additionally, since the vehicle is registered to an individual and not a business you will need to show proof of additional business insurance on the vehicle.

Bilal laghmam

October 8, 2025 at 8:19 am

Good morning I am ready go car inspection

Bilal laghmam

October 14, 2025 at 8:38 am

Hi Kevin I am ready for cat inspection

View filings for this business entity:

Important information for vehicle owners

Certificate of Registration: Every person operating a motor vehicle shall have the Certificate of Registration in the vehicle in some easily accessible place. The records of the RMV are kept in the office of the vehicle registration.

Change of Address: By law, you must report any change of address to the RMV within 30 days of the change. Once you have reported the address change to the RMV, please make sure the new address is provided above.

No Insurance Card Required: Massachusetts law does not require an insurance card. M.G.L. Chapter 90, Section 24B requires the vehicle's owner to maintain a compulsory motor vehicle liability, fire, theft, and collision coverage. The insurance is required by law to be maintained by the owner of the vehicle. The vehicle owner is then notified by the RMV of the status of the registration. If the registration will be revoked, the State Treasurer's Office will be notified.

Transfer of Title: Massachusetts General Law (M.G.L. Chapter 90, Section 2) shows you how to transfer title. In addition, please note that a newly acquired new or used motor vehicle or trailer, which you are transferring title and registration, should be reported to the RMV's website at www.mass.gov/rmv as information.

Other Important Information

If a vehicle has been sold or titled and the registration is not going to be transferred to another vehicle, you must report the sale and title to the vehicle in that state.

If a vehicle has been sold or titled and the registration is not going to be transferred to another vehicle, you must report the sale and title to the vehicle in that state.

MELINDA E. BARRETT
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

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

October 24, 2025

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

From: Mayor Melinda E. Barrett

Re: An Ordinance Relating to Boards and Commissions
Article XX Agricultural Commission

Dear Mr. President and Members of the City Council:

Attached please find An Ordinance Relating to Boards and Commissions –
Article XX Agricultural Commission.

I recommend approval

Very truly yours,

Melinda E. Barrett
Mayor



Mead, Talerman & Costa, LLC
Attorneys at Law

30 Green Street
Newburyport, MA 01950

978.463.7700
www.mtclawyers.com

October 22, 2025

By Electronic Delivery

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

Re: Amendment to Ch. 11 of the City Ordinances re: Agriculture Commission

Dear Mr. Sullivan:

Reference is made to the above captioned matter. In that connection, the City has provided us with comments and materials related to codifying the creation and duties of the City's Agriculture Commission. Please find transmitted along with this letter a new Municipal Ordinance document and correcting the Council's Order 123 of 2019, originally creating the Agriculture Commission.

Sincerely,

/s/ Lisa L. Mead

Atty. Lisa Mead, City Solicitor

Enclosure(s)

cc: Melinda E. Barrett, Mayor

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

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



Document
CITY OF HAVERHILL
In Municipal Council

RECEIVED
CITY CLERK
JAN 24 2013

Ordered:

MUNICIPAL ORDINANCE

CHAPTER 11

AN ORDINANCE RELATING TO BOARDS AND COMMISSIONS

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 11 of the Code of the City of Haverhill, as amended, being and is hereby further amended by adding the following:

Article XX Agricultural Commission

§ 11-101 Establishment; purpose

There shall be established in the City of Haverhill, in accordance with G.L. c. 40 sec. 8L, which is hereby accepted to the extent set forth below, an Agricultural Commission, which Commission is hereby established for the following general purposes: to promote and develop the agricultural resources of the municipality.

§ 11-102 Duties

Such Commission shall:

- advocate for farmers, farm businesses and farm interests;
- seek to coordinate agricultural related activities with other governmental bodies or unofficial local groups or organizations that promote agriculture;
- receive grants, gifts, bequests or devises of money or personal property of any nature and interest in real property with permission of the City Council and the Mayor;
- apply for, receive, expend and act on behalf of the municipality in connection with federal and state grants or programs or private grants related to local agriculture, with the approval of the Mayor;
- advertise, prepare, print and distribute books, maps, charts and pamphlets related to local agriculture that the municipal Agricultural Commission deems necessary for its work.

§ 11-103 Membership

The Commission shall consist of five (5) members who shall be residents of the City. A

majority of members shall be farmers or employed in an agriculture-related field. If farmers or persons employed in agriculture are not available to serve on the Commission, then the Commission shall include a majority of members with knowledge and experience in agricultural practices or knowledge of related agricultural business.

Each member of the Commission shall serve for a term of 3 years; provided, however, that the initial members appointed under this section shall serve for terms of 1, 2 or 3 years and the terms shall be arranged by the appointing authority so that the terms of approximately 1/3 of the Commission's members shall expire each year.

The members of the Commission shall be appointed by the Mayor and confirmed by the City Council.

A member of the Commission who fails to attend, without reasonable excuse, more than 60% of the meetings of the Commission in any year, may be removed by the appointing authority. A vacancy created by a member being removed shall be filled by the appointing authority for the remainder of the unexpired term in the same manner as the original appointment.

§ 11-104 Operations of the Commission

The Commission may appoint a chair, clerks, and may contract for materials and services as it may require, subject to appropriation by the City.

The Commission shall comply with all purchasing and contracting requirements of the City.

The Commission shall keep accurate records of its meetings and actions and shall file an annual report with the City Clerk. The Commission's annual report shall be posted on the City's website.

The Commission shall work with and keep informed the Conservation Agent or its designee on all happenings and activities of the Commission.



DOCUMENT 123

CITY OF HAVERHILL

In Municipal Council December 10 2019

~~ORDAINED~~

MUNICIPAL ORDINANCE

CHAPTER 11

AN ORDINANCE RELATING TO BOARDS AND COMMISSIONS

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 11 of the Code of the City of Haverhill, as amended, being and is hereby further amended by adding the following:

"Article XIX. Agriculture Commission

§ 11-92 Establishment; purpose.

There shall be established in the City of Haverhill, in accordance with MGL c. 40, §8L, which is hereby accepted, an Agriculture Commission, which Commission is hereby established for the following general purposes: to promote and develop the agricultural resources of the municipality.

§ 11-93 Duties.

A. Such Commission shall advocate for farmers, farm businesses and farm interests; assist farmers in resolving municipal problems or conflicts related to farms; seek to coordinate agricultural- related activities with other governmental bodies or unofficial local groups or organizations that promote agriculture; receive grants, gifts, bequests or devises of money or personal property of any nature and interests in real property with permission of the City Council and the Mayor; apply for, receive, expend and act on behalf of the municipality in connection with federal and state grants or programs or private grants related to local agriculture, with the approval of the Mayor; advertise, prepare, print and distribute books, maps, charts and pamphlets related to local agriculture that the municipal agricultural Commission deems necessary for its work; and, buy, hold, manage, license or lease land for agricultural purposes with permission of the City Council and the Mayor

CITY COUNCIL

Thomas J. Sullivan, *President*
Timothy J. Jordan, *Vice President*
John A. Michitson
Colin F. LePage
Melissa J. Lewandowski
Catherine P. Rogers
Shaun P. Toohey
Michael S. McGonagle
Katrina Hobbs Everett
Devan Ferreira
Ralph T. Basiliere



CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978-374-2328
FACSIMILE: 978-374-2329
WWW.CITYOFHAVERHILL.COM
CITYCOUNCIL@HAVERHILLMA.GOV

CITY OF HAVERHILL

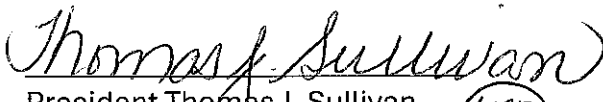
HAVERHILL, MASSACHUSETTS 01830-5843

OCT 24 AM 8:05
HVCITYCLERK

October 23, 2025

To: Members of the City Council

President Sullivan requests to announce the 2026 City Council meeting schedule.


President Thomas J. Sullivan 

(Meeting: 10.28.25)

CITY COUNCIL

Thomas J. Sullivan, *President*
Timothy J. Jordan, *Vice President*
John A. Michitson
Colin F. LePage
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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

**CITY COUNCIL MEETING SCHEDULE
CALENDAR YEAR 2026**

7:00 PM Council Chambers Room 202

JANUARY	13, 27	*Inauguration January 5 th
FEBRUARY	3, 10, 24	
MARCH	3, 10, 17, 24, 31	
APRIL	7, 14, 28	
MAY	5, 12, 19	
JUNE	2, 16, 30	
JULY	14, 28	
AUGUST	11, 25	
SEPTEMBER	15, 22, 29	* State Primary Election September 1 st
OCTOBER	6, 20, 27	
NOVEMBER	17	*General Election November 3 rd
DECEMBER	1, 8, 15	

CITY COUNCIL

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Devan Ferreira
Ralph T. Basiliere



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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

OCT 24 AM 8:45
HAVERHILL CITY CLERK

October 23, 2025

To: President and Members of the City Council

Councilor McGonagle submits the minutes and recommendations from the Public Safety meeting held on October 22, 2025 for approval


Councilor Michael S. McGonagle 

(Meeting: 10.28.25)

CITY COUNCIL

Thomas J. Sullivan, *President*
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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

MINUTES OF THE PUBLIC SAFETY COMMITTEE MEETING

WEDNESDAY, OCTOBER 22, 2025 – 6PM

A Public Safety Committee meeting was held on Wednesday, October 22, 2025 at 6PM in Room 202, City Council Chambers.

Committee Members: Chairperson McGonagle, Councilor Basiliere and Councilor LePage

Also in attendance: President Sullivan, Councilors Lewandowski, Michitson and Ferreira

Councilor McGonagle called the meeting to order. He explained that we are here to discuss two items that are on our agenda.

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

During the committee meeting, Councilor Basiliere proposed shortening the city's winter parking ban by two weeks at the start of the season, moving the start date from December 1st to December 15th. He explained that recent years have seen fewer early snowstorms, and the city already has safeguards in place, as the Mayor can declare a snow emergency at any time if needed. The proposal was reviewed and supported by the Police Department, Fire Department, and Department of Public Works, all of which agreed that the current system has worked well for public safety. Sergeant Kevin Lynch confirmed the Police Department's support, noting that officers issue warning flyers before ticketing begins each winter. President Sullivan suggested also ending the ban two weeks earlier, on March 15th, to mirror the delayed start, emphasizing that the city could still handle late storms through emergency declarations. Councilor Ferreira raised the idea of translating the parking warning notices into multiple languages, to improve communication with residents. Sergeant Lynch responded that due to space limits on flyers, including a QR code linking to multilingual information might be a better option. The committee agreed to bring the proposal to the full council for consideration, including the two-week delay, the possible early end date, and multilingual outreach efforts, with the understanding that any changes could be made on a one-year trial basis.

CITY COUNCIL

Thomas J. Sullivan, *President*
Timothy J. Jordan, *Vice President*
John A. Michitson
Colin F. LePage
Melissa J. Lewandowski
Catherine P. Rogers
Shaun P. Toohey
Michael S. McGonagle
Katrina Hobbs Everett
Devan Ferreira
Ralph T. Basiliere



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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

Motion by Councilor Basiliere to modify the winter parking to begin on December 1st for a one-year trial and that the body of the council the entire council consider whether we also take two weeks off the end, knowing that we do have safe guards in place. And that we look into the use of a new notice and QR codes for what other languages it might be prudent to do those in. Second by Councilor LePage. **3 YEAS, 0 NAYS PASSED.**

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

Councilor Lewandowski discussed ongoing safety concerns at a dangerous intersection where residents had reported frequent speeding and poor visibility. After visiting the site with other councilors, she confirmed the hazards and thanked the police for increasing enforcement in the area. City Engineer John Pettis explained that a consultant had recommended temporary, low-cost improvements, including flex posts and new pavement markings to better define lanes and improve sightlines. These posts will be installed for about a month before winter to collect traffic data and evaluate their impact. John Pettis also noted that a long-term solution, such as reconfiguring the intersection or installing a roundabout, could be considered in the future but would be more expensive. President Sullivan raised concerns about the number and cost of posts, and John Pettis assured him they could be reduced if needed. Sergeant Kevin Lynch supported the plan as the most cost-effective option. Several councilors, including Basiliere, Ferreira, and Michitson, expressed optimism that these low-cost measures could significantly improve safety and potentially be used in other problem areas, with Councilor Ferreira suggesting possible grant funding for similar pedestrian safety initiatives. During public comment, a resident raised concerns about aggressive winter parking enforcement during mild winters, prompting Chairperson McGonagle to note that enforcement has generally been fair and that the issue could be revisited if necessary. The committee ultimately voted to move forward with implementing the flex post traffic-calming plan at the intersection.

Chairperson McGonagle: I need a motion and a second to implement the decision with the poles.

CITY COUNCIL

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Timothy J. Jordan, *Vice President*
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Councilor LePage: So, moved.

Councilor Basiliere: Second.

3 YEAS, 0 NAYS **PASSED.**

Motion by Councilor Basiliere to adjourn. Second, Councilor LePage

3 YEAS, 0 NAYS **PASSED to Adjourn.**

Respectfully submitted,

Michael S. McGonagle
Councilor Michael S. McGonagle
Chairperson

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OCT 17 AM 8:38
 HAVCITYCLERK

DOCUMENTS REFERRED TO COMMITTEE STUDY

103-HH	Motion by Councilor Michitson to send the <i>Home Rule Petition – An act establishing guidelines for the installation of and use of Electric vehicle charging stations in the City of Haverhill</i> , to committee in order to coordinate with condo associations.	A&F	12/23/23
40	Motion by Councilor Lewandowski to send updated Cannabis Social Equity Best Practices for the Cannabis Control Commission to A&F for further review.	A&F	4/2/24
12-P	Motion by Councilor Jordan to send possible conditions on new development and potential changes to our zoning ordinances.	Planning & Development	5/21/24
12-S	Motion by Councilor Ferreira to send the City's Swimming Ordinance Chapter 193 Article III and related items at Lake Saltonstall, aka Plug Pond to NRPP for further discussion.	NRPP	6/18/24
33-F	Motion by Councilor Basiliere to send resident winter parking concerns and offer suggestions for improvements	Public Health Safety	3/11/25
60	Motion by Councilor Michitson to send the Haverhill Housing Production Plan to P&D for further discussion	Planning & Development	5/6/25
33-L	Motion by Councilor Lewandowski to send Bill 3360 (vacancy tax on residential properties) for review and also further review of MVSP (Massachusetts Vacant Storefront Program)	Planning & Development	6/24/25
33-M	Motion by Councilor Michitson to send for feedback on Cross-Cutting Career training event from various participants	Planning & Development	6/24/25
33-P	Motion by Councilor Ferreira to send for review as to what our local strategies are for traffic and safety as well as looking into these intersections for public safety (Amesbury Line Road/Merrimac Road)	Public Health Safety	9/16/25
94-B	Motion by Councilor Ferreira to look at updating the standards of Ch. 250 article VI of the Haverhill Zoning Code regarding water use restrictions established in 2016	Planning & Development	9/16/25
33-T	Motion by Councilor Lewandowski to establish a working group previously discussed to implement a control management plan for the vegetation in Riverside Park/Edible Avenue along the river	NRPP	9/30/25