



CITY OF HAVERHILL

CITY COUNCIL AGENDA

April 25, 2023 at 7:00 PM

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

In-Person/Remote Meeting

This meeting/hearing of Haverhill City Council will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.

1. **OPENING PRAYER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES OF PRIOR MEETING**
4. **ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING**
5. **COMMUNICATIONS FROM THE MAYOR:**
6. **COMMUNICATIONS FROM COUNCILLORS TO INTRODUCE AN INDIVIDUAL(S) TO ADDRESS THE COUNCIL:**
 - 6.1. President Jordan requests to introduce Don Jarvis who would like to talk about "Disrupting the Stigma" a free community discussion on mental health, being held on May 12th from 5:00 – 7:30 PM at the AMVETs in Haverhill.
 - 6.2. Councilor Sullivan wishes to introduce Maureen McGonagle from *Rebuilding Together Greater Haverhill* to talk about the upcoming *National Rebuilding Together Day* on Saturday, April 29, 2023
 - 6.3. Councilor Barrett wishes to introduce Zachary Sindoni of the *Second Chance for Sight Foundation* about their upcoming axe throwing and cornhole tournament fundraiser on Saturday, May 6, 2023
 - 6.4. President Jordan requests to introduce Jeff Grassie to update the Council on the upcoming season for the *Haverhill Farmer's Market* including their new location at the Bradford Common
 - 6.5. Councilor Lewandowski requests to introduce Dr. John Maddox to discuss the upcoming *Herren Speaking Event* at *Hunking School* on May 2, 2023 sponsored by HPS Wellness Committee
7. **PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28**



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8. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES:

8.1. John Pettis, City Engineer submits request and Order for permission to open the following roadways: 69 Gile st; Permit EROM-23-2 and 416 Groveland st; Permit EROM-23-3

8.1.1. Order – Council approve request to excavate 69 Gile st and 416 Groveland st for installation or abandonment of underground utilities

8.2. Robert Ward, DPW Director submits information and Order for City to approve and accept the Conservation Restriction (CR) granted to City for parcels of land known as “Meserve Woods”

8.2.1. Order – Authorization Vote for Acquisition of Meserve Woods
Conservation Restriction for land containing 53.8 acres, more or less; granted to City from Kenneth & Karen Meserve Custeau

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

10. HEARINGS AND RELATED ORDERS:

10.1. Document 28: Application for Special Permit CCSP 23-1 from Attorney Migliori for applicant Snow Cassell LLC to build a 3-family residential building at 10-12 Eighth ave; Map 612, Block 496, Lot 12

11. APPOINTMENTS:

11.1. Confirming Appointments:

11.1.1. *Board of Registrars of Voters* – Mary Ellen Daly O’Brien, 28 Lilac Lane
To Be Confirmed

11.2. Non-Confirming:

11.3. Resignations:

12. PETITIONS:

12.1. Hearing request – CCSP-23-2: from Karen Pollastrino for applicant 85 Water Street Redevelopment, LLC, for property located at 85 Water st that is the Waterfront zoning district. Owner requests to build a multi-family dwelling with 113 residential units (previously CCSP-21-12, withdrawn without prejudice)
Council Hearing June 27, 2023

12.2. Hearing request – CCSP-23-3 Attorney Michael Migliori representing 7-13 Kenoza Ave., LLC; property currently zoned as Commercial Central (CC) requesting to rezone to residential commercial mix zone, to build a 14-unit residential building at 3 Kenoza av combined with 7 Kenoza av; Map 204-48-1 and 204-48-2A
Council Hearing July 11, 2023



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CITY COUNCIL AGENDA

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In-Person/Remote Meeting

-
- 12.3. **Applications Handicap Parking Sign:** *with Police approval*
- 12.4. **Amusement/Event Application** - *with Police approval*
- 12.4.1. EVNT 23-15, Maryellen Powers for *Haverhill Garden Club* requesting permission for annual plant sale at Bradford Common, 10 Church St, on Saturday, May 20th from 8:00 AM to 12:00 PM and also requests fees be waived
- 12.4.2. EVNT 23-13 Jeff Grassie for *Creative Haverhill* requesting permission for Haverhill Farmers Market at Bradford Common, 10 Church St, to operate every Saturday from June 24 to October 28 from 9:00 AM to 1:00 PM and also requests fees be waived
- 12.4.3. EVNT 23-10 Richard Ouellette of *Crescent Yacht Club* requesting permission for 43rd Annual Canoe Race at *Crescent Yacht Club*, 30 Ferry St, on Saturday June 3rd, from 8:00 AM to 3:00 PM and also requests fees be waived
- 12.4.4. EVNT 23-17 Kim Kazanjian-Dandurant of Armenian Apostolic Church at Hye Pointe/ACYOA requesting permission for a choral ensemble concert at *Armenian Apostolic Church at Hye Point*, 1280 Boston Rd, on Saturday April 29th, from 6:00 to 11:00 PM and also requests fees be waived
- 12.5. **Auctioneer License:**
- 12.6. **Tag Days:** *with Police approval*
- 12.6.1. *Riverside Bradford Baseball, May 19, 20 & 21*
- 12.7. **One Day Liquor License:**
- 12.8. **Annual License Renewals:**
- 12.8.1. **Hawker Peddlers License 2023 - Fixed location** – *with approvals*
- 12.8.2. **Coin-Op License Renewals** – *with Police approval*
- 12.8.3. **Christmas Tree Vendor** – *with Police approval*
- 12.8.4. **Taxi Driver Licenses for 2023:** *with Police approval*
- 12.8.4.1. Wisvel Joseph, 43 Greenough st
- 12.8.5. **Taxi/Limousine License** *with Police approval:*
- 12.8.6. **Junk Dealer License** *with Police approval*
- 12.8.7. **Pool Tables**
- 12.8.8. **Sunday Pool**



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In-Person/Remote Meeting

- 12.8.9. **Bowling**
- 12.8.10. **Sunday Bowling**
- 12.8.11. **Buy & Sell Second Hand Articles** *with Police approval*
- 12.8.12. **Buy & Sell Second Hand Clothing**
- 12.8.13. **Pawnbroker license**
- 12.8.14. **Fortune Teller** - *pending Police approval*
- 12.8.15. **Buy & Sell Old Gold**
- 12.8.16. **Roller Skating Rink**
- 12.8.17. **Sunday Skating**
- 12.8.18. **Exterior Vending Machines/Redbox Automated Retail, LLC**
- 12.8.19. **Limousine/Livery License/Chair Cars** *with Police approval*

13. MOTIONS AND ORDERS:

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

| <u>VENDOR</u> | <u>AMOUNT</u> | <u>ACCOUNT</u> |
|--------------------------------|---------------|-------------------|
| Lepore, K-EMT Reimbursement | \$2,050.00 | Fire Department |
| Global Industrial | 206.94 | School Department |
| Ameresco | 16,883.00 | School Department |
| Justice Resource Institute (4) | 32,595.55 | School Department |
| WB Mason | 94.00 | Human Resources |

- 13.2. Order – transfer \$456,000 from Water Distribution Improvements Capital to Water Treatment Plant Upgrades for the final payment on the Water Treatment Plant Upgrades

14. ORDINANCES (FILE 10 DAYS)

15. COMMUNICATIONS FROM COUNCILLORS:

- 15.1. Council Vice President Michitson, Councillor Sullivan and Councillor Lewandowski request an update from FFI on Opioid Abuse and Cannabis Impact Prevention and Treatment contract and update from Mayor on Eliot's Community Behavioral Health Center services and facility in Haverhill

16. UNFINISHED BUSINESS OF PRECEDING MEETING:

- 16.1. Document 8-O; Council President Jordan requests the Council vote on the recommendations from the salary/compensation review committee, which was continued from the April 4th Council meeting



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**Theodore A. Pelosi, Jr. Council Chambers, 4 Summer st, Room 202
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17. RESOLUTIONS AND PROCLAMATIONS:

18. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS

19. DOCUMENTS REFERRED TO COMMITTEE STUDY

20. LONG TERM MATTERS STUDY LIST

21. ADJOURN:

CITY COUNCIL

Timothy J. Jordan
President

John A. Michitson
Vice President

Melinda E. Barrett

Joseph J. Bevilacqua

Thomas J. Sullivan

Melissa J. Lewandowski

Michael S. McGonagle

Catherine P. Rogers

Shaun P. Toohey



CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

HAVERHILL CITY CLERK APR 13 2023

611

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

WWW.CITYOFHAVERHILL.COM

CITYCNCL@CITYOFHAVERHILL.COM

April 13, 2023

To: President and Members of the City Council:

President Jordan wishes to introduce Don Jarvis who would like to talk about "Disrupting the Stigma" a free community discussion on mental health being held on May 12th from 5-7:30 PM at the Amvets in Haverhill.

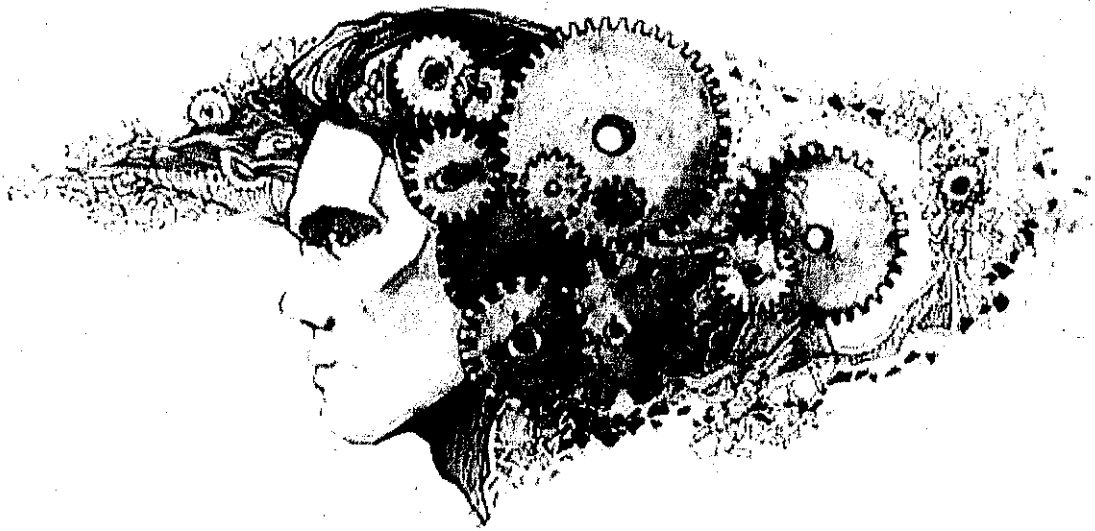
Timothy J. Jordan

Council President Timothy J. Jordan

(meeting 4.25.2023)

Disrupting The Stigma A Free Community Discussion On Mental Health

May 12 @ Amvet In Haverhill, 576 Primrose Street
from 5:00 pm to 7:30 pm
Pasta dinner will be served



Join Mental Health Professionals, Counselors, Law Enforcement,
Community Leaders and others for a panel and open discussion
on mental health and suicide in your community.

What are the Red Flags/What to look for
Where to get Support/Learn about Resources

BE PART OF THE SOLUTION



Haverhill

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

Haverhill City Council Public Participation Application

Date of Application: 04/11/2023

Full Name: Donald Jarvis

Address: 96 South Williams St, Bradford, Massachusetts

Phone: 978-914-8720

Email: jarvis.don@gmail.com

Please provide information as to intended topic of discussion – please be specific. If possible, please include departments involved in discussion as well as any information requested relating to the topic:

If possible, i would like to go before the Council to share with them about
an upcoming event in Mental Health and suicide. This event is being
held on Friday, May 12 at the AMVets on Primrose St. This event will
feature a panel of speakers and a Q & A session. I will also be offering
a free pasta dinner for all attendees.

Your request will be reviewed for compliance with the Open Meeting Law and then referred to the Council President or designated alternate for final review and scheduling.

"Meeting notices must be posted in a legible, easily understandable format; contain the date, time, and place of the meeting; and list all topics that the chair reasonably anticipates, 48 hours in advance, will be discussed at the meeting. The list of topics must be sufficiently specific to reasonably inform the public of the issues to be discussed at the meeting." From Open Meeting Law, M.G.L. c. 30A, §§ 18-25

Please sign here: _____

A handwritten signature in black ink, appearing to read "Donald Jarvis", written over a horizontal line.

CITY COUNCIL

Timothy J. Jordan
President

John A. Michitson
Vice President

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HAVERHILL, MASSACHUSETTS 01830-5843

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WWW.CITYOFHAVERHILL.COM

CITYCOUNCL@CITYOFHAVERHILL.COM

HAVERHILL CITY CLERK APR 22 2023 5:06

April 18, 2023

To: President and Members of the City Council:

Councillor Sullivan wishes to introduce Maureen McGonagle from Rebuilding Together Greater Haverhill to talk about the upcoming National Rebuilding Together Day on Saturday, April 29, 2023.

Thomas Sullivan /c/s

City Councillor Thomas Sullivan

(meeting 4.25.2023)

63

CITY COUNCIL

Timothy J. Jordan

President

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Vice President

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CITYCNCL@CITYOFHAVERHILL.COM

HAVERHILL CITY CLERK APR 19 2023

April 19, 2023

To: President and Members of the City Council:

Councillor Barrett wishes to introduce Zachary Sindoni of the Second Chance for Sight Foundation about their upcoming axe throwing and cornhole tournament fundraiser on Saturday May 6, 2023.

Melinda E. Barrett 196

City Councillor Melinda E. Barrett

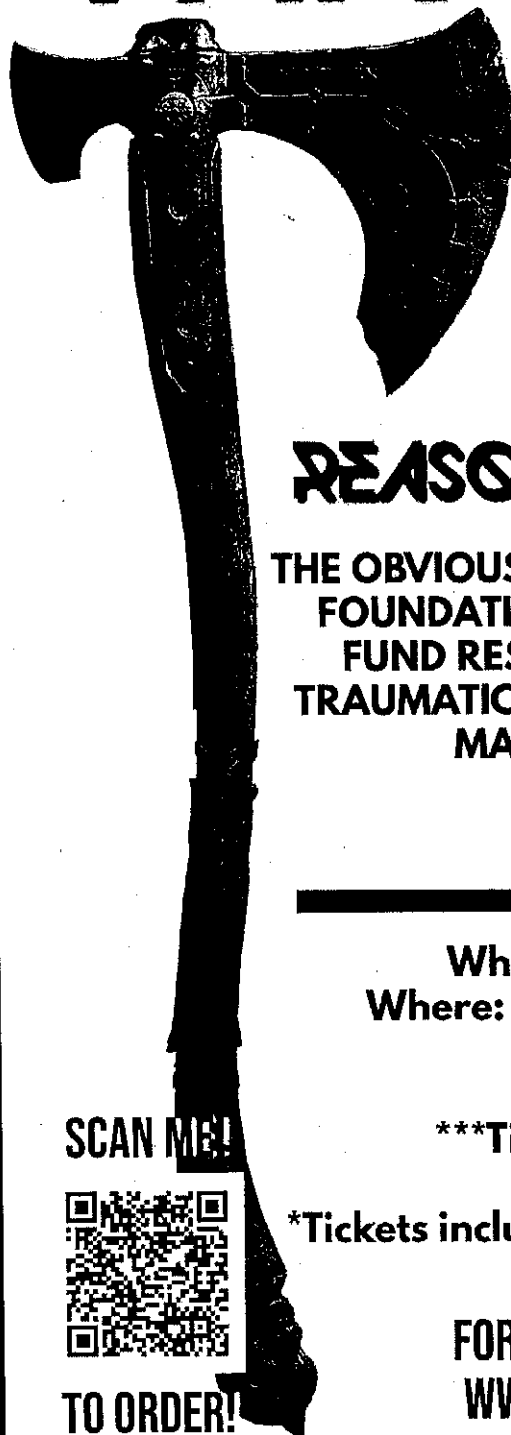
(meeting 4.25.23)



AXE



THROWING



Join us for a Wicked
Good Time to support a
Wicked Good Cause
here at Wicked Axe!

REASONS TO THROW AXES

THE OBVIOUS, TO RAISE MONEY FOR OUR AMAZING
FOUNDATION, SECOND CHANCE FOR SIGHT, TO
FUND RESEARCH TO RESTORE SIGHT LOST BY
TRAUMATIC EVENTS - BRAGGING RIGHTS - ANGER
MANAGEMENT - STRESS RELEASE

... JUST BECAUSE IT'S FUN!

When: May 6th 2023 from 11-5pm
Where: 721 S Main St. Haverhill, MA 01835
Tickets: \$100/each

SCAN ME!



TO ORDER!

Tickets on sale until April 29th

*Tickets include axe throwing, golf simulator, darts,
pool table, jenga & lunch

FOR MORE INFORMATION PLEASE VISIT
WWW.SECONDCHANCEFORSIGHT.COM

X-T Cornhole Tournament

Please join us for a Wicked Good Time to support a Wicked Good Cause at the Wicked Axe, right here in Haverhill, MA! We have closed the place down for an exclusive cornhole tournament, limited to only 50 participants (25 teams), so get your tickets before they are gone!



SCAN HERE FOR
TICKETS!

ALSO ENJOY

Lunch
Axe Throwing
Golf Simulator
Darts



***Tickets on sale until April 1st

When: May 6th, 2023 from 11-5pm
(Cornhole tournament starts at 12:00pm)
Where: 721 S Main St. Haverhill, MA 01835
Tickets: \$220/team of 2 or \$100/each
w/out cornhole

FOR MORE INFO PLEASE VISIT WWW.SECONDCHANCEFORSIGHT.COM

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HAVERHILL CITY CLERK APR 18 2023

April 18, 2023

To: President and Members of the City Council:

President Jordan to introduce Jeff Grassie to update the Council on the upcoming season for the Haverhill Farmer's' Market including their new location at the Bradford Common.

Council President Timothy J. Jordan

(meeting 4.25.2023)

CITY COUNCIL

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President

John A. Michitson

Vice President

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Joseph J. Bevilacqua

Thomas J. Sullivan

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CITY OF HAVERHILL

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HAVERHILL CITY CLERK APR 21/2023 10:44

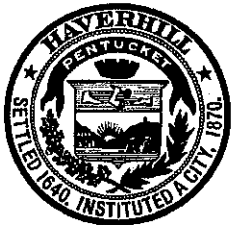
April 21, 2023

To: President and Members of the City Council:

Councillor Lewandowski wishes to introduce Dr. John Maddox to discuss the upcoming Herren Speaking Event at Hunking school on May 2, 2023 sponsored by HPS Wellness Committee.

Melissa J. Lewandowski
Councillor Melissa J. Lewandowski

(meeting 4.25.2023)



Haverhill

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

811

April 13, 2023

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

Subject: Road Opening, 2 locations

As the following streets were paved within the last 5 years, Council approval is required to open the roadways. I am supportive of these requests, and The Engineering Office will require proper trench compaction and infrared treatment to the pavement after the paving is completed as part of the Right of Way/Trench Permits.

1. 69 Gile Street Permit EROM-23-2
2. 416 Groveland Street Permit EROM-23-3

Please contact me if you have any questions.

Sincerely,

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

C: Mayor Fiorentini, Ward, Arpino, Cox, Wright

HQ CITY CLERK APR 13 23 AM 3:09



DOCUMENT

8,111

CITY OF HAVERHILL

In Municipal Council

ORDERED:

That the City Council approve the requests to excavate at the following locations for the installation or abandonment of underground utilities:

Gile Street at #69

Groveland Street at #416

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



City of Haverhill, MA

04/13/2023

EROM-23-2**Road Opening Moratorium Request****Status:** Active**Date Created:** Apr 5, 2023**Applicant**

Enrico DeAngelis
permits-ames-essexyard@nationalgrid.com
40 Sylvan Rd
Waltham, MA 02451
857.753.2658

Primary Location

69 GILE ST
Haverhill, MA 1830

Owner:

TALBOT DANIEL F-ETUX TALBOT JANET M
69 GILE ST HAVERHILL, MA 1830

Application Information**Brief Description of Proposed Work**

New Gas Service Installation

Road Opening Permit Number

NONE

--

Property Type

Public

Has Location Been Paved in the Past 5 Years?

Yes

IF YES TO PAVED, What Year?

2019

For Office Use Only**City Council Vote**

--

Attachments

w.o. 1526356 69 Gile St. HAV Hardship Letter.pdf

Uploaded by Enrico DeAngelis on Apr 5, 2023 at 5:58 pm



w.o. 1526356 69 Gile St HAV SNEW Map Request for Road Moratorium.pdf

Uploaded by Enrico DeAngelis on Apr 5, 2023 at 5:58 pm

History**Date**

Apr 5, 2023 at 9:43 am

Apr 5, 2023 at 5:59 pm

Apr 5, 2023 at 5:59 pm

Activity

Enrico DeAngelis started a draft of Record EROM-23-2

Enrico DeAngelis submitted Record EROM-23-2

approval step Engineering Review was assigned to Gary Albanese on Record EROM-23-2

| Date | Activity |
|--------------------------|---|
| Apr 10, 2023 at 10:44 am | Gary Albanese changed Property Type from "" to "Public" on Record EROM-23-2 |
| Apr 10, 2023 at 10:45 am | Gary Albanese changed Has Location Been Paved in the Past 5 Years? from "" to "Yes" on Record EROM-23-2 |
| Apr 10, 2023 at 10:45 am | Gary Albanese changed IF YES TO PAVED, What Year? from "" to "2019" on Record EROM-23-2 |
| Apr 10, 2023 at 10:46 am | Gary Albanese approved approval step Engineering Review on Record EROM-23-2 |
| Apr 10, 2023 at 10:46 am | inspection step Chief Engineer Prepares Order was assigned to John Pettis on Record EROM-23-2 |
| Apr 13, 2023 at 7:58 am | John Pettis altered inspection step Chief Engineer Prepares Order, changed status from Active to Complete on Record EROM-23-2 |
| Apr 13, 2023 at 7:58 am | approval step City Clerk Puts on Council Agenda was assigned to Kaitlin Wright on Record EROM-23-2 |
| Apr 13, 2023 at 2:42 pm | Kaitlin Wright approved approval step City Clerk Puts on Council Agenda on Record EROM-23-2 |
| Apr 13, 2023 at 2:42 pm | approval step City Clerk Advertises Order was assigned to Maria Bevilacqua on Record EROM-23-2 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|-------------------------------------|----------|--------------------------|--------------------------|------------------|----------|
| ✓ Engineering Review | Complete | Apr 5, 2023 at 5:59 pm | Apr 10, 2023 at 10:46 am | Gary Albanese | - |
| 📋 Chief Engineer Prepares Order | Complete | Apr 10, 2023 at 10:46 am | Apr 13, 2023 at 7:58 am | John Pettis | - |
| ✓ City Clerk Puts on Council Agenda | Complete | Apr 13, 2023 at 7:58 am | Apr 13, 2023 at 2:42 pm | Kaitlin Wright | - |
| ✓ City Clerk Advertises Order | Active | Apr 13, 2023 at 2:42 pm | - | Maria Bevilacqua | - |
| ✓ City Council Vote Logged | Inactive | - | - | - | - |
| ✓ Engineering Notification | Inactive | - | - | - | - |



City of Haverhill, MA

04/13/2023

EROM-23-3**Road Opening Moratorium Request****Status:** Active**Date Created:** Apr 7, 2023**Applicant**

Enrico DeAngelis
permits-ames-essexyard@nationalgrid.com
40 Sylvan Rd
Waltham, MA 02451
857.753.2658

Primary Location

416 GROVELAND ST
Haverhill, MA 1830

Owner:

HUDON STERLING R-ETUX HUDON ELLEN M
416 GROVELAND ST HAVERHILL, MA 1830

Application Information**Brief Description of Proposed Work**

New Gas Service Installation

Road Opening Permit Number

NONE

Property Type

Public

Has Location Been Paved in the Past 5 Years?

Yes

IF YES TO PAVED, What Year?

2021

For Office Use Only**City Council Vote**

--

Attachments

416 GROVELAND ST HAV- LETTER.docx

Uploaded by Enrico DeAngelis on Apr 7, 2023 at 10:48 am

w.o. 1528024 416 Groveland St. HAV Permit Map Appl.pdf

Uploaded by Enrico DeAngelis on Apr 7, 2023 at 10:54 am

History**Date****Activity**

Apr 7, 2023 at 10:43 am

Enrico DeAngelis started a draft of Record EROM-23-3

Apr 7, 2023 at 10:54 am

Enrico DeAngelis submitted Record EROM-23-3

| Date | Activity |
|-------------------------|---|
| Apr 7, 2023 at 10:54 am | approval step Engineering Review was assigned to Gary Albanese on Record EROM-23-3 |
| Apr 10, 2023 at 8:57 am | Gary Albanese approved approval step Engineering Review on Record EROM-23-3 |
| Apr 10, 2023 at 8:57 am | inspection step Chief Engineer Prepares Order was assigned to John Pettis on Record EROM-23-3 |
| Apr 10, 2023 at 9:34 am | Gary Albanese changed IF YES TO PAVED, What Year? from "" to "2021" on Record EROM-23-3 |
| Apr 10, 2023 at 9:34 am | Gary Albanese changed Has Location Been Paved in the Past 5 Years? from "" to "Yes" on Record EROM-23-3 |
| Apr 10, 2023 at 9:34 am | Gary Albanese changed Property Type from "" to "Public" on Record EROM-23-3 |
| Apr 13, 2023 at 7:58 am | John Pettis altered inspection step Chief Engineer Prepares Order, changed status from Active to Complete on Record EROM-23-3 |
| Apr 13, 2023 at 7:58 am | approval step City Clerk Puts on Council Agenda was assigned to Kaitlin Wright on Record EROM-23-3 |
| Apr 13, 2023 at 2:42 pm | Kaitlin Wright approved approval step City Clerk Puts on Council Agenda on Record EROM-23-3 |
| Apr 13, 2023 at 2:42 pm | approval step City Clerk Advertises Order was assigned to Maria Bevilacqua on Record EROM-23-3 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|-------------------------------------|----------|-------------------------|-------------------------|------------------|----------|
| ✓ Engineering Review | Complete | Apr 7, 2023 at 10:54 am | Apr 10, 2023 at 8:57 am | Gary Albanese | - |
| 📋 Chief Engineer Prepares Order | Complete | Apr 10, 2023 at 8:57 am | Apr 13, 2023 at 7:58 am | John Pettis | - |
| ✓ City Clerk Puts on Council Agenda | Complete | Apr 13, 2023 at 7:58 am | Apr 13, 2023 at 2:42 pm | Kaitlin Wright | - |
| ✓ City Clerk Advertises Order | Active | Apr 13, 2023 at 2:42 pm | - | Maria Bevilacqua | - |
| ✓ City Council Vote Logged | Inactive | - | - | - | - |
| ✓ Engineering Notification | Inactive | - | - | - | - |



Haverhill

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

April 20, 2023

P. 2

To: The Honorable James J. Fiorentini
Mayor of Haverhill

From: Robert E. Ward
DPW Director

Subject: Meserve Woods Conservation Restriction

Attached is a proposed Order for the City to approve and accept the Conservation Restriction (CR) granted to the City from Kenneth Meserve and Karen Meserve Custeau on the parcels of land located on Crystal Street known as "Meserve Woods" containing 53.8 acres, more or less, and shown on Assessors Map 576-436 as Lots 18, 18F, and 18C.

In June 2022, the City Council approved an Order for the City to jointly acquire a CR to protect Meserve Woods in partnership with Essex County Greenbelt Association, Inc.. The CR was to preserve the property for conservation, open space, water supply protection, and passive recreation. See the attached memo to the Mayor dated June 15, 2022, and the approved Order.

Since then, the City received the grant for the acquisition and worked with Greenbelt to finalize the CR and obtain approval from the Secretary of Energy and Environmental Affairs (EEA) of the Commonwealth of Massachusetts. Because of minor modifications made to the CR during the approval process, EEA's legal team noted that the City Council voted to authorize the acquisition of a CR last June, but it is not the same as approving the revised CR as written and agreed. The new Order will satisfy EEA's requirements.

With your approval, I will submit the new Order and attachments to this memo to the City Clerk for the April 25th City Council meeting.

If you need additional information, please contact me at rward@haverhillwater.com or call me at (978) 374-2383.

Attachments

Proposed Order for Approval
Memo to Mayor dated June 15, 2022
Approved Order June 21, 2022
Grant of Conservation Restriction

Cc: Thomas Fallon, Segal, Edelstein, Bussone & Fallon, LLP, tfallon@sebflaw.com
John A. D'Aoust, Water Treatment Plant Manager, jdaoust@haverhillwater.com
Robert E. Moore Jr., Environmental Health Technician, RMoore@CityofHaverhill.com

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

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

April 21, 2023

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

**RE: Order to Approve and Accept the Conservation Restriction to the City from
Kenneth Meserve and Karen Meserve Custeau**

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

Please see attached an order to approve and accept the Conservation Restriction to the City from Kenneth Meserve and Karen Meserve Custeau on Crystal Street known as "Meserve Woods". If approved, this would preserve the property for conservation, open space, water supply protection and passive recreation. I recommend approval.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf



Haverhill

Robert E. Ward, Interim DPW Director
Department of Public Works
Phone: 978-374-2382 Fax: 978-521-4083
rward@haverhillwater.com

8.2

Date: June 15, 2022

To: The Honorable James J. Fiorentini
Mayor of Haverhill

From: Robert E. Ward *RW*
Interim DPW Director

Subject: Meserve Woods – Conservation Restriction Acquisition

Attached for City Council approval is an Order for the City to jointly acquire, in partnership with Essex County Greenbelt Association, Inc., a Conservation Restriction (CR) for the protection of three parcels of land known as “Meserve Woods.” The CR will preserve the property for conservation, open space, water supply protection, and passive recreation.

The parcels, shown on the attached map, are located off Crystal Street and shown on Assessors Map 576-436 as Lots 18, 18F, and 18C. The location of this property makes this an essential parcel for water supply protection. The 53.8-acre parcel is located entirely within the Crystal Lake watershed, a public drinking water supply for Haverhill.

Watershed protection is the first and most fundamental step in protecting drinking water. A protected, healthy watershed results in cleaner water downstream, less stress on the water treatment plant, and reduced treatment costs. This CR will ensure it remains healthy and is a long-term investment in the health and quality of life for residents of Haverhill.

The purchase price for the CR is \$500,000 and will be funded with a \$250,000 grant awarded to the City from the state’s Drinking Water Supply Protection Grant Program and \$250,000 from Essex County Greenbelt Association, Inc. Attached is a copy of their funding confirmation letter. The City will enter into an agreement with Essex County Greenbelt Association, Inc. to outline each party's role in the purchase.

The attached City Council Order, if approved, will appropriate \$500,000 for the acquisition of the CR, authorize the Mayor to acquire the CR, and authorize the acceptance of grants, gifts, or other reimbursements. The Order prohibits expending the funds unless the City receives \$250,000 in gifts or other contributions toward the acquisition.

Also attached is the state’s Drinking Water Supply Protection Grant Program’s Project Agreement between the City of Haverhill and the Massachusetts Executive Office of Energy and Environmental Affairs. The Agreement requires City Council signatures acting as the Board of Water Commissioners.

With your approval, I will submit the Order and Project Agreement to the City Clerk for the June 21st City Council meeting.

If you need additional information, please email or call me at (978) 374-2382

Attachments

City Council Order
Drinking Water Supply Protection Grant Program- Project Agreement
Map Showing the Meserve Woods Conservation Area
Funding Confirmation Letter from Essex County Greenbelt Association, Inc.
Form of Conservation Restriction

Cc: Vanessa Johnson-Hall, Director, Land Conservation Division, Essex County Greenbelt Association, Inc.
John A. D'Aoust, Water Treatment Plant Manager
Shirin Everett, Esq., KP Law
Robert E. Moore Jr., Environmental Health Technician



DOCUMENT
CITY OF HAVERHILL

In Municipal Council

ORDERED:

Authorization Vote for Acquisition of Meserve Woods Conservation Restriction

That the City Council, acting as the Board of Water Commissions for the City of Haverhill, Department of Public Works, Water Division, vote to approve and accept the Conservation Restriction granted to the City from Kenneth Meserve and Karen Meserve Custeau on the parcels of land located on Crystal Street in Haverhill, Massachusetts, known as "Meserve Woods," containing 53.8 acres, more or less, and shown on Assessors Map 576-436 as Lots 18, 18F, and 18C.



11-NN

DOCUMENT 11-NN

Back up
(8.1.1)

CITY OF HAVERHILL

In Municipal Council June 21 2022

ORDERED: Authorization Vote for Acquisition of Meserve Woods Conservation Restriction

THAT the City Council: (1) raise and appropriate the sum of \$500,000 to acquire a conservation restriction, for conservation, open space, water supply protection and passive recreation purposes, on the parcels of land located on Crystal Street in Haverhill, Massachusetts, known as "Meserve Woods," containing 53.8 acres, more or less, and shown on Assessors Map 576-436 as Lots 18, 18F, and 18C, and for costs incidental and/or related thereto, which conservation restriction shall be held by the Essex County Greenbelt Association, Inc. and by the Haverhill City Council, acting as the Board of Water Commissioners, under the provision of M.G.L. c.40 §39B and 41 and Article 97 of the Amendments to the Massachusetts Constitution; and (2) authorize the Mayor to acquire said conservation restriction by purchase, gift, and/or eminent domain on such terms and conditions as the Mayor deems appropriate; (3) authorize the City of Haverhill Department of Public Works, Water Division, City Council and the Mayor to apply for, receive and accept grants, gifts, and/or reimbursements of funds that may be provided by the Commonwealth or other public or private sources to defray all or a portion of the costs of said acquisition, including, but not limited to, grants and/or reimbursement from the Commonwealth of Massachusetts under the Drinking Water Supply Protection (DWSP) Grant Program under the provisions of M.G.L. c.132A §11 and Chapter 312 of the Acts of 2008, §2A, 2200-7017, and/or any other federal and state programs in any way connected with the scope of the vote taken hereunder, and to enter into any agreements and execute any and all documents necessary or convenient to effectuate the acquisition authorized hereunder; provided, however, that the funds appropriated by this vote shall not be expended unless the City receives gifts or other contributions of no less than \$250,000 for said purpose.

IN CITY COUNCIL: June 21 2022

PASSED

Attest:

City Clerk

Mayor

HAVERHILL CITY CLERK JUNE 21 2022 10:30 AM

GRANTOR: Karen Meserve Custeau and
Kenneth Meserve

GRANTEES: Essex County Greenbelt
Association, Inc. and City of Haverhill

ADDRESS OF PREMISES: Crystal Street,
Haverhill, MA

FOR GRANTOR'S TITLE SEE: Essex County
Southern District Registry of Deeds, Book 15400,
Page 595, and Book 41011, Page 424.

GRANT OF CONSERVATION RESTRICTION

I. STATEMENT OF GRANT

Kenneth Meserve, having an address of 650 Crystal Street, Haverhill, Massachusetts 01832, and **Karen Meserve Custeau**, having an address of 454 Crystal Street, Haverhill, Massachusetts 01832, as joint tenants with rights of survivorship, being the joint owners of the Premises as defined herein, constituting all of the owners of the Premises as defined herein, for our successors and assigns ("**Grantor**"), acting pursuant to Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws, grant, with QUITCLAIM COVENANTS, to the **Essex County Greenbelt Association, Inc.**, a Massachusetts not-for-profit corporation having its principal office at 82 Eastern Avenue, Essex, Massachusetts 01929, its permitted successors and assigns ("**Primary Grantee**"), and the **City of Haverhill**, a municipal corporation organized under the laws of the Commonwealth of Massachusetts with its principal place of business located at 4 Summer Street, Haverhill, Massachusetts 01830, acting by and through its City Council, acting as the Board of Water Commissioners for the City of Haverhill, Department of Public Works, Water Division by authority of Section 41 of Chapter 40 of the Massachusetts General Laws, its permitted successors and assigns and ("**Secondary Grantee**"), for five-hundred thousand dollars (\$500,000), IN PERPETUITY AND EXCLUSIVELY FOR DRINKING WATER SUPPLY PROTECTION AND CONSERVATION PURPOSES, the following Conservation Restriction on land located in Haverhill, County of Essex, Commonwealth of Massachusetts, containing approximately 53.7 acres ("**Premises**"), which Premises is more particularly described in Exhibit A and shown in the attached reduced copy of the survey plans in Exhibits B-1 and B-2, all of which are incorporated herein and attached hereto. As used herein, the terms Grantee and Grantees shall refer to the

Primary Grantee and Secondary Grantee collectively.

The City of Haverhill acquired this Conservation Restriction subject to the approval of the Massachusetts Department of Environmental Protection ("MassDEP") pursuant to Sections 38, 39B and 41 of Chapter 40 of the Massachusetts General Laws, and subject to the approval of the Secretary of Energy and Environmental Affairs of the Commonwealth of Massachusetts pursuant to Section 32 Chapter 184 of the Massachusetts General Laws.

II. PURPOSES:

This Conservation Restriction is defined in and authorized by Sections 31, 32, and 33 of Chapter 184 of the Massachusetts General Laws and otherwise by law. The purposes of this Conservation Restriction ("Purposes") are to ensure that the Premises will be maintained in perpetuity in its natural, scenic, or open condition, and to prevent any use or change that would materially impair the Conservation Values (as defined below).

The City of Haverhill purchased this Conservation Restriction using a Drinking Water Supply Protection Grant (DWSP) through the DWSP Grant Program pursuant to Section 2A of Chapter 312 of the Acts of 2008, and as such the City's interest in the Premises is subject to a DWSP Grant Program Project Agreement ("Project Agreement"). The City of Haverhill covenants that it shall cause the Project Agreement to be promptly recorded at the Essex County Southern District Registry of Deeds in accordance with the Project Agreement.

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

- A. **Drinking Water Quality.** The Premises are located in the MassDEP approved water supply protection Zones A and B for Crystal Lake identified by MassDEP as surface water supply source 3128000-03S. These Zones are defined by 310 CMR 22.00 as areas of land which must be protected to ensure clean drinking water and which are further described in Exhibit C.
- B. **Wetlands.** The wetlands on the Premises not only provide outstanding wildlife habitat, but along with forests on the Premises, play a significant role in helping to protect the water quality of Crystal Lake, which is an essential part of the public water supply for the City of Haverhill. The public benefits of wetlands protection are further recognized by the Commonwealth of Massachusetts (Section 40 of Chapter 131 of the Massachusetts General Laws).
- C. **Open Space Preservation.** The Premises contribute to the protection of the scenic and natural character of the City of Haverhill. The Premises abut the 66.5-acre Crystal Gorge Conservation Area and are located northerly across Crystal Street from the 10.5-acre Crystal Point Conservation Area, permanently protected conservation lands owned by the City of Haverhill. Protection of the Premises will enhance the open-space value of these and nearby lands.
- D. **Wildlife Habitat.** The entire Premises are within an area designated by the MA Division of Fisheries and Wildlife acting by and through its Natural Heritage and Endangered Species Program ("NHESP") as "Priority Habitats of Rare and Endangered Species," the protection of

which aligns with NHESP's wildlife and habitat protection objectives. In addition, NHESP's records indicate there are eight Certified Vernal Pools on the Premises.

E. **Biodiversity.** The entire Premises are mapped as BioMap 3 Core Habitat for Rare Species and Vernal Pools; approximately 0.8 acres are mapped as Core Habitat for Wetlands, all as defined by NHESP. Approximately 5.5 acres are designated BioMap 3 Critical Natural Landscape for Wetland Core Buffers. The majority of the Premises is mapped as BioMap 3 Regional Landscape. BioMap3, published in 2022, was designed to guide strategic biodiversity conservation in Massachusetts over the next decade by focusing land protection and stewardship on the areas that are most critical for ensuring the long-term persistence of rare and other native species and their habitats, exemplary natural communities, and a diversity of ecosystems. BioMap 3 is also designed to include the habitats and species of conservation concern identified in the State Wildlife Action Plan.

F. **Habitat Connectivity and Ecosystem Integrity.** The majority of the Premises is identified by the UMass Conservation Assessment and Prioritization System (CAPS) as being within the top 50% of lands in the Commonwealth with the highest ecological integrity for freshwater wetlands and forests. CAPS measures the ecosystem integrity of land and can be used to demonstrate the value of land as having outstanding unfragmented habitat value.

G. **Consistency with Clearly Delineated Federal, State, or Local Governmental Conservation Policy.** The protection of the Premises advances government policy regarding the conservation of natural resources, including the following: Haverhill's 2016-2023 Open Space and Recreation Plan Goals 6, which addresses the protection of open space; and the goals of the Merrimack Valley Priority Growth Strategy, specifically to preserve municipal water sources, biodiversity, and to preserve scenic landscapes and rural character.

III. PROHIBITED and PERMITTED ACTS AND USES

A. Prohibited Acts and Uses

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

1. Structures and Improvements. Constructing, placing, or allowing to remain any temporary or permanent structure including without limitation any building, tennis court, landing strip, mobile home, swimming pool, asphalt or concrete pavement, graveled area, roads, sign, fence, gate, billboard or other advertising, antenna, utilities or other structures, utility pole, tower, solar panel, solar array, conduit, line, septic or wastewater disposal system, storage tank, or dam;
2. Extractive Activities/Uses. Mining, excavating, dredging, withdrawing, or removing soil, loam, peat, gravel, sand, rock, surface water, ground water, or other mineral substance or natural deposit, or otherwise altering the topography of the Premises;
3. Disposal/Storage. Placing, filling, storing or dumping of soil, refuse, trash, vehicle bodies or parts, rubbish, debris, junk, tree and other vegetation cuttings, and the dumping or disposal of

liquid or solid waste or toxic or hazardous substances or material whatsoever;

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

B. Permitted Acts and Uses

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

1. Vegetation Management. Maintaining vegetation, including pruning, trimming, cutting, mowing, and removing brush, all to prevent, control, and manage hazards, disease, insect or fire damage, and/or in order to maintain the condition of the Premises as documented in the Baseline Report (see Paragraph XV.);
2. Non-native, Nuisance, or Invasive species. Removing non-native, nuisance, or invasive species, interplanting native species, and controlling species in a manner that minimizes damage to surrounding, non-target species and preserves water quality;
3. Composting. Composting, which for the purpose of this Conservation Restriction shall be defined as the stockpiling of stumps, trees, brush, limbs, and similar biodegradable materials originating on the Premises, shall be permitted provided said stockpiles are at least 100 feet from wetlands, surface water bodies or tributaries;
4. Natural Habitat and Ecosystem Improvement. With prior written approval of the Primary Grantee and prior written notice to Secondary Grantee, conducting measures designed to restore native biotic communities, or to maintain, enhance or restore wildlife, wildlife habitat, ecosystem function, or rare or endangered species including planting native trees, shrubs, and other vegetation;
5. Outdoor Passive Recreational and Educational Activities. Hiking, cross-country skiing, snowshoeing, ice-skating, nature observation, nature and educational walks and outings, hunting, trapping, outdoor educational activities, and other non-motorized outdoor recreational and educational activities;
6. Trails. Maintaining and constructing trails as follows:
 - a. *Existing Trails.* Maintaining existing trails and current or former woods roads that function as trails in their current location, as documented in the Baseline Report; and
 - b. *New Trails.* With prior written approval of the Primary Grantee and prior written notice to Secondary Grantee, constructing new trails up to up to ten (10) feet in width overall, with a treadway up to six (6) feet in width.
 - c. *Trail Features.* With prior written approval of the Primary Grantee and prior written notice to Secondary Grantee, constructing bog bridging, boardwalks, footbridges, railings, steps, culverts, benching, cribbing, contouring, or other such features, together with the use of motorized equipment to construct such features;
7. Signs. Constructing, installing, maintaining, and replacing signs and informational kiosks with respect to the Permitted Acts and Uses, the Purposes, the Conservation Values, trespass, public access, identity and address of the Grantor, sale of the Premises, the Grantees' interest in the Premises, boundary and trail markings, any gift, grant, or other applicable source of support for the conservation of the Premises;
8. Forest Management.
 - a. *Permitted Activities.* Conducting sound silvicultural uses of the Premises, including the right to harvest forest products (as such term may be defined from time to time in Section 1 of Chapter 61 of the Massachusetts General Laws, or successor

law) or conduct other forest management activities, reestablish historic woods roads and establish new woods roads, and the use of motorized vehicles, all as necessary to conduct such activities ("Forestry Activities"), provided that any Forestry Activities are carried out pursuant to a Forest Management Plan (as defined below). All Forestry Activities shall avoid any stone structures or historical and cultural resources and shall be reasonably required to prevent any damage thereto.

- b. *Requirements of a Forest Management Plan.* Before any Forestry Activities occur on the Premises, Grantor shall submit a Forest Stewardship or Management Plan (the "Management Plan") to the Primary Grantee, the Massachusetts Department of Conservation and Recreation ("DCR") or appropriate successor agency, and to any other required state agencies for their approval and Grantor shall contemporaneously deliver a copy of the Management Plan to Secondary Grantee. The Management Plan shall:
- i. be prepared by a forester licensed through DCR and shall follow the "Directions for the Preparation of the Chapter 61 Forest Management Plans and Forest Stewardship Plans" (as such guidelines may be amended by DCR or its successor agency) and such statutes, regulations and directions in effect at the time of the approval of said Management Plan; and
 - ii. include provisions designed to comply with the recommended activities and guidelines and required best management practices established in the Massachusetts Forestry Best Management Practices Manual (Catanzaro, Fish & Kittredge, University of Massachusetts, Amherst & DCR; 2013) and subsequent versions as may be approved by the Massachusetts Bureau of Forest Fire Control and Forestry ("Forestry BMPs"); and
 - iii. address how the Forest Management Plan complies with this Paragraph III.B.8; and
 - iv. be effective for a ten (10) year period and shall be resubmitted once every ten (10) years as necessary if additional Forestry Activities are desired.

9. Beehives. The installation, maintenance and replacement of up to six (6) beehives.

10. Indigenous Cultural Practices. With prior notice to both Grantees, allowing indigenous peoples to:

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

11. Archaeological Investigations. Conducting archaeological activities, including without

limitation archaeological research, surveys, excavation and artifact retrieval, but only in accordance with an archaeological field investigation plan, which plan shall also address restoration following completion of the archaeological investigation, prepared by or on behalf of the Grantor, which plan shall be submitted to both Grantees, and which plan must be approved in advance of such activity, in writing, by the Massachusetts Historical Commission State Archaeologist (or appropriate successor official) and by the Primary Grantee. A copy of the results of any such investigation on the Premises is to be provided to each Grantee;

12. Other Activities. With the prior approval of the Primary Grantee and prior written notice to Secondary Grantee, such other non-prohibited activities or uses of the Premises may be permitted provided that the Primary Grantee has made a finding (with such finding to be documented in writing and kept on file at the offices of each Grantee), that such activities are consistent with the Permitted Acts and Uses or, if applicable, are included in an approved Forest Stewardship Plan, do not impair the conservation values and purposes of this Conservation Restriction, and, where feasible, result in a net gain in conservation value of the Premises.

C. Public Access

The Grantees, either jointly or independently, may lead up to four (4) guided public walks in the aggregate per year on the Premises, with the dates/times of such walks to be coordinated with Grantor, not to be unreasonably delayed, conditioned or withheld.

D. Site Restoration

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

E. Compliance with Permits, Regulations, Laws

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

F. Notice and Approval

1. Notifying Grantees. Whenever notice to and/or approval by either or both Grantees is required, Grantor shall so notify and/or so request approval, as applicable, from Primary Grantee and/or Secondary Grantee, as applicable, by a method requiring proof of receipt, in writing not less than sixty (60) days prior to the date Grantor intends to undertake the activity in question, unless a different time period is specified herein. For purposes of clarification, Grantor shall send a copy of all notices and/or requests to the

Secondary Grantee contemporaneously with sending them to the Primary Grantee. The notice shall

- a. Describe the nature, scope, design, location, timetable and any other material aspect of the proposed activity;
 - b. Describe how the proposed activity complies with the terms and conditions of this Conservation Restriction, and will not materially impair the Purposes and/or Conservation Values;
 - c. Identify all permits, licenses, approvals, or reviews, including reviews that might be required by MassDEP pursuant to 310 CMR 22.24, required for the proposed activity, and the status of any such permits, licenses, approvals, or reviews.
 - d. Describe any other material aspect of the proposed activity in sufficient detail to permit the Primary Grantee or both Grantees, as applicable, to make an informed judgment as to its consistency with the Purposes and Conservation Values.
2. Grantee Review. When either Primary Grantee's approval or both Grantees' approval is required, the applicable Grantee(s) shall grant or deny approval in writing within sixty (60) days of receipt of Grantor's request. Such approval shall only be granted upon the applicable Grantee(s) determining that the proposed activity will minimize impacts to the Conservation Values and will not materially impair the Purposes and/or Conservation Values.

The failure of any Grantee to respond in writing within sixty (60) days of receipt of Grantor's request shall constitute said Grantee's denial of the request. In the event that the approval of both Grantees is required, a denial by any one Grantee shall constitute the denial of Grantor's request notwithstanding the approval of the other Grantee.

3. Resubmittal. Upon the Primary Grantee's or either Grantees' failure to respond within sixty days of receipt of an approval request, Grantor may subsequently submit the same or a similar request for approval.

IV. INSPECTION AND ENFORCEMENT

A. Entry onto the Premises

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

B. Legal and Injunctive Relief.

1. Enforcement. The rights hereby granted shall include the right of either or both Grantees to enforce this Conservation Restriction by appropriate legal proceedings and to obtain compensatory relief and/or equitable relief against any violations, including, without limitation, injunctive relief and relief requiring restoration of the Premises to its condition prior to the time of the injury (it being agreed that the Grantees will have no adequate remedy at law in case of an injunction). The rights hereby granted shall be in addition to,

and not in limitation of, any other rights and remedies available to the Grantees for the enforcement of this Conservation Restriction.

2. Notice and Cure. In the event one or both Grantees determine that a violation of this Conservation Restriction has occurred and intends to exercise any of the rights described herein, the applicable Grantee(s) shall, before exercising any such rights, notify the Grantor in writing of the violation. The Grantor shall have thirty (30) days from receipt of the written notice to halt the violation and to cure the same, after which time the objecting Grantee(s) may take further action, including instituting legal proceedings and entering the Premises to take reasonable measures to remedy, abate or correct such violation, without further notice; provided, however, that this requirement of deferment of action for thirty (30) days applies only if Grantor immediately ceases the violation and both Grantees determine that there is no ongoing violation. In instances where a violation may also constitute a violation of local, state, or federal law, one or both Grantees may notify the proper authorities of such violation.
3. Reimbursement of Costs and Expenses of Enforcement. Grantor covenants and agrees to reimburse to each Grantee all reasonable costs and expenses (including counsel fees) incurred by each Grantee in enforcing this Conservation Restriction or in taking reasonable measures to remedy, abate or correct any violation thereof. In the event of a dispute over the boundaries of the Conservation Restriction, Grantor shall pay for a survey by a Massachusetts licensed professional land surveyor and to have the boundaries permanently marked.

C. Non-Waiver

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

D. Disclaimer of Liability

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

E. Acts Beyond the Grantor's Control

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

cooperate in the restoration of the Premises, if desirable and feasible; provided, however, that neither Grantee shall incur any expenses and/or liability with respect to such cooperation.

V. PUBLIC ACCESS

This Conservation Restriction does not grant any right of access to the general public and the Grantor retains its rights to prohibit access to the Premises by the general public.

VI. TERMINATION/RELEASE/EXTINGUISHMENT

A. Procedure

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

B. Grantor's and Grantees' Right to Recover Proceeds

If any change in conditions ever gives rise to termination, release, or extinguishment of this Conservation Restriction under applicable law, then Grantees, jointly, on a subsequent sale, exchange, or involuntary conversion of the Premises, shall be entitled to an aggregate portion of the proceeds in accordance with Paragraph VI.C., subject, however, to any applicable law which expressly provides for a different disposition of the proceeds. Each Grantee shall use its share of any proceeds, after complying with the terms of any gift, grant, or funding requirements, to conserve, protect and maintain other similar real property in its natural, scenic, or open condition and to prevent any use or change that would materially impair such property's particular conservation values in a manner similar to the treatment of the Premises herein.

C. Grantees' Receipt of Property Right

Grantor and Grantees agree that the conveyance of this Conservation Restriction gives rise to a real property right, immediately vested jointly in the Grantees, with a fair market value that is at least equal to the proportionate value that this Conservation Restriction, determined at the time of the conveyance, bears to the value of the unrestricted Premises. The proportionate value of the Grantees' property right as of the Effective Date (See Paragraph XII) was determined to be 77%. Such proportionate value of the Grantees' property right shall remain constant. In the event that any proceeds are received by the Grantees pursuant to Paragraph VI.B., this Paragraph VI.C. or otherwise, Grantees shall share such proceeds equally.

D. Cooperation Regarding Public Action

Whenever all or any part of the Premises or any interest therein is taken by public authority under power of eminent domain or other act of public authority, then the Grantor and the Grantees shall cooperate in recovering the full value of all direct and consequential damages resulting from such

action. All related expenses incurred by the Grantor and the Grantees shall first be paid out of any recovered proceeds, and the remaining proceeds shall be distributed between the Grantor and Grantees in accordance with Paragraph VI.B. and Paragraph VI.C. If a less than fee interest is taken, the proceeds shall be equitably allocated according to the nature of the interest taken. Each Grantee shall use its share of any proceeds to conserve, protect and maintain other similar real property in its natural, scenic or open condition and to prevent any use or change that would materially impair such property's particular conservation values in a manner similar to the treatment of the Premises herein.

VII. DURATION and ASSIGNABILITY

A. Running of the Burden

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

B. Execution of Instruments

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

C. Running of the Benefit; Assignment

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

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

Additionally, from time to time, the Grantees, at their sole discretion, may elect to change the "Primary Grantee" and "Secondary Grantee" designations upon written notice to Grantor.

VIII. SUBSEQUENT TRANSFERS

A. Procedure for Transfer

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

B. Grantor's Liability

The Grantor shall not be liable for violations occurring after their ownership. Liability for any acts or omissions occurring prior to any transfer and liability for any transfer if in violation of this Conservation Restriction shall survive the transfer. Any new owner shall cooperate in the restoration of the Premises or removal of violations caused by prior owner(s) and may be held responsible for any continuing violations.

IX. ESTOPPEL CERTIFICATES

Upon request by the Grantor, which request shall be in writing and delivered to both Grantees, the Primary Grantee shall, within thirty (30) days of Primary Grantee's receipt of such request, execute and deliver to the Grantor any document, including an estoppel certificate, which certifies the Grantor's compliance or non-compliance, as applicable, with any obligation of the Grantor contained in this Conservation Restriction. Primary Grantee shall provide Secondary Grantee with a copy of any such document, but Grantor shall be entitled to rely upon an estoppel certificate signed only by Primary Grantee.

X. NON-MERGER

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

XI. AMENDMENT

A. Limitations on Amendment

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

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

B. Amendment Approvals and Recording

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

XII. EFFECTIVE DATE

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

XIII. NOTICES

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

To Grantor: Kenneth Meserve
650 Crystal Street
Haverhill, MA 01832

To Grantor: Karen Meserve Custeau
454 Crystal Street
Haverhill, MA 01832

To Primary Grantee: Essex County Greenbelt Association, Inc.
ATTN: Director of

Stewardship
P.O. Box 1026 Essex, MA 01929

To Secondary Grantee: City of Haverhill
ATTN: Public Works Director
40 South Porter Street
Haverhill, MA 01835

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

XIV. GENERAL PROVISIONS

A. Controlling Law

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

B. Liberal Construction

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

C. Severability

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

D. Entire Agreement

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

XV. BASELINE DOCUMENTATION REPORT

The Conservation Values, as well as the natural features, current uses of, and existing improvements on the Premises, such as, but not limited to, trails, woods roads, structures, meadows or other cleared areas, agricultural areas, and scenic views, as applicable, are described in a Baseline Documentation Report ("Baseline Report") prepared by Primary Grantee with the cooperation of the Grantor, consisting of maps, photographs, and other documents and on file with

each Grantee and referenced herein. The Baseline Report (i) is acknowledged by Grantor and Grantees to be a complete and accurate representation of the condition and values of the Premises as of the date of this Conservation Restriction, (ii) is intended to fully comply with applicable Treasury Regulations, (iii) is intended to serve as an objective information baseline for subsequent monitoring of compliance with the terms of this Conservation Restriction as described herein, and (iv) may be supplemented as conditions on the Premise change as allowed over time. Notwithstanding the foregoing, the parties may utilize any evidence of the condition of the Premises at the time of this grant in addition to the Baseline Report.

XVI. MISCELLANEOUS

A. Pre-existing Public Rights

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

B. Release of Homestead

The Grantor hereby releases, agrees to waive, subordinate, and release any and all Homestead rights pursuant to Chapter 188 of the Massachusetts General Laws it may have in favor of this Conservation Restriction with respect to any portion of the Premises affected by this Conservation Restriction, and hereby agrees to execute, deliver and/or record any and all instruments necessary to effectuate such waiver, subordination and release. In all other respects, the Grantor reserves and retains any and all Homestead rights, subject to this Conservation Restriction, pursuant to Section 10(e) of Chapter 188 of the Massachusetts General Laws.

C. No Surety Interest

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

D. Executory Limitation

If either Grantee shall cease to exist or to be qualified to hold conservation restrictions pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws, or to be qualified organization under 26 U.S.C. 170(h), and applicable regulations thereunder, if applicable, and a prior assignment is not made pursuant to Paragraph VII, then that Grantee's rights and obligations under this Conservation Restriction shall run to the other Grantee. If both Grantees shall cease to exist or to be qualified to hold conservation restrictions pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws, or to be qualified organization under 26 U.S.C. 170(h), and applicable regulations thereunder, if applicable, and a prior assignment is not made pursuant to Paragraph VII, then their rights and obligations under this Conservation Restriction shall run to the City of Haverhill Conservation Commission. If the City of Haverhill Conservation Commission

is no longer in existence at the time the rights and obligations under this Conservation Restriction would otherwise vest in it, or if the City of Haverhill Conservation Commission is not qualified or authorized to hold conservation restrictions as provided for assignments pursuant to Paragraph VII, or if it shall refuse such rights and obligations, then the rights and obligations under this Conservation Restriction shall vest in such organization as a court of competent jurisdiction shall direct pursuant to the applicable Massachusetts law and with due regard to the requirements for an assignment pursuant to Paragraph VII.

E. Prior Encumbrances

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

F. The following signature pages are included in this Grant:

Grantor

Acceptance by Essex County Greenbelt Association

Approval of and Acceptance by City of Haverhill City Council

Approval of the Mayor of the City of Haverhill

Approval of the Secretary of Energy and Environmental Affairs of the Commonwealth of Massachusetts

G. The following exhibits are attached and incorporated herein:

Exhibit A: Legal Description of Premises

Exhibit B-1 and B-2: Reduced Copies of Recorded Survey Plans for the Premises

Exhibit C: Sketch Plan of Water Supply Protection Zones on Premises

Exhibit D: City Vote Authorizing Purchase of Conservation Restriction

Exhibit E: DEP Approval of City's Acquisition of Conservation Restriction

WITNESS my hand and seal this ____ day of _____, 2023,

_____, duly authorized
Kenneth Meserve

_____, duly authorized
Karen Meserve Custeau

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

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

_____, Notary Public
My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

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

_____, Notary Public
My Commission Expires:

ACCEPTANCE OF GRANT

The foregoing Conservation Restriction from Kenneth Meserve and Karen Meserve Custeau was accepted by Essex County Greenbelt Association, Inc. this _____ day of _____, 2023.

By: Katherine Bowditch
Its: President, duly authorized

By: Timothy Fritzinger
Its: Treasurer, duly authorized

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

On this _____ day of _____, 2023, before me, the undersigned notary public, personally appeared Katherine Bowditch and Timothy Fritzinger, and proved to me through satisfactory evidence of identification which was _____ to be the persons whose names are signed on the proceeding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

APPROVAL AND ACCEPTANCE OF GRANT

The undersigned, President of the City Council of the City of Haverhill, hereby certifies that at a public meeting duly held on _____, 2023, the City Council voted to approve and accept the foregoing Conservation Restriction from Kenneth Meserve and Karen Meserve Custeau, and the Conservation Restriction is hereby approved and accepted by the City of Haverhill, acting by and through its City Council, acting as the Board of Water Commissioners for the City of Haverhill, Department of Public Works, Water Division this _____ day of _____, 2023.

By: Timothy J. Jordan
Its: City Council President, duly authorized

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

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

Notary Public
My Commission Expires:

APPROVAL OF MAYOR OF CITY OF HAVERHILL

The undersigned, Mayor of the City of Haverhill, hereby approves the foregoing Conservation Restriction from Kenneth Meserve and Karen Meserve Custeau to the City of Haverhill, acting by and through its City Council, acting as the Board of Water Commissioners for the City of Haverhill, Department of Public Works, Water Division, and to the Essex County Greenbelt Association, Inc., in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws.

By: James J. Fiorentini
Mayor of the City of Haverhill, duly authorized

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

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

My Commission Expires: _____ Notary Public

THE COMMONWEALTH OF MASSACHUSETTS

The undersigned, Secretary of Energy and Environmental Affairs of the Commonwealth of Massachusetts, hereby certifies that the foregoing Conservation Restriction from Kenneth Meserve and Karen Meserve Custeau to the City of Haverhill, acting by and through its City Council, acting as the Board of Water Commissioners for the City of Haverhill, Department of Public Works, Water Division, and to the Essex County Greenbelt Association, Inc has been approved in the public interest pursuant to Section 32 of Chapter 184 of the Massachusetts General Laws.

Dated: _____, 2023

Rebecca L. Tepper
Secretary of Energy and Environmental Affairs

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss:

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

Notary Public
My Commission Expires:

EXHIBIT A

Description of the Premises

The Premises subject to this Conservation Restriction consists of 53.78 acres in the aggregate and is a portion of the real property shown on that certain plan of land entitled "Plan of Land in Haverhill, MA drawn for owner/applicant Marie Meserve," dated February 14, 1994, prepared by Merrimack Engineering Services, 66 Park Street, Andover Massachusetts 01810, and recorded at the Essex County Southern District Registry of Deeds on May 20, 1994, at Plan Book 290, Plan 6, a reduced copy of which is attached hereto as **Exhibit B-1** (the "Plan"), which encumbered real property consists of (i) Lot #3A shown on the Plan, but excluding that certain 3,234 square-foot portion of said Lot #3A shown as "Excluded Area 3,234 S.F. 0.074 Acres" on the plan entitled "Exclusion Area Plan, Scale 1" = 20', Donohoe Survey, Inc." dated August 4, 2022, to be recorded herewith, a reduced copy of which is attached hereto as **Exhibit B-2** and incorporated herein, (ii) Lot #6 shown on the Plan, and (iii) Lot #7A shown on the Plan (collectively, but excluding the above-described Excluded Area, the "Premises").

Street Address: Crystal Street, Haverhill, MA

For Grantor's title to the Premises, see the deed recorded at Essex County Southern District Registry of Deeds at Book 15400, Page 595, on January 13, 1999. See also death certificate recorded at Book 41011, Page 424, on June 21, 2022.

EXHIBIT B-1

Reduced Copy of Recorded Plan Showing Entire Property Owned by Grantor

For official full size plan see Essex County Southern District Registry of Deeds Plan Book 290, Plan 6, recorded on May 20, 1994.

PLAN BOOK AND PLANS
 DATE: May 20, 1994
 NAME: [Signature]
 FOR REBUTAL USE

6/290

THIS PLAN DOES NOT REQUIRE APPROVAL UNDER THE SUBDIVISION CONTROL LAW.
 Haverhill Planning Board
 [Signature]
 DATE: [Blank]

I HEREBY CERTIFY THAT ALL INFORMATION CONTAINED IN THIS PLAN IS ACCURATE AND TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I AM AWARE THAT ANY FALSE INFORMATION OR STATEMENT MADE BY ME IN THIS PLAN IS A VIOLATION OF THE SUBDIVISION CONTROL LAW AND I AM NOT CHARGED BY THIS PLAN. I FURTHER CERTIFY THAT THE LAND AND AREA SHOWN HEREON FOR THE LOT'S UNDER APPLICABLE ARE IN CONFORMANCE WITH THE ZONING AND MAPS OF THE LAND IS SITUATED.

STEPHEN E. STANLEY
 [Signature]
 DATE: [Blank]

THIS PLAN COMPLIES TO THE RULES AND REGULATIONS OF THE REBUTAL OF THE CITY OF HAVERTHILL, MASS. THIS PLAN COMPLIES WITH THE CITY OF HAVERTHILL, MASS. REBUTAL OF SECTION 12.1.

STEPHEN E. STANLEY
 [Signature]
 DATE: [Blank]

PLAN OF LAND

HAVERTHILL, MASS
 DEPARTMENT FOR CONSUMER PROTECTION
 MARIE MESERVE
 50 PARK OAKS AVE - LYNN, MASS 01904

REBUTAL OF SECTION 12.1
 HAVERTHILL, MASS. REBUTAL OF SECTION 12.1

- NOTES:
1. ZONING IS 3C.
 2. SIZE CITY OF HAVERTHILL, MASS. LOT#1, 4-12, 15, 18-22 AND SEE DE # 0723 BY HAS E.S.D. & D. THIS DATE.
 3. PROPERTY LINES FROM AN AERIAL FIELD SURVEY & EXISTING PLANS & RECORDS.

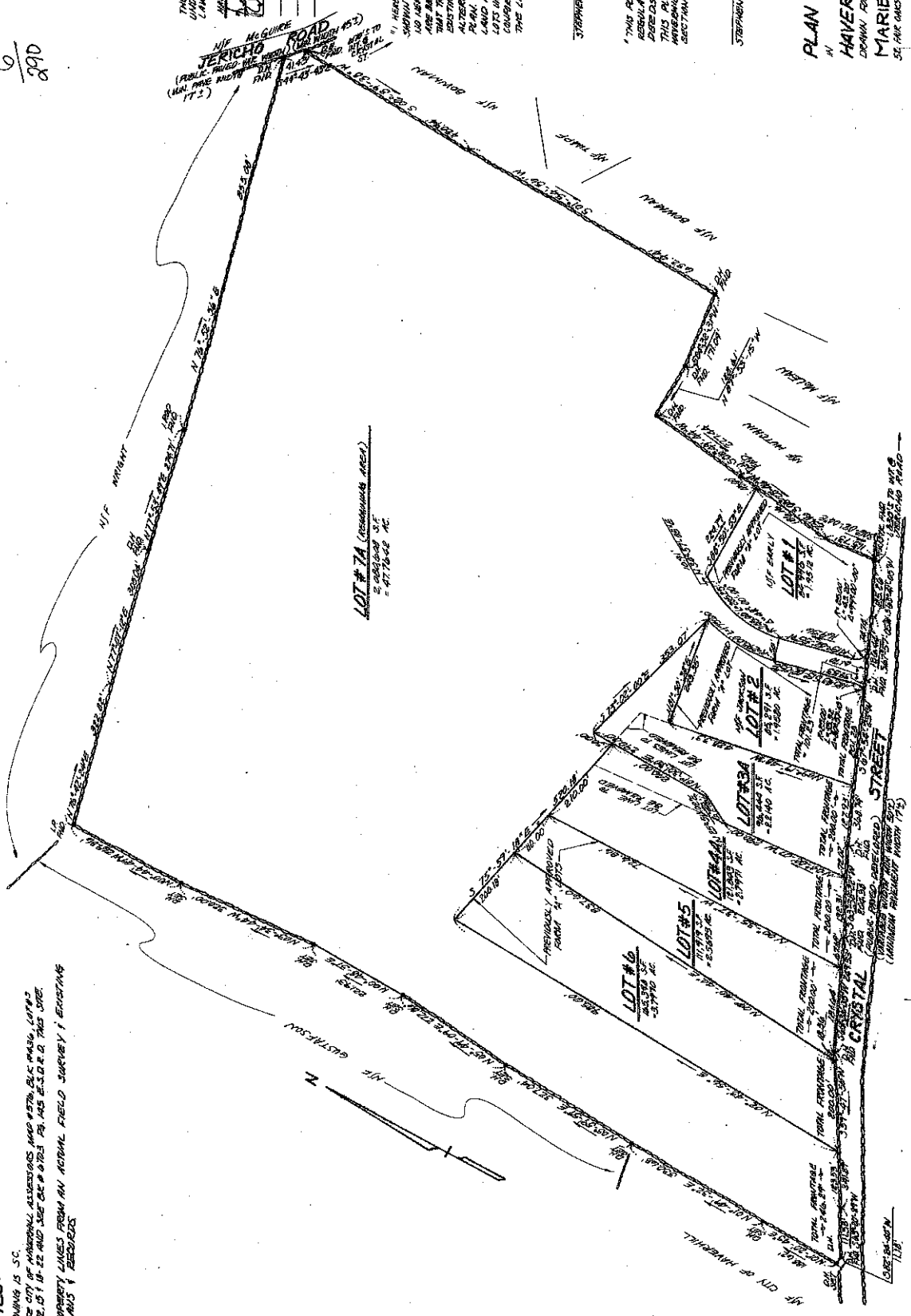


EXHIBIT B-2

Reduced Copy of Survey Plan of Excluded Area

For official full size plan see Essex County Southern District Registry of Deeds Plan Book _____, Plan _____, recorded herewith.

LEGEND

D.H. DRILL HOLE
I.R. IRON ROD
FD. FOUND

CONSERVATION
RESTRICTION
93,207 S.F.
2.140 Acres



KAREN MESERVE (AKA KAREN MESERVE CUSTEAU)
& KENNETH MESERVE
LOT 3A PL. BK. 290 PL. 6

I.R.
(SET)

S 63°40'28" E

50.00'

I.R.
(SET)

S 40°03'33" E
40.00'

I.R.
(FD)

127.93'

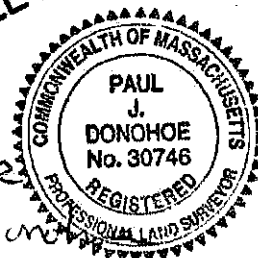
N 67°54'23" E

D.H.
(FD.)

72.07'

STREET

CRYSTAL



8/4/22
Paul J. Donohoe



DANIEL & VERONICA
O'BRIEN

EXCLUDED
AREA
3,234 S.F.
0.074 Acres

N 04°02'07" W
85.00'

I.R.
(SET)

132.31'

S 63°38'22" W

DH
(FD)

ASSESSORS REF: 576-436-18C
REFERENCES:

DEED: BK. 15400 PG. 595
PLAN: PL. BK. 290 PL. 6

EXCLUSION AREA PLAN

SCALE: 1" = 20' AUGUST 4, 2022

DONOHUE SURVEY, INC.

363 BOSTON ST. TOPSFIELD, MA

(978) 887-6161 PROJ. 4279

EXHIBIT C

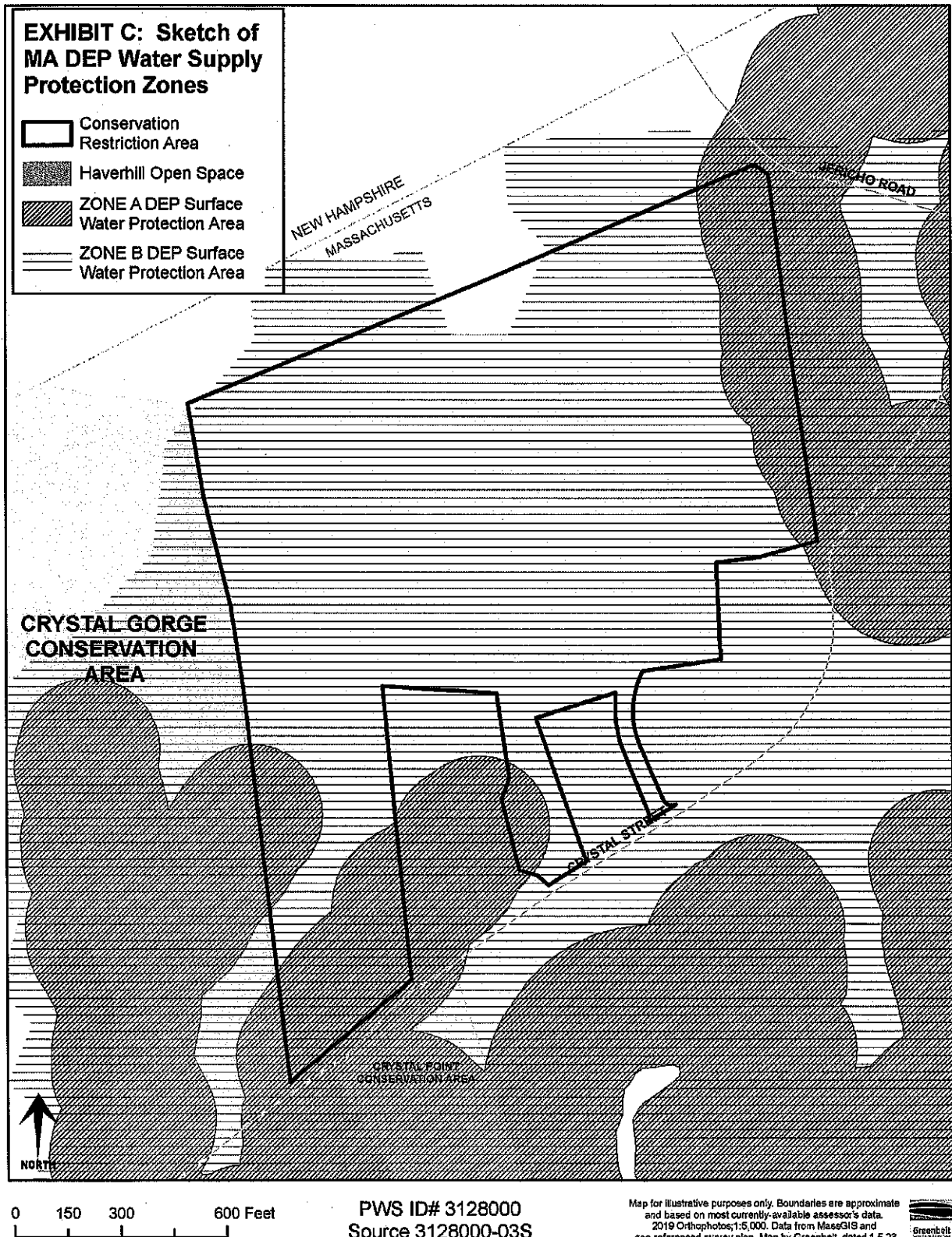


EXHIBIT D:
City Vote Authorizing Purchase of Conservation Restriction



11-NN

DOCUMENT 11-NN

8/1/1

CITY OF HAVERHILL

In Municipal Council June 21 2022

ORDERED: Authorization Vote for Acquisition of Meserve Woods Conservation Restriction

THAT the City Council: (1) raise and appropriate the sum of \$500,000 to acquire a conservation restriction, for conservation, open space, water supply protection and passive recreation purposes, on the parcels of land located on Crystal Street in Haverhill, Massachusetts, known as "Meserve Woods," containing 53.8 acres, more or less, and shown on Assessors Map 576-436 as Lots 18, 18F, and 18C, and for costs incidental and/or related thereto, which conservation restriction shall be held by the Essex County Greenbelt Association, Inc. and by the Haverhill City Council, acting as the Board of Water Commissioners, under the provision of M.G.L. c.40 §39B and 41 and Article 97 of the Amendments to the Massachusetts Constitution; and (2) authorize the Mayor to acquire said conservation restriction by purchase, gift, and/or eminent domain on such terms and conditions as the Mayor deems appropriate; (3) authorize the City of Haverhill Department of Public Works, Water Division, City Council and the Mayor to apply for, receive and accept grants, gifts, and/or reimbursements of funds that may be provided by the Commonwealth or other public or private sources to defray all or a portion of the costs of said acquisition, including, but not limited to, grants and/or reimbursement from the Commonwealth of Massachusetts under the Drinking Water Supply Protection (DWSP) Grant Program under the provisions of M.G.L. c.132A §11 and Chapter 312 of the Acts of 2008, §2A, 2200-7017, and/or any other federal and state programs in any way connected with the scope of the vote taken hereunder, and to enter into any agreements and execute any and all documents necessary or convenient to effectuate the acquisition authorized hereunder; provided, however, that the funds appropriated by this vote shall not be expended unless the City receives gifts or other contributions of no less than \$250,000 for said purpose.

IN CITY COUNCIL: June 21 2022

PASSED

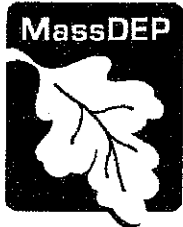
Attest:

City Clerk

Mayor

HAVERHILL CITY CLERK JUN 21 2022 09:30:25

EXHIBIT E:
DEP Approval of City's Purchase of Conservation Restriction



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

Northeast Regional Office • 205B Lowell Street, Wilmington MA 01887 • 978-694-3200

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Bethany A. Card
Secretary

Martin Suuberg
Commissioner

September 29, 2022

John D'Aoust
Haverhill Water Department
131 Amesbury Road
Haverhill, MA 01830-2801

RE: City/Town: Haverhill
PWS Name: Haverhill Water Department
PWS-ID No.: 3128000
Program: Land Acquisition
Action: Approval—Haverhill Parcels
576-436-18, 18C, & 18F—Meserve
Woods Conservation Restriction
Transmittal No.: 22-WS26-0013-APP

Dear Mr. D'Aoust:

Attached, please find the approval for the City of Haverhill to acquire a Conservation Restriction on three parcels of land in Haverhill, Massachusetts, with a combined area of approximately 54 acres, for water supply protection purposes, following a public hearing that was held on September 14, 2022. The parcels are located off of Crystal Street, and are referenced by the City of Haverhill Assessor's Office as Parcels 576-436-18, 576-436-18C, and 576-436-18F. The parcels are collectively referred to as the Meserve Woods.

Please note that the signature on this cover letter indicates formal issuance of the attached document. If you have any questions regarding this letter, please contact James Persky at (978) 694-3227.

Sincerely,

James H. Persky
Environmental Analyst
Drinking Water Program

Kristin Divris
Drinking Water Section Chief
Northeast Regional Office

cc: DWP/Boston Office (no attachment)
Catherine Hamilton, MassDEP, Drinking Water, Boston
Maggie Brown, Essex County Greenbelt Association, P.O. Box 1026, Essex, MA 01929

File Name: MassDEP BWR SharePoint\DWP Archive\NERO\Haverhill-3128000-SourceProtect-LandAcq-2022-09-29

This information is available in alternate format. Contact Glynis Bugg at 617-348-4040.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website: www.mass.gov/dep

Printed on Recycled Paper

On September 14, 2022, the Massachusetts Department of Environmental Protection (MassDEP) held a public hearing via Zoom on the proposed acquisition of a Conservation Restriction (CR) on three parcels of land in Haverhill, Massachusetts, for water supply protection purposes. The public hearing was held in accordance with the provisions of Chapter 40, Section 41 of the General Laws as amended, in response to an August 10, 2022 application received from the City of Haverhill Water Department (HWD). The CR is intended to help protect the water quality of Crystal Lake (MassDEP Source ID No. 3128000-03S), a surface water supply source for Haverhill.

The land under consideration has a total area of approximately 54 acres. The three parcels are located off of Crystal Street in Haverhill, and are referenced by the City of Haverhill Assessor's Office as Parcels 576-436-18, 576-436-18C, and 576-436-18F. The parcels are collectively referred to as the Meserve Woods. Roughly 98% of the land area is within MassDEP's designated Zone A and Zone C surface water protection areas for Crystal Lake. The City, in association with the Essex County Greenbelt Association (ECGA), proposes to purchase a CR on the three parcels. The CR will then be co-held by HWD and ECGA.

HWD has received a Drinking Water Supply Protection (DWSP) Grant of \$250,000 from the Executive Office of Energy and Environmental Affairs toward acquisition of the CR. The Haverhill City Council authorized the acquisition of the CR on June 21, 2022.

An aerial orthophotograph showing the location of the parcels relative to Crystal Lake and nearby streets was entered into the hearing as Exhibit 1. A map submitted in Haverhill's application to MassDEP that shows the location of the parcels relative to the surface water protection areas for Crystal Lake was entered into the hearing as Exhibit 2. A plan by Merrimack Engineering Services, titled "Plan of Land in Haverhill, Mass., Drawn for Owner/Applicant Marie Meserve," dated February 14, 1994, with the parcels to be included in the CR highlighted, was entered into the hearing as Exhibit 3.

John D'Aoust of the Haverhill Water Department testified that the DWSP Grant would cover half of the cost of the acquisition, with the City and ECGA funding the rest. The City and ECGA are exploring fundraising opportunities to assist with the purchase of the CR. The land is contiguous with parcels to the west that Haverhill has previously acquired, providing both water quality protection for Crystal Lake and passive recreation opportunities. Maggie Brown of ECGA testified that the existing trails on the property were well set up for passive recreation, and that the property had been "identified as a critical component for wildlife habitat." Kathy Hutchins, an abutter, stated that she was pleased that the parcels would be protected. Ms. Hutchins inquired whether motorized vehicles would be allowed on the property, and Mr. D'Aoust responded that the CR would not allow the use of motorized vehicles, and that ECGA would give occasional guided tours of the property. No one spoke in opposition to the acquisition of the CR.

Testimony presented at the hearing illustrated the need for land acquisition for water supply protection purposes. No person appeared in opposition to the land acquisition, and MassDEP has not received any written comments opposing the land acquisition. After reviewing the testimony offered and the exhibits entered into the hearing, MassDEP is of the opinion that acquisition of the

land in question by the City of Haverhill will serve to protect the water quality of the Crystal Lake public water supply source.

MassDEP hereby **approves** the acquisition of a Conservation Restriction on the City of Haverhill Assessor's Parcels 576-436-18, 576-436-18C, and 576-436-18F for water supply protection purposes, with the following provisions:

1. The Conservation Restriction must be approved by the Massachusetts Executive Office of Energy and Environmental Affairs.
2. A copy of the Conservation Restriction (and plan, if any) must be recorded at the Registry of Deeds.
3. The plan, if any, must include a notation that MassDEP has approved the acquisition of a Conservation Restriction for water supply protection in a letter dated September 29, 2022.
4. When the Conservation Restriction has been recorded at the Registry of Deeds, the Applicant must provide MassDEP with a certified copy of the recorded Conservation Restriction (and plan, if any) including the Registry of Deeds book and page.
5. MassDEP approval of this acquisition is effective for a period of two years from the date of this approval letter. The acquisition must be completed by September 29, 2024.

No Environmental Notification Form is required to be submitted for this land acquisition since it is categorically exempt under the Environmental Protection Regulations of Executive Office of Energy and Environmental Affairs and the acquisition of the lands, as proposed, has therefore been determined to cause no significant damage to the environment.

*Hearing March 28
2023*

FIORIELLO & MIGLIORI
ATTORNEYS AT LAW

28

KAREN L. FIORELLO
(Retired)

MICHAEL J. MIGLIORI
mmigliori@fimilaw.com

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

CC SP 23-1

1011

February 10, 2023

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

Re: Special Permit
Owner: Kenneth Sylvester, Trustee
Applicant: Snow Cassell, LLC
10-12 Eighth Avenue, Haverhill MA
Parcel ID: 612-496-12

Dear President Barrett:

Please be advised this office represents Snow Cassell, LLC regarding the property located at 33 Eighth Avenue and being shown on Haverhill Assessor's Map 612 Block 496 Lot 12.

The premises consist of 11,700 square feet of land.

Snow Cassell, LLC is requesting a Special Permit from the City of Haverhill to construct a three-family residential building. The Haverhill Zoning Ordinance Chapter 255 Section 80 requires a Special Permit in light of the three-family use.

The property is shown in Haverhill Assessor's Map 612 Block 496 Lot 12 and is located in the "RH" Zoning District.

The property meets all of the dimensional and use criteria as set out in the Haverhill Zoning Ordinance.

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

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



City of Haverhill, MA

02/13/2023

CCSP-23-1

City Council Special Permit

Status: Active**Date Created:** Feb 10, 2023**Applicant**

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

Primary Location

0 EIGHTH AVE
Haverhill, MA 1830

Owner:

SYLVESTER KENNETH R
P O BOX 815 KINGSTON, NH 3848

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

Attorney/Agent

Applicant Business/Firm Phone

9788846431

Applicant Business/Firm City

Methuen

Applicant Business/Firm Zip

01844

Client Business Name

Snow Cassell LLC

Client Email

michael.i.cassell@gmail.com

Client City

Haverhill

Client Zip

01830

Client Business Structure

Limited Liability Corporation (LLC)

Applicant Business/Firm Name

Fiorello & Migliori

Applicant Business/Firm Address

280 Merrimack Street

Applicant Business/Firm State

MA

Client Name

Snow Cassell LLC

Client Phone

9782289715

Client Address

16 Douglas Street

Client State

MA

Client County

Essex

Property Information**Proposed Housing Plan Name**

10-12 Eighth Ave

How Long Owned by Current Owner?

NA

Lot Dimension(s)

80' X 208'

Proposed Street Name(s)

NA

Type of Dwelling(s) Planned in Project

Condominiums

Registry Plat Number, Block & Lot

612-496-12

Zoning District Where Property Located

RH - Residential High Density

Deed Recorded in Essex South Registry: Block Number

36966

Deed Recorded in Essex South Registry: Page

498

Does the Property Have Multiple Lots?

No

Thoroughly Describe the Reason(s) for thre Special Permit

Construction of a three family home in the RH zone requires a special permit from the City Council.

Property Description

vacant land

Current Property Use

Vacant

TOTAL Number of Units Planned

3

TOTAL Number of Parking Spaces Planned

9

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

Yes

Agreement & Signature**Agrees**☒

PLEASE READ**Office Use Only****City Council Decision**

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

City Councilor Who Seconded Motion

--

City Councilors Who Voted Against

--

Continuance Motion Decision

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Number of 24"x36" Mylar Copies

--

City Council Hearing Date

--

Also Present

--

City Councilor Who Made Motion

--

City Councilors Who Abstained

--

Who Submitted Continuance Request?

--









Appeal Expiration Date

--

Number of 18"x24" Mylar Copies

--

Attachments

-  Permission Ltr.pdf
Uploaded by michael miglioni on Feb 10, 2023 at 11:32 am
-  Council Transmittal Ltr Feb 2023.pdf
Uploaded by michael miglioni on Feb 10, 2023 at 11:33 am
-  SITE PLAN.pdf
Uploaded by michael miglioni on Feb 10, 2023 at 11:33 am
-  SITE PLAN.pdf
Uploaded by michael miglioni on Feb 10, 2023 at 11:33 am
-  Council Transmittal Ltr Feb 2023.pdf
Uploaded by michael miglioni on Feb 10, 2023 at 11:33 am
-  Council Transmittal Ltr Feb 2023.pdf
Uploaded by michael miglioni on Feb 10, 2023 at 11:34 am
-  Preliminary Floor Plans.pdf
Uploaded by michael miglioni on Feb 10, 2023 at 11:34 am
-  Preliminary Front and Rear Elevations.pdf
Uploaded by michael miglioni on Feb 10, 2023 at 11:35 am

History

| Date | Activity |
|--------------------------|---|
| Feb 10, 2023 at 11:12 am | michael miglioni started a draft of Record CCSP-23-1 |
| Feb 10, 2023 at 11:34 am | michael miglioni added attachment Preliminary Floor Plans.pdf to Record CCSP-23-1 |
| Feb 10, 2023 at 11:35 am | michael miglioni added attachment Preliminary Front and Rear Elevations.pdf to Record CCSP-23-1 |

| Date | Activity |
|--------------------------|---|
| Feb 10, 2023 at 11:36 am | michael migliori submitted Record CCSP-23-1 |
| Feb 10, 2023 at 11:39 am | completed payment step Special Permit Filing Fee on Record CCSP-23-1 |
| Feb 10, 2023 at 11:39 am | approval step Planning Director Review was assigned to William Pillsbury on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | William Pillsbury approved approval step Planning Director Review on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Assessor for Abutter's List was assigned to Christine Webb on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Conservation Department Review was assigned to Robert Moore on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Engineering Department Review was assigned to John Pettis on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Water/Wastewater Review was assigned to Robert Ward on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Health Department Review was assigned to Bonnie Dufresne on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Fire1 Department Review was assigned to Eric Tarpy on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Fire2 Department Review was assigned to Michael Picard on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Police Department Review was assigned to Kevin Lynch on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Storm Water Review was assigned to Robert Moore on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step City Clerk Review - Hearing Dates Set was assigned to Maria Bevilacqua on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step DPW Review was assigned to Robert Ward on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step School Department Review was assigned to Mike Pfifferling on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Building Inspector Approval for Agenda was assigned to Tom Bridgewater on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step Water Supply Review was assigned to Robert Ward on Record CCSP-23-1 |
| Feb 10, 2023 at 2:03 pm | approval step City Council Clerk Notified was assigned to Laurie Brown on Record CCSP-23-1 |
| Feb 10, 2023 at 2:11 pm | Mike Pfifferling approved approval step School Department Review on Record CCSP-23-1 |
| Feb 10, 2023 at 2:23 pm | Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-1 |
| Feb 10, 2023 at 3:11 pm | Michael Picard approved approval step Fire2 Department Review on Record CCSP-23-1 |
| Feb 10, 2023 at 3:49 pm | Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-1 |
| Feb 13, 2023 at 9:12 am | Kaitlin Wright assigned approval step City Clerk Review - Hearing Dates Set to Kaitlin Wright on Record CCSP-23-1 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|---|----------|--------------------------|--------------------------|-------------------|----------|
|  Special Permit Filing Fee | Paid | Feb 10, 2023 at 11:36 am | Feb 10, 2023 at 11:39 am | - | - |
|  Planning Director Review | Complete | Feb 10, 2023 at 11:39 am | Feb 10, 2023 at 2:03 pm | William Pillsbury | - |
|  School Department Review | Complete | Feb 10, 2023 at 2:03 pm | Feb 10, 2023 at 2:11 pm | Mike Pfifferling | - |
|  Assessor for Abutter's List | Complete | Feb 10, 2023 at 2:03 pm | Feb 10, 2023 at 2:23 pm | Christine Webb | - |
|  Fire2 Department Review | Complete | Feb 10, 2023 at 2:03 pm | Feb 10, 2023 at 3:11 pm | Michael Picard | - |
|  City Clerk Review - Hearing Dates Set | Active | Feb 10, 2023 at 2:03 pm | - | Kaitlin Wright | - |
|  City Council Clerk Notified | Active | Feb 10, 2023 at 2:03 pm | - | Laurie Brown | - |
|  Conservation Department Review | Active | Feb 10, 2023 at 2:03 pm | - | Robert Moore | - |
|  DPW Review | Active | Feb 10, 2023 at 2:03 pm | - | Robert Ward | - |
|  Engineering Department Review | Active | Feb 10, 2023 at 2:03 pm | - | John Pettis | - |
|  Fire1 Department Review | Active | Feb 10, 2023 at 2:03 pm | - | Eric Tarpy | - |
|  Health Department Review | Active | Feb 10, 2023 at 2:03 pm | - | Mark Tolman | - |
|  Police Department Review | Active | Feb 10, 2023 at 2:03 pm | - | Kevin Lynch | - |
|  Storm Water Review | Active | Feb 10, 2023 at 2:03 pm | - | Robert Moore | - |
|  Water/Wastewater Review | Active | Feb 10, 2023 at 2:03 pm | - | Robert Ward | - |

| Label | Status | Activated | Completed | Assignee | Due Date |
|---|----------|-------------------------|-----------|-----------------|----------|
| ✓ Water Supply Review | Active | Feb 10, 2023 at 2:03 pm | - | Robert Ward | - |
| ✓ Building Inspector Approval for Agenda | Active | Feb 10, 2023 at 2:03 pm | - | Tom Bridgewater | - |
| ✓ First Ad Placement | Inactive | - | - | - | - |
| ✓ Placed on Agenda | Inactive | - | - | - | - |
| ✓ Abutter Notification | Inactive | - | - | - | - |
| ✓ Second Ad Placement | Inactive | - | - | - | - |
| ✓ City Councilor A Review | Inactive | - | - | - | - |
| ✓ City Councilor B Review | Inactive | - | - | - | - |
| ✓ City Councilor C Review | Inactive | - | - | - | - |
| ✓ City Councilor D Review | Inactive | - | - | - | - |
| ✓ City Councilor E Review | Inactive | - | - | - | - |
| ✓ City Councilor F Review | Inactive | - | - | - | - |
| ✓ City Councilor G Review | Inactive | - | - | - | - |
| ✓ City Councilor H Review | Inactive | - | - | - | - |
| ✓ City Councilor I Review | Inactive | - | - | - | - |
| ✓ City Council Meeting | Inactive | - | - | - | - |
| ✓ Meeting Minutes & Decision Filed w/City Clerk | Inactive | - | - | - | - |

City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review

**Assessor for Abutter's List****● Complete** ▾

Complete

To provide the list of abutters as well as confirm the MBL for the property.

Assignee

Christine Webb

Due date



None

**Christine Webb**

Remove Comment • Feb 10, 2023 at 2:22 pm

*** the small lot 612-496-10 is not in the Sylvester Family Trust*** and is valued separately from 10 12 Eighth Ave which is 412-496-12



michael migliori

Remove Comment • Feb 10, 2023 at 2:55 pm

This project does not include the small strip lot612-496-10.

This step was assigned to Christine Webb - Feb 10, 2023 at 2:03 pm
Christine Webb approved this step - Feb 10, 2023 at 2:23 pm



City of Haverhill, MA

Mar 23, 2023

CCSP-23-1

Planning Director Review

City Council Special Permit

Status: Complete

Became Active: Feb 10, 2023

Assignee: William Pillsbury

Completed: Feb 10, 2023

Applicant

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

Primary Location

0 EIGHTH AVE
Haverhill, MA 1830

Owner:

SYLVESTER KENNETH R
P O BOX 815 KINGSTON, NH 3848

Comments

William Pillsbury, Feb 10, 2023

ok to move forward to scheduling planning board hearing and City council hearing

William Pillsbury, Mar 23, 2023

After a detailed review of this project by all city departments, I recommend that the city council approve the proposed project as submitted.

February 2, 2023

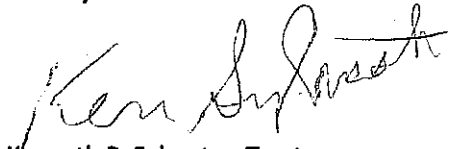
City of Haverhill
4 Summer Street
Haverhill, MA 01830

RE: 10-12 8th Avenue Haverhill, MA 01830

To whom it may concern,

Please allow this letter to serve as permission for Michael Cassell, Snow Cassell, LLC or their counsel to apply for any necessary variance, special permit or approval on the property I own at 10-12 8th Avenue in Haverhill for development purposes.

Thank you

A handwritten signature in dark ink, appearing to read "Ken Sylvester", with a stylized flourish at the end.

Kenneth R. Sylvester, Trustee

Sylvester Family Trust

978 807 1552

General Notes

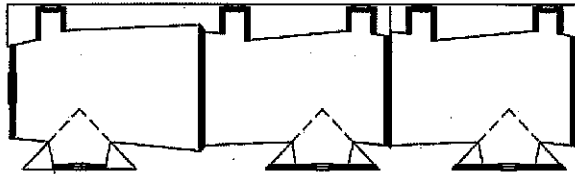
| | | |
|-------|-----------------|------|
| Arch. | Planning/Design | Date |
| | | |
| | | |

Architect: Snow Cassell, LLC

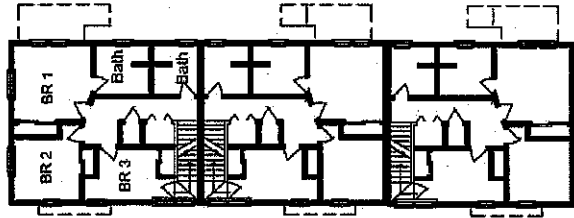
Project Name and Address
10 8th Avenue
Haverhill, MA 01830

Draft 1

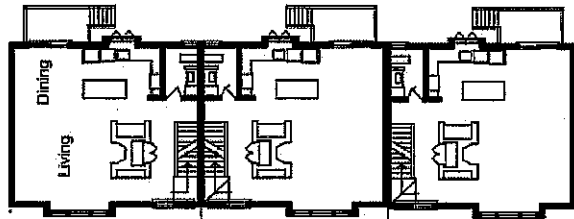
| | |
|---------|--|
| Project | |
| Date | |
| | |



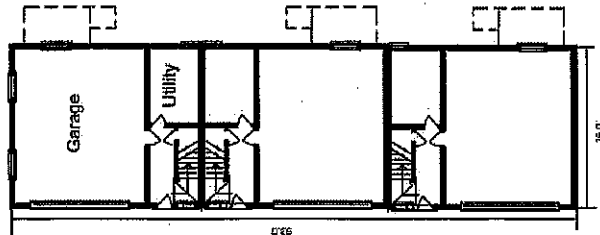
ATTIC FLOOR PLAN
Unfinished



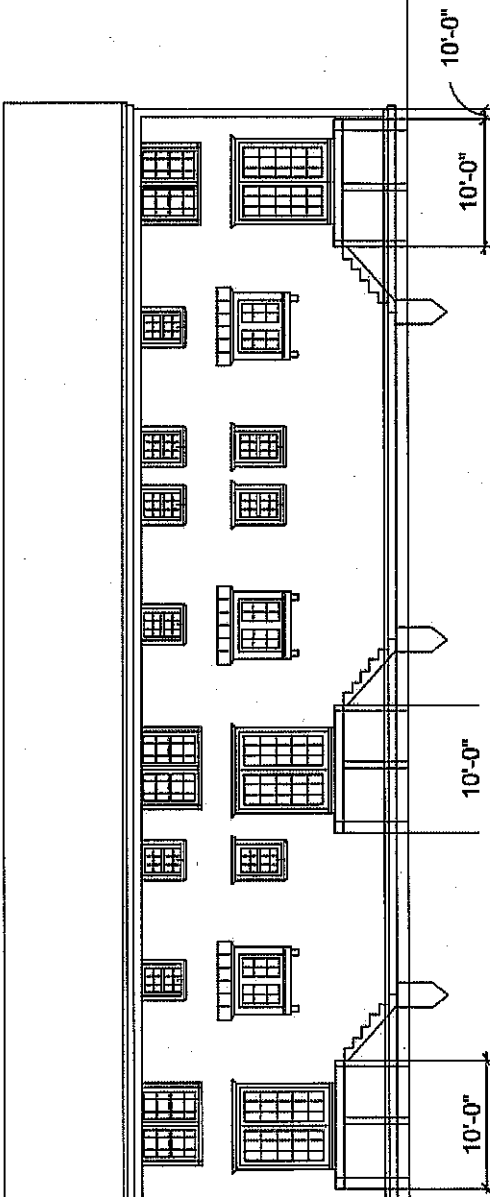
SECOND FLOOR PLAN



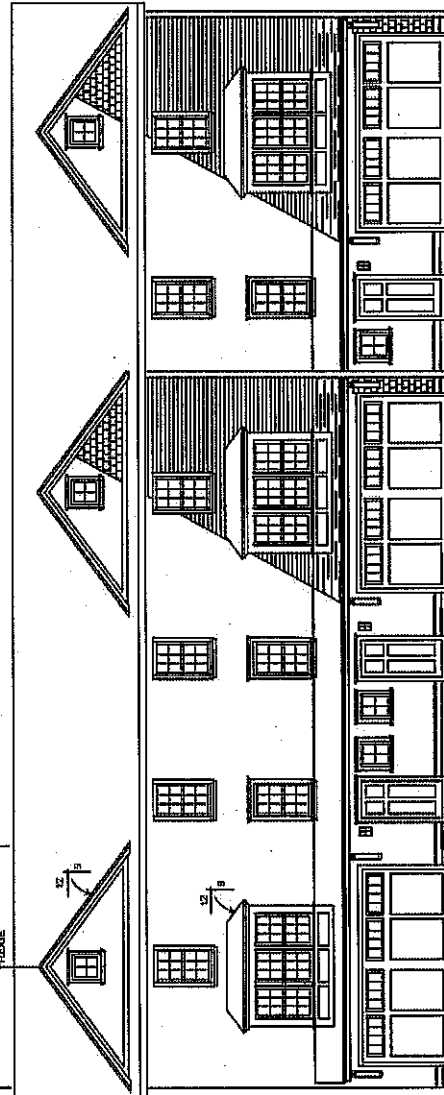
FIRST FLOOR PLAN



LOWER LEVEL PLAN



25'-0" TYP.
RIDGE



General Notes

| No. | Description/Notes | Date |
|-----|-------------------|------|
| | | |
| | | |

Snow Cassell, LLC
10 8th Avenue
Haverhill, MA 01830

Project Name and Address
10 8th Avenue
Haverhill, MA 01830

| | | |
|--|--|--|
| | | |
| | | |
| | | |

City Council Special Permit · Add to a project

**Expiration Date****Active**

CCSP-23-1

**Details**

Submitted on Feb 10, 2023 at 11:36 am

**Attachments**

1 file

**Activity Feed**

Latest activity on Feb 10, 2023

**Applicant**

michael miglioni

**Location**

0 EIGHTH AVE, Haverhill, MA 1830

Timeline**Add New** ▾**Special Permit Filing Fee**

Paid Feb 10, 2023 at 11:39 am

Planning Director Review

Completed Feb 10, 2023 at 2:03 pm

**School Department Review**

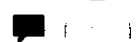
Completed Feb 10, 2023 at 2:11 pm

**Assessor for Abutter's List**

Completed Feb 10, 2023 at 2:23 pm

**Fire2 Department Review**

Completed Feb 10, 2023 at 3:11 pm

**City Clerk Review - Hearing Dates Set**

In Progress

**City Council Clerk Notified**

In Progress



Conservation Department Review

In Progress

**DPW Review**

In Progress

**Engineering Department Review**

In Progress

**Fire1 Department Review**

In Progress

**Health Department Review**

In Progress

**Police Department Review**

In Progress

**Storm Water Review**

In Progress

**Water/Wastewater Review**

In Progress

**Water Supply Review**

In Progress

**Building Inspector Approval for Agenda**

In Progress

**First Ad Placement**

Review

**Placed on Agenda**

Review

**Abutter Notification**

Review

**Second Ad Placement**

Review

**City Councilor A Review**

Review

**City Councilor B Review**

Review

**City Councilor C Review**

Review



City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review

**Fire2 Department Review****● Complete ▾**

Complete

Assignee

Michael Picard

Due date



None

**Michael Picard**

Remove Comment • Feb 10, 2023 at 3:11 pm

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, 9th edition, shall be made in accordance therewith. (527 CMR 1.04(4) and 780 CMR 101.2). Additionally, 780 CMR (901.2.1) Document Submittal Process will be required.

Plans approved by the fire department are approved with the intent they comply in all respects to MSBC, 780 CMR, 527 CMR 1.00, NFPA 1 2021 ed., 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.

Driveway must comply with the Public Safety Driveway Design Standard for Residential Dwellings.

This project will require an NFPA compliant Sprinkler System

This step was assigned to Michael Picard - Feb 10, 2023 at 2:03 pm
Michael Picard approved this step - Feb 10, 2023 at 3:11 pm

City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review

**Assessor for Abutter's List****● Complete ▾**

Complete

To provide the list of abutters as well as confirm the MBL for the property.

Assignee

Christine Webb

Due date



None

**Christine Webb**

Remove Comment • Feb 10, 2023 at 2:22 pm

*** the small lot 612-496-10 is not in the Sylvester Family Trust*** and is valued separately from 10 12 Eighth Ave which is 412-496-12



michael migliori

Remove Comment • Feb 10, 2023 at 2:55 pm

This project does not include the small strip lot612-496-10.

This step was assigned to Christine Webb - Feb 10, 2023 at 2:03 pm
Christine Webb approved this step - Feb 10, 2023 at 2:23 pm

City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review



Location

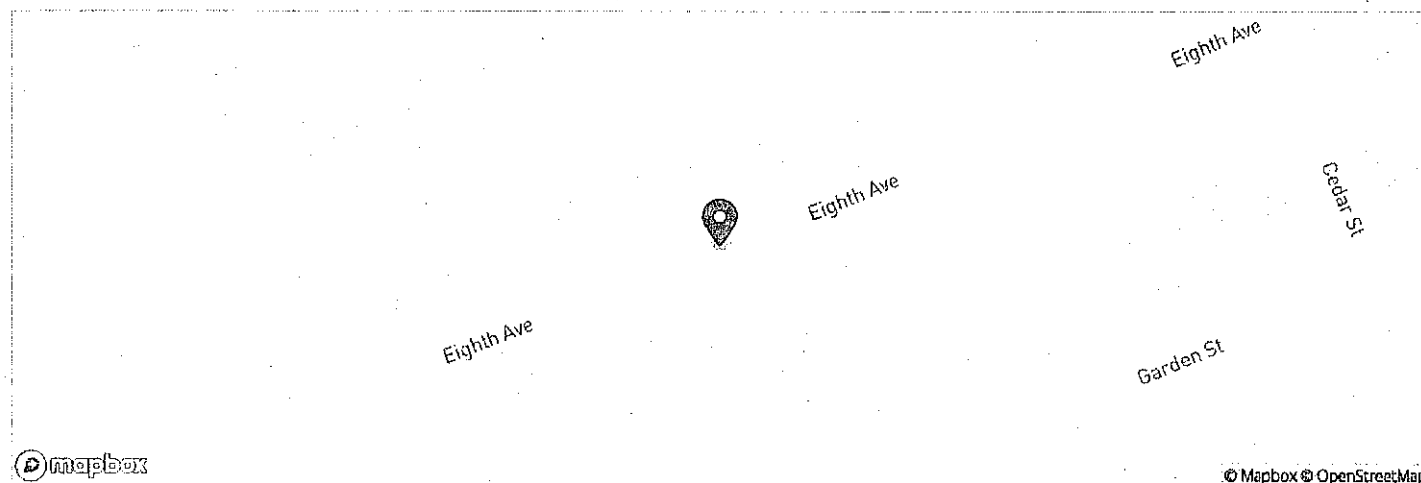
PRIMARY LOCATION

The main location associated with this record.

0 EIGHTH AVE

Haverhill, MA 1830

612-496-10

[View Location](#)

Property Owner Information (for this record)

Name

SYLVESTER KENNETH R

Email Address

--

Phone Number

--

Address

P O BOX 815
KINGSTON, NH 3848

City Councilor D Review

Review

**City Councilor E Review**

Review

**City Councilor F Review**

Review

**City Councilor G Review**

Review

**City Councilor H Review**

Review

**City Councilor I Review**

Review

**City Council Meeting**

Review

**Meeting Minutes & Decision Filed w/City Clerk**

Review

**michael miglioni**[View Profile](#)**Email Address**

mmiglioni@fimilaw.com (mailto:mmiglioni@fimilaw.com)

Phone Number

978-884-6431

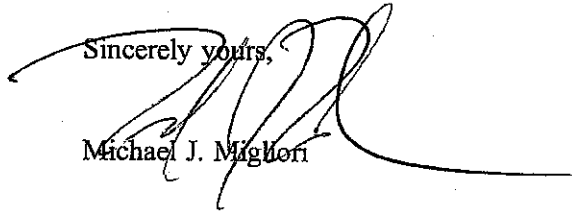
Address

280 Merrimack Street, Methuen, MA 01844

28

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

Sincerely yours,


Michael J. Migliori

MJM/dma

Enc.

c.c.: Michael Cassell
William Pillsbury, Economic Development Office

IN CITY COUNCIL: February 28 2023
VOTED: that COUNCIL HEARING BE HELD
MARCH 28 2023

Attest;

City Clerk

IN CITY COUNCIL: March 28 2023
HEARING POSTPONED TO APRIL 25 2023
Attest:

City Clerk

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**



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

April 19, 2023

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

RE: Mary Ellen Daly O'Brien - Board of Registrars of Voters Appointment

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

I hereby appoint Mary Ellen Daly O'Brien, 28 Lilac Lane, Haverhill as a member of the Board of Registrars of Voters. Ms. Daly O'Brien, a registered Democrat is replacing Jeanette Sterns, a Republican member of the Board of Registrars of Voters. This is a confirming appointment and expires on March 1, 2026.

Very truly yours,

James J. Fiorentini
Mayor

Cc: Kaitlin Wright, Haverhill City Clerk

JJF/lyf

Hearing June 27, 2023



City of Haverhill, MA

04/19/2023

CCSP-23-2

City Council Special Permit

(12.1)

HAV CITY CLERK APR 19 2023 PM 2:52

Status: Active

Date Created: Apr 11, 2023

Applicant

Karen Pollastrino
kpollastrino@mincocorp.com
231 Sutton Street
Suite 1B
North Andover, MA 01845
978-687-6200 x222

Primary Location

85 Water Street
Haverhill, MA 01832

Owner:

The Water Street Waterfront, LLC
5 Atkinson Farm Rd. Atkinson, NH 03811

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

Developer

Applicant Business/Firm Phone

978-687-6200 x222

Applicant Business/Firm City

North Andover

Applicant Business/Firm Zip

01845

Applicant Business/Firm Name

85 Water Street Redevelopment, LLC

Applicant Business/Firm Address

231 Sutton St., Suite 1B

Applicant Business/Firm State

MA

Property Information**Proposed Housing Plan Name**

85 Water Street Apartments

How Long Owned by Current Owner?

24½ years

Lot Dimension(s)

429'3"x103'9"x416'5"x142'0" more or less

Zoning District Where Property Located

WD - Waterfront District

Proposed Street Name(s)

Water Street

Type of Dwelling(s) Planned in Project

Multi-Family

Registry Plat Number, Block & Lot

Plan Bk 119, Plan 35

IF WATERFRONT, Which Sub-Zone?

D - Water Street

Deed Recorded in Essex South Registry: Block Number

15044

Deed Recorded in Essex South Registry: Page

358

Does the Property Have Multiple Lots?

No

Thoroughly Describe the Reason(s) for the Special Permit

We are applying for a special permit for the construction of 113 residential rental units.

Property Description

Site=1.19 ac± plus 0.42 ac± redeveloped park and paper street = 1.61 ac± total

Current Property Use

Vacant

TOTAL Number of Units Planned

113

TOTAL Number of Parking Spaces Planned

154

Planned Lot Use

| | |
|--|--|
| Lot Number | Lot Plat Number, Book, Lot |
| Lot 1 | Assess 200-4-3 |
| Lot Dimensions | Number of Existing Buildings on Lot |
| 429'3"x103'9"x416'5"x142'0" ± | 0 |
| Size of Existing Building(s) on Lot | Number of Buildings Planned for Lot |
| N/A | 1 |
| Size of Proposed Building(s) | Number of Families to be Accommodated |
| 30,464 SF | 113 |
| Extent of Proposed Alterations | IF OTHER ALTERATIONS, Please Describe |
| New Construction: Residential | renovate existing municipal park |
| Types of Units Planned on Lot | Number of Units Planned on Lot |
| Rental | 113 |

Special Circumstances

| | |
|-------------------------------------|-------------------------------------|
| Building Coverage | Dimensional Variance |
| <input type="checkbox"/> | <input type="checkbox"/> |
| Front Yard Setback | Side Yard Setback |
| <input type="checkbox"/> | <input type="checkbox"/> |
| Rear Yard Setback | Lot Frontage |
| <input type="checkbox"/> | <input type="checkbox"/> |
| Lot Depth | Lot Area |
| <input type="checkbox"/> | <input type="checkbox"/> |
| Building Height | Floor Area Ratio |
| <input type="checkbox"/> | <input type="checkbox"/> |
| Open Space | Parking |
| <input type="checkbox"/> | <input type="checkbox"/> |
| Sign Size | Use |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Other | IF OTHER, Please Describe |
| <input checked="" type="checkbox"/> | density bonus |

Hearing Waiver

Agrees

No

Agreement & Signature**Agrees****PLEASE READ****Office Use Only****City Council Decision**

--

City Council Hearing Date

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

Also Present

--

City Councilor Who Seconded Motion

--

City Councilor Who Made Motion

--

City Councilors Who Voted Against

--

City Councilors Who Abstained

--

Continuance Motion Decision

--

Who Submitted Continuance Request?

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Appeal Expiration Date

--

Number of 24"x36" Mylar Copies


--

Number of 18"x24" Mylar Copies


--

Attachments owner authorization letter.pdf


Uploaded by Karen Pollastrino on Mar 16, 2023 at 1:13 pm

 85 Water St narrative.pdf


Uploaded by Karen Pollastrino on Apr 5, 2023 at 11:38 am

 site plan with dimensions.pdf


Uploaded by Karen Pollastrino on Mar 16, 2023 at 1:14 pm

 Certified Plot Plan_85 Water St.pdf


Uploaded by Karen Pollastrino on Mar 15, 2023 at 2:08 pm

 85 Water St project description.pdf


Uploaded by Karen Pollastrino on Apr 5, 2023 at 11:39 am

 Lavoie memo 09.28.2021.pdf

Uploaded by Karen Pollastrino on Mar 16, 2023 at 1:14 pm

 VAI Traffic Assessment 85 Water St. Haverhill Memo 03.31.2021.pdf

Uploaded by Karen Pollastrino on Mar 15, 2023 at 2:37 pm


 85 Water Zoning Analysis Letter by Atty R. Lavoie 6.9.21 .pdf

Uploaded by Karen Pollastrino on Mar 16, 2023 at 1:15 pm




3-29-23 85 WATER STREET WORKFORCE AND AFFORDABLE LAYOUT P19-100.pdf


Uploaded by Karen Pollastrino on Apr 3, 2023 at 4:38 pm

 time waiver.pdf


Uploaded by Karen Pollastrino on Apr 5, 2023 at 11:34 am

 85 Water St Planning Bd decision.pdf


Uploaded by Karen Pollastrino on Apr 5, 2023 at 11:40 am

 85 Water Street Narrative re workforce affordable housing.pdf

Uploaded by Karen Pollastrino on Apr 11, 2023 at 1:46 pm

 85 Water St. 4-11-23 plan set P19-100.pdf


Uploaded by Karen Pollastrino on Apr 11, 2023 at 1:46 pm

 85 Water St notice of date of filing 04.11.2023.pdf

Uploaded by Karen Pollastrino on Apr 11, 2023 at 3:03 pm

 85 Water St letter re time waiver.pdf


Uploaded by Karen Pollastrino on Apr 11, 2023 at 3:11 pm

 Map 200 Block 4 Lot 3 FY 2023.pdf


Uploaded by Karen Pollastrino on Apr 11, 2023 at 3:13 pm

 85 Water St transmittal letter.pdf


Uploaded by Karen Pollastrino on Apr 11, 2023 at 3:25 pm

 85 Water St list of requested waivers.pdf

Uploaded by Karen Pollastrino on Apr 11, 2023 at 3:27 pm

 Abutters 85 Water St 200.4.3.xlsx

Uploaded by Christine Webb on Apr 18, 2023 at 3:06 pm

 Mailing Labels 85 Water St 200.4.3.pdf

Uploaded by Christine Webb on Apr 18, 2023 at 3:06 pm

History

| Date | Activity |
|-------------------------|--|
| Jan 12, 2023 at 3:11 pm | Karen Pollastrino started a draft of Record CCSP-23-2 |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerCity from "" to "Atkinson" |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerEmail from "" to "none" |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerName from "" to "The Water Street Waterfront, LLC" |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerPhoneNo from "" to "(603) 362-4408" |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerPostalCode from "" to "03811" |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerState from "" to "NH" |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerStreetName from "" to "Atkinson Farm Rd." |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerStreetNo from "" to "5" |
| Jan 12, 2023 at 3:14 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerUnit from "" to "" |
| Mar 15, 2023 at 2:37 pm | Karen Pollastrino added attachment VAI Traffic Assessment 85 Water St. Haverhill Memo 03.31.2021.pdf to Record CCSP-23-2 |
| Mar 16, 2023 at 1:15 pm | Karen Pollastrino added attachment 85 Water Zoning Analysis Letter by Atty R. Lavoie 6.9.21 .pdf to Record CCSP-23-2 |
| Apr 3, 2023 at 4:22 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerPhoneNo from "(603) 362-4408" to "(978) 478-6137" |
| Apr 3, 2023 at 4:37 pm | Karen Pollastrino added attachment 85 Water Street City Council Submittal_2-24-2023.pdf to Record CCSP-23-2 |
| Apr 3, 2023 at 4:38 pm | Karen Pollastrino added attachment 3-29-23 85 WATER STREET WORKFORCE AND AFFORDABLE LAYOUT P19-100.pdf to Record CCSP-23-2 |
| Apr 5, 2023 at 11:10 am | Karen Pollastrino added attachment 85 Water St Planning Bd decision.docx to Record CCSP-23-2 |
| Apr 5, 2023 at 11:34 am | Karen Pollastrino added attachment time waiver.pdf to Record CCSP-23-2 |
| Apr 5, 2023 at 11:39 am | Karen Pollastrino removed attachment 85 Water St Planning Bd decision.docx from Record CCSP-23-2 |
| Apr 5, 2023 at 11:40 am | Karen Pollastrino added attachment 85 Water St Planning Bd decision.pdf to Record CCSP-23-2 |
| Apr 10, 2023 at 2:09 pm | Karen Pollastrino removed attachment 85 Water Street City Council Submittal_2-24-2023.pdf from Record CCSP-23-2 |
| Apr 10, 2023 at 2:12 pm | Karen Pollastrino added attachment 85 Water St narrative re workforce and affordable housing.pdf to Record CCSP-23-2 |
| Apr 10, 2023 at 2:13 pm | Karen Pollastrino removed attachment 85 Water St narrative re workforce and affordable housing.pdf from Record CCSP-23-2 |
| Apr 10, 2023 at 2:14 pm | Karen Pollastrino added attachment 85 Water St narrative re workforce and affordable housing and 113 units.pdf to Record CCSP-23-2 |
| Apr 10, 2023 at 2:19 pm | Karen Pollastrino added attachment 3-29-23 85 WATER STREET WORKFORCE AND AFFORDABLE LAYOUT P19-100.pdf to Record CCSP-23-2 |

| Date | Activity |
|-------------------------|--|
| Apr 11, 2023 at 1:45 pm | Karen Pollastrino removed attachment 85 Water St narrative re workforce and affordable housing and 113 units.pdf from Record CCSP-23-2 |
| Apr 11, 2023 at 1:45 pm | Karen Pollastrino removed attachment 3-29-23 85 WATER STREET WORKFORCE AND AFFORDABLE LAYOUT P19-100.pdf from Record CCSP-23-2 |
| Apr 11, 2023 at 1:46 pm | Karen Pollastrino added attachment 85 Water Street Narrative re workforce affordable housing.pdf to Record CCSP-23-2 |
| Apr 11, 2023 at 1:46 pm | Karen Pollastrino added attachment 85 Water St. 4-11-23 plan set P19-100.pdf to Record CCSP-23-2 |
| Apr 11, 2023 at 3:03 pm | Karen Pollastrino added attachment 85 Water St notice of date of filing 04.11.2023.pdf to Record CCSP-23-2 |
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| Apr 11, 2023 at 3:13 pm | Karen Pollastrino added attachment Map 200 Block 4 Lot 3 FY 2023.pdf to Record CCSP-23-2 |
| Apr 11, 2023 at 3:25 pm | Karen Pollastrino added attachment 85 Water St transmittal letter.pdf to Record CCSP-23-2 |
| Apr 11, 2023 at 3:27 pm | Karen Pollastrino added attachment 85 Water St list of requested waivers.pdf to Record CCSP-23-2 |
| Apr 11, 2023 at 3:28 pm | Karen Pollastrino altered Record CCSP-23-2, changed ownerPhoneNo from "(978) 478-6137" to "(603) 362-4408" |
| Apr 11, 2023 at 3:30 pm | Karen Pollastrino submitted Record CCSP-23-2 |
| Apr 12, 2023 at 3:21 pm | completed payment step Special Permit Filing Fee on Record CCSP-23-2 |
| Apr 12, 2023 at 3:21 pm | approval step Planning Director Review was assigned to William Pillsbury on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | William Pillsbury approved approval step Planning Director Review on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Assessor for Abutter's List was assigned to Christine Webb on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Conservation Department Review was assigned to Robert Moore on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Engineering Department Review was assigned to John Pettis on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Water/Wastewater Review was assigned to Robert Ward on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Health Department Review was assigned to Bonnie Dufresne on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Fire1 Department Review was assigned to Eric Tarpy on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Fire2 Department Review was assigned to Michael Picard on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Police Department Review was assigned to Kevin Lynch on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Storm Water Review was assigned to Robert Moore on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step City Clerk Review - Hearing Dates Set was assigned to Maria Bevilacqua on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step DPW Review was assigned to Robert Ward on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step School Department Review was assigned to Mike Pfifferling on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Building Inspector Approval for Agendas was assigned to Tom Bridgewater on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step Water Supply Review was assigned to Robert Ward on Record CCSP-23-2 |
| Apr 18, 2023 at 2:43 pm | approval step City Council Clerk Notified was assigned to Laurie Brown on Record CCSP-23-2 |
| Apr 18, 2023 at 2:52 pm | Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-2 |
| Apr 18, 2023 at 3:06 pm | Christine Webb added attachment Abutters 85 Water St 200.4.3.xlsx to Record CCSP-23-2 |
| Apr 18, 2023 at 3:06 pm | Christine Webb added attachment Mailing Labels 85 Water St 200.4.3.pdf to Record CCSP-23-2 |
| Apr 18, 2023 at 3:07 pm | Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-2 |
| Apr 19, 2023 at 8:12 am | Michael Picard assigned approval step Fire1 Department Review to Michael Picard on Record CCSP-23-2 |
| Apr 19, 2023 at 8:12 am | Michael Picard waived approval step Fire1 Department Review on Record CCSP-23-2 |
| Apr 19, 2023 at 8:15 am | Michael Picard approved approval step Fire2 Department Review on Record CCSP-23-2 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|---|----------|-------------------------|-------------------------|-------------------|----------|
|  Special Permit Filing Fee | Paid | Apr 11, 2023 at 3:30 pm | Apr 12, 2023 at 3:21 pm | - | - |
|  Planning Director Review | Complete | Apr 12, 2023 at 3:21 pm | Apr 18, 2023 at 2:43 pm | William Pillsbury | - |
|  Assessor for Abutter's List | Complete | Apr 18, 2023 at 2:43 pm | Apr 18, 2023 at 3:07 pm | Christine Webb | - |
|  Fire1 Department Review | Skipped | Apr 18, 2023 at 2:43 pm | Apr 19, 2023 at 8:12 am | Michael Picard | - |
|  Fire2 Department Review | Complete | Apr 18, 2023 at 2:43 pm | Apr 19, 2023 at 8:15 am | Michael Picard | - |
|  City Clerk Review - Hearing Dates Set | Active | Apr 18, 2023 at 2:43 pm | - | Maria Bevilacqua | - |

| Label | Status | Activated | Completed | Assignee | Due Date |
|---|----------|-------------------------|-----------|------------------|----------|
| ✓ City Council Clerk Notified | Active | Apr 18, 2023 at 2:43 pm | - | Laurie Brown | - |
| ✓ Conservation Department Review | Active | Apr 18, 2023 at 2:43 pm | - | Robert Moore | - |
| ✓ DPW Review | Active | Apr 18, 2023 at 2:43 pm | - | Robert Ward | - |
| ✓ Engineering Department Review | Active | Apr 18, 2023 at 2:43 pm | - | John Pettis | - |
| ✓ Health Department Review | Active | Apr 18, 2023 at 2:43 pm | - | Mark Tolman | - |
| ✓ Police Department Review | Active | Apr 18, 2023 at 2:43 pm | - | Kevin Lynch | - |
| ✓ School Department Review | Active | Apr 18, 2023 at 2:43 pm | - | Mike Pfifferling | - |
| ✓ Storm Water Review | Active | Apr 18, 2023 at 2:43 pm | - | Robert Moore | - |
| ✓ Water/Wastewater Review | Active | Apr 18, 2023 at 2:43 pm | - | Robert Ward | - |
| ✓ Water Supply Review | Active | Apr 18, 2023 at 2:43 pm | - | Robert Ward | - |
| ✓ Building Inspector Approval for Agenda | Active | Apr 18, 2023 at 2:43 pm | - | Tom Bridgewater | - |
| ✓ First Ad Placement | Inactive | - | - | - | - |
| ✓ Placed on Agenda | Inactive | - | - | - | - |
| ✓ Abutter Notification | Inactive | - | - | - | - |
| ✓ Second Ad Placement | Inactive | - | - | - | - |
| ✓ City Councilor A Review | Inactive | - | - | - | - |
| ✓ City Councilor B Review | Inactive | - | - | - | - |
| ✓ City Councilor C Review | Inactive | - | - | - | - |
| ✓ City Councilor D Review | Inactive | - | - | - | - |
| ✓ City Councilor E Review | Inactive | - | - | - | - |
| ✓ City Councilor F Review | Inactive | - | - | - | - |
| ✓ City Councilor G Review | Inactive | - | - | - | - |
| ✓ City Councilor H Review | Inactive | - | - | - | - |
| ✓ City Councilor I Review | Inactive | - | - | - | - |
| ✓ City Council Meeting | Inactive | - | - | - | - |
| ✓ Meeting Minutes & Decision Filed w/City Clerk | Inactive | - | - | - | - |

CCSP 23-2

Narrative Description of Proposed Project 85 Water Street, Haverhill

Plan Approval Authority:

The City Council is the Plan Approval Authority for purpose of reviewing project applications for uses permitted by special permit or permitted by major site plan review in the Waterfront District.

The application for 85 Water St. requires a Special Permit and Site Plan Review (Major). The property is in the Waterfront Zoning District, Sub-Zone D.

The application as described herein meets the major objectives of the district in the following ways:

- Promotes public access to and along the Merrimack River through improved access through the site to Wall St.; provides five public parking spaces; and significantly enlarges by approximately one-third and rebuilds the adjacent River Rest Park to modern standards;
- Promotes and protects existing view corridors to the river by orienting the building to the west side of the site along the street edge and leaving the area between the building and the Haverhill Fire Station open with an expansive vista;
- Promotes physical and visual connections between both the north and south sides of the river and the downtown by aligning the site driveway with Bethany Ave., which is an entrance to Central Plaza, 2 Water St.;
- Links the Merrimack River with the street edge to maintain adequate pedestrian circulation and views of both the street and the river by placing the north façade of the building at the street edge with Water St. and leaving open space between the south façade and Wall St.;
- Provides the maximum public benefit in any new development or redevelopment of land along the Merrimack River by providing access to Wall St. and enlarging and enhancing the adjacent public park;
- Regains an active waterfront by encourage residents to use Wall St. and the enhanced public park and boat ramp;
- Creates a development node in order to plan for a comprehensive waterfront;
- Creates diversity of housing opportunities along the waterfront and within the downtown by providing smaller more affordable units in modern energy efficient rental housing;

- Facilitates development of a mix of uses that contributes to a vibrant business environment and increases street level activity by increasing the number of residents in this neighborhood;
- Ensures that existing and future development contributes to a continuous and active street that addresses the contextual, human- scale, mixed-use, and pedestrian-friendly needs of the downtown;
- Create new jobs at a variety of income levels in finance, architecture, engineering, construction, maintenance, and management;
- Encourages the construction of new, innovative designs, including highly energy efficient construction techniques that enhance the area and incorporates modern amenity areas;
- Redevelops vacant or underutilized land with appropriately dense development by redeveloping a long-vacant site that will serve to enhance a main gateway to the City; and
- Promotes pedestrian activity in the downtown by giving area residents a reason to walk or drive to the Merrimack River and use the enlarged and River Rest Park, and by giving the building's residents the ability to walk to area shops, banks, services, restaurants, and the MBTA commuter rail station.

Preferred Project:

Sec. 9.3.10 Preferred Projects in Sub-Zone D: We believe that our proposed project should receive an expedited review for the following reasons:

- Access to the Merrimack River will be improved through the creation of an improved driveway for vehicular access and the provision of five public parking spaces, including one handicap space, allowing the public access to Wall St. and to the River Rest Park;
- The driveway may be used by maintenance vehicles to access Wall St., which is between the project site and the Merrimack River;
- The project site has no property boundary with the Merrimack River and no 25' construction easement is necessary;
- Approximately 7,732 sq.ft. of our site will be added to the existing 18,272 sq.ft. River Rest Park to increase its overall size to 26,004 sq.ft.;
- Our landscape architect, Michael Radner of Radner Design Associates, Inc. in conjunction with the City's landscape consultant, Steve Cecil, has reimagined and redesigned the River Rest Park. This gently sloping site currently consists of a small green space bifurcated by Wall Street. Positive aspects of the current park include gently sloping topography, several large shade trees, views of the Merrimack River, and access to the river via an existing ramp and dock. Its adjacency to the downtown as well

as several large multi-family buildings offer an opportunity for the City to provide an improved and enlivened contemporary passive recreation area;

- Unfortunately, the park suffers from limited access, outdated seating, lighting in disrepair, aging paving, and few plantings except for the large but significant shade trees;
- Our plan proposes to expand the park space by shifting vehicular access to the west, providing additional on-street parking spaces on Water Street, and providing public parking (including a handicapped accessible space) within the site via a shared driveway to the proposed development. The shared driveway will also provide maintenance and emergency access to Wall Street and the park;
- Within the park, intermittent seating areas along informal, winding pathways will be provided, with terraced amphitheater-like seating, optimizing views to the Merrimack River. Multiple paths will provide access from the parking spaces and from Water Street to the existing boat dock;
- Walkways and terraces will be constructed of natural crushed stone with a binder emulsifier, which provides a solid, accessible, durable, and easily maintained surface. Seating is proposed to be rough-hewn natural granite blocks. The existing historic lighting will be rehabilitated and augmented with new lighting. New plantings will be resilient, drought tolerant, and low maintenance.
- We believe this is a major upgrade to a public space that can be utilized and enlivened by the new residents of 85 Water St., as well as a benefit to the neighborhood and the City as a whole.
- The proposed development will greatly enhance physical public access to and enjoyment of the land along the Merrimack River. The Property is directly abutted by Wall Street, a public way running along the Merrimack River which provides access to the waterfront from Water St. We propose to provide pedestrian access from Water Street to the waterfront and to also provide easements allowing for the expansion of the Park to the east; and
- 106 of the residential units will be market rate; four (4) will be “workforce” housing at 120% of Area Median Income (AMI) and three (3) will be “affordable” at 80% of Area Median Income (AMI), location and identification of the units are in accordance with the plan submitted.

CCSP 23-2

2

85 Water Street

Project Description

Property Description and History:

85 Water St. is owned by The Waterfront Water Street, LLC, Frank J. Franzone, Manager. It is a long-vacant and underutilized 1.19 acre \pm site, formerly the site of a restaurant and club, situated between the Haverhill Fire Station at 131 Water St. and Main St. also known as Route 125, which crosses the Merrimack River via the Basiliere Bridge. It is also directly across the street from Central Plaza, the location of the only supermarket in downtown Haverhill. Revitalization of this site will reinforce Haverhill's long-standing commitment to the downtown.

- The Applicant is 85 Water Street Redevelopment, LLC, of North Andover, Massachusetts.
 - The Manager of the LLC is Andover Real Property Management, Inc.;
 - Louis P. Minicucci, Jr. is the President and Treasurer'
 - John F. McCarthy, COO
 - Eric B. Loth, Jr., Vice President-Acquisition
 - Karen Pollastrino, Senior Project Manager
- Our development team also includes:
 - Architecture - Gregory Smith, AIA, Principal, GSD Associates, LLC
 - Civil Engineering - Scott Cameron, P.E., The Morin-Cameron Group, Inc.
 - Wetlands & Waterways - Ann Marton, Director of Ecological Services, LEC Environmental Consultants, Inc.
 - Traffic - Scott Thornton, P.E., Principal, Vanasse & Associates, Inc.
 - Landscape Architecture - Michael Radner, Principal, Radner Design Associates, Inc.
 - Zoning Analysis - Robert W. Lavoie, Esq., Johnson & Borenstein, LLC

Fee:

A fee of \$565.00 (\$5.00 X 113 units) accompanies this Application.

Our proposal:

We propose to construct 113 residential rental units in a five-story wood-frame building over a two-story podium garage on the 1.19 acre \pm site of the former Friend's Landing at Water's Edge. Of the 113 units proposed, four (4) will be "workforce" housing at 120% AMI and three (3) will be "affordable" housing at 80% AMI. See accompanying plan.

The unit distribution is:

49 studio units
 50 one-bedroom units
 14 two-bedroom units
 113 units total
 127 bedrooms total

113 UNITS/127 BEDROOMS @ 5 FLOORS

UNITS @ 1ST FLOOR:

STUDIOS = 9
 1 BEDROOM = 10
 2 BEDROOM = 2

TOTAL 1ST FLOOR UNITS: 21 UNITS

UNITS @ FLOORS 2 THR 5: (@ each floor)

STUDIOS = 10
 1 BEDROOM = 10
 2 BEDROOM = 3

TOTAL PER FLOOR: 23 UNITS @ EA FLOOR X 4 FLOORS = 92 UNITS

TOTAL IN BUILDING = 21 + 92 = 113 UNITS

| | | |
|------------------------|-------------------------|---------------------|
| TOTAL STUDIOS: | 49 UNITS X 1 BEDROOMS = | 49 BEDROOMS |
| TOTAL 1 BEDROOMS: | 50 UNITS X 1 BEDROOMS = | 50 BEDROOMS |
| TOTAL 2 BEDROOMS: | 14 UNITS X 2 BEDROOMS = | 28 BEDROOMS |
| TOTAL BEDROOMS: | | 127 BEDROOMS |

TOTAL UNITS IN BUILDING = 113 UNITS

TOTAL BEDROOMS IN BUILDING = 127 BEDROOMS

Section 9.3.15 Parking Requirements indicates a multifamily parking requirement of one space per unit. Our proposal is for 159 spaces for a ratio of 1.4 spaces per unit.

124 regular garage spaces
 8 compact garage parking spaces
 22 motorcycle garage parking spaces
 5 public surface parking spaces
 1.4 spaces/unit ratio

The proposed structure will have a two-way entrance to the upper parking level on Water Street. A plaza on the rear first floor level of the structure will have a two-way entrance to the lower parking level on the waterfront side of the building.

All dumpsters, utility meters, mechanical units and service/loading areas will be screened from public view in conformity with this standard.

The proposed development will not overburden any municipal services and will tie into existing water, sewer, and drainage systems. Additionally, the proposed development will enhance access to the adjacent River Rest Park to the east of the site as well as to the waterfront by way of the proposed addition to the park.

The proposed development will not unduly burden public facilities serving the site such as schools, fire, emergency services and police protection.

A detailed traffic assessment has concluded that there will be no significant impact on nearby roadways and intersections are a result of the proposed development.

Sec. 9.3.11 – Density

In the Waterfront District Sub-Zone D, allowed density is 30 residential units per acre.

Sec. 9.3.12 – Density Bonuses

In Sub-Zone D, a maximum of 70 units per acre shall be permitted when a project provides improved public access to the Merrimack River and a public park. The size and design of the park must be approved by the Economic Development Director. Our site is 1.19 acres±; therefore, allowable density with a bonus is 83 units.

Sec. 9.3.20 Waivers

We request that the Plan Approval Authority, the City Council, waive the allowable density of 83 units in favor of a density of 113 residential units, and approve any other waivers necessary for the construction of the project.

| DIMENSIONAL & DENSITY TABLE : WD DISTRICT | | | |
|--|--|---------------------|---|
| CRITERIA | EXISTING/ REQUIRED | PROPOSED | SPECIAL PERMIT OR WAIVER REQD. |
| ZONING DISTRICT | WD-D | WD-D | NO |
| USE(S) | VACANT LOT/ PARKING | MULTI-FAMILY | YES-SPECIAL PERMIT BY CITY COUNCIL Ch 255: Table 1 |
| DENSITY BONUSES | 70 UNITS PER ACRE 70 X 1.19= 83 UNITS | 113 | YES- WAIVER REQUIRED Ch 255-165 |
| BUILDING DATA** | | | |
| MIN. LOT FRONTAGE | NO REQUIREMENT | 430.63 FT | NO |
| MIN. LOT DEPTH | NO REQUIREMENT | 123.56 FT | NO |
| MIN. LOT AREA | NO REQUIREMENT | 52,080 FT | NO |
| MIN. FRONT SETBACK | NO REQUIREMENT | 1 FT | NO |
| MIN. SIDE SETBACK | NO REQUIREMENT | 15 FT | NO |
| MIN. REAR SETBACK | NO REQUIREMENT | — | NO |
| MAX. BUILDING HEIGHT | 74'-0" | 70'-0" & 5 STORIES | NO |
| MAX. BLDG. COVERAGE | NO REQUIREMENT | 30464/52080 = 58.4% | NO |
| MAX. F.A.R | NO REQUIREMENT | 158476/52080=3.04 | NO |
| MIN. OPEN SPACE | NO REQUIREMENT | 41% | NO |

** ACCORDING TO SECTION 255-166.2 OF THE CITY OF HAVERHILL ZONING ORDINANCE, THERE ARE NO DIMENSIONAL REGULATIONS FOR SUB-ZONES A, C, D, F, AND H.

In support of this request, we note the following:

As described herein, a waiver is required and is being requested to the otherwise allowed 83 maximum number of units. While our proposed project has a similar number of bedrooms (127 bedrooms) that the last approved Special Permit in 2015 (the Franzone/Water Street Waterfront LLC Proposal approved 07/13/2015) had allowed, we propose to increase the number of smaller units in order to make the Project both more attractive and more affordable to the demographic groups typically shut out of waterfront residential opportunities due to larger luxury-sized units containing two and even three bedrooms, and commanding higher rents. We believe that underserved population groups need and would welcome moderately sized apartments which would have more reasonable monthly rents than larger units.

Even with 113 units being proposed, the Project has a similar bedroom count as that previously allowed by the City Council in the most recent Special Permit granted to Water Street Waterfront, LLC (Frank Franzone) referenced above.

The additional units will allow the Project to offer significantly more affordable market rate housing than previously designed for this Property. The smaller units will permit a lower monthly rent to be charged, opening the Waterfront District to a more diverse population.

In choosing this design (keeping a similar number of bedrooms previously permitted by the City Council but configuring them in smaller units) we believe it is being responsive to the

changing demographics of not only downtown Haverhill, but also of Massachusetts in general and the country as a whole. As widely observed, there is a tremendous inability of persons, young and old, to find safe, moderately priced rental housing in vibrant sectors of our urban centers. Allowing the requested Waiver to accommodate 113 units will allow both the City and the Applicant to address this critical housing need.

Sec. 9.3.13 – Dimensional Regulations

No waivers or variances from dimensional regulations are required (see chart above).

Sec. 9.3.15 Parking

Our proposed project provides 1.4 spaces per unit.

| | | |
|---------------------------------|-----|----------------------|
| Regular parking spaces | 59 | lower parking garage |
| | 65 | upper parking garage |
| Total regular parking spaces | 124 | |
| Compact parking spaces | 4 | lower parking garage |
| | 4 | upper parking garage |
| Total compact parking spaces | 8 | |
| Motorcycle parking spaces | 11 | lower parking garage |
| | 11 | upper parking garage |
| Total motorcycle parking spaces | 22 | |
| Total parking spaces | 154 | |

Sec. 9.3.18 Application for Plan Approval

Our plans have been prepared by a registered architect, a registered civil engineer, and a registered landscape architect.

Sec. 255-168 Application for Site Plan Approval

Copies filed: 1 hard plus electronic via Viewpoint Cloud per the City Clerk.

**JOHNSON &
BORENSTEIN, LLC**
ATTORNEYS AT LAW

12 Chestnut Street
Andover, MA 01810-3706
Tel: 978-475-4488
Fax: 978-475-6703
www.jbllclaw.com
bob@jbllclaw.com

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Patrick M. Groulx (MA, NH)
Gordon T. Glass (ME, MA)
Pamela M. Coufos (MA)
Allison L. Colton (MA)

Of Counsel
Robert W. Lavoie (MA, NH)
Richard J. Byers (MA)

Paralegals
Karen L. Bussell
Lianne Patenaude
Ellen M. Melvin
Tina M. Wilson
Sharon A. Hart

September 28, 2021

Haverhill City Council
Melinda E. Barrett, Council President
City Hall
4 Summer Street
Haverhill, MA 01830

Re: Special Permit CCSP-21-12
Redevelopment of 85 Water Street
-113 Rental Units Unit on 1.19 Acres
Basis of Request for Waiver of Density
-from 83 Units to 113 Units
(127 Bedrooms in Smaller Units)

Council President Barrett & Councilors:

As legal counsel for, I would like to take this opportunity to submit to you our basis for the request that the City Council waive the density limitation from 83 units so as to allow the requested 113 units. As noted in my original June 9, 2021 correspondence, from a Zoning Ordinance compliance point of view, this proposed Project complies with all applicable use and dimensional Requirements of the Waterfront District regulations of the Haverhill Zoning Ordinance, with the sole exception of the maximum number of units allowed under Section 255-165. However, under Section 255-170 and other applicable powers, the City Council has the authority to grant a waiver to the otherwise maximum limit on the number of units.

As described, a waiver is required and is being requested to the otherwise allowed 83 maximum number of units in the project. While the Applicant's proposed project has exactly the same number of bedrooms (127 bedrooms) that the last approved Special Permit in 2015 (the Franzone/Water Street Waterfront LLC Proposal) had allowed, the Applicant proposes to greatly

increase the number of smaller units in order to make the Project both more attractive and more affordable to the demographic groups typically shut out of waterfront residential opportunities due to larger luxury-sized units containing two and even three bedrooms. The Applicant respectfully submits that these greatly-underserved population groups need and would welcome moderately sized apartments which would have a much more reasonable monthly rent.

Consequently, the only Waiver being proposed by the Applicant would be the density waiver so as to allow a total of 113 units containing 127 bedrooms.

This letter constitutes the Supportive Memorandum in connection with the Special Permit Criteria set forth in Section 255-162 of the Haverhill Zoning Ordinance under the Waterfront Zoning District. The Property is located within sub-zone D of the Waterfront Zoning District which has the goal of (i) creating a vibrant and active entrance to the downtown; (ii) creation of view corridors from the street to the Merrimack River and (iii) creation of an active waterfront.

Because this proposal provides improved public access to both the Merrimack River and increases the area of the public park to the east of the Property, the Applicant seeks a density bonus under Section 255-165 of the Zoning Ordinance. With the benefit of said density bonus, 83 units would be allowed on this Property. Applicant proposes 113 units, and respectfully requests that the City Council, under its Special Permit granting authority, grant a waiver to allow the requested density of 113 units. In support thereof, the Applicant points to the following:

1. Even with 113 units being proposed, the Project has the same 127-bedroom count as that previously allowed by the City Council in the most recent Special Permit granted to Water Street Waterfront, LLC (Frank Franzone) dated July 13, 2015.
2. Applicant has designed a Project that offers significant diversity in the type of units being offered, namely:
 - 49 studio units
 - 50 one bedroom units
 - 14 two bedroom units
 - 113 units containing a total of 127 bedrooms.
3. The additional 30 units will allow the Project to offer significantly more affordable market rate housing than previously designed for this Property. It goes without saying that the smaller units will permit a lower monthly rent to be charged, opening up the Waterfront District to a more diverse population mix.
4. In choosing this design (keeping the same 127 bedrooms previously permitted by the City Council, but configuring them in smaller units totaling 113,) Applicant believes it is being responsive to the changing demographics of not only downtown Haverhill, but also

of Massachusetts in general and the country as a whole. As widely observed, there is a tremendous inability of persons, young and old, to find safe, moderately priced rental housing in vibrant sectors of our urban centers. Allowing the requested Waiver to accommodate 113 units containing 127 bedrooms will allow both the City and the Applicant to address this critical housing need.

As shown in the application materials, the proposed development meets all of the Waterfront Zoning District goals and the Special Permit criteria, with the sole exception of the maximum number of units allowed under Section 255-165. However, under Section 255-170 and other applicable powers, the City Council has the authority to grant a waiver to the otherwise maximum limit on the number of units.

Section 255-170 of the Zoning Ordinance provides as follows:

Section 255-170 Plan approval decision.

A. Waivers. Except where expressly prohibited herein, upon the request of the applicant, the PPA may waive dimensional and other requirements of this article, in the interests of design flexibility and overall project quality, and upon a finding of consistency of such variation with the overall purpose and objectives of the WD or if the PPA find that such waiver will allow the project to better achieve the intent and overall purpose of this article.

Respectfully, it would be entirely appropriate for the City Council to exercise its waiver power based upon this Project meeting and exceeding the following purposes and objectives set forth in section 255-154 D, the Major Objectives of the District:

1. Public river access
2. New and existing view corridor
3. Promoting connection of the downtown with the River
8. Diversity of Housing Opportunities
14. New innovative design
15. Redevelopment of vacant land with "appropriately dense development"
16. Pedestrian activity (a walkable park with actual parking available)
17. Encouraging neighborhood uses: in the form of the provided park

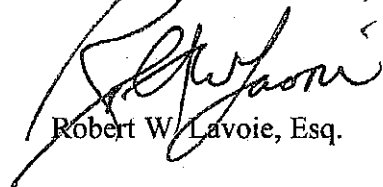
September 28, 2021
Page 4

Conclusion:

Based on the materials submitted with this Application and the information set forth above, the Applicant respectfully requests the City Council to approve the requested Density Waiver so as to permit the development of the Applicant's proposed Improvements as set forth in the site Plans and materials submitted.

Very truly yours,

JOHNSON & BORENSTEIN, LLC

A handwritten signature in black ink, appearing to read "R. Lavoie", is written over the printed name. The signature is fluid and cursive, with a large initial "R" and a stylized "Lavoie".

Robert W. Lavoie, Esq.

Hearing JULY 11, 2013



City of Haverhill, MA

04/19/2023

12.2

CCSP-23-3

City Council Special Permit

HAV CITY CLERK APR 19/23 PM 2:51

Status: Active**Date Created:** Apr 18, 2023**Applicant**

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

Primary Location

3 KENOZA AVE
Haverhill, MA 1830

Owner:

7-13 KENOZA AVE, LLC
2 WATER ST MEDFORD, MA 2155

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

Attorney/Agent

Applicant Business/Firm Phone

978 884 6431

Applicant Business/Firm City

Meyhuen

Applicant Business/Firm Zip

01844

Client Business Name

7-13 Kenoza Ave., LLC

Client Email

developxprop@gmail.com

Client City

Medford

Client Zip

02155

Client Business Structure

Limited Liability Corporation (LLC)

Applicant Business/Firm Name

Fiorello & Miglioni

Applicant Business/Firm Address

280 Merrimack Street

Applicant Business/Firm State

MA

Client Name

7-13 Kenoza Ave., LLC

Client Phone

781 835 7761

Client Address

2 Water Street

Client State

MA

Client County

middlesex

Property Information**Proposed Housing Plan Name**

XXXX

How Long Owned by Current Owner?

3 years

Lot Dimension(s)

75 X 160 X 170

Proposed Street Name(s)

Kenoza Avenue

Type of Dwelling(s) Planned in Project

Apartments

Registry Plat Number, Block & Lot

204-48-1, 204-48-2A

Zoning District Where Property Located

CC - Commercial Central

Deed Recorded in Essex South Registry: Block Number

40840, 39770

Deed Recorded in Essex South Registry: Page

495, 595

Does the Property Have Multiple Lots?

Yes

IF YES, How Many Lots?

2

IF YES, What Is/Are the Map, Block Lot (MBL) Number(s)?

204-48-1, 204-48-2A

IF YES, Provide Additional Addresses if Different Than "Location" (or Enter NONE)

none

Thoroughly Describe the Reason(s) for thre Special Permit

Applicant proposes to build a 14 unit residential building which requires a specialm permit from the City Council.

Property Description

see attached deeds

Current Property Use

Other

IF OTHER USE, Please Describe

Residential commercial mix.

TOTAL Number of Units Planned

14

TOTAL Number of Parking Spaces Planned

20

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

Yes

Agreement & Signature

Agrees



PLEASE READ

Office Use Only

City Council Decision

--

Reason for Council's Decision

--

City Council Members Absent

--

City Council Members Present

--

Continuance Meeting Date

--

City Councilor Who Seconded Motion

--

City Councilors Who Voted Against

--

Continuance Motion Decision

--

City Councilors Who Voted in Favor

--

Number of 12"x18" Mylar Copies

--

Number of 24"x36" Mylar Copies

--

City Council Hearing Date

--

Also Present

--

City Councilor Who Made Motion

--

City Councilors Who Abstained

--

Who Submitted Continuance Request?

--











Appeal Expiration Date


--

Number of 18"x24" Mylar Copies

--

Attachments




-  Kenoza Council Cover Ltr.pdf
Uploaded by michael miglioni on Apr 18, 2023 at 9:30 am
-  Kenoza Council Cover Ltr.pdf
Uploaded by michael miglioni on Apr 18, 2023 at 9:25 am
-  040323 - Layout and Materials Plan 3-23.pdf
Uploaded by michael miglioni on Apr 18, 2023 at 9:30 am
-  040323 - Layout and Materials Plan 3-23.pdf
Uploaded by michael miglioni on Apr 18, 2023 at 9:30 am
-  Kenoza Council Cover Ltr.pdf
Uploaded by michael miglioni on Apr 18, 2023 at 9:26 am
-  Kenoza Council Cover Ltr.pdf
Uploaded by michael miglioni on Apr 18, 2023 at 9:26 am
-  Traffic Study.pdf
Uploaded by michael miglioni on Apr 17, 2023 at 6:46 am
-  Building Plans presentation -.pdf
Uploaded by michael miglioni on Apr 17, 2023 at 6:55 am
-  040323 - Layout and Materials Plan 3-23.pdf
Uploaded by michael miglioni on Apr 17, 2023 at 7:04 am
-  Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx
Uploaded by Christine Webb on Apr 18, 2023 at 1:14 pm

 Mailing Labels 3 Kenoza Ave 204.48.1 incl 204.48.2A.pdf
 Uploaded by Christine Webb on Apr 18, 2023 at 1:15 pm

History

| Date | Activity |
|--------------------------|---|
| Apr 5, 2023 at 9:50 am | michael migliori started a draft of Record CCSP-23-3 |
| Apr 17, 2023 at 6:46 am | michael migliori added attachment Traffic Study.pdf to Record CCSP-23-3 |
| Apr 17, 2023 at 6:54 am | michael migliori added attachment Building Plans presentation -.pdf to Record CCSP-23-3 |
| Apr 17, 2023 at 7:02 am | michael migliori added attachment 10312022 - CONCEPT PLAN2x.pdf to Record CCSP-23-3 |
| Apr 17, 2023 at 7:04 am | michael migliori added attachment 040323 - Layout and Materials Plan 3-23.pdf to Record CCSP-23-3 |
| Apr 17, 2023 at 7:09 am | michael migliori removed attachment 10312022 - CONCEPT PLAN2x.pdf from Record CCSP-23-3 |
| Apr 18, 2023 at 9:31 am | michael migliori submitted Record CCSP-23-3 |
| Apr 18, 2023 at 9:33 am | completed payment step Special Permit Filing Fee on Record CCSP-23-3 |
| Apr 18, 2023 at 9:33 am | approval step Planning Director Review was assigned to William Pillsbury on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | William Pillsbury approved approval step Planning Director Review on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Assessor for Abutter's List was assigned to Christine Webb on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Conservation Department Review was assigned to Robert Moore on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Engineering Department Review was assigned to John Pettis on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Water/Wastewater Review was assigned to Robert Ward on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Health Department Review was assigned to Bonnie Dufresne on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Fire1 Department Review was assigned to Eric Tarpy on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Fire2 Department Review was assigned to Michael Picard on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Police Department Review was assigned to Kevin Lynch on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Storm Water Review was assigned to Robert Moore on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step City Clerk Review - Hearing Dates Set was assigned to Maria Bevilacqua on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step DPW Review was assigned to Robert Ward on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step School Department Review was assigned to Mike Pfifferling on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Building Inspector Approval for Agenda was assigned to Tom Bridgewater on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step Water Supply Review was assigned to Robert Ward on Record CCSP-23-3 |
| Apr 18, 2023 at 9:58 am | approval step City Council Clerk Notified was assigned to Laurie Brown on Record CCSP-23-3 |
| Apr 18, 2023 at 10:29 am | Bonnie Dufresne assigned approval step Health Department Review to Mark Tolman on Record CCSP-23-3 |
| Apr 18, 2023 at 12:19 pm | Laurie Brown approved approval step City Council Clerk Notified on Record CCSP-23-3 |
| Apr 18, 2023 at 1:10 pm | Christine Webb added attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx to Record CCSP-23-3 |
| Apr 18, 2023 at 1:12 pm | Christine Webb removed attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx from Record CCSP-23-3 |
| Apr 18, 2023 at 1:12 pm | Christine Webb added attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx to Record CCSP-23-3 |
| Apr 18, 2023 at 1:13 pm | Christine Webb removed attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx from Record CCSP-23-3 |
| Apr 18, 2023 at 1:14 pm | Christine Webb added attachment Abutters 3 Kenoza Ave 204.48.1 incl 204.48.2A.xlsx to Record CCSP-23-3 |
| Apr 18, 2023 at 1:15 pm | Christine Webb added attachment Mailing Labels 3 Kenoza Ave 204.48.1 incl 204.48.2A.pdf to Record CCSP-23-3 |
| Apr 18, 2023 at 1:17 pm | Christine Webb approved approval step Assessor for Abutter's List on Record CCSP-23-3 |
| Apr 19, 2023 at 8:09 am | Michael Picard assigned approval step Fire1 Department Review to Michael Picard on Record CCSP-23-3 |
| Apr 19, 2023 at 8:09 am | Michael Picard waived approval step Fire1 Department Review on Record CCSP-23-3 |
| Apr 19, 2023 at 8:11 am | Michael Picard approved approval step Fire2 Department Review on Record CCSP-23-3 |
| Apr 19, 2023 at 9:16 am | Kaitlin Wright assigned approval step City Clerk Review - Hearing Dates Set to Kaitlin Wright on Record CCSP-23-3 |
| Apr 19, 2023 at 9:21 am | Robert Moore approved approval step Conservation Department Review on Record CCSP-23-3 |
| Apr 19, 2023 at 9:22 am | Robert Moore approved approval step Storm Water Review on Record CCSP-23-3 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|---|----------|-------------------------|--------------------------|-------------------|----------|
|  Special Permit Filing Fee | Paid | Apr 18, 2023 at 9:31 am | Apr 18, 2023 at 9:33 am | - | - |
|  Planning Director Review | Complete | Apr 18, 2023 at 9:33 am | Apr 18, 2023 at 9:58 am | William Pillsbury | - |
|  City Council Clerk Notified | Complete | Apr 18, 2023 at 9:58 am | Apr 18, 2023 at 12:19 pm | Laurie Brown | - |

| Label | Status | Activated | Completed | Assignee | Due Date |
|---|----------|-------------------------|-------------------------|------------------|----------|
| ✓ Assessor for Abutter's List | Complete | Apr 18, 2023 at 9:58 am | Apr 18, 2023 at 1:17 pm | Christine Webb | - |
| Fire1 Department Review | Skipped | Apr 18, 2023 at 9:58 am | Apr 19, 2023 at 8:09 am | Michael Picard | - |
| ✓ Fire2 Department Review | Complete | Apr 18, 2023 at 9:58 am | Apr 19, 2023 at 8:11 am | Michael Picard | - |
| ✓ Conservation Department Review | Complete | Apr 18, 2023 at 9:58 am | Apr 19, 2023 at 9:21 am | Robert Moore | - |
| ✓ Storm Water Review | Complete | Apr 18, 2023 at 9:58 am | Apr 19, 2023 at 9:22 am | Robert Moore | - |
| ✓ City Clerk Review - Hearing Dates Set | Active | Apr 18, 2023 at 9:58 am | - | Kaitlin Wright | - |
| ✓ DPW Review | Active | Apr 18, 2023 at 9:58 am | - | Robert Ward | - |
| ✓ Engineering Department Review | Active | Apr 18, 2023 at 9:58 am | - | John Pettis | - |
| ✓ Health Department Review | Active | Apr 18, 2023 at 9:58 am | - | Mark Tolman | - |
| ✓ Police Department Review | Active | Apr 18, 2023 at 9:58 am | - | Kevin Lynch | - |
| ✓ School Department Review | Active | Apr 18, 2023 at 9:58 am | - | Mike Pfifferling | - |
| ✓ Water/Wastewater Review | Active | Apr 18, 2023 at 9:58 am | - | Robert Ward | - |
| ✓ Water Supply Review | Active | Apr 18, 2023 at 9:58 am | - | Robert Ward | - |
| ✓ Building Inspector Approval for Agenda | Active | Apr 18, 2023 at 9:58 am | - | Tom Bridgewater | - |
| ✓ First Ad Placement | Inactive | - | - | - | - |
| ✓ Placed on Agenda | Inactive | - | - | - | - |
| ✓ Abutter Notification | Inactive | - | - | - | - |
| ✓ Second Ad Placement | Inactive | - | - | - | - |
| ✓ City Councilor A Review | Inactive | - | - | - | - |
| ✓ City Councilor B Review | Inactive | - | - | - | - |
| ✓ City Councilor C Review | Inactive | - | - | - | - |
| ✓ City Councilor D Review | Inactive | - | - | - | - |
| ✓ City Councilor E Review | Inactive | - | - | - | - |
| ✓ City Councilor F Review | Inactive | - | - | - | - |
| ✓ City Councilor G Review | Inactive | - | - | - | - |
| ✓ City Councilor H Review | Inactive | - | - | - | - |
| ✓ City Councilor I Review | Inactive | - | - | - | - |
| ✓ City Council Meeting | Inactive | - | - | - | - |
| ✓ Meeting Minutes & Decision Filed w/City Clerk | Inactive | - | - | - | - |

FIGRELLO & MIGLIORI
ATTORNEYS AT LAW

KAREN L. FIGRELLO
(Retired)

MICHAEL J. MIGLIORI
mmigliori@fmlaw.com

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

April 17, 2023

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

Re: Special Permit
Owner: 7-13 Kenoza Ave., LLC
Applicant: 7-13 Kenoza Ave., LLC
3-13 Kenoza Avenue, Haverhill MA
Parcel ID: 204-48-1 & 2A

Dear President Jordan,

Please be advised this office represents 7-13 Kenoza Ave., LLC, the applicant regarding the above-referenced Special Permit. This Memorandum is filed with the Council in order to assist it in arriving at a decision regarding this Application.

Kenoza Ave., LLC purchased the property at 3 Kenoza Avenue last year which is the site of a long ago abandoned gasoline station that has been a blight in the neighborhood for many years. Kenoza Ave., LLC has owned the commercial/residential property at 7 Kenoza Avenue for several years.

The combining of these two parcels will allow for a beautiful apartment building to be constructed on the site to provide 14 badly needed apartments in the City.

The property is in the CC zoning district. The property currently contains a commercial/residential property to be demolished and an abandoned building on site of the former gas station in a state of total disrepair.

The applicant wishes to remove the blighted buildings on the site and construct a 14 unit residential apartment building.

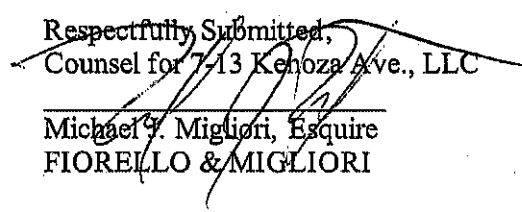
In light of the requested use the applicant is seeking a special permit for the project which is required in the CC zone.

We are not requesting any waivers from the Council because the project as designed complies with all zoning requirements for the CC Zone.

We believe that the Special Permit we are requesting, if approved by the Council, will result in a significant beneficial impact on the public good and carry out the goals and purposes and intent of the provisions of Haverhill's Zoning Ordinance and create additional affordable housing in the inner City while removing a terrible blight.

Kindly schedule a hearing before the Council at your earliest convenience.

Respectfully Submitted,
Counsel for 7-13 Kenzo Ave., LLC



Michael V. Migliori, Esquire
FIORELLO & MIGLIORI

ち



City of Haverhill, MA

12,411

04/12/2023

EVNT-23-15

Event Permit

HAV CITY CLERK APR 12/23 AM 11:00

Status: Active**Date Created:** Mar 31, 2023**Applicant**

Maryellen Powers
mep6869@gmail.com
19 Kensington Ave
Bradford, MA 01835
6034905959

Primary Location

10 CHURCH ST
Bradford, MA 1835

Owner:

FIRST CHURCH OF CHRIST
10 CHURCH ST BRADFORD, MA 1835

Organization Information**Organization**

Haverhill Garden Club

Organization Phone

5082654820

Organization Address

31 Eastland Terr

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**

Maryellen Powers

Contact Title

Plant Sale Chair

Contact Phone

6034905959

Contact Email

Mep6869@gmail.com

Contact Address

19 Kensington Ave

Contact City

Bradford

Contact State

Ma

Contact Zip

01835

Property Owner Information**Property Owner Name**

FCC

Property Owner Phone

9783741114

Property Owner Address

10 Church st

Property Owner City

Bradford

Property Owner State

Ma

Property Owner Zip

01835

Is the Applicant the Property Owner?

No

Event Information**Type of Event**

Other

IF OTHER, Please Specify

Plant Sale

Event Date

05/20/2023

Event Location

Bradford

Is the Event on Bradford Common?

Yes

Is the Event on City Property?

Yes

Event Venue

Outdoor

Number of Anticipated Attendees

200

Are You Requesting Fees Be Waived?

Yes

Event End Time

12:00pm

Event Start Time

8:00am

Special Considerations (i.e. fireworks)

No

Description of event

Annual plant sale

Parking Information**Number of Parking Spaces Onsite**

15

Have Off-site Parking Arrangements Been Made?

No

Are There Charges/Fees for Parking?

No

Sanitation Information**Number of Public Restrooms Available**

0

Type of Toilets

Portable

Please Describe Plans for Solid Waste Disposal & Recycling

Trash cans

General Release & Indemnity Agreement

Yes

**Terms of Understanding**

Yes

**Attachments**

9A1CBF9A-BF7C-448B-8AEA-1A91FA2850FB.png

Uploaded by Maryellen Powers on Mar 31, 2023 at 11:22 am



9DE630BD-442A-4F1C-8CD6-EA2C149CE367.png

Uploaded by Maryellen Powers on Mar 31, 2023 at 11:22 am



Haverhill Garden Club Letter.pdf

Uploaded by Maryellen Powers on Mar 31, 2023 at 11:17 am



Haverhill Garden Club Letter.pdf

Uploaded by Maryellen Powers on Mar 31, 2023 at 11:17 am



288731AB-8A1C-4EE1-BC92-F0E165031020.png

Uploaded by Maryellen Powers on Mar 31, 2023 at 11:22 am



EVNT-23-15.pdf

Uploaded by Kevin Lynch on Apr 4, 2023 at 11:51 am

History

| Date | Activity |
|--------------------------|---|
| Mar 31, 2023 at 11:06 am | Maryellen Powers started a draft of Record EVNT-23-15 |
| Mar 31, 2023 at 11:23 am | Maryellen Powers submitted Record EVNT-23-15 |
| Mar 31, 2023 at 4:44 pm | Kaitlin Wright waived payment step Event Permit Payment on Record EVNT-23-15 |
| Mar 31, 2023 at 4:44 pm | approval step City Clerk Approval was assigned to Kaitlin Wright on Record EVNT-23-15 |
| Mar 31, 2023 at 4:45 pm | Kaitlin Wright approved approval step City Clerk Approval on Record EVNT-23-15 |
| Mar 31, 2023 at 4:45 pm | approval step Fire Chief Approval was assigned to Robert O'Brien on Record EVNT-23-15 |
| Mar 31, 2023 at 4:45 pm | approval step Police Department Approval was assigned to Kevin Lynch on Record EVNT-23-15 |
| Mar 31, 2023 at 4:45 pm | approval step Health Inspector Approval was assigned to Miguel Nieto on Record EVNT-23-15 |
| Mar 31, 2023 at 4:45 pm | approval step Public Works Director Approval was assigned to Robert Ward on Record EVNT-23-15 |
| Mar 31, 2023 at 4:45 pm | approval step Building Inspector Approval was assigned to Tom Bridgewater on Record EVNT-23-15 |
| Apr 1, 2023 at 2:25 pm | Tom Bridgewater assigned approval step Fire Chief Approval to Eric Tarpy on Record EVNT-23-15 |
| Apr 1, 2023 at 2:25 pm | Tom Bridgewater approved approval step Building Inspector Approval on Record EVNT-23-15 |
| Apr 1, 2023 at 7:02 pm | Miguel Nieto assigned approval step Health Inspector Approval to Mark Tolman on Record EVNT-23-15 |
| Apr 4, 2023 at 9:22 am | Mark Tolman approved approval step Health Inspector Approval on Record EVNT-23-15 |
| Apr 4, 2023 at 11:51 am | Kevin Lynch added attachment EVNT-23-15.pdf to Record EVNT-23-15 |
| Apr 4, 2023 at 11:51 am | Kevin Lynch approved approval step Police Department Approval on Record EVNT-23-15 |

| Date | Activity |
|--------------------------|---|
| Apr 4, 2023 at 3:39 pm | Eric Tarpy approved approval step Fire Chief Approval on Record EVNT-23-15 |
| Apr 10, 2023 at 9:48 am | Robert Ward approved approval step Public Works Director Approval on Record EVNT-23-15 |
| Apr 12, 2023 at 9:47 am | Kaitlin Wright assigned approval step Recreational Director Approval to Ben Delaware on Record EVNT-23-15 |
| Apr 12, 2023 at 10:55 am | Ben Delaware approved approval step Recreational Director Approval on Record EVNT-23-15 |
| Apr 12, 2023 at 10:55 am | approval step City Council Approval was assigned to Kaitlin Wright on Record EVNT-23-15 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|----------------------------------|----------|--------------------------|--------------------------|-----------------|----------|
| Event Permit Payment | Waived | Mar 31, 2023 at 11:23 am | Mar 31, 2023 at 4:44 pm | - | - |
| ✓ City Clerk Approval | Complete | Mar 31, 2023 at 4:44 pm | Mar 31, 2023 at 4:45 pm | Kaitlin Wright | - |
| ✓ Building Inspector Approval | Complete | Mar 31, 2023 at 4:45 pm | Apr 1, 2023 at 2:25 pm | Tom Bridgewater | - |
| ✓ Health Inspector Approval | Complete | Mar 31, 2023 at 4:45 pm | Apr 4, 2023 at 9:22 am | Mark Tolman | - |
| ✓ Police Department Approval | Complete | Mar 31, 2023 at 4:45 pm | Apr 4, 2023 at 11:51 am | Kevin Lynch | - |
| ✓ Fire Chief Approval | Complete | Mar 31, 2023 at 4:45 pm | Apr 4, 2023 at 3:39 pm | Eric Tarpy | - |
| ✓ Public Works Director Approval | Complete | Mar 31, 2023 at 4:45 pm | Apr 10, 2023 at 9:48 am | Robert Ward | - |
| ✓ Recreational Director Approval | Complete | Mar 31, 2023 at 4:45 pm | Apr 12, 2023 at 10:55 am | Ben Delaware | - |
| ✓ City Council Approval | Active | Apr 12, 2023 at 10:55 am | - | Kaitlin Wright | - |
| 📄 Event Permit Issued | Inactive | - | - | - | - |



City of Haverhill, MA

12.4.2

04/18/2023

EVNT-23-13

Event Permit

HAV CITY CLERK APR 18/23 PM 12:10

Status: Active**Date Created:** Mar 24, 2023**Applicant**

Jeff Grassie
jeffgrassie@yahoo.com
1153 West Lowell Ave.
Haverhill, MA 01832-1155
9788727535

Primary Location

10 CHURCH ST
Bradford, MA 1835

Owner:

FIRST CHURCH OF CHRIST
10 CHURCH ST BRADFORD, MA 1835

Organization Information**Organization**

Creative Haverhill(fiscal agent of farmers market)

Organization Phone

503-476-4339

Organization Address

PO Box 205

Organization City

Haverhill

Organization State

Ma

Organization Zip

01831

Is the Organization Tax Exempt?

Yes

Is the Organization Non-Profit?

Yes

Is the Organization a House of Worship?

No

Contact Information**Contact Name**

Jeff Grassie

Contact Title

Market Organizer of Haverhill Farmers Market

Contact Phone

978-872-7535

Contact Email

jeffgrassie1966@gmail.com

Contact Address

1153 West Lowell Ave.

Contact City

Haverhill

Contact State

Ma

Contact Zip

01832

Property Owner Information**Property Owner Name**

First Church of Christ

Property Owner Phone

Marc Johnson

Property Owner Address

10 Church Street

Property Owner City

Haverhill

Property Owner State

Ma

Property Owner Zip

01835

Is the Applicant the Property Owner?

No

Event Information**Type of Event**

Other

IF OTHER, Please Specify

Haverhill Farmers Market

Event Date

06/24/2023

Event Location

10 Church Street

is the Event on Bradford Common?

Yes

Is the Event on City Property?

No

Event Venue

Outdoor

Number of Anticipated Attendees

500

Are You Requesting Fees Be Waived?

Yes

Event End Time

1pm

Event Start Time

9am

Special Considerations (i.e. fireworks)

no

Description of event

The Haverhill Farmers Market operates every Saturday from June 24-Oct. 28 from 9-1pm providing locally grown and made products that supports local growers and producers and helps our local economy.

Parking Information**Number of Parking Spaces Onsite**

75

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

Permanent

Please Describe Plans for Solid Waste Disposal & Recycling

Use of bathrooms in the church

General Release & Indemnity Agreement

Yes

**Terms of Understanding**

Yes

**Attachments**

Bradford Common letter.jpg

Uploaded by Jeff Grassie on Mar 24, 2023 at 8:06 am



Indemnity agreement.jpg

Uploaded by Jeff Grassie on Mar 24, 2023 at 8:35 am



Creative Haverhill Tax ID.jpg

Uploaded by Jeff Grassie on Mar 24, 2023 at 8:30 am



Bradford Common letter.jpg

Uploaded by Jeff Grassie on Mar 24, 2023 at 8:07 am



Bradford Common letter.jpg

Uploaded by Jeff Grassie on Mar 24, 2023 at 8:07 am



FM Insurance.jpg











Uploaded by Jeff Grassie on Mar 24, 2023 at 8:30 am

History

| Date | Activity |
|-------------------------|---|
| Mar 24, 2023 at 7:51 am | Jeff Grassie started a draft of Record EVNT-23-13 |
| Mar 24, 2023 at 8:37 am | Jeff Grassie submitted Record EVNT-23-13 |
| Mar 24, 2023 at 9:03 am | completed payment step Event Permit Payment on Record EVNT-23-13 |
| Mar 24, 2023 at 9:03 am | approval step City Clerk Approval was assigned to Kaitlin Wright on Record EVNT-23-13 |
| Mar 27, 2023 at 6:44 pm | Kaitlin Wright approved approval step City Clerk Approval on Record EVNT-23-13 |
| Mar 27, 2023 at 6:44 pm | approval step Fire Chief Approval was assigned to Robert O'Brien on Record EVNT-23-13 |
| Mar 27, 2023 at 6:44 pm | approval step Police Department Approval was assigned to Kevin Lynch on Record EVNT-23-13 |
| Mar 27, 2023 at 6:44 pm | approval step Health Inspector Approval was assigned to Miguel Nieto on Record EVNT-23-13 |
| Mar 27, 2023 at 6:44 pm | approval step Public Works Director Approval was assigned to Robert Ward on Record EVNT-23-13 |

| Date | Activity |
|--------------------------|---|
| Mar 27, 2023 at 6:44 pm | approval step Building Inspector Approval was assigned to Tom Bridgewater on Record EVNT-23-13 |
| Mar 28, 2023 at 7:40 am | Miguel Nieto assigned approval step Health Inspector Approval to Mark Tolman on Record EVNT-23-13 |
| Mar 30, 2023 at 7:45 pm | Tom Bridgewater assigned approval step Fire Chief Approval to Eric Tarpy on Record EVNT-23-13 |
| Mar 30, 2023 at 7:45 pm | Tom Bridgewater approved approval step Building Inspector Approval on Record EVNT-23-13 |
| Mar 31, 2023 at 2:02 pm | Kevin Lynch approved approval step Police Department Approval on Record EVNT-23-13 |
| Mar 31, 2023 at 2:06 pm | Bonnie Dufresne assigned approval step Health Inspector Approval to Karin Devlin on Record EVNT-23-13 |
| Apr 5, 2023 at 3:47 pm | Eric Tarpy approved approval step Fire Chief Approval on Record EVNT-23-13 |
| Apr 6, 2023 at 7:53 am | Karin Devlin approved approval step Health Inspector Approval on Record EVNT-23-13 |
| Apr 12, 2023 at 9:47 am | Kaitlin Wright assigned approval step Recreational Director Approval to Kaitlin Wright on Record EVNT-23-13 |
| Apr 12, 2023 at 9:47 am | Kaitlin Wright assigned approval step Recreational Director Approval to Ben Delaware on Record EVNT-23-13 |
| Apr 12, 2023 at 10:53 am | Ben Delaware approved approval step Recreational Director Approval on Record EVNT-23-13 |
| Apr 18, 2023 at 10:31 am | Robert Ward approved approval step Public Works Director Approval on Record EVNT-23-13 |
| Apr 18, 2023 at 10:32 am | approval step City Council Approval was assigned to Kaitlin Wright on Record EVNT-23-13 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|--|----------|--------------------------|--------------------------|-----------------|----------|
|  Event Permit Payment | Paid | Mar 24, 2023 at 8:37 am | Mar 24, 2023 at 9:03 am | - | - |
|  City Clerk Approval | Complete | Mar 24, 2023 at 9:03 am | Mar 27, 2023 at 6:44 pm | Kaitlin Wright | - |
|  Building Inspector Approval | Complete | Mar 27, 2023 at 6:44 pm | Mar 30, 2023 at 7:45 pm | Tom Bridgewater | - |
|  Police Department Approval | Complete | Mar 27, 2023 at 6:44 pm | Mar 31, 2023 at 2:02 pm | Kevin Lynch | - |
|  Fire Chief Approval | Complete | Mar 27, 2023 at 6:44 pm | Apr 5, 2023 at 3:47 pm | Eric Tarpy | - |
|  Health Inspector Approval | Complete | Mar 27, 2023 at 6:44 pm | Apr 6, 2023 at 7:53 am | Karin Devlin | - |
|  Recreational Director Approval | Complete | Mar 27, 2023 at 6:44 pm | Apr 12, 2023 at 10:53 am | Ben Delaware | - |
|  Public Works Director Approval | Complete | Mar 27, 2023 at 6:44 pm | Apr 18, 2023 at 10:31 am | Robert Ward | - |
|  City Council Approval | Active | Apr 18, 2023 at 10:31 am | - | Kaitlin Wright | - |
|  Event Permit Issued | Inactive | - | - | - | - |



City of Haverhill, MA

12.4.3

04/18/2023

EVNT-23-10

Event Permit

Status: Active**Date Created:** Mar 13, 2023

Haverhill City Clerk APR 18/23 PM 12:54

Applicant

Richard Ouellette
rouellette2@comcast.net
164 Washington St
Groveland, Ma 01834
978-771-1342

Primary Location

30 FERRY ST
Bradford, MA 1835

Owner:

CRESCENT YACHT CLUB
PO BOX 5006 BRADFORD, MA 1835

Organization Information**Organization**

Crescent Yacht Club

Organization Address

30 Ferry St

Organization State

MA

Is the Organization Tax Exempt?

Yes

Is the Organization a House of Worship?

No

Organization Phone

978-374-9683

Organization City

Haverhill

Organization Zip

01835

Is the Organization Non-Profit?

Yes

Contact Information**Contact Name**

Richard Ouellette

Contact Phone

978-771-1342

Contact Address

164 Washington St

Contact State

MA

Contact Title

Chairman

Contact Email

Rouellette2@comcast.net

Contact City

Groveland

Contact Zip

01834

Property Owner Information**Property Owner Name**

Crescent Yacht Club

Property Owner Phone

978-374-9683

Property Owner Address

30 Ferry St

Property Owner City

Haverhill

Property Owner State

MA

Property Owner Zip

01835

Is the Applicant the Property Owner?

No

Event Information**Type of Event**

Other

IF OTHER, Please Specify

43rd Annual Canoe Race

Event Date

06/03/2023

Event Location

Crescent Yacht Club

Is the Event on Bradford Common?

No

Is the Event on City Property?

No

Event Venue

Outdoor

Number of Anticipated Attendees

100

Are You Requesting Fees Be Waived?

Yes

Event End Time

3:00 PM

Event Start Time

8:00 AM

Special Considerations (i.e. fireworks)

NA

Description of event

43rd Annual Crescent Yacht Club Charity Canoe Race

Parking Information**Number of Parking Spaces Onsite**

40

Have Off-site Parking Arrangements Been Made?

Yes

IF YES, Please Provide Details of Offsite Arrangements

Shuttle bus and on street neighborhood parking

Are There Charges/Fees for Parking?

No

Sanitation Information**Number of Public Restrooms Available**

6

Type of Toilets

Both

Please Describe Plans for Solid Waste Disposal & Recycling

Covanta supplying recycle boxes, 4 Porta potties being provided

General Release & Indemnity Agreement

Yes

**Terms of Understanding**

Yes

**Attachments**

Event agreement 2023.pdf

Uploaded by Richard Ouellette on Mar 13, 2023 at 11:47 am



release form.pdf

Uploaded by Richard Ouellette on Mar 12, 2023 at 1:22 pm



IRS.pdf

Uploaded by Richard Ouellette on Mar 13, 2023 at 2:11 pm



Owners consent 2023.pdf

Uploaded by Richard Ouellette on Mar 13, 2023 at 11:53 am



Attachment(2).PDF

Uploaded by Richard Ouellette on Mar 13, 2023 at 12:45 pm



Crescent Yacht Club.pdf

Uploaded by Kevin Lynch on Mar 16, 2023 at 1:32 pm



72DC7EC6-E1F8-41F2-A3E2-658C4DAE13A5.jpeg











Uploaded by Richard Ouellette on Apr 10, 2023 at 10:03 am

History

| Date | Activity |
|--------------------------|--|
| Mar 12, 2023 at 12:46 pm | Richard Ouellette started a draft of Record EVNT-23-10 |
| Mar 13, 2023 at 2:13 pm | Richard Ouellette submitted Record EVNT-23-10 |
| Mar 13, 2023 at 2:16 pm | completed payment step Event Permit Payment on Record EVNT-23-10 |
| Mar 13, 2023 at 2:16 pm | approval step City Clerk Approval was assigned to Kaitlin Wright on Record EVNT-23-10 |
| Mar 14, 2023 at 1:09 pm | Kaitlin Wright approved approval step City Clerk Approval on Record EVNT-23-10 |
| Mar 14, 2023 at 1:09 pm | approval step Fire Chief Approval was assigned to Robert O'Brien on Record EVNT-23-10 |
| Mar 14, 2023 at 1:09 pm | approval step Police Department Approval was assigned to Kevin Lynch on Record EVNT-23-10 |
| Mar 14, 2023 at 1:09 pm | approval step Health Inspector Approval was assigned to Miguel Nieto on Record EVNT-23-10 |
| Mar 14, 2023 at 1:09 pm | approval step Public Works Director Approval was assigned to Robert Ward on Record EVNT-23-10 |
| Mar 14, 2023 at 1:09 pm | approval step Building Inspector Approval was assigned to Tom Bridgewater on Record EVNT-23-10 |
| Mar 14, 2023 at 3:20 pm | Tom Bridgewater approved approval step Building Inspector Approval on Record EVNT-23-10 |
| Mar 15, 2023 at 12:09 pm | Miguel Nieto assigned approval step Health Inspector Approval to Mark Tolman on Record EVNT-23-10 |
| Mar 16, 2023 at 1:32 pm | Kevin Lynch added attachment Crescent Yacht Club.pdf to Record EVNT-23-10 |
| Mar 16, 2023 at 1:33 pm | Kevin Lynch approved approval step Police Department Approval on Record EVNT-23-10 |
| Apr 3, 2023 at 11:37 am | Kaitlin Wright assigned approval step Recreational Director Approval to Vinny Ouellette on Record EVNT-23-10 |
| Apr 5, 2023 at 2:06 pm | Mark Tolman approved approval step Health Inspector Approval on Record EVNT-23-10 |
| Apr 10, 2023 at 7:29 am | Eric Tarpy assigned approval step Fire Chief Approval to Eric Tarpy on Record EVNT-23-10 |

| Date | Activity |
|--------------------------|---|
| Apr 10, 2023 at 7:31 am | Eric Tarpy approved approval step Fire Chief Approval on Record EVNT-23-10 |
| Apr 10, 2023 at 10:03 am | Richard Ouellette added attachment 72DC7EC6-E1F8-41F2-A3E2-658C4DAE13A5.jpeg to Record EVNT-23-10 |
| Apr 12, 2023 at 9:46 am | Kaitlin Wright assigned approval step Recreational Director Approval to Ben Delaware on Record EVNT-23-10 |
| Apr 12, 2023 at 10:59 am | Ben Delaware approved approval step Recreational Director Approval on Record EVNT-23-10 |
| Apr 18, 2023 at 12:28 pm | Robert Ward approved approval step Public Works Director Approval on Record EVNT-23-10 |
| Apr 18, 2023 at 12:28 pm | approval step City Council Approval was assigned to Kaitlin Wright on Record EVNT-23-10 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|--|----------|--------------------------|--------------------------|-----------------|----------|
|  Event Permit Payment | Paid | Mar 13, 2023 at 2:13 pm | Mar 13, 2023 at 2:16 pm | - | - |
|  City Clerk Approval | Complete | Mar 13, 2023 at 2:16 pm | Mar 14, 2023 at 1:09 pm | Kaitlin Wright | - |
|  Building Inspector Approval | Complete | Mar 14, 2023 at 1:09 pm | Mar 14, 2023 at 3:20 pm | Tom Bridgewater | - |
|  Police Department Approval | Complete | Mar 14, 2023 at 1:09 pm | Mar 16, 2023 at 1:33 pm | Kevin Lynch | - |
|  Health Inspector Approval | Complete | Mar 14, 2023 at 1:09 pm | Apr 5, 2023 at 2:06 pm | Mark Tolman | - |
|  Fire Chief Approval | Complete | Mar 14, 2023 at 1:09 pm | Apr 10, 2023 at 7:31 am | Eric Tarpy | - |
|  Recreational Director Approval | Complete | Mar 14, 2023 at 1:09 pm | Apr 12, 2023 at 10:59 am | Ben Delaware | - |
|  Public Works Director Approval | Complete | Mar 14, 2023 at 1:09 pm | Apr 18, 2023 at 12:28 pm | Robert Ward | - |
|  City Council Approval | Active | Apr 18, 2023 at 12:28 pm | - | Kaitlin Wright | - |
|  Event Permit Issued | Inactive | - | - | - | - |



City of Haverhill, MA

12.4.4

04/18/2023

EVNT-23-17

Event Permit

Status: Active**Applicant**

Kim Kazanjian-Dandurant
kimdandurant@gmail.com
6 fernwood ave
bradford, Ma 01835
978-807-6815

Organization Information**Organization**

Armenian Apostolic Church at Hye Pointe/ACYOA

Organization Address

1280 Boston Road

Organization State

MA

Is the Organization Tax Exempt?

Yes

Is the Organization a House of Worship?

Yes

Contact Information**Contact Name**

kim kazanjian dandurant

Contact Phone

978-807-6815

Contact Address

6 Fernwood Ave

Contact State

MA

Property Owner Information**Property Owner Name****Date Created:** Apr 5, 2023

HAV CITY CLERK APR 19 2023 PM 4:48

Primary Location

1280 BOSTON RD
Bradford, MA 1835

Owner:

The Armenian Apostolic Church at Hye Pointe
P O BOX 8069 WARD HILL, MA 1835

Organization Phone

978-372-9227

Organization City

Bradford

Organization Zip

01835

Is the Organization Non-Profit?

Yes

Contact Title

parish council chair person

Contact Email

kimdandurant@gmail.com

Contact City

Bradford

Contact Zip

01835

Property Owner Phone

The Armenian Apostolic Church at Hye Pointe

978-372-9227

Property Owner Address

1280 Boston Road

Property Owner City

Bradford

Property Owner State

MA

Property Owner Zip

01835

Is the Applicant the Property Owner?

Yes

Event Information**Type of Event**

Concert

Event Date

04/29/2023

Event Location

1280 Boston Road

Is the Event on Bradford Common?

No

Is the Event on City Property?

No

Event Venue

Indoor

Number of Anticipated Attendees

150

Are You Requesting Fees Be Waived?

Yes

Event End Time

11:00 PM

Event Start Time

6:00 PM

Special Considerations (i.e. fireworks)

N/A

Description of event

choral ensemble

Parking Information**Number of Parking Spaces Onsite**

160

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

Permanent

Please Describe Plans for Solid Waste Disposal & Recycling

there is a dumpster on site





General Release & Indemnity Agreement

Yes

**Terms of Understanding**

Yes


**Attachments**

-  Event Application.docx
Uploaded by Kim Kazanjian-Dandurant on Apr 4, 2023 at 3:42 pm
-  general doc.docx
Uploaded by Kim Kazanjian-Dandurant on Apr 10, 2023 at 1:16 pm
-  Armenian Apostolic Church Certificate of Exemption.pdf
Uploaded by Kim Kazanjian-Dandurant on Apr 5, 2023 at 1:29 pm
-  Revised certificate (3).pdf
Uploaded by Kim Kazanjian-Dandurant on Apr 5, 2023 at 1:30 pm

History

| Date | Activity |
|-------------------------|---|
| Apr 3, 2023 at 2:31 pm | Kim Kazanjian-Dandurant started a draft of Record EVNT-23-17 |
| Apr 3, 2023 at 2:32 pm | Kim Kazanjian-Dandurant altered Record EVNT-23-17, changed ownerEmail from "" to "armenianchurchathyepointe@verizon.net" |
| Apr 3, 2023 at 2:32 pm | Kim Kazanjian-Dandurant altered Record EVNT-23-17, changed ownerName from "HOLY CROSS ARMENIAN CHURCH" to "The Armenian Apostolic Church at Hye Pointe" |
| Apr 3, 2023 at 2:32 pm | Kim Kazanjian-Dandurant altered Record EVNT-23-17, changed ownerPhoneNo from "" to "9783729227" |
| Apr 5, 2023 at 1:30 pm | Kim Kazanjian-Dandurant submitted Record EVNT-23-17 |
| Apr 7, 2023 at 11:02 am | Jennifer Sanchez waived payment step Event Permit Payment on Record EVNT-23-17 |
| Apr 7, 2023 at 11:02 am | approval step City Clerk Approval was assigned to Kaitlin Wright on Record EVNT-23-17 |
| Apr 10, 2023 at 1:32 pm | Kaitlin Wright approved approval step City Clerk Approval on Record EVNT-23-17 |
| Apr 10, 2023 at 1:32 pm | approval step Fire Chief Approval was assigned to Eric Tarpy on Record EVNT-23-17 |
| Apr 10, 2023 at 1:32 pm | approval step Police Department Approval was assigned to Kevin Lynch on Record EVNT-23-17 |
| Apr 10, 2023 at 1:32 pm | approval step Health Inspector Approval was assigned to Miguel Nieto on Record EVNT-23-17 |
| Apr 10, 2023 at 1:32 pm | approval step Public Works Director Approval was assigned to Robert Ward on Record EVNT-23-17 |
| Apr 10, 2023 at 1:32 pm | approval step Building Inspector Approval was assigned to Tom Bridgewater on Record EVNT-23-17 |
| Apr 10, 2023 at 1:34 pm | Miguel Nieto assigned approval step Health Inspector Approval to Mark Tolman on Record EVNT-23-17 |
| Apr 10, 2023 at 1:35 pm | Kevin Lynch approved approval step Police Department Approval on Record EVNT-23-17 |
| Apr 11, 2023 at 7:38 am | Eric Tarpy approved approval step Fire Chief Approval on Record EVNT-23-17 |
| Apr 11, 2023 at 8:19 am | Tom Bridgewater approved approval step Building Inspector Approval on Record EVNT-23-17 |
| Apr 12, 2023 at 8:00 am | Mark Tolman approved approval step Health Inspector Approval on Record EVNT-23-17 |
| Apr 18, 2023 at 3:21 pm | Robert Ward approved approval step Public Works Director Approval on Record EVNT-23-17 |
| Apr 18, 2023 at 4:38 pm | Kaitlin Wright assigned approval step City Council Approval to Kaitlin Wright on Record EVNT-23-17 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|---|----------|-------------------------|-------------------------|-----------------|----------|
| Event Permit Payment | Waived | Apr 5, 2023 at 1:30 pm | Apr 7, 2023 at 11:02 am | - | - |
| ✓ City Clerk Approval | Complete | Apr 7, 2023 at 11:02 am | Apr 10, 2023 at 1:32 pm | Kaitlin Wright | - |
| ✓ Police Department Approval | Complete | Apr 10, 2023 at 1:32 pm | Apr 10, 2023 at 1:35 pm | Kevin Lynch | - |
| ✓ Fire Chief Approval | Complete | Apr 10, 2023 at 1:32 pm | Apr 11, 2023 at 7:38 am | Eric Tarpy | - |
| ✓ Building Inspector Approval | Complete | Apr 10, 2023 at 1:32 pm | Apr 11, 2023 at 8:19 am | Tom Bridgewater | - |
| ✓ Health Inspector Approval | Complete | Apr 10, 2023 at 1:32 pm | Apr 12, 2023 at 8:00 am | Mark Tolman | - |
| ✓ Public Works Director Approval | Complete | Apr 10, 2023 at 1:32 pm | Apr 18, 2023 at 3:21 pm | Robert Ward | - |
| ✓ City Council Approval | Active | Apr 18, 2023 at 3:21 pm | - | Kaitlin Wright | - |
|  Event Permit Issued | Inactive | - | - | - | - |



Haverhill

MAV CITY CLERK APR 11/23 PM 1:22

12.6.1

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

Date: 4-11-2023

Honorable President and Members of the Municipal Council:

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

Organization: Riverside Bradford Baseball Applicant's Name: Emily Costello, 978-478-8375
Applicant's Residence (must be Haverhill resident): 57 North Ave Haverhill
Applicant's Signature: [Signature]

(3 CONSECUTIVE DAYS ONLY)

Date of Tag Day Request(s): May 19, 20, 21, 2023

MAV CITY CLERK APR 18/23 AM 8:57

Canister: ☒ Tag: ☒ Fee: \$ 10

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

OFF STREET LOCATIONS - PLEASE SPECIFY

Heavenly Donut Bradford, Haverhill
Market Basket - West Gate / Riverside

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

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

Recommendation by Police Chief: ☒ Approved
☐ Denied

Office Use Only

[Signature: R. P. Piro]

Police Chief

In Municipal Council, _____

Attest:

City Clerk



City of Haverhill, MA

12.8.4.1

04/12/2023

TDL-23-7**Taxi Driver License****Status:** Active**Date Created:** Jan 30, 2023**Applicant**

Wisvel Joseph
 haverhilltaxi77@gmail.com
 145 winter street unit B
 Haverhill, MA 01830
 19786013996

Primary Location

127 WHITE ST
 Haverhill, MA 1830

Owner:

123 WHITE STREET, LLC
 P.O. BOX 31 HAVERHILL, MA 1831

Application Form**Social Security Number**

--

MA Driver's license~~3-12-18-33-7~~**Applicant Home Address**

43 Greenough St

Business Address Street

145B Winter St

Business Address City

haverhill

Business Address City

haverhill

Business Address Zipcode

01830

Business Phone

9783777785

Attachments

CCF_000073.pdf







Uploaded by Wisvel Joseph on Jan 30, 2023 at 10:46 am

History

| Date | Activity |
|--------------------------|---|
| Jan 30, 2023 at 10:38 am | Wisvel Joseph started a draft of Record TDL-23-7 |
| Jan 30, 2023 at 10:46 am | Wisvel Joseph submitted Record TDL-23-7 |
| Jan 30, 2023 at 10:47 am | completed payment step Police Fee on Record TDL-23-7 |
| Feb 13, 2023 at 3:44 pm | completed payment step Annual License Fee on Record TDL-23-7 |
| Feb 13, 2023 at 3:44 pm | approval step Police Department Approval was assigned to Kevin Lynch on Record TDL-23-7 |
| Mar 3, 2023 at 11:56 am | Kevin Lynch approved approval step Police Department Approval on Record TDL-23-7 |

| Date | Activity |
|-------------------------|---|
| Mar 3, 2023 at 11:56 am | inspection step City Clerk Review was assigned to Maria Bevilacqua on Record TDL-23-7 |
| Mar 14, 2023 at 3:43 pm | Kaitlin Wright assigned inspection step City Clerk Review to Kaitlin Wright on Record TDL-23-7 |
| Apr 12, 2023 at 1:17 pm | Kaitlin Wright changed Business Address Street from "127 white st" to "145B Winter St" on Record TDL-23-7 |
| Apr 12, 2023 at 3:29 pm | Kaitlin Wright added approval step City Council Approval to Record TDL-23-7 |
| Apr 12, 2023 at 3:29 pm | Kaitlin Wright altered inspection step City Clerk Review, changed status from Active to Complete on Record TDL-23-7 |

Timeline

| Label | Status | Activated | Completed | Assignee | Due Date |
|--|----------|--------------------------|--------------------------|----------------|----------|
|  Police Fee | Paid | Jan 30, 2023 at 10:46 am | Jan 30, 2023 at 10:47 am | - | - |
|  Annual License Fee | Paid | Jan 30, 2023 at 10:46 am | Feb 13, 2023 at 3:44 pm | - | - |
|  Police Department Approval | Complete | Feb 13, 2023 at 3:44 pm | Mar 3, 2023 at 11:56 am | Kevin Lynch | - |
|  City Clerk Review | Complete | Mar 3, 2023 at 11:56 am | Apr 12, 2023 at 3:29 pm | Kaitlin Wright | - |
|  City Council Approval | Active | Apr 12, 2023 at 3:30 pm | - | Kaitlin Wright | - |
|  Taxi Driver License | Inactive | - | - | - | - |



Document
CITY OF HAVERHILL

In Municipal Council

13,1

Ordered:

That in accordance with General Laws, Chapter 44, Section 64, authorize the payment of bill(s) of the previous years and to further authorize the payment from current year departmental appropriations as listed below:

| <u>Vendor</u> | <u>Amount</u> | <u>Account</u> |
|---------------------------------|---------------|-------------------|
| Lepore, K – EMT Reimbursement | \$ 2,050.00 | Fire Department |
| Global Industrial | \$ 206.94 | School Department |
| Ameresco | \$16,883.00 | School Department |
| Justice Resource Institute ((4) | \$32,595.55 | School Department |
| WB Mason | \$ 94.00 | Human Resources |

**City of Haverhill
Expense Voucher**

Date: 4.18.23

PAYABLE TO:

Kyle Lepore
% Fire Chiefs office

CHARGE:

Fire Expense

Appropriation #: 1010000,1.0220.

Line Item: 5135

Re-Imbursement for EMT (

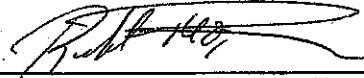
5135

\$2,050.00

total

\$2,050.00

I hereby certify under penalty of perjury that the above
amounts are true and correct.



Department Head



| Please Remit To: |
|--|
| GLOBAL EQUIPMENT COMPANY INC. 29833 NETWORK PLACE CHICAGO, IL 60673-1298 (770) 822-5600 |

| Invoice No. | Invoice Date | Customer No. |
|-------------|--------------|----------------|
| 116999542 | 12-11-2020 | 1709881 |
| Order No. | Order Date | Cust. Phone # |
| 18368658 | 12-09-2020 | (978) 374-3408 |

SOLD TO:

PO# 213238
HAVERHILL PUBLIC SCHOOLS
ACCOUNTS PAYABLE
4 SUMMER STREET ROOM 104
HAVERHILL, MA 01830
UNITED STATES

| Total Amount Due |
|------------------|
| \$206.94 |

RETURN THIS PAYMENT STUB WITH YOUR REMITTANCE TO INSURE PROPER CREDIT TO YOUR ACCOUNT



GLOBAL EQUIPMENT COMPANY INC.
29833 NETWORK PLACE
CHICAGO, IL 60673-1298
(770) 822-5600
FED-TAX-ID: 11-3584699

| Invoice No. | Invoice Date |
|-------------|--------------|
| 116999542 | 12-11-2020 |

PLEASE REFER TO ABOVE INVOICE NO. WHEN REMITTING AND WHEN YOU ARE MAKING ANY INQUIRIES REGARDING THIS ORDER

SOLD TO:

PO# 213238
HAVERHILL PUBLIC SCHOOLS
ACCOUNTS PAYABLE
4 SUMMER STREET ROOM 104
HAVERHILL, MA 01830
UNITED STATES

SHIPPED TO:

PO# 213238
WHITTIER MIDDLE SCHOOL
CRYSTAL HABIB
256 CONCORD ST
HAVERHILL, MA 01830
UNITED STATES

PO Number: 213238

| Shipped Via | F.O.B. Shipping Point | Date Shipped | Terms |
|-------------|-----------------------|--------------|-------------|
| UPS | YAPHANK NY | 12-10-2020 | Open Credit |

| Quantity | Stock Number | Description | Unit Price | Amount | State/Zip To |
|----------|--------------|---|------------|--------|--------------|
| 1 | B289436 | Aarco Marquee 5"H Changeable Letters - Tracking#:1Z1545E50373037598 | 184.95 | 184.95 | MA/01830 |

| | |
|-----------------------------|---------------|
| Sub-Total: | 184.95 |
| Shipping and Handling: | 21.99 |
| Tax: | 0.00 |
| Total Payment(s)/Credit(s): | (0.00) |
| Total: | 206.94 |

THANK YOU FOR YOUR BUSINESS.

Please allow 5 - 10 days for delivery

****PLEASE NOTE THE NEW REMIT TO ADDRESS**** 29833 NETWORK PLACE, CHICAGO IL 60673-1298
Please visit www.globalindustrial.com for the latest selection of industrial products on the web at the best prices.

For extended Service Plans, please call 800-548-1926.

This purchase is subject to Global Industrial's Terms and Conditions of Sale. Global Industrial objects to any other additional or different terms in your purchase order or acceptance.



111 Speen Street, Suite 410
Frammingham, MA 01701

P: 508 661 2200
F: 508 661 2201

School Dept

PO 232770

INVOICE INFORMATION:

Invoice Number : **44963**
Invoice Date : 7/30/2022
Billing Period : Year 5
Project Number : 04029-30
Customer Name : City of Haverhill
Ameresco Contact : Kevin Fetzer

Bill To:

TO: City of Haverhill
4 Summer Street, Room 105
Haverhill, MA 01830
Attn: Steve Dorrance

Please Make and Send Payment to:

Ameresco, Inc.
P.O.Box 419135
Boston, MA 02241-9135

Wire: Bank of America - 100 Federal Street, Boston, MA 02110
Ameresco Inc.
ABA # 026009593 / Account # 4602 281 935

Payment Terms - Net 30 Days

PURPOSE OF INVOICE

This invoice is pursuant to the Energy Services Agreement by and between Ameresco, Inc. and City of Haverhill, MA.
Annual M & V Fee - YEAR 5

DESCRIPTION OF AMOUNTS

M & V

| DATE | DESCRIPTION | Service Period | ANNUAL AMOUNT |
|--------|-------------|----------------|---------------|
| Year 5 | M&V Fee | 5/1/21-4/30/22 | \$ 16,883.00 |

SUBTOTAL : \$ 16,883.00

PLEASE PAY THIS AMOUNT:

\$16,883.00



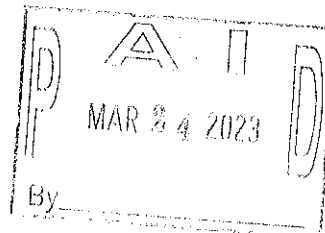
AMERESCO (NYSE:AMER)

Examined and allowed for

MAR 24 2023

AMERESCO

AUDITOR





Justice Resource Institute, Inc.
Accounts Receivable
160 Gould Street Suite 300
Needham, MA 02494-2300

INVOICE #
2250922HAVFCE

Due Date: 9/8/2022

Invoice Date: 8/9/2022

Period: 3/1/2022 TO 3/31/2022

Max # of Days in Month: 31

Federal ID #: 04-2526357

Program code: 5997F

Service: Special Education

Location: PELHAM ACADEMY

Please reference Invoice # and remit payment to above address

Account: MALEA22500022HAVFCE0

To: Kathy Sciacca
Haverhill Public Schools
45 Fountain Street
Haverhill, MA 01830

| STUDENT/CLIENT NAME | SASID/ CLIENT ID | P.O. # | UNIT RATE | PERIOD BILLED | UNITS | TOTAL DUE |
|---------------------|---------------------|--------|-----------|-----------------------|-------|------------|
| | | | \$299.05 | 3/14/2022 - 3/31/2022 | 18.00 | \$5,382.90 |

F C E

FY 22

Legal
Agreement
Signed 4/24

P.O

234801

3115

I certify that services were provided as specified above

BISSEK DOKOV

Bisser Dokov
Chief Financial Officer

\$5,382.90

Total Amount Due

Total Amount Due By: 9/8/2022

Questions about this invoice?

Prepared by: Mike La Voie

Phone: (781) 559-4900

Fax: (781) 559-4901

Web: www.jri.org



Justice Resource Institute, Inc.
Accounts Receivable
160 Gould Street Suite 300
Needham, MA 02494-2300

INVOICE #
2251022HAVFCE

MAR 14 2023

Due Date: 9/8/2022

Invoice Date: 8/9/2022

Please reference Invoice # and remit payment to above address

Period: 4/1/2022 TO 4/30/2022

Account: **MALEA22500022HAVFCE0**

Max # of Days in Month: 30

To: Kathy Sciacca
Haverhill Public Schools
45 Fountain Street
Haverhill, MA 01830

Federal ID #: 04-2526357

Program code: 5997F

Service: Special Education

Location: PELHAM ACADEMY

| STUDENT/CLIENT NAME | SASID/ CLIENT ID | P.O. # | UNIT RATE | PERIOD BILLED | UNITS | TOTAL DUE |
|---------------------|---------------------|--------|-----------|----------------------|-------|------------|
| F. | | | \$299.05 | 4/1/2022 - 4/30/2022 | 30.00 | \$8,971.50 |

F.C.F.

P.O.
234801
3115
L

I certify that services were provided as specified above

BISSEK DOKOV

Bisser Dokov
Chief Financial Officer

\$8,971.50

Total Amount Due

Total Amount Due By: 9/8/2022

Questions about this invoice?

Prepared by: Mike La Voie

Phone: (781) 559-4900

Fax: (781) 559-4901

Web: www.jri.org



Justice Resource Institute, Inc.
Accounts Receivable
160 Gould Street Suite 300
Needham, MA 02494-2300

INVOICE #
2251122HAVFCE

MAR 14 2023

Due Date: 9/8/2022

Invoice Date: 8/9/2022

Period: 5/1/2022 TO 5/31/2022

Max # of Days in Month: 31

Federal ID #: 04-2526357

Program code: 5997F

Service: Special Education

Location: PELHAM ACADEMY

Please reference Invoice # and remit payment to above address .

Account: **MALEA22500022HAVFCE0**

To: Kathy Sciacca
Haverhill Public Schools
45 Fountain Street
Haverhill, MA 01830

| STUDENT/CLIENT NAME | SASID/ CLIENT ID | P.O. # | UNIT RATE | PERIOD BILLED | UNITS | TOTAL DUE |
|---------------------|---------------------|--------|-----------|----------------------|-------|------------|
| | | | \$299.05 | 5/1/2022 - 5/31/2022 | 31.00 | \$9,270.55 |

F.C.E.

P.O.
234801
3115

I certify that services were provided as specified above

BISSEK DOKOV

Bisser Dokov
Chief Financial Officer

\$9,270.55

Total Amount Due

Total Amount Due By: 9/8/2022

Questions about this invoice?

Prepared by: Mike La Voie

Phone: (781) 559-4900

Fax: (781) 559-4901

Web: www.jri.org



Justice Resource Institute, Inc.
Accounts Receivable
160 Gould Street Suite 300
Needham, MA 02494-2300

INVOICE #
2251222HAVFCE

Due Date: 9/8/2022

Invoice Date: 8/9/2022

Period: 6/1/2022 TO 6/30/2022

Max # of Days in Month: 30

Federal ID #: 04-2526357

Program code: 5997F

Service: Special Education

Location: PELHAM ACADEMY

Please reference Invoice # and remit payment to above address

Account: MALEA22500022HAVFCE0

To: Kathy Sciacca
Haverhill Public Schools
45 Fountain Street
Haverhill, MA 01830

| STUDENT/CLIENT NAME | SASID/ CLIENT ID | P.O. # | UNIT RATE | PERIOD BILLED | UNITS | TOTAL DUE |
|---------------------|---------------------|--------|-----------|--------------------|-------|------------|
| William Evans | | | \$299.05 | 6/1/2022-6/30/2022 | 30.00 | \$8,971.50 |

FCE

P.O.

234801
3/15

I certify that services were provided as specified above

BISSEK DOKOV

Bisser Dokov
Chief Financial Officer

\$8,971.50

Total Amount Due

Total Amount Due By: 9/8/2022

Questions about this invoice?

Prepared by: Mike La Voie

Phone: (781) 559-4900

Fax: (781) 559-4901

Web: www.jri.org



W.B. MASON CO., INC.
59 Centre St
Brockton, MA 02301

Address Service Requested
888-WB-MASON www.wbmason.com

| | |
|-----------------|----------------------|
| Invoice Number | 229347944 |
| Customer Number | C1016545 |
| Invoice Date | 04/26/2022 |
| Due Date | 06/26/2022 |
| PO Number | D03-SRC3-15981030622 |
| Order Date | 04/25/2022 |
| Order Number | S124215077 |
| Order Method | WEB |

CITY OF HAVERHILL
4 SUMMER ST
HAVERHILL MA 01830-5841

Delivery Address

HR - HR
Attn.: Denise McMcLanahan
4 Summer Street
Room 306
Haverhill MA 01830

W.B. Mason Federal ID #: 04-2455641

Important Messages

Sign up for Paperless Invoicing at wbmason.com/paperless. Your Registration Code: 5637515807

Looking for an easier way to see and pay bills?

Visit WWW.WBMASON.COM/ACCOUNTSTATEMENT.aspx to access your account, go paperless, review invoices and account statements, and link your checking account or credit card to make fast secure payments.

| ITEM NUMBER | DESCRIPTION | QTY | U/M | UNIT PRICE | EXT PRICE |
|-------------|-----------------------------|-----|-----|------------|-----------|
| UNV35211 | 10(4 1/8X9 1/2)WWDW WEBDIAG | 10 | BX | 9.40 | 94.00 |

SUBTOTAL: 94.00
TAX & BOTTLE DEPOSITS TOTAL: 0.00
ORDER TOTAL: 94.00
Total Due: 94.00

To ensure proper credit, please detach and return below portion with your payment



W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

CITY OF HAVERHILL
4 SUMMER ST
HAVERHILL MA 01830-5841

Remittance Section

| | |
|------------------|--------------|
| Customer Number | C1016545 |
| Invoice Number | 229347944 |
| Invoice Date | 04/26/2022 |
| Terms | Net 30 |
| Total Due | 94.00 |

PLEASE REFERENCE INVOICE NUMBER WHEN
MAKING PAYMENT. PAY ON OUR WEBSITE OR
SEND PAYMENT TO:

W.B. MASON CO., INC.
PO BOX 981101
BOSTON, MA 02298-1101

C1016545229347944229347944000000094003

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

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

April 19, 2023

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

RE: FY2022 Bills

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

Attached, please find an order to pay bills from the previous fiscal year:

| Vendor | Amount | Account |
|--------------------------------|--------------------|-------------------|
| Lepore, K – EMT Reimbursement | \$ 2,050.00 | Fire Department |
| Global Industrial | \$ 206.94 | School Department |
| Ameresco | \$16,833.00 | School Department |
| Justice Resource Institute (4) | \$32,595.55 | School Department |
| WB Mason | \$ 94.00 | Human Resources |
| TOTAL | \$51,779.49 | |

I recommend approval.

Very truly yours,

James J. Fiorentini, Mayor

JJF/lyf



Document

CITY OF HAVERHILL

In Municipal Council

13.2

Ordered:

Transfer \$456,000 from Water Distribution Improvements Capital [3111017] to Water Treatment Plant Upgrades [3111019] for the final payment on the Water Treatment Plant Upgrades.

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

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

April 19, 2023

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

RE: Order to transfer \$456,000 from Water Distribution Improvements Capital Account to Water Treatment Plant Upgrades Account

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

Please see attached an order to transfer \$456,000 from Water Distribution Improvements Capital Account to Water Treatment Plant Upgrades Account. This transfer will make the final payment for the Water Treatment Plant upgrade project. I recommend approval.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf



Haverhill

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

April 19, 2023

To: The Honorable James J. Fiorentini
Mayor of Haverhill

From: Robert E. Ward *REW*
DPW Director

Subject: Request for Approval to Transfer Funds

I am writing to request your approval to transfer \$456,000 from Water Distribution Improvements Capital (3111017) to Water Treatment Plant Upgrades (3111019) to make the final payment on the Water Treatment Plant Upgrade project. This project is now complete, and the funds are needed to pay the final balance of the contract to close out the project.

Attached is a proposed City Council Order for the transfer of funds.

If you need additional information, please contact me at rward@haverhillwater.com or call me at (978) 374-2383.

Attachment

Cc: Angel A. Perkins, City Auditor, aperkins@cityofhaverhill.com
John A. D'Aoust, Water Treatment Plant Manager, jdaoust@haverhillwater.com

CITY COUNCIL

Timothy J. Jordan
President

John A. Michitson
Vice President

Melinda E. Barrett

Joseph J. Bevilacqua

Thomas J. Sullivan

Melissa J. Lewandowski

Michael S. McGonagle

Catherine P. Rogers

Shaun P. Toohey



CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

1511
CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978-374-2328
FACSIMILE: 978-374-2329
WWW.CITYOFHAVERHILL.COM
CITYCNCL@CITYOFHAVERHILL.COM

HAVERHILL, MASSACHUSETTS 01830-5843

April 20, 2023

To: President and Members of the City Council:

Council Vice President Michitson, Councilor Sullivan and Councilor Lewandowski request an update from NFI on Opioid Abuse and Cannabis Impact Prevention and Treatment contract and update from Mayor on Eliot's Community Behavioral Health Center services and facility in Haverhill.

John A. Michitson /lab
Council Vice President John A. Michitson

Thomas J. Sullivan /lab
City Councilor Thomas J. Sullivan

Melissa J. Lewandowski /lab
City Councilor Melissa J. Lewandowski

(meeting 4.25.2023)

CITY COUNCIL**Timothy J. Jordan**

President

John A. Michitson

Vice President

Melinda E. Barrett**Joseph J. Bevilacqua****Thomas J. Sullivan****Melissa J. Lewandowski****Michael S. McGonagle****Catherine P. Rogers****Shaun P. Toohey**

1611

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

WWW.CITYOFHAVERHILL.COM

CITYCNCL@CITYOFHAVERHILL.COM

CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

March 31, 2023

To: President and Members of the City Council:

President Jordan is placing on file the recommendation from the salary/compensation review committee. The City Council will be asked to vote on these recommendations at the April 25th meeting.

President Timothy J. Jordan

IN CITY COUNCIL: April 4 2023

VOTE TO BE TAKEN ON COUNCIL MEETING OF APRIL 25 2023

Attest:

City Clerk

March 22, 2023

Re: Salary Review Committee (Tom Mortimer, Allison Heartquist, Alex Eberhardt, Lisa Marzilli and Graciela Trilla)

The salary review committee met via video conference at 4:30 PM on February 27th and March 6th, 2023. The committee has been tasked with a review of the current compensation/salaries for the City of Haverhill's Office of Mayor, City Council and School Committee. Our committee was provided a collection of salary surveys from other Massachusetts communities as comparators.

There were approximately 46 cities/towns within the mayor's salary survey, approximately 35 cities/towns within the City Council Survey and approximately 32 cities/towns within the School Committee survey. Included in the surveys were other pertinent information such as population, geographic size and communities identified as "Gateway Communities". We were also provided with the prior Salary Survey Report prepared in June of 2016.

The committee received the above-mentioned materials on approximately February 10, 2023. The individual committee members had ample time to review the material prior to the meeting and as a result had meaningful and thoughtful discussions.

Discussion started with the mayor's salary, and it was our understanding that the mayor's salary has remained at \$110,000 since 2018. We compared the mayor's salary to the 46 survey communities, a peer group of 12 communities by population and Gateway Communities. It should be noted that Lowell and Worcester were anomalies with mayor salaries of \$30,000 and \$40,811, respectively. However, both cities also have a town manager with salaries of \$203,319 and \$279,000, respectively. Thus, our average and median calculations did not include Lowell and Worcester, resulting in 44 communities for the mayor survey.

Compared to the 44 communities in the mayor salary survey, Haverhill was ranked 13th in population and 29th in salary. In our population peer group, Haverhill was ranked 3rd in population and 10th in salary. Excluding Lowell and Worcester, Haverhill ranked 8th in population and 15th in salary compared to the 22 Gateway Communities.

Salary

| | Total Survey | Peer Group | Gateway Group |
|-------------------|--------------|------------|---------------|
| Average Salary | \$124,354 | \$135,439 | \$123,007 |
| Median Salary | \$121,050 | \$135,930 | \$115,156 |
| Top Quartile Mean | \$167,000 | \$164,200 | \$163,360 |
| Haverhill Salary | \$110,000 | \$110,000 | \$110,000 |

Population

| | Total Survey | Peer Group | Gateway Group |
|----------------------|--------------|------------|---------------|
| Average Population | 71,025 | 62,691 | 68,637 |
| Median Population | 51,004 | 60,425 | 55,532 |
| Top Quartile Mean | 137,943 | 72,000 | 80,068 |
| Haverhill Population | 67,361 | 67,361 | 67,361 |

The communities currently at or near the \$150,000 amount are as follows:

| City/Town | Salary | Population |
|-----------|---------|------------|
| Newton | 155,596 | 88,923 |
| Quincy | 150,942 | 101,636 |
| Salem | 150,000 | 43,000 |
| Waltham | 147,525 | 64,817 |
| Lynn | 145,000 | 101,118 |
| Revere | 142,156 | 62,186 |
| Weymouth | 140,000 | 57,670 |

There are many variables which may be incorporated when reviewing salary surveys and how much weight applied to each. This committee focused primarily on salary comparison and population. Based on the data and discussion, we propose the salary for Mayor of Haverhill to be \$150,000. This salary is more commensurate with the 24/7 demands of the office and may draw additional qualified candidates. Also, taking into consideration the last survey committee's recommendation was made in 2016 and the next survey will presumably be in 2027, this salary recommendation takes inflation into consideration.

The data for the city council was reviewed next. The current city council/president compensation ranked 11th (tied with 3 other communities) and 8th respectively when comparing to the total survey of 35 communities. Haverhill was ranked 10th in population in this same survey group. When comparing the current city council salaries to Gateway Communities within the survey (24 communities), the city council/president ranked 9th (tied with 2 other communities) & 8th respectively. Haverhill ranked 10th in population in this group of 24 Gateway Communities.

In addition to the salary component, the city council members also receive health benefits offered by the City of Haverhill. The committee did not ask or receive any information regarding any members health plan or who or how many councilors are on the city's plan. Instead, we looked at the basic family and individual plan premiums. The health plan costs approximately \$23,000 for the family plan and

\$9,700 for the individual plan. The city's portion of the two plans is approximately \$17,400 for the family plan and \$7,300 for the individual plan. Approximately, 50% of cities/town in the survey offer health insurance plans for their city council members.

Our committee is recommending no change to the salary component of the city council's compensation; however, we feel the health insurance component, specifically, the amount the city pays is costly and should not be part of the compensation package.

The salary review committee also reviewed the school committee salary. There were 32 communities in the survey pool. Based on their responses, the Haverhill school committee member salary of \$8,000 is higher than the survey average of \$5,082 and median of \$5,000. \$8,000 is approximately \$3,000 higher than the average and median and ranks 7th in the survey of 32 communities.

In addition to the salary, the school committee members also receive health insurance benefits equal to the city council. Approximately 50% of the survey communities offer health insurance. Our conclusion is to maintain the salary level for school committee members but recommend removing the health insurance part of the compensation package, consistent with the city council recommendation.

Due to the timing of the recommendation to remove the benefits portion of the city council and school committee along with the timing of the city's fiscal year end and elections, we feel this benefit should sunset as soon as practical.

CITY COUNCIL**Timothy J. Jordan**

President

John A. Michitson

Vice President

Melinda E. Barrett**Joseph J. Bevilacqua****Thomas J. Sullivan****Melissa J. Lewandowski****Michael S. McGonagle****Catherine P. Rogers****Shaun P. Toohey**

CITY HALL, ROOM 204

4 SUMMER STREET

TELEPHONE: 978-374-2328

FACSIMILE: 978-374-2329

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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

DOCUMENTS REFERRED TO COMMITTEE STUDY

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| 38-D | Communication from Councillors Sullivan and Barrett requesting an update on City's emergency management plan and status of working generators in all public building in City | Public Safety | 3/20/18 1/23/19 |
| 79-F | Communication from Councillor Sullivan requesting to introduce Kathleen Fitts, Gale Park Assoc. to request the city replace the Gale Park Fountain in fiscal year 20 | NRPP | 6/25/19 |
| 79-T | Communication from Councillors Sullivan and Barrett re: discussion with VINFEN & Haverhill Police Dept. regarding incident in neighborhood of 20 Westland Ter. group home on 7/5 and steps being taken to better supervise residents and reduce police calls to residence | Public Safety | 7/23/19 |
| 89-V | Communication from Councillor McGonagle requesting a discussion about school bus safety | Public Safety | 9/17/19 |
| 11 | Communication from Councilor Jordan requesting to introduce Steve Costa of Citizens for Haverhill Fire to discuss Mayor's CIP and occupational cancer | Public Safety | 1/7/20 |
| 34-P | Communication from Councillor Sullivan requesting a discussion regarding the disposal of cremated remains on public property | NRPP | 3/17/20 |
| 69-O | Communication from President Barrett and Councillor Sullivan requesting discussion on illegal fireworks in the City | Public Safety | 7/28/20 |
| 86-D | Communication from Councillor Michitson requesting to address economic development ideas resulting from the pandemic | Planning & Dev. | 8/11/20 |
| 86-F | Communication from Council President Barrett and Councillor LePage requesting discussion pertaining to utilization of UV-C disinfection fixtures in public buildings | A & F | 8/25/20 |
| 89-C | Mayor Fiorentini submits final recommendations of Matrix Company | NRPP | 9/15/20 |
| 91 | Petition from Wady & Jewnifer Grullon requesting to purchase city property that abuts their property at 14 Silver Birch Ln; Assessor's Map 574, Block 1 Lot 7 | NRPP | 9/15/20 |
| 91-B | Petition from the Biggart Family requesting to purchase 2 parcels of land that abuts their property at 30 Belvidere Rd., Assessor's Map 409, Block 114, Lot 9; and Map 409, Block 1A, Lot 1 that includes conservation land, but only the portion zone RMD (Residential Medium Density) | | 9/22/20 |
| 55-I | Communication from Council President Barrett and Councillor McGonagle requesting to introduce Don Jarvis, Keith Gopsill and Mike Ingham to discuss becoming a Purple Heart Community | NRPP | 12/15/20 |
| 91-C | Petition of Michael DeLuca requesting to purchase surplus city land on River St., Map 538, Block 419B, Lots 20, 21, 22, 23 | NRPP | 12/15/20 |
| 27-E | Communication from Councillor Sullivan requesting to introduce Debbie Lyons, to explain having legal permitting system as it relates to establishing permitting/licensing process to allow for "Bow Hunter Tree Stands" to be placed on trees on City properties when hunting is allowed in season | NRPP | 3/2/21 |

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| 27-J | Communication from Councillor Michitson requesting to re-start discussion on way ahead for residential zoning in Haverhill | Planning & Dev. | 3/9/21 |
| 50 | Councillor Jordan requests on behalf of Tom Riley, 195 Kingsbury Ave., to have city surplus land that abuts his property, Map 768, Block 50, Lot 85A on Lincolnshire Ave. | NRPP | 4/6/21 |
| 27-X | Councillor Daly O'Brien requests discussion re: cars parking on Concord St. sidewalks and possibility of city providing off-street parking | NRPP | 4/6/21 |
| 50-U | President Barrett and Vice President LePage request discussion about composting options | Citizens Outreach | 5/18/21 |
| 50-W | Councillor McGonagle requests to discuss an option to reward first responders and frontline workers to receive bonus for working through pandemic | Public Safety | 5/18/21 |
| 63-S | Councillor Daly O'Brien discuss sending intent of closing Washington St. for trial period to make it pedestrian walkway | Citizens Outreach | 8/24/21 |
| 91-G | Councillors LePage and Macek request to move and correct procedure error on Rules and Regulations | A & F | 9/28/21 |
| 92-G | Councillor Daly O'Brien requests providing shaded areas in our City playgrounds | Citizens Outreach | 10/19/21 |
| 94 | Councillor Macek process of private profit organizations using public property | A&F | 10/19/21 |
| 91-P | Councillor Michitson requests city adjust its process on how it handles 61A process | Planning & Dev. | 12/7/21 |
| 5-B | Councillor Barrett discussion to establish a design & review board | Planning & Dev. | 1/11/22 |
| 5-C | Councillor Barrett discussion for specific items and what levels need to be sent to Council for approval | Planning & Dev. | 1/11/22 |
| 5-F | Councillor Michitson request study between Mayor and City Council budgetary powers | Citizens Outreach | 1/25/22 |
| 5-G | Councillor Michitson request adjusts process on how it handles 61, 61A, and 61B | Planning & Dev. | 2/1/22 |
| 5-W | Communication from Councillor Sullivan and Councillor Lewandowski to discuss Atherton Housing parking needs downtown. | NRPP | 4/5/22 |
| 118-G | Communication from Vice President Michitson to send to develop city policies to incentivize Building & business park developers to use sustainable & environmentally friendly practices. | Planning & Dev | 10/25/22 |
| 19-C | Communication from Councillor Sullivan regarding ongoing dog waste problems throughout Downtown | NRPP | 1/31/23 |
| 21-B | Councillor Barrett motion to send Inclusionary Zoning Ordinance to committee | A&F | 3/7/23 |
| 9F | Council Vice President Michitson motion to send Fire Study recommendations to committee | Public Safety | 3/7/23 |