



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, March 8, 2016 at 7:00 PM
City Council Chambers, Room 202

1. APPROVAL OF RECORDS OF THE PREVIOUS MEETING
2. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING
3. COMMUNICATIONS FROM THE MAYOR
4. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES

- 4.1 Communication from Building Inspector submitting the following Orders to demolish the building at:
- a. Order – 9 South Lincoln st Hearing April 5th
 - b. Order - 251 South Main st Hearing April 5th

5. UTILITY HEARING(S) AND RELATED ORDER(S)
NO SCHEDULE

6. APPOINTMENTS

Confirming Appointments

Council On Youth Needs:

Reverend Frank Clarkson	Sergeant John Rosario
Daniel Faircloth	Robin Delnegro

all to expire Mar 4 2017

To Be Confirmed

Non-confirming Appointments

Neighborhood Advisory Board: Gary Ortiz & Keith Boucher, co-chairs

Stadium Committee: Shaun Toohey

expires March 4 2017

Open Space & Recreation Planning Committee

Karen Peugh

Thomas Wylie

Peter Carbone

all to expire Mar 4 2017

Attachments

AUXILIARY POLICE:

NO SCHEDULE

RESIGNATIONS

NO SCHEDULE

7. PETITIONS:

7.1 Petition from Attorney Michael Migliori for Winterville Realty Trust and Birches Development LLC, Owner/Applicant regarding the property on *Sterling Lane*; for Special Permit to construct 120 residential units in 4 buildings; Assessors Map 770, Block 779, Lot 74; located in the RH Zoning District

**(Refer to Planning Board &
Council Hearing May 17th)**

7.2 Petition from Attorney Robert Harb for Haverhill Realty LLC for a Special Permit to expand an existing auto dealer, new and used, sales and/or rentals, including usual auto body & repair services at 501-503 Broadway; Assessor's Map 548, Block 1, Lots 19, 10-1, & 41 in CH Zone

**(Refer to Planning Board &
Council Hearing May 17th)**

Attachments



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8. APPLICATIONS/HANDICAP PARKING SIGNS

NO SCHEDULE

9. ONE DAY LIQUOR LICENSES

NO SCHEDULE

10. APPLICATIONS FOR PERMIT

10.1 Application from Garibaldi Club to hold 19th Annual "Baldi 5-mile River Run", Sunday, May 29th, starting and finishing at the Club, 86 Washington st *has police approval*

TAG DAYS

Ultimate Cheer

April 16 & 17

HHS Girls Field Hockey

Oct 8, 9

Attachments

11. ANNUAL LICENSE RENEWALS:

ROLLER SKATING RINK

POOL TABLES

BOWLING

SUNDAY BOWLING

BUY & SELL SECOND HAND CLOTHING

BUY & SELL SECOND HAND ARTICLES

STT Shop to Talk – Audio & Cell Phone accessories 68 Lafayette sq Jeanine Maroun Attachment

JUNK DEALER

BUY & SELL OLD GOLD

PAWNBROKER

LIMOUSINES

AUCTIONEER

THEATER

EXTERIOR VENDING MACHINE LOCATIONS – Redbox Renewals, DVD Movies

COIN-OPS (renewals):

SUNDAY LICENSE

12. HAWKER/PEDDLER:

NO SCHEDULE

13. DRAINLAYER 2016 LICENSE:

NO SCHEDULE

14. HEARINGS & RELATED ORDERS

NO SCHEDULE

15. NEW BUSINESS/ORDERS

15.1 Order – Agreement between Haverhill & Georgetown in regards to purchase of fire equipment

Attachment



CITY OF HAVERHILL CITY COUNCIL AGENDA

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15.2 Order –Authorize Mayor to enter into & execute agreement entitled “SOLID WASTE & HOST AGREEMENT” on behalf of City with Covanta Haverhill Associates

full agreement on file in City Clerk's Office

Attachment

16. ORDINANCES (FILE 10 DAYS)

16.1 Loan Order - \$200,000 for combined sewer overflow improvements included in the Phase II Combined Sewer Overflow (CSO) program

File 10 days

17. UNFINISHED BUSINESS OF PRECEDING MEETINGS:

17.1 Document 20-B: Ordinance re: Parking – 2 Irving av, Handicap Parking
filed February 24 2016

17.2 Document 21: Councillor LePage submits *Minutes of Administration & Finance Committee* meeting held on February 17th including the *City Council Rules & Regulations*
postponed from February 23rd

17.3 Document 28: Ordinance re: Salaries – City Hall Clerks
Filed February 24th

Attachments

18. MONTHLY REPORTS

NO SCHEDULE

19. COMMUNICATIONS FROM COUNCILLORS

19.1 Communication from Council President Michitson and Councillor Vargas requesting to introduce a draft concept for the Haverhill scale-Up Challenge for startups now seeking to grow, expand or scale their business

19.2 Communication from Council President Michitson requesting to introduce Ron MacLeod to discuss traffic and safety concerns and associated public safety resources

19.3 Communication from Councillor McGonagle requesting to discuss the budget process regarding department head requests

19.4 Communication from Councillors Macek and Bevilacqua requesting a discussion on current zoning regulations for housing conversions and possible changes necessary to protect the integrity of existing property and neighborhoods

19.5 Communication from Councillors Vargas & LePage requesting a discussion regarding grant opportunities and applications for the benefit of the City

19.6 Communication from Councillors LePage and Michitson requesting a discussion regarding the FY'2017 City and School budget process

Attachments



CITY OF HAVERHILL CITY COUNCIL AGENDA

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20. RESOLUTIONS AND PROCLAMATIONS

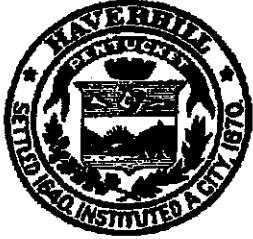
NO SCHEDULE

21. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS

21.1 Councillor LePage submits *Minutes of Administration & Finance Committee* meeting held on March 3rd including the *City Council Rules & Regulations* Attachment

22. DOCUMENTS REFERRED TO COMMITTEE STUDY

23. ADJOURN



Hearing April 5 2016 (4.1)

Haverhill Fire Department
Fire Prevention / Investigation Unit



978 373-8460

D/C William F. Laliberty
Lieut. Roger E. Moses
Insp. Steve Trocki

February 20, 2014

Commissioner Alan DeNaro
40 Bailey Blvd.
Haverhill, MA 01830

Re: 9 South Lincoln Street, 729 – 663 – 8A

Commissioner DeNaro,

I conducted a building survey for 9 South Lincoln Street on February 19, 2014 at approximately 1415 hours. The building is an abandoned 2 ½ story wood framed building that the fire department responded to a building fire on January 17, 2010.

Fire department records indicate the owners lost the building to foreclosure some time in November of 2009 and the building has been vacant since.

The building appears secured and most of the building's openings have been boarded up with plywood but not to the Commonwealth of Massachusetts State Building Code Standard for making the building safe or secure, 780 CMR 116.7. Two side window openings of a front bow window and the front door are not secured by plywood or the state standard. These ground floor building openings pose an easy threat to intrusion.

Respectfully,

Deputy Fire Chief William F. Laliberty
Haverhill Fire Prevention Division

Cc: Richard Osborne, City Building Inspector

To: Richard Osborne, City of Haverhill Inspector of Buildings
4 Summer Street
Haverhill, MA 01830

As requested by the City of Haverhill a structural survey was conducted at:

9 South Lincoln Street, Haverhill, MA on November 2, 2015.

Date of fire that caused damage, 01/17/2010

This structure was damaged by an electrical fire that involved most of the wiring system in the building, although damage from the fire does not seem extremely extensive, the building has been open to the weather. The roof has openings, as well as open windows and soffits. There is also evidence of rodent infestation throughout the building.

The building has been deteriorating for 6 years, the structure is compromised. It is our opinion that this building be demolished.

Report compiled by: David W. Hewey 11/02/2015

See Attached Photos.



Haverhill Fire Department

Fire Prevention / Investigation Unit



James J. Fiorentini
Mayor

John E. Parow
Fire Chief

D/C William F. Laliberty
Lieut. Roger E. Moses
Insp. Johnathan W. Pramas

4 Summer St, Room 113
Tel: (978) 373-8460
Fax: (978) 521-4441

November 3, 2015

As requested by the City of Haverhill a structural survey was conducted at:

9 South Lincoln Street, Haverhill, MA on November 2, 2015.

Date of fire that caused damage, 01/17/2010

This structure was damaged by an electrical fire that involved most of the wiring system in the building, although damage from the fire does not seem extremely extensive, the building has been open to the weather. The roof has openings, as well as open windows and soffits. There is also evidence of rodent infestation throughout the building.

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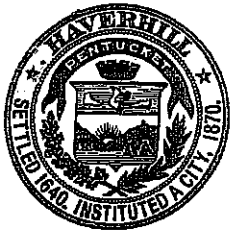
Report compiled by:

David W. Hewey, Disinterested Party  11/02/2015

William F. Laliberty, Deputy Fire Chief  11/02/2015

John Pettis III, City Engineer  11/02/2015

See Attached Photos.



Haverhill

Board of Health
Inspection Services
Building/Zoning
Phone: 978-374-2325
978-374-2341
978-374-2338
978-374-2430
Fax: 978-374-2337
bdufresne@cityofhaverhill.com

February 10, 2016

Michael McKeon
Rachel McKeon
9 South Lincoln St
Bradford, MA 01835

To Whom It May Concern:

It appearing upon inspection made on this 10th day of February 2016, by a Building Inspector for the City Of Haverhill that a certain structure located at 9 South Lincoln Street on MAP 720 BLOCK 663 LOT 8A is dangerous and/or a hazard to Public safety by reason of:

EXTREME FIRE HAZARD – BLIGHTED BUILDING – PUBLIC NUISANCE

Upon receipt of this notice, you as owner are hereby notified to remove said structure or proceed at once to make it safe and/or secure by correcting the existing condition of the structure.


If you fail to comply with the requirements of this notice, a survey according to law will be made by the City Of Haverhill. If the report discloses that said structure is dangerous, unused, uninhabited, abandoned, and/or open to weather the structure there-upon may be removed, made safe or secured by the City, the charge thereof to constitute a lien upon the land and building, to be collected in the same manner as taxes, and/or you could for every day's continuance of such neglect after being herein notified, forfeit to the City not less than \$100.00 and no more than \$1,000.00.

Page 2 of 2.

Re: 9 So Lincoln St.

This notice is given in conformity to provision of Massachusetts G.L.
(Terr. Ed.) Chapter 143 and 780 C.M.R.

ATTACHED BOARDING INSTRUCTIONS


Richard Osborne
Building Inspector

RO/bld

CC: Fire Department
Board of Health
City Solicitor
Tax Collector
BAC Loan Servicing
Bank of America
Bank of NY Mellon
Ditech Financial LLC

Sent 1st Class & Cert Mail: 7015 3010 0001 6409 8379

GUIDELINES FOR BOARDING VACANT BUILDINGS

1. MATERIAL FOR BOARDING SHALL BE 3/8 EXTERIOR PLYWOOD.
2. ALL WINDOWS SHALL HAVE MATERIAL CUT TO FIT BETWEEN THE STAFF MOULDINGS AND REST ON WINDOW SILLS TO PROVIDE SOLID NAILING ALL AROUND.
3. WINDOWS AND EXTERIOR DOORS SHALL BE SECURED AND DOORS EITHER PADLOCKED OR PLYWOODED OVER THE ENTIRE OPENING.
4. ALL MATERIAL IS TO BE SECURED WITH 1 3/8" GALVANIZED SCREWS

Richard Osborne

From: BILLCOXLAW@aol.com
Sent: Monday, January 18, 2016 6:44 PM
To: Richard Osborne
Cc: Richard MacDonald; Bonnie Dufresne; Jparow@haverhillfire.com
Subject: Re: demo. 11-2-15

Dick:

Here is the title rundown for 9 South Lincoln Street. 251 South Main is taking a little longer, but will have this week.

Michael McKeon & Rachel A. McKeon are the current owners of the premises commonly known as 9 South Lincoln Street in Haverhill, Mass. Their deed was recorded on 6-21-2005 in Book 24447 Page 96. There are no Declarations of Homestead on record.

There are two outstanding mortgages. The first is for \$138,750 to MERS, Inc. dated 6-21-2005 recorded in Book 24447 Page 98 and assigned twice in Book 26483 Page 532 and in Book 30588 Page 373 to correct the corporate name of the Assignee to Bank of New York Mellon as Trustee for the Certificate holders of the CWABS, Inc. Asset-Backed Certificates, Series 2005-6. An Order of Notice was recorded on 1-6-2015 in Book 33783 Page 297.

The second mortgage is for \$46,250 to Countrywide Home Loans, Inc. dated 6-21-2005 recorded in Book 24447 Page 123 and subsequently assigned to BAC Home Loans Servicing L.P. in Book 28682 Page 1.

The premises are shown as Lot C on Plan Book 248 Plan 55. I do not have any Assessor's Office information for this parcel of land.

There are no attachments, executions, notices of bankruptcy or other liens.

My current owner rundown covers the period from 6-21-2005 through 1-15-2016 instrument #761

Bill Cox

William D. Cox, Jr., Esq.
145 South Main Street
Bradford, MA 01835
(978) 373-2360
Fax - (978) 891-5424

This message (including attachments) is privileged and confidential. If you are not the intended recipient, please delete it without further distribution and reply to the sender that you have received the message in error.

In a message dated 12/10/2015 9:30:52 A.M. Eastern Standard Time, ROsborne@cityofhaverhill.com writes:

BILL;

TH

E CURRENT THE CITY COUNCIL PURPOSED DEMO LIST INCLUDED FOUR STRUCTURES
425 WASHINGTON,150 RIVERSIDE AVE,9 SOUTH LINCOLN, AND 251 SOUTH MAIN .
THE DEMOILITION SURVEY ARE COMPLETED THE RESULTS ARE RECOMMENDED
IMMEDIATE DEMOLITION ON 251 SOUTH MAIN , 9 SOUTH LINCOLN, 150 RIVERSIDE ,
AND REHAB ON 425 WSHINGTON ST. . A DEMOLITION PERMIT HAS BEEN ISSUED FOR
150 RIVERSIDE AVE,425 WASHINGTON ST. WILL BE PETITION THE HOUSING COURT FOR
RECIEVESHIP TO REHAB.WE ARE CURRENTLY WORKING WITH THE OWNER OF 251
SOUTH MAIN ST. HAVING ISSUES,9 SOUTH LINCOLN NO RESPONSE. WE WOULD LIKE
YOU TO DO COMPLETE TITLE SEARCH ON 251 SOUTH MAIN ST. AND 9 SOUTH
LINCOLN AVE . INFORM ALL INTERESTED PARTIES OF INSPECTIONAL SERVICES
INTENTION TO APPROACH CITY COUNCIL WITH ORDERS TO DEMOLISH THESE
STRUCTURES IN THE INTEREST OF PUBLIC
SAFETY.

SINCERELY

YOURS; RICHARD OSBORNE BUILDING INSPECTOR

9 South Lincoln St



|||
SINCERELY YOURS; RICHARD OSBORNE BUILDING INSPECTOR

Hearing April 5 2016
a.



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

Pursuant to Massachusetts General Law, Chapter 139, Section 1, after hearing, it is hereby adjudged that the building (s) at 9 So. Lincoln Street. Assessor's Map #720, Block #663, Lot 38A, in Haverhill MA, is a nuisance to the neighborhood and is dangerous, in accordance with the authority bestowed upon us by said Chapter, it is hereby ordered that said Building (s) be demolished or repaired.

In the event the owner fails to take steps to rehabilitate or remove said building (s) within 30 days, the Mayor or his agent is authorized to proceed with demolition of said building (s) and may place a lien, suit and/or attachment on the owner or properties you own to the extent of damage incurred.

Richard Osborne

From: Jymmie Ashley <JymmieA@Fiveonline.com>
Sent: Thursday, March 03, 2016 1:00 PM
To: Richard Osborne
Subject: RE: 9 SOUTH LINCOLN ST , HAVERHILL, MA 01835 3051370

This property is currently in Collections status with:

DITECH formerly known as Greentree Services.
7360 S. Kyrene Rd.
Suite 101
Tempe, AZ 85283

From: Jymmie Ashley
Sent: Thursday, March 3, 2016 11:20 AM
To: 'Richard Osborne' <ROsborne@cityofhaverhill.com>
Subject: RE: 9 SOUTH LINCOLN ST , HAVERHILL, MA 01835 3051370

Good morning Mr. Osbourne,

Thank you for speaking to me this morning. Per our conversation this property is scheduled for an upcoming meeting to discuss demolition procedures due to the dilapidated existing issues. Please forward any information describing what must be done to bring this property up to Code and into a usable condition. Also please forward any information regarding the upcoming meeting and current fines and fees. I appreciate all your help.

Please note that Five Brothers Mortgage Company (FB's), is a property preservation company. It performs securing, winterizations, inspections, grass cuts and related services for mortgage companies, lenders, loan servicers, etc. on properties that are in loan default and determined to be vacant. FB's cannot provide any service without the mortgage company or loan servicer first authorizing such service. FB's has no interest in, nor does it manage any property.

Sincerely,

From: Richard Osborne [<mailto:ROsborne@cityofhaverhill.com>]
Sent: Tuesday, March 1, 2016 2:03 PM
To: Matt Hennigan <MHennigan@cityofhaverhill.com>
Cc: Jymmie Ashley <JymmieA@Fiveonline.com>; Richard MacDonald <RMacDonald@cityofhaverhill.com>
Subject: RE: 9 SOUTH LINCOLN ST , HAVERHILL, MA 01835 3051370

This structure has been placed on the city council agenda to be voted on for demolition, the building was previous cited for a vacant nuisance structure in 2014, no attempt has been made to restore this neglected structure and still remains a blighted , nuisance building to the neighborhood. THE RESPONSIBLE PARTY WILL HAVE THE OPPORTUNITY OF REMOVING THE BUILDING FROM THE DEMOLITION LIST BY CONTACTING THIS OFFICE AND COMPLYING WITH THE ORDINANCE TO REMOVE THIS BUILDING FROM BEING DEMOLISHED.

From: Matt Hennigan
Sent: Tuesday, March 01, 2016 8:54 AM
To: JymmieA@Fiveonline.com; Richard Osborne
Cc: Richard MacDonald
Subject: FW: 9 SOUTH LINCOLN ST , HAVERHILL, MA 01835 3051370

Please direct your inquiry concerning this matter to the City's Building Inspector, Richard Osborne.

Matthew Hennigan | Community Development Dept. | City of Haverhill
4 Summer Street | Haverhill, MA 01830
(978) 420-3727 | (978) 374-2332 (Fax)

From: Jymmie Ashley [<mailto:JymmieA@Fiveonline.com>]
Sent: Monday, February 29, 2016 3:08 PM
To: Matt Hennigan <MHennigan@cityofhaverhill.com>
Subject: 9 SOUTH LINCOLN ST , HAVERHILL, MA 01835 3051370

Good afternoon,

We have received the violation attached above regarding the property located at **9 SOUTH LINCOLN ST , HAVERHILL, MA 01835**. Please advise if the entire property needs to be re-boarded or only the rest of the windows and doors. I also need to find out if there are any outstanding fines, fees or liens in relation to violations. I appreciate your assistance in this matter.

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Sincerely,

Please note my New Direct Dial number below!

Jymmie Ashley
Violations Dept.
Phone: 586-698-7098
Fax: 586-619-3210
JymmieA@fiveonline.com

Five Brothers
Default Management Solutions
12220 E. 13 Mile Road
Suite #100
Warren, MI 48093

www.fivebrms.com

Stronger results from the ground up.™

Confidentiality Notice: The contents of this email message (including any attachments) are privileged and confidential material of Five Brothers Mortgage Services and Securing, Inc. The information is intended to be conveyed only to the designated recipient(s). If you are not the intended recipient, be aware that any review, disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If the message has been received in error, please notify the sender immediately by replying to the address list in the "From:" field and destroy the original message and any copies of the message as well as any attachment(s) to the original message.

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BILL;

THE CURRENT THE CITY COUNCIL PURPOSED DEMO LIST INCLUDED FOUR STRUCTURES 425 WASHINGTON,150 RIVERSIDE AVE,9 SOUTH LINCOLN, AND 251 SOUTH MAIN . THE DEMOILITION SURVEY ARE COMPLETED THE RESULTS ARE RECOMMENDED IMMEDIATE DEMOLITION ON 251 SOUTH MAIN , 9 SOUTH LINCOLN, 150 RIVERSIDE , AND REHAB ON 425 WSHINGTON ST. . A DEMOLITION PERMIT HAS BEEN ISSUED FOR 150 RIVERSIDE AVE,425 WASHINGTON ST. WILL BE PETITION THE HOUSING COURT FOR RECIEVERSHIP TO REHAB.WE ARE CURRENTLY WORKING WITH THE OWNER OF 251 SOUTH MAIN ST. HAVING ISSUES,9 SOUTH LINCOLN NO RESPONSE. WE WOULD LIKE YOU TO DO COMPLETE TITLE SEARCH ON 251 SOUTH MAIN ST. AND 9 SOUTH LINCOLN AVE . INFORM ALL INTERESTED PARTIES OF INSPECTIONAL SERVICES INTENTION TO APPROACH CITY COUNCIL WITH ORDERS TO DEMOLISH THESE STRUCTURES IN THE INTEREST OF PUBLIC SAFETY.



Hearings April 5 2016 (4)

Haverhill Fire Department

Fire Prevention / Investigation Unit



James J. Fiorentini
Mayor

John E. Parow
Fire Chief

D/C William F. Laliberty
Lieut. Roger E. Moses
Insp. Johnathan W. Pramas

4 Summer St, Room 113
Tel: (978) 373-8460
Fax: (978) 521-4441

November 3, 2015

To: Richard Osborne, City of Haverhill Inspector of Buildings
4 Summer Street
Haverhill, MA 01830

As requested by the City of Haverhill a structural survey was conducted at:

251 South Main Street, Haverhill, MA. 01830

Date of fire that caused damage, 09/26/2015

Fire appeared to start on an outside deck at the rear of the house, it spread to the second and third floors, causing extensive damage from both fire and water. The roof is open to the weather, and the whole structure has been wet since the fire. It is our opinion, that this building would require an extensive remodel that may exceed the value of the building, therefore being a total loss. We recommend the building be demolished.

Report compiled by:

David W. Hewey, Disinterested Party [Signature] 11/02/2015

Deputy Fire Chief William F. Laliberty [Signature] 11/02/2015

John Pettis III, City Engineer [Signature] 11/02/2015

See Attached Photos.

To: Richard Osborne, City of Haverhill Inspector of Buildings
4 Summer Street
Haverhill, MA 01830

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Haverhill

Board of Health
Inspection Services
Building/Zoning
Phone: 978-374-2325
978-374-2341
978-374-2338
978-374-2430
Fax: 978-374-2337
bdufresne@cityofhaverhill.com

February 10, 2016

Nora Lee Onawa
P.O. Box 2017
Wakefield, MA 01880-9998

Re: 251 South Main St.

Dear Ms. Onawa - Murphy:

It appearing upon inspection made on February 9, 2016, by a Building Inspector for the City Of Haverhill that a certain structure located at 251 South Main Street on MAP 721 BLOCK 651 LOT 1 is dangerous and/or a hazard to Public safety by reason of:

**EXTREME FIRE DAMAGE – OPEN TO INTRUSION
DANGEROUS STRUCTURE – BLIGHTED CONDITIONS**

Upon receipt of this notice, you as owner are hereby notified to remove said structure or proceed at once to make it safe and/or secure by correcting the existing condition of the structure.

If you fail to comply with the requirements of this notice, a survey according to law will be made by the City Of Haverhill. If the report discloses that said structure is dangerous, unused, uninhabited, abandoned, and/or open to weather the structure there-upon may be removed, made safe or secured by the City, the charge thereof to constitute a lien upon the land and building, to be collected in the same manner as taxes, and/or you could for every day's continuance of such neglect after being herein notified, forfeit to the City not less than \$100.00 and no more than \$1,000.00.

Page 2 of 2.

Re: 251 So Main St.

This notice is given in conformity to provision of Massachusetts G.L. (Terr. Ed.)
Chapter 143 and 780 C.M.R.

ATTACHED BOARDING INSTRUCTIONS


Richard Osborne
Building Inspector

RO/bld

CC: Fire Department
Board of Health
Tax Collector
City Solicitor
Ithaca Finance LLC
Scollay Square Inv. LLC – Mike Cercone
Proctor Financial Inc.

Sent 1st Class & Cert Mail: 7015 3010 0001 6409 8362

GUIDELINES FOR BOARDING VACANT BUILDINGS

1. MATERIAL FOR BOARDING SHALL BE 3/8 EXTERIOR PLYWOOD.
2. ALL WINDOWS SHALL HAVE MATERIAL CUT TO FIT BETWEEN THE STAFF MOULDINGS AND REST ON WINDOW SILLS TO PROVIDE SOLID NAILING ALL AROUND.
3. WINDOWS AND EXTERIOR DOORS SHALL BE SECURED AND DOORS EITHER PADLOCKED OR PLYWOODED OVER THE ENTIRE OPENING.
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Haverhill

Board of Health
Inspection Services
Building/Zoning

Phone: 978-374-2325

978-374-2341

978-374-2338

978-374-2430

Fax: 978-374-2337

bdufresne@cityofhaverhill.com

September 28, 2015

Nora Lee Onawa
251 South Main St.
Bradford, MA 01835

Dear Ms. Onawa:

It appearing upon inspection made on September 28, 2015, by a Building Inspector for the City Of Haverhill that a certain structure located at 251 South Main Street on MAP 721 BLOCK 651 LOT 1 is dangerous and/or a hazard to Public safety by reason of:

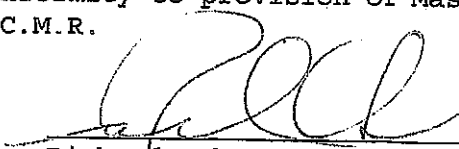
EXTREME FIRE DAMAGE - OPEN TO INTRUSION

Upon receipt of this notice, you as owner are hereby notified to remove said structure or proceed at once to make it safe and/or secure by correcting the existing condition of the structure.

If you fail to comply with the requirements of this notice, a survey according to law will be made by the City Of Haverhill. If the report discloses that said structure is dangerous, unused, uninhabited, abandoned, and/or open to weather the structure there-upon may be removed, made safe or secured by the City, the charge thereof to constitute a lien upon the land and building, to be collected in the same manner as taxes, and/or you could for every day's continuance of such neglect after being herein notified, forfeit to the City not less than \$100.00 and no more than \$1,000.00.

This notice is given in conformity to provision of Massachusetts G.L. (Terr. Ed.) Chapter 143 and 780 C.M.R.

ATTACHED BOARDING INSTRUCTIONS


Richard Osborne
Building Inspector

RO/bld
CC: Fire Department
Board of Health

Sent 1st Class & Cert Mail: 7013 0600 0001 2121 0637

Richard Osborne

From: BILLCOXLAW@aol.com
Sent: Monday, December 14, 2015 3:42 PM
To: Richard Osborne
Cc: Richard MacDonald; Bonnie Dufresne; Jparow@haverhillfire.com
Subject: Re: demo. 11-2-15

Have ordered a title rundown for 251 So. Main Street and 9 So. Lincoln Street.

Bill Cox

William D. Cox, Jr., Esq.
145 South Main Street
Bradford, MA 01835
(978) 373-2360
Fax - (978) 891-5424

This message (including attachments) is privileged and confidential. If you are not the intended recipient, please delete it without further distribution and reply to the sender that you have received the message in error.

In a message dated 12/10/2015 9:30:52 A.M. Eastern Standard Time, ROsborne@cityofhaverhill.com writes:

BILL;

THE CURRENT THE CITY COUNCIL PURPOSED DEMO LIST INCLUDED FOUR STRUCTURES
425 WASHINGTON, 150 RIVERSIDE AVE, 9 SOUTH LINCOLN, AND 251 SOUTH MAIN .
THE DEMOILITION SURVEY ARE COMPLETED THE RESULTS ARE RECOMMENDED
IMMEDIATE DEMOLITION ON 251 SOUTH MAIN , 9 SOUTH LINCOLN, 150 RIVERSIDE ,
AND REHAB ON 425 WSHINGTON ST. . A DEMOLITION PERMIT HAS BEEN ISSUED FOR
150 RIVERSIDE AVE, 425 WASHINGTON ST. WILL BE PETITION THE HOUSING COURT FOR
RECIEVERSHP TO REHAB. WE ARE CURRENTLY WORKING WITH THE OWNER OF 251
SOUTH MAIN ST. HAVING ISSUES, 9 SOUTH LINCOLN NO RESPONSE. WE WOULD LIKE
YOU TO DO COMPLETE TITLE SEARCH ON 251 SOUTH MAIN ST. AND 9 SOUTH
LINCOLN AVE . INFORM ALL INTERESTED PARTIES OF INSPECTIONAL SERVICES
INTENTION TO APPROACH CITY COUNCIL WITH ORDERS TO DEMOLISH THESE
STRUCTURES IN THE INTEREST OF PUBLIC
SAFETY.

SINCERELY

YOURS; RICHARD OSBORNE BUILDING INSPECTOR

REQUIREMENTS FOR REMOVAL OF PROPERTIES FROM DEMOLITION LIST

The following information must be submitted to the Building Inspector within 30 days of the approval of the City Council Resolution to demolish.

Without completing all requirements of the City, the Building Inspector cannot consider suspension of the demolition process.

The submission requirements are as follows:

1. Submit a comprehensive itemized statement of all work to be performed with plans showing all details. Details shall include proposed layout of units, common areas, etc., as well as information relative to plumbing, heating, electrical, smoke detectors and carpentry work involved. Final determination regarding the legally allowed number of units will be made by the Building Inspector.
2. Proposed time schedule for performance of all work items.
3. Estimated cost of renovations including cost estimates from contractors, etc.
4. Copies of receipts for taxes, water, wastewater and other municipal liens paid to date and/or a copy of executed agreement relative to outstanding balances.
5. Submit documentation relative to financial ability to undertake and complete proposed work. This information shall be in the form of a letter-of-credit from a bank or evidence of an escrow account with sufficient funds to complete all work.
6. Any other information which the Building Inspector may require relative to the individual property in question.

The Building Inspector will consider suspension of the demolition process only when all required information has been submitted.

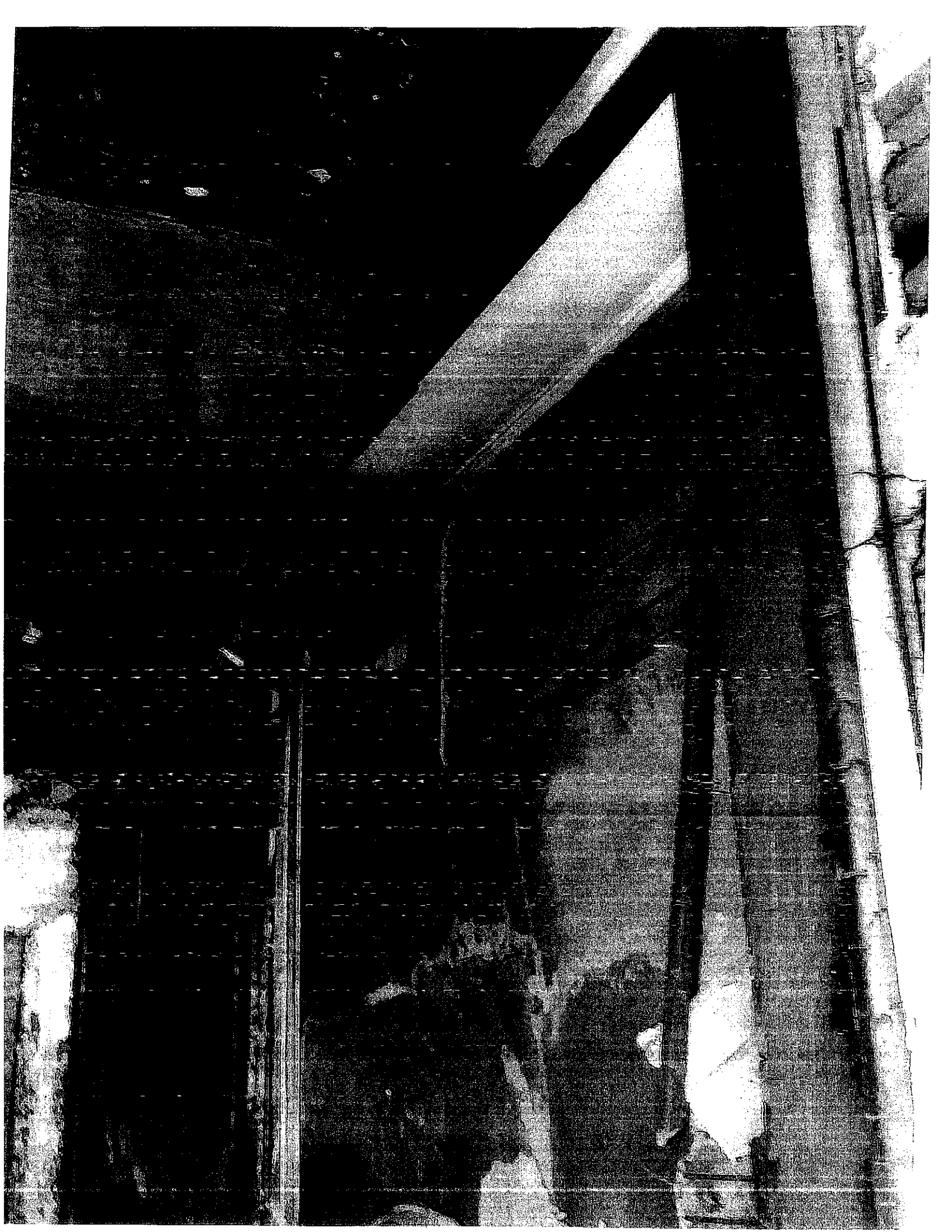
251 So Main St



251 So Main St







KEEP THIS LABEL WITH THE MAIL

U.S. Postal Service
CERTIFIED MAIL
(Domestic Mail Only; *Postage and Fees Provided*)
For delivery information, visit usps.com

OFFICE

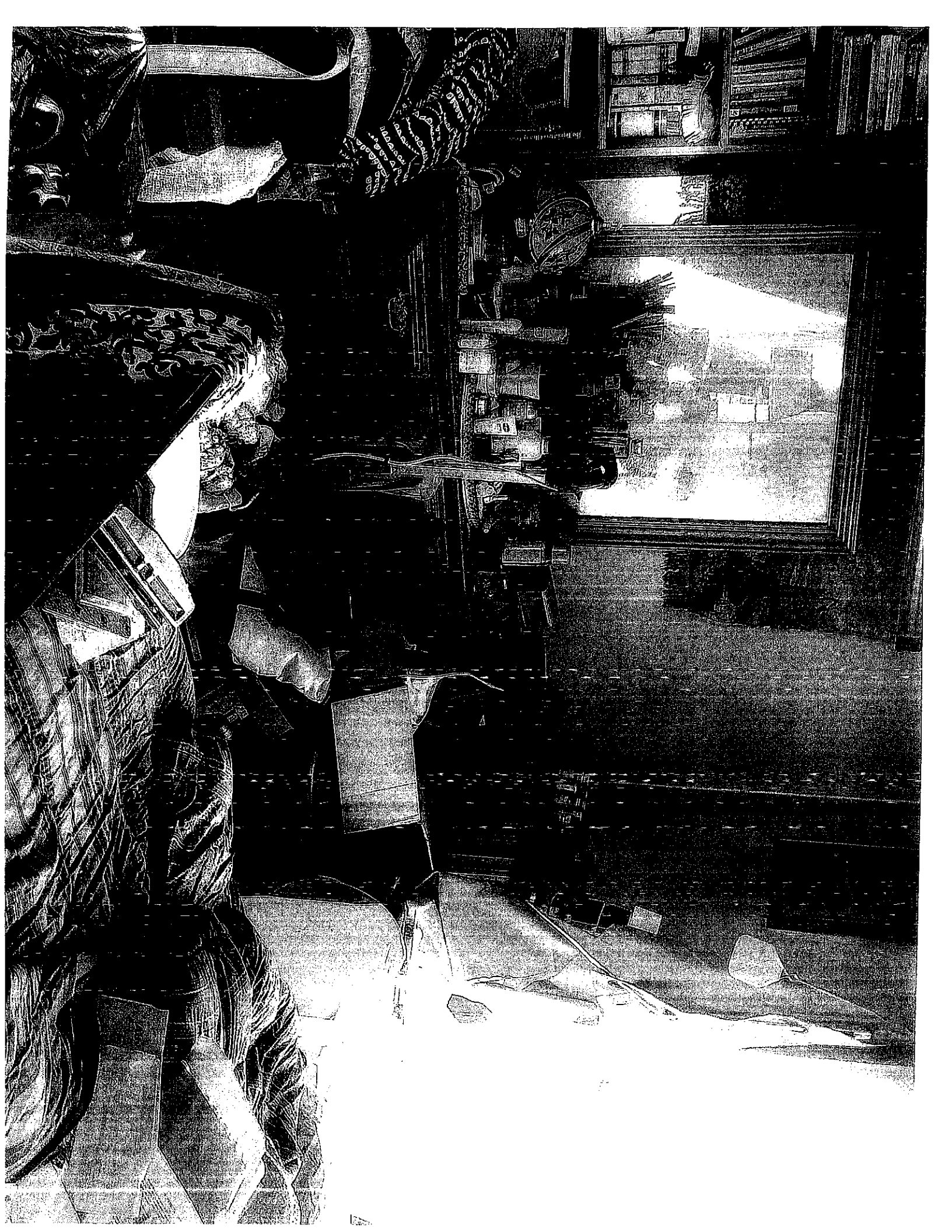
Postage	\$
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$

Postmark
Here

Sent to
Street, Apt. No.,
or PO Box No.
City, State, ZIP+4

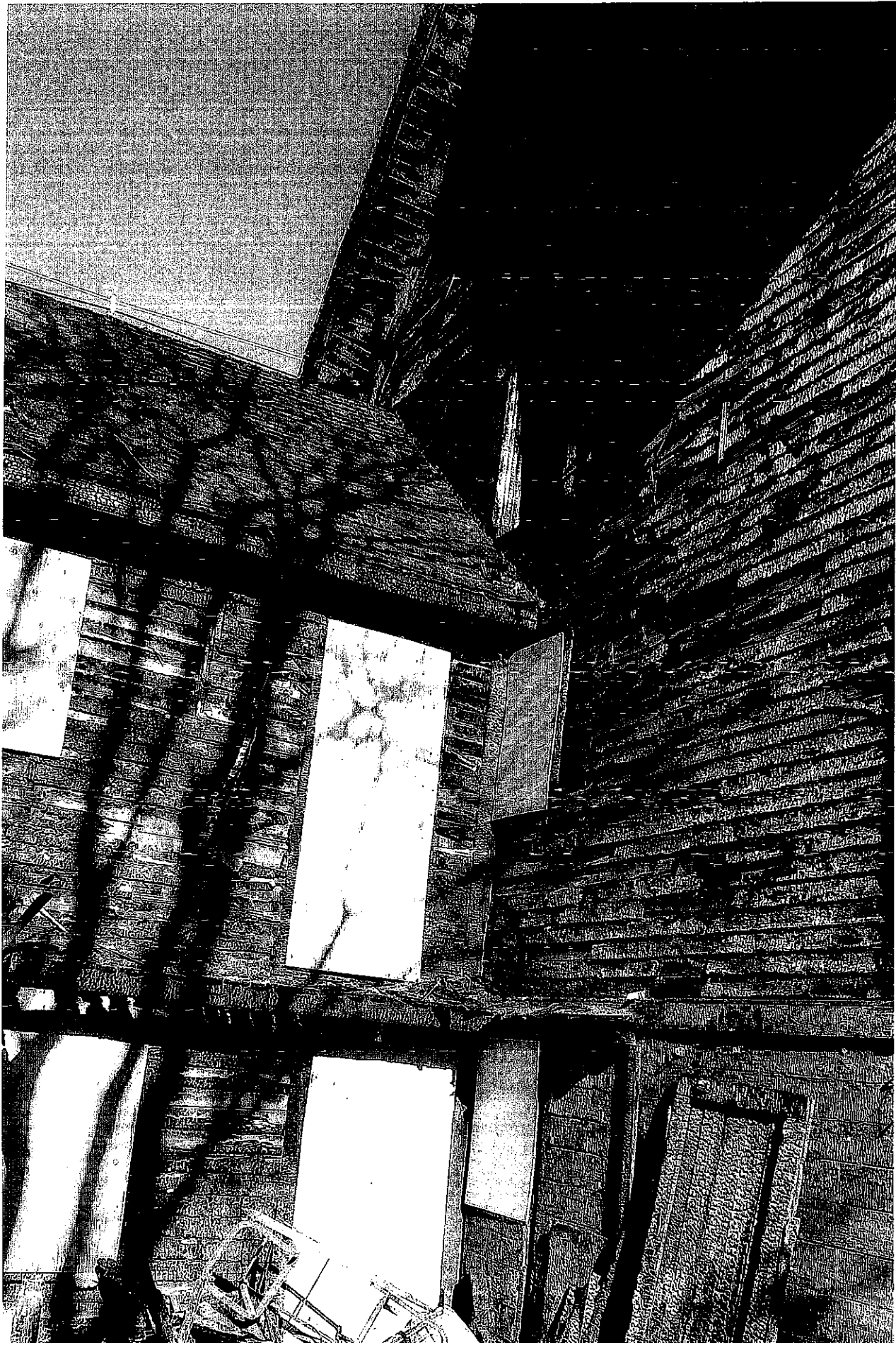
PS Form 3800, August 2006

See Reverse for Instructions





251 Sumner St



Richard Osborne

From: BILLCOXLAW@aol.com
Sent: Monday, December 14, 2015 3:42 PM
To: Richard Osborne
Cc: Richard MacDonald; Bonnie Dufresne; Jparow@haverhillfire.com
Subject: Re: demo. 11-2-15

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Bill Cox

William D. Cox, Jr., Esq.
145 South Main Street
Bradford, MA 01835
(978) 373-2360
Fax - (978) 891-5424

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THE CURRENT THE CITY COUNCIL PURPOSED DEMO LIST INCLUDED FOUR STRUCTURES 425 WASHINGTON,150 RIVERSIDE AVE,9 SOUTH LINCOLN, AND 251 SOUTH MAIN . THE DEMOILITION SURVEY ARE COMPLETED THE RESULTS ARE RECOMMENDED IMMEDIATE DEMOLITION ON 251 SOUTH MAIN , 9 SOUTH LINCOLN, 150 RIVERSIDE , AND REHAB ON 425 WSHINGTON ST. . A DEMOLITION PERMIT HAS BEEN ISSUED FOR 150 RIVERSIDE AVE,425 WASHINGTON ST. WILL BE PETITION THE HOUSING COURT FOR RECIEVERSHP TO REHAB.WE ARE CURRENTLY WORKING WITH THE OWNER OF 251 SOUTH MAIN ST. HAVING ISSUES,9 SOUTH LINCOLN NO RESPONSE. WE WOULD LIKE YOU TO DO COMPLETE TITLE SEARCH ON 251 SOUTH MAIN ST. AND 9 SOUTH LINCOLN AVE . INFORM ALL INTERESTED PARTIES OF INSPECTIONAL SERVICES INTENTION TO APPROACH CITY COUNCIL WITH ORDERS TO DEMOLISH THESE STRUCTURES IN THE INTEREST OF PUBLIC SAFETY.

SINCERELY

YOURS; RICHARD OSBORNE BUILDING INSPECTOR

Hearing April 5 2016



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

Pursuant to Massachusetts General Law, Chapter 139, Section 1, after hearing, it is hereby adjudged that the building (s) at 251 South Main St. Assessor's Map #721, Block #651, Lot1, in Haverhill MA, is a nuisance to the neighborhood and is dangerous, in accordance with the authority bestowed upon us by said Chapter, it is hereby ordered that said Building (s) be demolished or repaired.

In the event the owner fails to take steps to rehabilitate or remove said building (s) within 30 days, the Mayor or his agent is authorized to proceed with demolition of said building (s) and may place a lien, suit and/or attachment on the owner or properties you own to the extent of damage incurred.

Bonnie Dufresne

From: BILLCOXLAW@aol.com
Sent: Tuesday, January 19, 2016 5:14 PM
To: Bill Cox; Richard Osborne
Cc: Richard MacDonald; Bonnie Dufresne; Jparow@haverhillfire.com
Subject: Re: demo. 11-2-15

Here is the title rundown for 251 South Main Street. Interesting in that the Murphys do not appear to own the premises. You should continue to send them notices though.

It appears that Ithaca Finance, LLC holds title to the premises situated at 251 South Main Street in Haverhill, Mass. by reason of a Judgment in Tax Lien Case (Land Court Case No. 14 TL 148636) recorded on 5-6-2015 in Book 34034 Page 143. The Land Court's Judgment is dated 12-23-2014.

There are no outstanding mortgages encumbering the premises. Michael C. Murphy was the holder of a \$10,000 mortgage dated 4-8-1999 recorded in Book 15609 Page 100, but this would have been extinguished by the foreclosure of the tax lien provided timely notice was given.

The premises are not shown on a plan of land recorded at Essex South. The City of Haverhill identifies the same as Lot 1 in Block 651 on A.O. Map 721 containing 4870 square feet of land.

The premises are subject to an Order of Taking by the City of Haverhill dated 6-22-2010 recorded in Book 29580 Page 45 as shown on Plan Book 424 Plan 86.

There are no attachments, executions, notices of bankruptcy or other liens except:

1. A \$4,066.15 Tax Taking by the City of Haverhill dated 3-27-2015 recorded in Book 33941 Page 630; and
2. A Notice of Substantial Completion pursuant to General Laws Chapter 254 Section 4 filed by LaPointe Construction Board up Service, LLC dated 12-22-2015 recorded in Book 34617 Page 441.

My rundown covers the period from 9-9-1994 through today's instrument #485.

Bill Cox

William D. Cox, Jr., Esq.
145 South Main Street
Bradford, MA 01835
(978) 373-2360
Fax - (978) 891-5424

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In a message dated 1/18/2016 6:43:36 P.M. Eastern Standard Time, BILLCOXLAW@aol.com writes:

Dick:

Here is the title rundown for 9 South Lincoln Street. 251 South Main is taking a little longer, but will have this week.

Michael McKeon & Rachel A. McKeon are the current owners of the premises commonly known as 9 South Lincoln Street in Haverhill, Mass. Their deed was recorded on 6-21-2005 in Book 24447 Page 96. There are no Declarations of Homestead on record.

There are two outstanding mortgages. The first is for \$138,750 to MERS, Inc. dated 6-21-2005 recorded in Book 24447 Page 98 and assigned twice in Book 26483 Page 532 and in Book 30588 Page 373 to correct the corporate name of the Assignee to Bank of New York Mellon as Trustee for the Certificate holders of the CWABS, Inc. Asset-Backed Certificates, Series 2005-6. An Order of Notice was recorded on 1-6-2015 in Book 33783 Page 297.

The second mortgage is for \$46,250 to Countrywide Home Loans, Inc. dated 6-21-2005 recorded in Book 24447 Page 123 and subsequently assigned to BAC Home Loans Servicing L.P. in Book 28682 Page 1.

The premises are shown as Lot C on Plan Book 248 Plan 55. I do not have any Assessor's Office information for this parcel of land.

There are no attachments, executions, notices of bankruptcy or other liens.

My current owner rundown covers the period from 6-21-2005 through 1-15-2016 instrument #761

Bill Cox

William D. Cox, Jr., Esq.
145 South Main Street
Bradford, MA 01835
(978) 373-2360
Fax - (978) 891-5424

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SINCERELY YOURS; RICHARD OSBORNE BUILDING INSPECTOR

6.



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

March 4, 2016

City Council President John A. Michitson and
Members of the Haverhill City Council

RE: Council on Youth Needs

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

I hereby appoint Reverend Frank Clarkson of 15 Kenoza Avenue, Daniel Faircloth of 4 Summer Street, Sergeant John Rosario of 40 Bailey Boulevard and Robin Delnegro of 19 West Street, Apt. #2 to the Council on Youth Needs. These are confirming one (1) year appointments and expire on 3/4/17.

Very truly yours,

James J. Fiorentini
Mayor

JJF/dsvd

cc: Reverend Frank Clarkson of 15 Kenoza Avenue
Jared Fulgoni on 4 Summer Street
Sergeant John Rosario of 40 Bailey Boulevard
Robin Delnegro of 19 West Street, Apt. #2

6.



JAMES J. FIORENTINI
MAYOR

CITY OF HAVERHILL
MASSACHUSETTS

CITY HALL, ROOM 100
FOUR SUMMER STREET
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MAYOR@CITYOFHAVERHILL.COM
WWW.CI.HAVERHILL.MA.US

March 4, 2016

City Council President John A. Michitson and
Members of the Haverhill City Council


RE: Neighborhood Advisory Board

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

I am appointing Gary Ortiz of 19 13th Ave and Keith Boucher of 512 Washington Street to both serve as co-chairs of the Neighborhood Advisory Board. They are non-confirming appointments:

Keith Boucher, 512 Washington Street
Gary Ortiz, 19 13th Ave

Very truly yours,


James J. Fiorentini
Mayor

jjf/dsvd

6,



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

March 4, 2016

City Council President John A. Michitson and
Members of the Haverhill City Council

RE: Stadium Commission

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

I hereby appoint School Committee Member Shaun Toohey of 696 Chrystal Street to the Stadium Committee. This is a non-confirming appointment and expires on 3/4/17.

Very truly yours,

James J. Fiorentini
Mayor

JJF/dsvd



JAMES J. FIORENTINI
MAYOR

**CITY OF HAVERHILL,
MASSACHUSETTS**

6,
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

March 4, 2016

City Council President John A. Michitson and
Members of the Haverhill City Council

RE: Open Space and Recreation Planning Committee

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

I hereby appoint the following members to the Open Space & Recreation Planning Committee.
These are non-confirming appointments and their terms will expire on 3/4/2017:

- Karen Peugh, Planning Board, 5 S Green Street
- Thomas Wylie, Conservation and Historical Commission, 185 Salem Street
- Peter Carbone, Board of Health, 48 Colby Street

Very truly yours,


James J. Fiorentini
Mayor

JJF/dsvd
cc: Rob Moore

KAREN L. FIORELLO
kfiorello@fimilaw.com

FIORELLO & MIGLIORI
ATTORNEYS AT LAW

FIREHOUSE CONDOMINIUMS
18 ESSEX STREET
HAVERHILL, MASSACHUSETTS 01832

TEL 978/373-3003 FAX 978/373-3066
February 23, 2016

May 17
2016
7.1

MICHAEL J. MIGLIORI
mmigliori@fimilaw.com

John Michitson, President
Haverhill City Council
City Hall, 4 Summer Street
Haverhill, MA 01830

Re: The Birches at Farrwood Green
Owner: Wintervale Realty Trust
9 Travers Street, Haverhill, MA 01830

Applicant: Birches Development LLC
198 Saco Avenue, Old Orchard Beach, ME 04064

Land on Sterling Lane
Special Permit

Dear Mr. Michitson:

Please be advised this office represents Wintervale Realty Trust and Birches Development LLC, Owner/ Applicant regarding the property located on Sterling Lane and being shown as Haverhill Assessor's Map 770 Block 779 Lot 74.

Birches Development LLC is requesting a Special Permit from the City of Haverhill to construct one hundred twenty (120) residential units in four (4) buildings as set forth in the Haverhill Zoning Ordinance Chapter 255 Section 96.

The property is shown in Haverhill Assessor's Map 770 Block 779 Lot 74 and is located in RH Zoning District.

Kindly refer this matter to the Planning Board for its review. I have enclosed the appropriate plans and fees in connection with the requested Special Permit.

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.: Stanley Weinstein
Stephen Stapinski

FIORIELLO & MIGLIORI
ATTORNEYS AT LAW

KAREN L. FIORELLO
kfiorello@fimitlaw.com

MICHAEL J. MIGLIORI
mmigliori@fimitlaw.com

FIREHOUSE CONDOMINIUMS
18 ESSEX STREET
HAVERHILL, MASSACHUSETTS 01832
TEL 978/373-3003 FAX 978/373-3088

March 1, 2016

John Michitson, President
Haverhill City Council
City Hall, 4 Summer Street
Haverhill, MA 01830

Re: The Birches at Farrwood Green
Owner: Winterville Realty Trust
9 Travers Street, Haverhill, MA 01830

Applicant: Birches Development LLC
198 Saco Avenue, Old Orchard Beach, ME 04064

Land on Sterling Lane
Special Permit

Dear Mr. Michitson:

Please be advised that the Applicant agrees to waive the statutory requirement for the Haverhill City Council to hold a hearing on the matter within sixty-five (65) days.

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

Sincerely yours,


Michael J. Migliori

MJM/dma

Enc.

c.c.: Stanley Weinstein
Stephen Stapinski

Hearing May 17
2016

Robert D. Harb
ATTORNEY AT LAW
17 WEST STREET
HAVERHILL, MASSACHUSETTS 01830

Of Counsel
Alfred J. Cirome

7.2

TEL: (978) 373-5611
FAX: (978) 373-7441
EMAIL: bobharb@aol.com

March 3, 2016

City Council
City of Haverhill
4 Summer Street
Haverhill, MA 01830

Re: **APPLICATION FOR A SPECIAL PERMIT
TO EXPAND AN EXISTING AUTO DEALER, NEW AND USED, SALES
AND/OR RENTALS, INCLUDES USUAL AUTO BODY & REPAIR
SERVICES**

Property Address: 501-503 Broadway, Haverhill, MA
Owner: Haverhill Realty, LLC
Applicant: Haverhill Realty, LLC
Haverhill Assessor's Map 548 Block 1 Lots 19, 10-1, & 41
CH Zone
Containing Approximately 8.881 acres ±

An Application is hereby made for a Special Permit by Haverhill Realty, LLC under the terms and provisions of the Haverhill Zoning Ordinance Chapter 255 and the Table of Use and Parking Regulations to expand an existing Auto Dealership, new and used, sales and/or rentals including usual auto body and repair services, as required by the said Haverhill Zoning Ordinance for the premises described above and as shown on the Plans filed herewith, being the same premises conveyed to Haverhill Realty, LLC by deed recorded with the Essex South District Registry of Deeds in Book 33854 Page 464.

This application is required because the Zoning Ordinance was amended in 2005 to require a Special Permit from the City Council for this use which was previously an allowed use by right.

LEGAL DESCRIPTION

Three (3) certain tracts or parcels of land with the buildings and improvements thereon located on Broadway, City of Haverhill, County of Essex, Commonwealth of Massachusetts, and more particularly described as follows:

Tract I:

The land in Haverhill, Essex County, MA on Broadway and being shown as Lot 19 on a "Plan of Land in Haverhill, Mass for Regan Ford Inc, dated 9-18-1986 and recorded with Essex South Registry of Deeds Plan Book 314 Plan 31, to which plan reference is made for a full and complete description.

Meaning and intending to convey the same property described in deed of Regan Ford Inc. to Freedom Five LLC dated September 26, 2003 and recorded in the Essex South County Registry of Deeds at Book 21863, Page 271.

Tract II:

The land in Haverhill, Essex County, MA at 503 Broadway and Computer Drive being shown as Lot 10 on a plan entitled "Plan of Land in Haverhill, MA Regan Ford Inc. dated September 18, 1996 and recorded with Essex South Registry of Deeds Plan Book 314 Plan 31; to which plan reference is made for a full and complete description.

Meaning and intending to convey the same property described in the deed of Mary D. Regan of North Andover, MA, Trustee of RDM Trust udt dated 5-11-1995 to Freedom Five LLC dated September 26, 2003 and recorded in the Essex South County Registry of Deeds at Book 21863, Page 272.

Tract III:

The land in Haverhill, Essex County, MA at Broadway and Computer Drive being shown as Lot 41 on a plan entitled "Plan of Land in Haverhill, MA Regan Ford Inc. dated September 18, 1996 and recorded with Essex South Registry of Deeds Plan Book 314 Plan 31; to which plan reference is made for a full and complete description.

For title see Probate of J. Frank Regan Essex County 87P1280-E1.

Meaning and intending to convey the same property described in the deed of Mary D. Regan to Freedom Five LLC dated September 26, 2003 and recorded in the Essex South County Registry of Deeds at Book 21863, Page 275.

The above tracts are further described as the land in Haverhill, Essex County, MA at 501-503 Broadway and Computer Drive being shown as Lot 10 (including Lot X and Lot Y), Lot 19, and Lot 41 on a plan entitled "Plan of Land in Haverhill, Mass., Drawn for Applicant and Owner, Regan Ford Inc., Mary Regan, and RDM Trust, Mary Regan, Trustee", dated September 18, 1996 by Merrimack Engineering Services, recorded with the Essex South County Registry of Deeds, Plan Book 314 Plan 31.

Being the same premises conveyed to Haverhill Realty, LLC by deed recorded with said Registry in Book 33845 Page 464.

3

AK-4

2015021100404 Bk:33845 Pg:464
02/11/2015 11:44 DEED Pg 1/3

Return to:
Stebbins, Lazos & Van Der Beken, PA
Att: Nicholas J. Lazos, Esq.
66 Hanover Street, Suite 301
Manchester, NH 03101

MASSACHUSETTS EXCISE TAX
Southern Essex District ROD
Date: 02/11/2015 11:44 AM
ID: 1051615 Doc# 20150211004040
Fee: \$41,040.00
Cons: \$9,000,000.00

SPECIAL WARRANTY DEED

FREEDOM FIVE, LLC, a Massachusetts limited liability company with an address of 10 Pearl Road, Boxford, Massachusetts 01921, for consideration paid in the amount of Nine Million Dollars (\$9,000,000.00), grants to **HAVERHILL REALTY, LLC**, a Delaware limited liability company with an address of 1477 South Willow Street, Manchester, New Hampshire 03103, with Warranty Covenants, the real property described as follows:

Three (3) certain tracts or parcels of land with the buildings and improvements thereon located on Broadway, City of Haverhill, County of Essex, Commonwealth of Massachusetts, and more particularly described as follows:

Tract I:

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501-503 Broadway, Haverhill

Box 75
Stein

Tract III:

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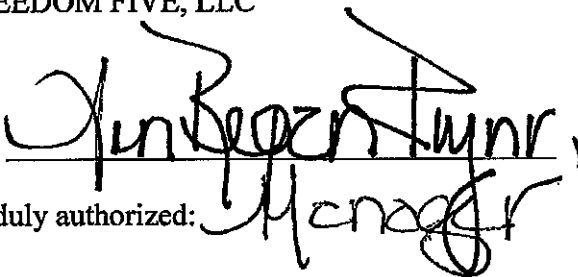
The grantor limited liability company is not classified as a corporation for federal tax purposes for the current taxable year.

Dated this 6th day of February, 2015.

FREEDOM FIVE, LLC

By:

Its duly authorized:


Manager

COMMONWEALTH OF MASSACHUSETTS
COUNTY OF Essex

- February 6, 2015

Then personally appeared the above named [Signature] as authorized real estate signatory and Manager of Freedom Five, LLC, proved to me through satisfactory evidence of identification, which was personally known, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose and as the free act and deed of Freedom Five, LLC, before me,

[Signature]
Notary Public
My Commission Expires:
Seal:



SUSAN C. HARBOUR
Notary Public
Commonwealth of Massachusetts
My Commission Expires
December 3, 2021



City of Haverhill

Application for Permit

10.1

Name of Organization	GARIBOLDI CLUB		
Address of Organization	86 WASHINGTON ST		
Requesting Permit for (List Type of event)	ROAD RACE	Date & Time	Sunday MAY 29, 2016 1000AM - 12:00 Noon
Location of Event	86 WASHINGTON ST (MAP ATTACHED)		
Authorized or Contact Person	Fred Emilio	Telephone/Cell #/Pager # (Indicate if pager)	978 372-3290

(To be completed for use of City Property/Outdoor Activity and other Special Events)

Approval of City Chief (Where applicable)			
Approval of the Recreational Director Required for all recreational facilities	Signature	Date	Comments/Restrictions
Approval of the Chief of Police Required for all OUTDOOR EVENTS i.e. Parades/Carnivals/Community Events	Signature	Date	
			NOT OFFICER REQUIRED

General Release & Indemnity Agreement

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

Signature of Authorized Agent of Organization: [Signature] Date: 2/4/16

Signature Witnessed by: [Signature] Date: 2/4/16

City Council will hear request for application on: _____
 Applicant must attend Yes [] No [] (date) (time)

Office Use

Permit

Permit approved on: _____ Proof of Insurance _____ # Detail Officers _____
 Policy Number/Exp. Date

Attendance Limited to: _____ Other Restrictions/Requirements: _____

Signed: _____ Issued as: _____ Seal

City Clerk

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Google Maps

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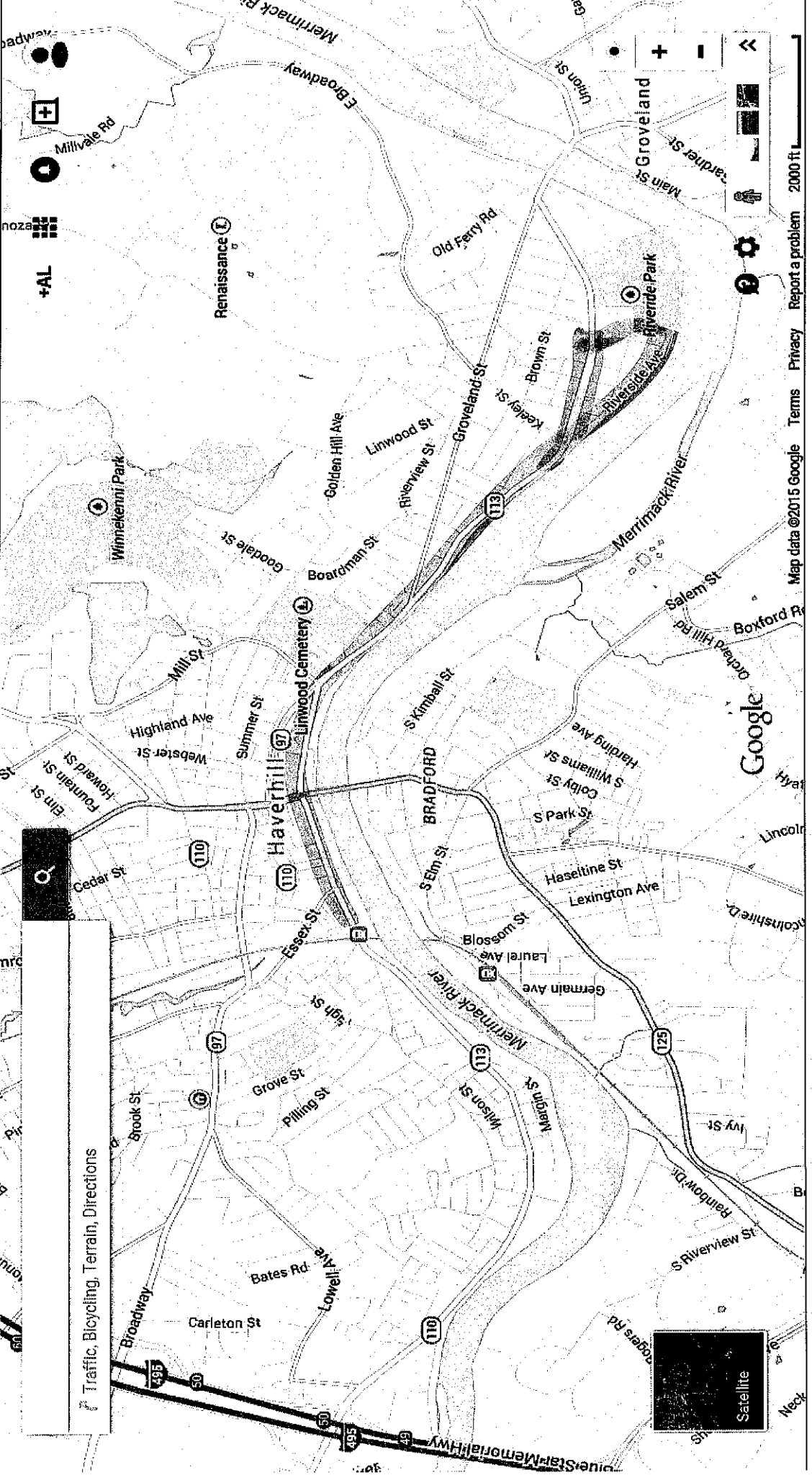
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Report a problem

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Terms Privacy

Garibaldi Club
86 Washington St
Haverhill, Ma
0183 0

February. 4, 2016

Haverhill Police Department
Police Chief Alan R. DeNaro
40 Bailey Boulevard
Haverhill, Ma.
01830

Chief De Naro,

On Sunday May 29 2016 the Garibaldi Club will be hosting a 5 mile race and fitness walk, the 19th Annual "Baldi 5-mile River Run". The race will start at the Garibaldi Club 86 Washington St. proceed thru downtown Haverhill to Water St. to the Haverhill Stadium and back to finish at the Garibaldi Club. (Map attached)

All proceeds from this event will be given to the Eric Steinman scholarship Fund, which will be awarded to a Haverhill High school football player. Eric was a member of the Haverhill High freshman football team during the 1994 football season and was killed by a hit and run driver January 1995.

The fitness walk will start a 10:00 am and the road race at 10:30 am. We are expecting approximately 100 walkers and 300 runners to participate in this event. If any additional information is required please feel free to contact us at the Garibaldi club 978 374-9704 or call Fred Emilio (race Director) at his home 978 372-3290.

During last years race Washington St was closed from railroad Square to Washington Square for the start and finish of the race. The race committee feels that the closing of Washington St. is in the best interest of safety for the competitors, spectators, and the citizens of Haverhill.

During the past eighteen years the Haverhill Police department and the Haverhill Auxiliary Police have done an outstanding job in traffic management and have been a major factor in the success of these events.

We are looking forward to continuing to work with the Haverhill Police department to ensure that this event will be a success and all precautions are taken to protect the personal welfare of everyone involved.

We have enclosed an application for permit as required by the city of Haverhill ordinance 185-4

Sincerely
Fred Emilio
Fred Emilio
Race Director

2/4/16



Haverhill

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

Date: _____

FEB 26 2016

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks to receive a license for **TAG DAYS**:

Organization: Ultimate Cheer Applicant's Name: Cheryl Manscalco

Applicant's Residence: 52 Brandon Rd Applicant's Signature: Cheryl Manscalco

(3 CONSECUTIVE DAYS ONLY, ONE OF WHICH MAY INCLUDE SOLICITATION ON A PUBLIC WAY)

Date of Tag Day Request(s): April 16 & 17 Date—Solicitation on a Public Way: MA

Canister: _____ Tag: Fee: \$ 20.00

STREET LOCATIONS (SELECT BELOW):

OFF STREET LOCATIONS (SPECIFY OTHER):

Rosemont St and Main St _____

Market Basket

Water st and Mill st _____

Dunkin' Donuts

South Main St & Salem St
(Bradford Common) _____

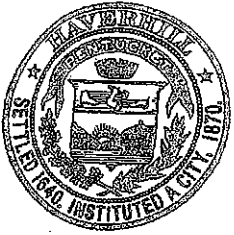
Main St & Kenoza Ave
(Monument Square) _____

Office Use Only

Recommendation by Police Chief: Approved Alan R. [Signature]
 Denied Police Chief

In Municipal Council, _____

Attest: _____
City Clerk



Haverhill

10

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

Date: FEB 17 2016

Honorable President and Members of the Municipal Council:

The Undersigned respectfully asks to receive a license for TAG DAYS:

Organization: HHS Girls Field Hockey Applicant's Name: Ann-Marie Ginn

Applicant's Residence: 48 Laurel Ave, Hav. Applicant's Signature: [Signature]

(3 Consecutive Days Only, One of which may include solicitation on a Public Way)

Date of Tag Day Request(s): Oct 8, 9 2016 Date-solicitation on Public Way: N/A

Canister: Tag: Fee: \$ N/C

Street Locations (Select Below):

Off Street Locations (Specify Other):

Rosemont St and Main St:

Market Basket

Water St and Mill St:

Heavenly Donuts

South Main St & Salem St:
(Bradford Common)

Main St & Kenoza Ave:
(Monument Square)

Recommendation by Police Chief: Office Use Only
Approved

[Signature]

Denied

Police Chief

in Municipal Council:

Witness:

City Clerk

CITY OF HAVERHILL

11

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that they may receive a License:

Type of license Buy + Sell Second Hand Articles

Name of business STT Shop To Talk

Type of business car Audio and Cell phone + accessories

Address of business 68 Lafayette Square, Haverhill 01832

x Jeanine Maroon

x Jeanine Maroon

PRINT APPLICANT NAME

APPLICANT'S SIGNATURE

HAVERHILL, February 10, 2016

OFFICE USE ONLY

RENEW

NO. _____

FEE #50.00

IN MUNICIPAL COUNCIL, _____, 2016

ATTEST:

_____, CITY CLERK

APPROVED _____

DENIED _____

Alan R. [Signature]

POLICE CHIEF

(IF NEEDED, OTHER DEPARTMENT SIGN-OFF)

MORE INFO ON BACK

1511



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

That the Mayor be and is hereby authorized to enter into and execute a certain agreement entitled "AGREEMENT BETWEEN THE TOWN OF GEORGETOWN AND CITY OF HAVERHILL FOR EXCHANGE OF FIRE DEPARTMENT VEHICLE AND EQUIPMENT" on behalf of the City of Haverhill with the Town of Georgetown relative to the transfer of a fire rescue vehicle to Haverhill in return for the purchase of certain fire equipment by Haverhill to be provided to Georgetown, all pursuant to the attached Agreement which is incorporated herein.



JAMES J. FIORENTINI
MAYOR

Haverhill Fire Department

4 Summer Street, Room 113
Haverhill, Massachusetts 01830
Telephone: 978 373-8460
Fax: 978 521-4441



John E. Parow
FIRE CHIEF

March 3, 2016

City Council President and City Council Members:

The Town of Georgetown and the City of Haverhill have been working on an inter-governmental transfer agreement which would give the City of Haverhill Fire Department a much needed Rescue Truck and the Town of Georgetown some much needed equipment.

The paperwork has been reviewed by Legal Counsel and is in good order. This is a great opportunity for the City to have, back in service, a Rescue Truck. The vehicle is in very good condition and will replace the old Rescue Truck which has been out of service for well over a year. I am in full support of this agreement and would ask for the support of the City Council on it also.

If you should have any questions, please do not hesitate to contact me.

Sincerely,

John E. Parow
Fire Chief



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

March 4, 2016

Mr. President and Members of the City Council:

Attached is an order for an agreement between Haverhill and Georgetown in regards to the purchase of fire equipment, I recommend approval.

Respectfully submitted,

James J Fiorentini, Mayor

jjf/dsvd

15.2



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

That the Mayor be and is hereby authorized to enter into and execute a certain agreement entitled "SOLID WASTE & HOST AGREEMENT" on behalf of the City of Haverhill with Covanta Haverhill Associates relative to the disposal of solid waste and the provision of certain host community benefits for a period from July 1, 2015 to June 30, 2020, with one five (5) year extension which would conclude on June 30, 2025, all pursuant to the attached Agreement which is incorporated herein.



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

March 4, 2016

Mr. President and Members of the City Council:

When I appeared before you two weeks ago, I outlined the new Solid Waste & Host Agreement which the City has entered into with Covanta.

At that time, I did not think it needed to be approved by the City Council.

After speaking with City Solicitor William Cox, we both believe that it would be preferable and a reasonable precaution if the agreement were voted upon by the City Council.

Accordingly, I am attaching an order authorizing me to sign the agreement. I respectfully request approval.

Respectfully submitted,

James J Fiorentini, Mayor

jjf/dsvd



Document

CITY OF HAVERHILL

In Municipal Council

16.1
File 10 days

Ordered:

That \$2,000,000 is appropriated for the purpose of financing the engineering and construction to complete the combined sewer overflow (CSO) system improvements including without limitations all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, as amended; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow \$2,000,000 and issue bonds or notes therefore under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, as amended; that such bonds or notes shall be general obligations of the City unless the Treasurer with the approval of the Mayor determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as amended, c78 or any other enabling authority; that the Treasurer with the approval of the Mayor is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C, as amended; and in connection therewith to enter into a financing agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Mayor is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary or convenient to carry out the project; and that the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds and to provide such information and execute such documents as the Board may require for these purposes.

Loan order



Haverhill

Robert E. Ward, Deputy DPW Director
Water/Wastewater Division
Phone: 978-374-2382 Fax: 978-521-4083
E-mail: rward@haverhillwater.com

Date: March 4, 2016

To: The Honorable James J. Fiorentini
Mayor of Haverhill

From: Robert E. Ward *REW*
Deputy DPW Director

Subject: Phase II Combined Sewer Overflow Program
Proposed Amended Loan Order for Combined Sewer Overflow System Improvements

We respectfully submit for your approval a proposed loan order for \$2,000,000.00 along with the Authority to File document for funding combined sewer overflow system improvements included in the Phase II Combined Sewer Overflow (CSO) program.

This project was originally funded by the loan order approved in November 2014 (Document 38-G October 28, 2014) as part of the Phase II CSO program. The new loan order is necessary because the actual design costs and construction bid exceed the funded amount in the November 2014 loan order. This project is required to be completed by the Consent Decree issued to the City.

This project is eligible for a low-interest loan from DEP's State Revolving Fund (SRF) loan program. The estimated project cost is \$2,000,000 and estimated annual loan payment will be \$125,000 over twenty years beginning in FY2018.

I will attend the City Council meeting on March 22, 2016 to provide additional information and answer any questions.

Your attention to this matter is greatly appreciated. If you need additional information, please call me at extension 2382 or via e-mail at rward@haverhillwater.com.

Enclosures

Cc: John Michitson, City Council President
and Members of the City Council
Charles Benevento, City Auditor/Finance Director
Alicia T. McOsler, CTP, City Treasurer
Michael Stankovich, Director of Public Works

CERTIFYING AUTHORITY TO FILE

Whereas, City of Haverhill, (the "Applicant"), after thorough investigation, has determined that the work activity consisting of engineering and construction to complete combined sewer overflow system improvements is both in the public interest and necessary to protect the public health, and that to undertake this activity, it is necessary to apply for assistance; and

Whereas the Massachusetts Department of Environmental Protection (the "MassDEP") and the Massachusetts Water Pollution Abatement Trust (the "Trust") of the Commonwealth of Massachusetts, pursuant to chapter 21 and Chapter 29C of the General Laws of the Commonwealth ("Chapter 21" and "Chapter 29") are authorized to make loans to municipalities for the purpose of funding planning and construction activities relative to Water Pollution Abatement Projects; and

Whereas, the Applicant has examined the provisions off the Act, Chapter 21 and Chapter 29c, and believed it to be in the public interest to file a loan application.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Haverhill as follows:

1. That the Mayor is hereby authorized on behalf of the Applicant to file applications and execute agreements for grant and/or loan assistance as well as furnishing such information, data and documents pertaining to the applicant for a grant(s) and/or loan(s) as may be required; and otherwise to act as the authorized representative of the Applicant in connection with the application;
2. That the purpose of said loan(s), if awarded, shall be to fund construction activities.
3. That if said award is made, the Applicant agrees to pay those cost, which constitute the required Applicant's share of the project cost.



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

March 4, 2016

Mr. President and Members of the City Council:

Attached is an order for \$2,000,000 for combined sewer overflow system improvements included in the Phase II Combined Sewer Overflow (CSO) program. This needs to be placed on file for two (2) weeks, after which time I recommend approval.

Respectfully submitted,

James J. Fiorentini, Mayor

jjf/dsvd



DOCUMENT 20-B

CITY OF HAVERHILL

In Municipal Council February 23 2016

XXXXXXXXX MUNICIPAL ORDINANCE
ORDERED:

CHAPTER 240

**An Ordinance Relating to Parking
(2 Irving Avenue Street—Handicap Parking)**

BE IT ORDAINED by the City Council of the City of Haverhill that Article XIII, Section 240-1302 Schedule B: Parking Restrictions and Prohibitions of the Haverhill City Code, as amended be further amended by adding the following:

LOCATION	REGULATION	HOURS/DAYS
<u>2 Irving Avenue</u>		
In front of No. 2 Irving Avenue except for 1-24 hour handicapped parking space at No. 2	No Parking	24 Hours

APPROVED as to legality:

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk

To: Chief Denaro
From: Officer Powell
Date: February 2, 2016
Re: Handicap sign request

Sir,

I have received an application for a handicap parking sign from William Belkus of 2 Irving Ave. He has an active Massachusetts handicap placard issued to him. I have inspected the location and his request is appropriate. He currently has no off street parking. He lives on a dead end street and actually is located at the dead end. I would recommend that a Handicap parking space be placed in front of his home located at 2 Irving Ave.

Respectfully Submitted,



Officer Powell

CITY OF HAVERHILL
APPLICATION FOR HANDICAP PARKING SIGN



*NEW
*RENEWAL

DATE OF REQUEST 1-10-16 DATE OF APPROVAL _____

NAME: William Belkus

ADDRESS: 2 Irving Ave Haverhill

TELEPHONE #: 978 387 1854

VEHICLE TYPE: Dodge Van

PLATE #: LA 288

Do you currently have off street parking at your residence? Yes No
If yes, why is there a need for a handicap parking sign? _____

Did you have a handicap parking sign at a previous address? Yes No
If yes, location? _____

x William Belkus
Applicant Signature

• Please include a copy of your current handicap placard or handicap registration, along with this application.

Approve Denied

Reason for denial _____

Alan R. Powell
Chief of Police Signature

Approve Denied

Reason for denial _____

City Council Approval _____

Please allow for a minimum of thirty (30) days for sign placement upon approval of City Council.

*ORDINANCE WILL EXPIRE 24 MONTHS FROM DATE OF APPROVAL.

MAIL OR DELIVER COMPLETED APPLICATION TO CHIEF OF POLICE, 40 BAILEY BLVD.

to Officer Powell

Back-up

CITY COUNCIL

JOHN A. MICHITSON
PRESIDENT
MELINDA E. BARRETT
VICE PRESIDENT
ANDRES X. VARGAS
MICHAEL S. MCGONAGLE
JOSEPH J. BEVILACQUA
COLIN F. LEPAGE
MARY ELLEN DALY O'BRIEN
WILLIAM J. MACEK
THOMAS J. SULLIVAN



CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycnd@cityofhaverhill.com

CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

February 11, 2016

TO: Mr. William Pillsbury
Planning and Development Director

RE: **Document to Establish Handicap Parking Ordinance – 2 Irving Avenue.**

Dear Mr. Pillsbury:

At the City Council meeting held on February 9, 2016, the following request for a handicap parking space was approved and submitted by Chief DeNaro:

- Doc.# 20 – 2 Irving Avenue

Would you kindly prepare the proper documents and place it on the next Council agenda for action. Thank you for your continued cooperation, consideration and assistance. It is appreciated.

Sincerely yours,

John A. Michitson, President
Haverhill City Council

JAM/bsa

encl.

c: Mayor James J. Fiorentini
City Councillors
Police Officer Lance Powell



Haverhill

Economic Development and Planning
Phone: 978-374-2330 Fax: 978-374-2315
wpillsbury@cityofhaverhill.com

February 12, 2016

John A. Michitson, Council President
& City Council Members
City Hall—Room 204
City of Haverhill

RE: 2 Irving Avenue—REQUEST TO ADD A HANDICAP PARKING SPACE

Dear Council President Michitson & Councilors:

As per your request dated 2/11/16, along with the request from Chief DeNaro dated 1-10-16, and communication from Officer Powell dated 2/2/16, I am submitting a Municipal Ordinance to allow a handicapped parking space at the location of 2 Irving Avenue.

Sincerely,

William Pillsbury, Jr.
Economic Development
Director/Planning Director

WP/lw

19-C
CITY COUNCIL

JOHN A. MICHITSON
PRESIDENT
MELINDA E. BARRETT
VICE PRESIDENT
ANDRES X. VARGAS
MICHAEL S. MCGONAGLE
JOSEPH J. BEVILACQUA
COLIN F. LEPAGE
MARY ELLEN DALY O'BRIEN
WILLIAM J. MACEK
THOMAS J. SULLIVAN



17.2

CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycncl@cityofhaverhill.com

CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE
MEETING HELD ON FEBRUARY 17, 2016

An Administration and Finance Committee Meeting was held on Wednesday, February 17, 2016 at 7:00P.M. in the City Council office, Room 204.

Committee Members: Committee Chairperson Colin LePage, Council Vice President Melinda Barrett, Councillor Mary Ellen Daly O'Brien, Councillor William Macek, Council President John Michitson, Councillor Joseph Bevilacqua and Councillor Thomas Sullivan also attended.

Department Heads: City Clerk Linda Koutoulas

The following items were discussed:

- 1.) **Doc. 11-M/2015** – Communication from Mayor Fiorentini requesting City Council join with him in investigating of taxicab rates to see if they need to be adjusted. *At the request of the Mayor, a motion was made to table the matter to the next scheduled meeting (date to be determined) to allow for further information to be obtained. Passed unanimously.*
- 2.) **Doc. 5** – Communication from Councillor LePage requesting a discussion regarding Rules & Regulations of the City Council; *The current Rules and Regulations were reviewed by all Councillors present. Additions and deletions of such Rules were suggested and discussed by all present. Recommended changes are to: Rule 1, Rule 2, Rule 3, Rule 7, Rule 8, Rule 11, Rule 12 and Rule 32. * A motion was made to send the proposed amendments back for full Council review and approval, passed unanimously.*
- 3.) **Doc. 6-F** – Communication from Councillor Bevilacqua requesting to discuss the reporting back of items referred to Council Committees; *The Committee discussed this item as part of their review of Rules & Regulations of the City Council and included a proposed amendment to Rule 11 on this topic.*

Respectfully submitted,

Colin LePage, Chairperson
Administration and Finance Committee
Haverhill City Council

February 17, 2016

CL/bsa

*encl. – Rules and Regulations
IN CITY COUNCIL: February 23 2016
POSTPONED TO MARCH 8 2016

Attest: _____
City Clerk

RULES AND REGULATIONS OF THE CITY COUNCIL

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ORGANIZATION

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Rule 1. The City Council shall meet for organization at ten o'clock in the forenoon on the first Monday of January following the regular municipal election and the members of the City Council shall severally make oath, before the City Clerk or a justice of the peace, to perform faithfully the duties of their respective office, except any member-elect not present shall make oath at the first regular meeting of the City Council thereafter which s/he attends.

For the purpose of organization, the City Clerk shall be temporary Chairperson until the President and Vice President are elected. President nominee(s) must have a minimum of one year's experience on the Haverhill City Council to qualify for election.

The City Council shall, by majority vote of all members elected, elect a President and Vice President from its own members; and the persons elected shall likewise make oath to perform faithfully the duties of the respective offices to which they are so elected at the same meeting, except any member-elect not present shall make oath at the first regular meeting of the City Council thereafter which s/he attends.

The following year, the first Tuesday of January at 7:00 o'clock P.M., the members of the City Council shall meet for the purpose of organization.

Within the first sixty (60) days of each term of a City Council, the members of the City Council shall vote to approve, amend, add, or disapprove of its Rules and Regulations.

REGULAR MEETINGS

Rule 2. Regular meetings of the City Council shall be held every Tuesday at 7:00 o'clock P.M. except in June there shall be a meeting on the first, ~~second~~third and fourth Tuesday except when June has five Tuesdays then it will be first, third and fifth. From July through Labor Day, the Council shall meet every other week beginning with the second Tuesday of July. In September, after Labor Day, the Council shall return to its regular weekly schedule. The meeting(s) scheduled for the Tuesday after the President's Day holiday in February, Tuesday before Thanksgiving and the Tuesday of the Christmas holiday week shall be cancelled. The meetings shall be held in the City Council Chambers, City Hall. The City Council may at any meeting, by a majority vote, discontinue any further meetings herein before scheduled.

MEETINGS OPEN TO PUBLIC

Rule 2A. Except in the case of executive sessions, all meetings of the City Council and of City Council Committees thereof shall be open to the public, and the City

Council shall provide that citizens shall have up to three (3) minutes, unless a longer period is deemed necessary by the presiding Councilor to be heard at any such meeting in regard to any matter considered there. All meetings of the City Council shall conform to the Massachusetts Open Meeting Law (G.L. c.39).

SPECIAL MEETINGS

Rule 3. The President, or in his/her absence the Vice President, of the City Council, or any three members thereof, may at any time call a special meeting by causing written notices, stating the time of holding such meeting and signed by the person or persons calling the same, to be delivered in hand or by electronic communication to each member of the City Council at least twenty-four hours before the time of such meeting.

Every notice for a special meeting shall specify the subject to be acted upon and the place and time where the meeting is to take place.

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HOLIDAYS

Rule 4. Whenever the day set by these rules for any meeting of the City Council shall fall upon a holiday, then such meeting shall be cancelled by order of the Council.

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QUORUM

Rule 5. Five (5) members of the City Council shall constitute a quorum.

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REMOTE PARTICIPATION

Rule 6. Remote participation of City Council meetings shall be conducted in accordance with the Code of the City of Haverhill, Chapter 66, Article III.

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PRESIDING OFFICER

Rule 7. The President, if present, shall preside at the meetings. In the absence of the President, the Vice President of the City Council shall preside or, in the absence of both, the next available Councilor in a downward sequential order as determined by the voting results of the last City Council election shall preside if s/he desires during the absence of both the President and the Vice President.

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VACANCY IN THE OFFICE OF PRESIDENT OR VICE PRESIDENT

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Rule 8. If the office of President becomes vacant, the Vice President shall assume duties of the President or if the office of Vice President becomes vacant, the City Council, in the manner provided in Rule 1, shall at the next regularly scheduled meeting elect one of its members to fill such office for the unexpired term, provided that no such vacancy shall be filled so long as there is a vacancy in the City Council.

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DUTIES OF PRESIDING OFFICER

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Rule 9. The presiding officer shall preserve decorum and order, may speak to points of order in preference to other members; shall decide all questions of order, subject to any appeal to the City Council, regularly seconded; and no other business shall be in order until the question on the appeal shall have been decided. The vote upon the appeal from the ruling of the chair shall be by roll call and shall stand unless a majority of the votes are to the contrary. The chair shall be allowed to vote on any question of appeal.

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The presiding officer shall declare all votes and, if the result be in doubt, may call for a roll call vote. Such declaration, if not the result of a roll call, shall stand unless it is reversed by a roll call called for by any member.

RELINQUISHING THE CHAIR

Rule 10. When the presiding officer desires to relinquish the chair, s/he shall call upon the Council Vice President, and, if not present, s/he shall call upon the next available Councillor in a downward sequential order as determined by the voting results of the last City Council election but such substitution shall not continue beyond the will of the presiding officer so relinquishing the chair or beyond any adjournment, except as hereafter provided.

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If the presiding officer wishes to express an opinion on any subject under debate, s/he shall relinquish the chair as above provided and shall not resume the chair until s/he is through speaking and all points of order arising therefrom have been decided.

The presiding officer may, however, express a final opinion on any subject in which debate has concluded, without relinquishing the chair.

COMMITTEES

Rule 11. The President of the City Council shall appoint all standing committees, all special committees, shall fill any committee vacancy and designate the rank of the members of each committee unless specifically directed otherwise by a majority of the council. There shall be the following standing committees:

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1. Administration & Finance Committee: Department of Finance & Records; and Law
2. Natural Resources & Public Property Committee: Water and Wastewater; Energy Conservation; Conservation Commission; Department of Public Buildings; Assessors; Parks and Playgrounds.

- 3. Planning & Development Committee: Department of Community Planning and Development; Planning Department; Engineering.
- 4. Public Health, Safety & Works Committee: Department of Law Enforcement; Department of Fire Safety Services; Public Works; Public Health.
- 5. Citizen Outreach Committee: Constituent and Neighborhood Groups

The City Councillor responsible for initiating an item at an official Council meeting which is then forwarded to a Committee for further study and review must make him/herself available at the Committee meeting upon which said item is to be reviewed. Failure or inability of procuring Councillor to attend the meeting to which the item is scheduled to be heard shall result in said item being tabled to the next meeting of the Committee, ~~or the Committee may report the item back to the Council with or without recommendation.~~

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The Committee Chairperson shall ensure items referred to Committee be reported on as soon as reasonably possible after item is referred. Any item submitted to sub-committee of the City Council shall be reported back to the City Council with recommendation(s) for action, if any. The City Council Vice President shall ensure items referred to Committee be reported on within 60 days of referral.

The meetings of the standing committees of the City Council shall be held on Wednesdays or Thursdays no earlier than 7:00 PM. in the City Council office, Room 204, except in cases where the subject matter to be discussed is deemed by the Committee Chairperson to be more appropriate at another day, time or place.

SUFFICIENCY OF VOTE

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Rule 12. The affirmative vote of a majority of all the members elected to the City Council shall be necessary for the passage of any order, ordinance, resolution, or vote except as noted herein or otherwise provided by the General Laws. The affirmative vote of a majority of the members present shall be sufficient to adjourn any meeting of the City Council.

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COUNCIL VOTES NECESSARY PLAN A

Annual Budget	Majority	5 votes
Salary Appropriation	Majority	5 votes
Salary Ordinance (increase)	2/3	6 votes
Loan Orders	2/3	6 votes
Transfer from one department/ <u>or account to another (C.44 S.33B)</u>	2/3	6 votes
Transfer within department	Majority	5 votes
Eminent Domain	2/3	6 votes
* Zoning ordinances and amendments	2/3	6 votes

**	Zoning Special Permits	2/3	6 votes
	Suspend Rules	2/3	6 votes
	To amend a document	Majority	5 votes
	To rescind a document	2/3	6 votes
	To expunge a document	2/3	6 votes
	To override a Mayor's veto	2/3	6 votes
	Motion to censure	2/3	6 votes

- * If a petition signed by the owners of 20% of the property abutting is presented to the Clerk prior to the close of the hearing, protesting a change, the document requires 7 votes, (see G.L. C.40A s.5)
- ** Cluster Residential Development, Planned Unit Development and Multifamily dwellings (see G.L. c.40A), Used and New Car Dealerships (see Zoning Regulations Ch.255-16, Table of Use and Parking Regulations)

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EVERY MEMBER SHALL VOTE EXCEPT AS PROVIDED IN THIS RULE

Rule 13. Every member present when a question is put shall vote, unless any Councillor for special reasons stated before the roll call vote and decided upon without debate shall be excused. No member shall leave the Council Chambers without permission of the chair if his/her presence is necessary to make a quorum.

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MANNER OF VOTING YES - NO - VOICE VOTE

Rule 14. Final votes of the City Council shall be by individual voice vote by YES or NO and shall be entered on the records. The presiding officer shall always vote last.

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With the exception of votes for orders, ordinances and Council votes necessary under the Plan A form of government, the President may proceed by voice vote of the City Council unless objected to by another member of the City Council in which case the vote shall be recorded as stated above.

Notwithstanding the language contained in Rule 12, no member shall vote on any question or serve on any committee where his/her private right is immediately concerned, distinct from the public interest.

Rule 15. Prior to the announcement by the Chair of the result of a roll call vote, any Councillor may ask to have his/her name called again in order to record him/herself differently.

GAINING THE FLOOR

Rule 16. Every Councillor, when wishing to speak, shall raise his/her hand respectfully or, if available, signal the Chair by some other acceptable manner, asserting his/her desire to gain the floor and wait until s/he is recognized.

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EVERY ORDER OR RESOLUTION MUST BE ENDORSED

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Rule 17. No order or resolution shall be received or acted upon unless endorsed by a member of the Council.

WITHDRAWING NOTICE

Rule 18. After a motion is stated or read by the Chair and properly seconded, it shall be deemed to be in possession of the Council, and shall be disposed of by vote, but the mover or seconder may withdraw it at any time before a decision or amendment.

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PETITIONS ONCE REJECTED

Rule 19. Except as otherwise might be provided specifically in the Massachusetts General Laws, whenever final action on any order, ordinance, petition or question has been taken by the City Council, no further order, ordinance, petition or question which in substance is the same as heretofore acted upon, shall be resubmitted to the Council within six months from the time of the Council's previous action thereon unless two-thirds of the Council consents in writing for its resubmission.

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Nothing in this rule shall be intended to waive provisions of Rules 22 and 23 and said rule shall not be considered inconsistent with said rules numbered 22 and 23.

ORDINANCE AND BOND ORDERS REFERRED TO CITY SOLICITOR

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Rule 20. Every ordinance and every order for a bond issue shall, before its passage, be referred to the City Solicitor, who shall forthwith examine the same as to its legality and notify the Council of his/her findings.

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That it be a standing rule of this Council that no final or definite action be passed by this Council in the matter of abatement of betterment assessments until such time as the legality of a proposed abatement be approved by the City Solicitor.

ENACTING STYLE

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Rule 21. All by-laws passed by the City Council shall be entitled ordinances and the enacting style be "Be it ordained by the City Council of the City of Haverhill". In all votes by which the City Council expresses anything by order or by command, the enacting style shall be "Ordered:" and in all votes by which the City Council expresses opinions, principles, facts or purposes, the enacting style shall be "Resolved".

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Rule 22. When a question is under debate, the chair will receive motions in accordance with Order of Precedence outlined in "Robert's Rules of Order".

PREVIOUS QUESTION

Rule 23. The previous question shall be put in the following form: "Shall the main question be now put?" and all further amendment or debate of the main question shall be suspended until the previous question is decided.

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On the previous question, not exceeding five minutes shall be allowed for debate, which shall be confined to giving reasons why the main question should not be put, and no member shall speak more than two minutes.

RECONSIDERATION

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Rule 24. After a vote has been taken, it shall be in order for any member voting with the prevailing side to move reconsideration thereof at the same meeting at which the vote was taken, or to file with the City Clerk, not later than twelve o'clock noon of the second business day following such meeting, written notice of a motion to reconsider such vote. After receiving such written notice of reconsideration, the Clerk shall place it on the calendar for the next regular meeting or for any intervening special meeting, provided the same is included in the call thereof.

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Whenever a written notice of a motion to reconsider has been filed as aforesaid, the Clerk shall notify all of the members of the City Council and any parties that spoke at the Council meeting when the original vote was taken. In the case of a question decided by a tie vote, the prevailing side shall be considered to be the one in whose favor the question was decided. Not more than one motion for reconsideration of any vote shall be entertained, and no vote upon either of the following motions shall be reconsidered: viz: to adjourn; to lay on the table; to take from the table and the previous question.

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KEEPER OF THE RECORD

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Rule 25. The Clerk or her/his designee shall attend and keep the records of all meetings of the Council. S/he shall record the names of the members present, and shall have the care and custody of the city records, and all documents, maps, plans and papers pertaining to the business of the City Council. The City Council Administrative Assistant or her/his designee shall assume the duties of the Clerk in her/his absence.

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PAPERS MUST BE FILED BEFORE 11:00 A.M. FRIDAY BEFORE MEETING

Rule 26. All papers of whatever description which may require action by the City Council shall be presented to the City Clerk not later than 11:00 A.M. on the Friday preceding the day of each regular meeting, except when such preceding day is a holiday or City Hall is closed, then they shall be presented at the same hour on the Thursday preceding the day of the meeting. Papers presented after that hour on such day will not

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be considered until the next meeting, unless admission is approved by two-thirds of the City Council.

CLERK SHALL PREPARE A LIST OF ALL MATTERS

Rule 27. The City Clerk shall prepare a list of all matters to come before the City Council at each meeting in accordance with the established order of business and shall deliver to the Council office for each Councillor, a copy of the same on the same day that the agenda is prepared.

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As part of the agenda for each meeting, on a separate sheet in a suitable format, there shall be a list of all orders, documents, reports and communications which have been referred to a Council committee for report or action, along with the date submitted to the committee.

Rule 27A. No business or document scheduled to come before the City Council may be removed or omitted from the agenda prior to a meeting.

Rule 27B. The City Council shall allow for re-reading of all back up material related to any Ordinance before the vote is taken for passage.

Rule 27C. The President of the City Council shall not allow any communication or other matter to be placed on the agenda that does not conform with the City Council's Rules and Regulations or, if not governed by a rule or regulation, that does not conform with Robert's Rules of Order.

EXAMINATION OF RECORDS OF PREVIOUS MEETING

Rule 28. At each meeting of the Council, the records for the meeting shall be referred to a member thereof (excepting to the President) for examination; and for the next Council meeting s/he shall report the results thereof to the Chair who shall accept the minutes for the file unless objected by any City Councillor whereupon the Chair shall then place before the meeting the question of approval of the same.

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ORDER OF BUSINESS

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Rule 28. At every regular meeting of the City Council the order of business shall be as follows:

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1. Opening Prayer
2. Pledge of Allegiance
3. Approval of the records of previous meeting
4. Assignment of minutes review for next meeting
5. Communications from the Mayor
6. Utility hearing(s) and related order(s)
7. Appointments

8. Petitions
9. Hearings and related Orders
10. Motions and Orders
11. Unfinished business of preceding meetings
12. Communications and reports from city officers and employees
13. Resolutions and Proclamations
14. Council committee reports and announcements

The above shall not be departed from except by permission of the presiding officer.

Any public hearing that is expected to exceed more than two hours in duration in the opinion of the City Council President, may be scheduled by the President as a special meeting to be held other than at the time of a regularly scheduled City Council meeting, provided that special Council meeting can be televised by the local cable channel.

PASSAGE AT ONE SESSION

Rule 29. Except as otherwise might be provided specifically in the Massachusetts General laws, any ordinance after having been placed on file for at least 10 days, and any order or resolution may be passed through all its stages of legislation at one session, provided that no member of the Council objects thereto; but if any member of the Council objects, the measure shall be postponed for that meeting.

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PARLIAMENTARY PRACTICE

Rule 30. In all matters of parliamentary practice not provided for in these rules, the City Council shall use "Robert's Rules of Order", the latest edition, as a guide.

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Rule 31. Insofar as these rules are not of statutory source or origin, the same may be suspended at any meeting by a two-thirds vote of all Councillors present, but not otherwise. Suspension of rules shall apply only for the subject matter under consideration, which must be stated prior to voting for said suspension of rules.

These rules may be amended or repealed by the vote of five Councillors, but said amendment or repeal shall not be effective until the next regular meeting.

If any action is taken inconsistent with these rules, the same shall be construed to have been taken in suspension thereof provided there is a two-thirds consent of all members of the Council, or there is no objection raised prior to the meeting being adjourned.

COUNCIL BUDGET

Rule 32. Prior to the Presidents submission of the Council annual budget to the Mayor, the President shall seek input from each Councillor and each Each Councillor shall be allowed to provide his/her input to the City Council budget.

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HEARINGS

Rule 33. All public hearings of the City Council will have the following guidelines. The proponent or petitioner will have up to thirty minutes to make their presentation. The opposition will have up to thirty minutes to make their presentation. Each side, proponent and opposition, will have up to five minutes each for rebuttal after initial presentations.

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If a petitioner needs more time for a presentation, the presiding officer may at his/her discretion allow for additional time for any proponent or petitioner to complete a presentation, provided that an equal amount of time be granted to the opposition.

INDOCTRINATION OF NEW COUNCILLORS

Rule 34. It shall be the responsibility of the Council President to hold indoctrination for all new Councillors within thirty days of the final election. This also includes making available to Councillors Robert's Rules of Order in the City Council office and any other information that is pertinent for a smooth transition.

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INTRADEPARTMENTAL COMMUNICATION

Rule 35. Any individual Councillor or the Council body may make a formal request for information or ask pertinent questions of the Mayor, City Department Heads, Boards or Commissions pursuant to a matter placed on the Council meeting agenda provided, that, in all cases, the information requested or questions asked, be in accordance with the manner provided in Section 19 of the City Charter as follows:

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The City Council at any time may request from the Mayor, or, under Plan D or E, from the city manager, specific information on any municipal matter within its jurisdiction, and may request him to be present to answer written questions relating thereto at a meeting to be held not earlier than one week from the date of the receipt by the Mayor, or under Plan D or E, by the city manager, of said questions. The Mayor, or, under Plan D or E, the city manager, shall personally, or through the head of a department or a member of a board, attend such meeting and publicly answer all such questions. The person so attending shall not be obliged to answer questions relating to any other matter. The Mayor, or, under Plan D or E, the city manager, may attend and address the City Council in person or through the head of a department, or a member of a board, upon any subject. (1915, 267, I, § 19; 378, § 8; 1948, 459, § 6.)

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USE OF CITY COUNCIL STATIONERY

Rule 36. The use of City Council stationery with official letterhead shall be afforded to the Council President to communicate with any City Department, citizens, private businesses or State and Federal entities as s/he deems necessary. However, any communication issued by any other Council member on said stationery with respect to an issue previously, presently or potentially under the auspices of the City Council, Mayor or any commission, committee, authority, board, task force or any other decision making body on the local, state or federal level, must be through the Council Administrative Assistant and must be copied to the Council President.

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The Council President shall be responsible for alerting each newly elected Councillor of this rule during the orientation period outlined in Rule 34.

SPECIAL ELECTION AND BALLOT QUESTIONS

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Rule 37. Whenever the City Council votes for any special election or question to be placed on a ballot, the City Clerk shall immediately enter into the agenda for the following week an agenda item that would require providing a copy of the certified mail receipt to each Councillor. This would prove that the proper departments in local or state government have been notified of the special election or of the ballot question.

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MOTIONS TO CENSURE

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Rule 38. A communication to place a motion to censure a member of the City Council on the agenda must be filed with the City Clerk in a timely manner and must be in writing and signed by no less than six members of the City Council and must specify egregious behavior and/or conduct unbecoming of a City Councillor.

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CITY OF HAVERHILL

In Municipal Council February 23 2016

~~ORDERED~~

MUNICIPAL ORDINANCE
AN ORDINANCE RELATING TO SALARIES

CHAPTER
CITY HALL CLERKS

BE IT ORDAINED by the City Council of the City of Haverhill that Document 11-F of 2014 is hereby amended by the following:

Amend ARTICLE IX: WAGES and LONGEVITY to read as follows:

EFFECTIVE 7/1/2014	1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk		\$ 573.35	\$ 589.88	\$ 606.90	\$ 624.43	\$ 642.52	\$ 661.10	\$ 680.20	\$ 699.87
Head Clerk/Account Clerk		\$ 612.36	\$ 630.35	\$ 648.91	\$ 668.00	\$ 687.65	\$ 707.93	\$ 728.72	\$ 750.13
Office Manager/Office Account Clerk		\$ 644.55	\$ 663.51	\$ 683.05	\$ 703.20	\$ 723.90	\$ 745.25	\$ 767.15	\$ 789.66
Head Admin Clerk/Supervisor of Benefits		\$ 685.39	\$ 706.21	\$ 727.70	\$ 749.81	\$ 772.63	\$ 796.16	\$ 819.53	\$ 843.59
Chief Admin Clerk		\$ 723.10	\$ 745.07	\$ 767.72	\$ 791.06	\$ 815.13	\$ 839.94	\$ 864.60	\$ 890.00

EFFECTIVE 7/1/2015	1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk		\$ 581.95	\$ 598.73	\$ 616.00	\$ 633.79	\$ 652.15	\$ 671.02	\$ 690.41	\$ 710.37
Head Clerk/Account Clerk		\$ 621.55	\$ 639.80	\$ 658.64	\$ 678.02	\$ 697.96	\$ 718.55	\$ 739.65	\$ 761.38
Office Manager/Office Account Clerk		\$ 654.21	\$ 673.47	\$ 693.29	\$ 713.75	\$ 734.76	\$ 756.43	\$ 778.66	\$ 801.51
Head Admin Clerk/Supervisor of Benefits		\$ 695.67	\$ 716.80	\$ 738.61	\$ 761.06	\$ 784.22	\$ 808.10	\$ 831.82	\$ 856.24
Chief Admin Clerk		\$ 733.94	\$ 756.24	\$ 779.23	\$ 802.92	\$ 827.35	\$ 852.54	\$ 877.57	\$ 903.35
Computer Operator									\$ 897.98

EFFECTIVE 7/1/2016	1.75%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk		\$ 592.13	\$ 609.20	\$ 626.78	\$ 644.88	\$ 663.57	\$ 682.76	\$ 702.49	\$ 722.80
Head Clerk/Account Clerk		\$ 632.42	\$ 651.00	\$ 670.17	\$ 689.89	\$ 710.18	\$ 731.13	\$ 752.60	\$ 774.70
Office Manager/Office Account Clerk		\$ 665.66	\$ 685.25	\$ 705.43	\$ 726.24	\$ 747.62	\$ 769.67	\$ 792.29	\$ 815.54
Head Admin Clerk/Supervisor of Benefits		\$ 707.84	\$ 729.35	\$ 751.54	\$ 774.38	\$ 797.94	\$ 822.24	\$ 846.38	\$ 871.23
Chief Admin Clerk		\$ 746.79	\$ 769.48	\$ 792.87	\$ 816.97	\$ 841.83	\$ 867.46	\$ 892.92	\$ 919.16
Computer Operator									\$ 913.69

Amend ARTICLE IX: WAGES AND LONGEVITY SECTION 3. Professional Development

Effective July 1, 2016 change the amount of Professional Development from \$500 per year to \$10 per week (\$520/year).

Add to ARTICLE IX: WAGES AND LONGEVITY New Section 4. Notary Stipend

The City of Haverhill will provide a \$100 yearly stipend for clerks who maintain a notary license and advertise the availability to all customers. The City will reimburse clerks for payment of the application fee. The City will pay for the record book and up to \$25 for a notary stamp.

Approved as to legality:

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk

11-18

Supplement

BACKUP
REFERENCE

DOCUMENT 11-F

CITY OF HAVERHILL

9.1

In Municipal Council

ORDERED:

MUNICIPAL ORDINANCE
AN ORDINANCE RELATING TO SALARIES

CHAPTER
CITY HALL CLERKS

BE IT ORDAINED by the City Council of the City of Haverhill that Document 67-O of 2010 is hereby amended by the following:

Amend ARTICLE IX: WAGES and LONGEVITY to read as follows:

EFFECTIVE 7/1/2012 1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Prncipal Clerk	\$556.52	\$572.57	\$589.10	\$606.11	\$623.67	\$641.70	\$660.25	\$679.34
Head Clerk/Account Clerk	\$594.39	\$611.85	\$629.87	\$648.40	\$667.47	\$687.17	\$707.34	\$728.12
Office Manager/Office Account Clerk	\$625.64	\$644.05	\$663.01	\$682.57	\$702.66	\$723.39	\$744.64	\$766.50
Head Admin Clerk/Supervisor of Benefits	\$665.28	\$685.49	\$706.35	\$727.82	\$749.96	\$772.80	\$795.49	\$818.84
Chief Admin Clerk	\$701.88	\$723.21	\$745.19	\$767.85	\$791.21	\$815.30	\$839.23	\$863.89

EFFECTIVE 7/1/2013 1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
Principal Clerk	\$564.87	\$581.16	\$597.93	\$615.20	\$633.02	\$651.33	\$670.15	\$689.53
Head Clerk/Account Clerk	\$603.31	\$621.03	\$639.32	\$658.13	\$677.49	\$697.47	\$717.95	\$739.04
Office Manager/Office Account Clerk	\$635.02	\$653.71	\$672.95	\$692.81	\$713.20	\$734.24	\$755.81	\$778.00
Head Admin Clerk/Supervisor of Benefits	\$675.26	\$695.77	\$716.94	\$738.73	\$761.21	\$784.39	\$807.42	\$831.12
Chief Admin Clerk	\$712.41	\$734.06	\$756.37	\$779.37	\$803.08	\$827.53	\$851.82	\$876.85

Amend ARTICLE IX: WAGES AND LONGEVITY SECTION 3. Professional Development
Effective July 1, 2012 change the amount of Professional Development from \$350 to \$500 per year.

Add to ARTICLE IX: WAGES AND LONGEVITY new Section 6. Mileage
Mileage - Increase the travel mileage to \$.44/mile effective July 1, 2013.

Amend ARTICLE XII: SICK AND BEREAVEMENT LEAVE SECTION 16: Furlough Days
Any outstanding furlough days will be compensated on or after July 1, 2013 at the applicable rate. After the furlough days are paid out, Section 16 shall be deleted in its entirety.

Approved as to legality:

City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk

CITY COUNCIL

JOHN A. MICHITSON
PRESIDENT
MELINDA E. BARRETT
VICE PRESIDENT
ANDRES X. VARGAS
MICHAEL S. MCGONAGLE
JOSEPH J. BEVILACQUA
COLIN F. LEPAGE
MARY ELLEN DALY O'BRIEN
WILLIAM J. MACEK
THOMAS J. SULLIVAN



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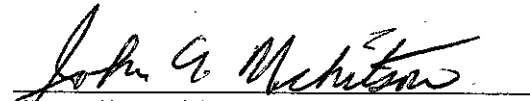
CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycncd@cityofhaverhill.com

CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

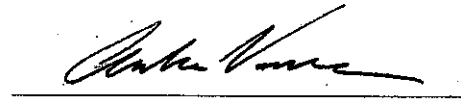
March 1, 2016

TO: Members of the City Council:

President Michitson and Councilor Vargas wish to introduce draft concept for the Haverhill Scale-Up Challenge for startups now seeking to grow, expand, or scale their business.



Council President John A. Michitson



Councillor Andres X. Vargas

HAVERHILL FABRICATION SCALE-UP CHALLENGE

(Draft 030416)

The City of Haverhill, in collaboration with local businesses, non-profits, and private partners, is proud to present the **Haverhill Scale-Up Challenge**. The Scale Up Challenge is targeted at:

- 1) Companies that are developing a physical product, (i.e. Hardware,) including innovations for the Internet of Things (IoT), and
- 2) Companies that have moved beyond the “start-up” stages -- now seeking to grow, expand, or scale their business.

The City of Haverhill has a long history of innovation in manufacturing. Strategically located on the MA/NH border, just 32 miles from Boston’s globally recognized Innovation Hub, Haverhill offers innovative manufacturers an ideal combination of resources, culture and capabilities.

Haverhill offers affordable commercial space well-suited to a wide variety of producers, from flexible business and fabrication space in our vibrant downtown to industrial parks with ready highway access for optimal logistics and larger scale production.

This competition is open to all manufacturing-focused scale-ups across a wide-range of sectors, from High tech product engineering and assembly to food production. Haverhill has a special interest in developing capacity as a Boston-area leader in the fabrication of intelligent connected devices aka the “Internet of Things” (IoT). Scale-up companies working in the IoT space are especially encouraged to apply. We are also seeking to enhance Haverhill’s existing manufacturing base with IoT to increase competitiveness in the global economy.

Challenge Winner Receives:

- \$50,000 prize to be used for any business purpose
- Built-in assistance from local Technology, Banking, Manufacturing and Business Specialists who will be available as “House Doctors” to help your company succeed
- Up to 40 hours of free legal work
- Assistance locating suitable real estate in Haverhill and discounted rent
- Press Coverage and Publicity

Additional Qualifications:

- Have a formal Business/Strategy Plan inclusive of a proven revenue model
- Willing to commit to establishing your primary business location in Haverhill for at least the next 3 years

Get an Application or Contact Us Today

If you and your business would like to participate in this effort please download the application at www.?????.org or call us at Tel: 978 372 -1500 (Placeholder is my business number)

Attributes and Amenities in Haverhill Conducive to Scale-Up Stage Companies

- **Diverse Technically Trained Workforce Availability**
- **Lower Than Average Commercial Tax Burden and Real Estate Cost**
- **Close Proximity to Boston Innovation Hub**
- **Sound Municipal Fiscal Footing**
- **Schools with Advanced Placement Tracks (AP, STEM, Classical)**
- **Abundant, High Quality Residential Real Estate Affordability**
- **Abundant Low Cost Water Sources/Wastewater Treatment**
- **Close Proximity and Connections to Boston's Innovation Ecosystem**
- **Exceptional Logistics By Roadway, (I-495) Rail, (B&M Transport, Commuter & Amtrak) Air, (Boston Logan Manchester NH and Lawrence Airports) and Water (Merrimack River, Port of Boston)**
- **Vibrant and Growing Riverfront Downtown District**
- **Multiple Higher Education/Training Assets (UMass, NECC, Vocational)**
- **Business/Industrial Parks With Competitive Rates & Availability**
- **Additional Development/Redevelopment Options**
- **Many Recreational Attractions: 5 Golf Courses, Ski Area, Beaches, Boating, Fishing, Hiking Trails, Public Parks, Stadium, and More.**

Haverhill Has it All! (Draft)



Haverhill is a well established diverse city with a rich cultural heritage and business tradition of commercial innovation. Haverhill is home to many outstanding companies in a variety of industries including Technology, Food Manufacturing, Life Sciences and Advanced Manufacturing. Haverhill's large area (36 Square miles) exceptional location, (close to Boston, the Seacoast, NH and Maine), excellent logistics, (5 exits off of I-495, 2 commuter rail stations connecting to Boston and Amtrak service), and ample commercial capacity in its business parks and downtown, makes Haverhill an ideal destination for businesses in need of highly talented employees in an efficient, high quality, and affordable commercial setting.

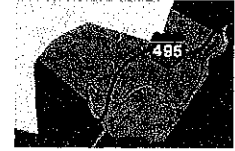
Attributes and Amenities Second to None

Haverhill is an advantaged city in terms of its many assets that contribute to economic growth. Some of the key attributes that distinguish Haverhill as a Premier Location for Commercial Investment include:

- Diverse Technically Trained Workforce Availability
- Lower Than Average Commercial Tax Burden and Real Estate Cost
- Sound Municipal Fiscal Footing
- Highly Educated Middle Income Population
- Level 1 Schools with Advanced Placement Tracks (AP, STEM , Classical)
- Abundant, High Quality Residential Real Estate Affordability
- Abundant Low Cost Water Sources/Wastewater Treatment
- Close Proximity and Connections to Boston's Innovation Ecosystem
- Exceptional Logistics By Roadway, (I-495) Rail, (B&M Transport, Commuter & Amtrak) Air, (Boston Logan Manchester NH and Lawrence Airports) and Water (Merrimack River, Port of Boston)
- Vibrant and Growing Downtown District with Ample Parking
- Multiple Higher Education/Training Assets (UMass, NECC, Vocational)
- Business/Industrial Parks With Competitive Rates & Availability
- Additional Development/Redevelopment Options
- Presence Of Innovation Industries And Clusters
- Many Recreational Attractions: 5 Golf Courses, Ski Area, Beaches, Boating, Fishing, Hiking Trails, Public Parks, Stadium, and More.

We're here to help! Call your One-Stop Haverhill Business Assistance Center at 978-XXX-XXXX, or visit us on the web at WWW.HAVERHILLMEANSBUSINESS.COM

Haverhill Means Business! (Draft)



A Welcoming Pro-Business Environment

Haverhill is a business-friendly community that offers a low commercial tax rate, expedited permitting, and a variety of business support services, including entrepreneurial and start-up assistance, access to workforce training through our local educational partners (UMass, Northern Essex Community College, Whittier Vocational Technical School and Merrimack Valley Workforce Investment Board) and a strong, welcoming, highly networked business community in close proximity to Boston.

A Variety of Incentives for Business

Haverhill businesses have access to a broad range of incentives that help assist growth. A brief summary includes workforce training funds, tax incentives, and financing.

The state's Workforce Training Fund (WTF) provides grants up to \$250,000 to upgrade skills of new or incumbent workers. The WTF Express program offers grants of up to \$30,000 for "off-the-shelf" worker training programs approved by the state.

Favorable **tax incentives** are available in Haverhill. Massachusetts provides a 3 % Investment Tax Credit (ITC) for investments in tangible depreciable assets to all Manufacturers and a Sales & Use Tax Exemption for manufacturers and companies engaged in R&D. Haverhill can also offer Tax Increment Finance (TIF) agreements to employers that are making substantial investments in property as part of a jobs expansion project, with exemptions from 5-100% on the value added to a property as part of the jobs project, for a period of 5-20 years. As a "gateway community", for employers creating 100+ jobs, Haverhill can offer state-approved Investment Tax Credits of up to 10% and 40% for manufacturers. Research-based companies can qualify for a 10% Massachusetts R&D Tax Credit. Haverhill manufacturers also will benefit from *Single Sales Tax Treatment* that provides a significant advantage to Massachusetts manufacturers with multi-state operations.

MassDevelopment, the state's economic development bank, provides an array of **financing tools** to assist growing companies. The *Emerging Technology Fund* can provide up to \$2.5 million in low-cost financing to eligible technology-based firms.

MassDevelopment provides export assistance loans, equipment loans, and guarantees to growing manufacturers and is the state's purveyor of Tax-Exempt Industrial Development Bonds.

We're here to help! Call your one-stop Haverhill Business Assistance Center at 978-XXX-XXXX or visit us on the web at WWW.HAVERHILLMEANSBUSINESS.COM

CITY COUNCIL

JOHN A. MICHITSON
PRESIDENT
MELINDA E. BARRETT
VICE PRESIDENT
ANDRES X. VARGAS
MICHAEL S. MCGONAGLE
JOSEPH J. BEVILACQUA
COLIN F. LEPAGE
MARY ELLEN DALY O'BRIEN
WILLIAM J. MACEK
THOMAS J. SULLIVAN



CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

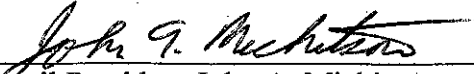
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CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycncl@cityofhaverhill.com

March 1, 2016

TO: Members of the City Council:

Council President Michitson wishes to introduce Ron MacLeod to discuss traffic and safety concerns and associated public safety resources.



Council President John A. Michitson

CITY COUNCIL

JOHN A. MICHITSON
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19,3

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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

March 2, 2016

TO: Mr. President and Members of the City Council:

Councillor Michael McGonagle requests to discuss the budget process regarding department head requests.

Michael McGonagle
City Councillor Michael McGonagle bsr

CITY COUNCIL

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19.4

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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

March 2, 2016

Mr. President and Members of the City Council:

Councillors Macek and Bevilacqua request a discussion on current zoning regulations for housing conversions and possible changes necessary to protect the integrity of existing property and neighborhoods.

City Councillor William J. Macek

City Councillor Joseph Bevilacqua

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VICE PRESIDENT
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19.5

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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

March 3, 2016

TO: Mr. President and Members of the City Council:

Councillors Vargas and LePage request a discussion regarding grant opportunities and applications for the benefit of the City.

City Councillor Andres Vargas

City Councillor Colin LePage

CITY COUNCIL

JOHN A. MICHITSON
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VICE PRESIDENT
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JOSEPH J. BEVILACQUA
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19,6

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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

March 3, 2016

TO: Mr. President and Members of the City Council:

Councillor Colin LePage and President Michitson request a discussion regarding the FY'17 City and School budget process.

City Councillor Colin LePage

President John A. Michitson

CITY COUNCIL

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VICE PRESIDENT
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21.7

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CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

March 4, 2016

TO: Mr. President and Member of the City Council:

Councillor Colin LePage submits the attached minutes and recommendations of the Administration and Finance Committee meeting held on March 3, 2016.


City Councillor Colin F. LePage *ksu*

21.1

CITY COUNCIL

JOHN A. MICHITSON
PRESIDENT
MELINDA E. BARRETT
VICE PRESIDENT
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CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE
MEETING HELD ON MARCH 3, 2016

An Administration and Finance Committee Meeting was held on Wednesday, March 3, 2016 at 7:00P.M. in the City Council office, Room 204.

Committee Members: Committee Chairperson Colin LePage, Council Vice President Melinda Barrett, and Councillor William Macek; Absent - Councillor Mary Ellen Daly O'Brien. Council President John Michitson, Councillor Andres Vargas and Councillor Joseph Bevilacqua also attended.

Department Heads: Mayor Fiorentini, Chief of Staff David Van Dam, City Clerk Linda Koutoulas

Attendees: Attorney Robert Harb, Brian House, Joseph Wisvel, Gary Ortiz, Roger LeMire, Ron MacLeod, Tricia Barrett-MacLeod.

The following items were discussed:

- 1.) **Doc. 11-M/2015** – Communication from Mayor Fiorentini requesting City Council join with him in investigating of taxicab rates to see if they need to be adjusted. *Mayor Fiorentini informed the Committee that he had spoken with the owners of the two taxi companies in the City, Family Cab and Haverhill Taxi and had negotiated a 10% reduction (rounded to the nearest \$.05) in all of the rates. Further, the taxi company owners informed that as a recent business practice they have also directed their drivers to "pause" the use time rate for seniors (65 yrs and older) while the taxicab is not in motion. A motion was made to accept the negotiated rate reductions proposal and request Solicitor Cox to prepare the ordinance with an effective date of July 1, 2016, and return it back for full Council review and approval, passed unanimously.*
- 2.) **Doc. 5** – Communication from Councillor LePage requesting a discussion regarding Rules & Regulations of the City Council. *The current Rules and Regulations were reviewed by all Councillors present. Additions and deletions of such Rules were suggested and discussed by all present. Recommended changes are to: Rule 1, Rule 2, Rule 3, Rule 7, Rule 8, Rule 9, Rule 11, Rule 12 and Rule 32.* A motion was made to send the proposed amendments back for full Council review and approval, passed unanimously. Note: additionally, other potential proposed amendments to Rules 1, 11 and 12 will be drafted by their proponents and referred back to the Committee for further review.*
- 3.) **Doc. 6-F** – Communication from Councillor Bevilacqua requesting to discuss the reporting back of items referred to Council Committees; *The Committee discussed this item as part of their review of Rules & Regulations of the City Council and included a proposed amendment to Rule 11 on this topic.*
- 4.) **Doc. 6-T** - Communication from Councillor Bevilacqua requesting to discuss proposed amendment to the application form for an exterior vending machine license; *The Committee reviewed and discussed proposed changes to the current application form. A motion was made requesting that the City Clerk amend the application form as discussed and submit it back to the Committee for further review, passed unanimously.*

Respectfully submitted,

Colin LePage, Chairperson
Administration and Finance Committee
Haverhill City Council
CL/bsa

March 4, 2016

*encl. – Rules and Regulations
c: Mayor James J. Fiorentini; City Council

21.1

RULES AND REGULATIONS OF THE CITY COUNCIL

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ORGANIZATION

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Rule 1. The City Council shall meet for organization at ten o'clock in the forenoon on the first Monday of January following the regular municipal election and the members of the City Council shall severally make oath, before the City Clerk or a justice of the peace, to perform faithfully the duties of their respective office, except any member-elect not present shall make oath at the first regular meeting of the City Council thereafter which s/he attends.

For the purpose of organization, the City Clerk shall be temporary Chairperson until the President and Vice President are elected. President nominee(s) must have a minimum of one year's experience on the Haverhill City Council to qualify for election.

The City Council shall, by majority vote of all members elected, elect a President and Vice President from its own members; and the persons elected shall likewise make oath to perform faithfully the duties of the respective offices to which they are so elected at the same meeting, except any member-elect not present shall make oath at the first regular meeting of the City Council thereafter which s/he attends.

The following year, the first Tuesday of January at 7:00 o'clock P.M., the members of the City Council shall meet for the purpose of organization.

Within the first sixty (60) days of each term of a City Council, the members of the City Council shall vote to approve, amend, add, or disapprove of its Rules and Regulations.

REGULAR MEETINGS

Rule 2. Regular meetings of the City Council shall be held every Tuesday at 7:00 o'clock P.M. except in June there shall be a meeting on the first, ~~second-third~~ and fourth Tuesday except when June has five Tuesdays then it will be first, third and fifth. From July through Labor Day, the Council shall meet every other week beginning with the second Tuesday of July. In September, after Labor Day, the Council shall return to its regular weekly schedule. The meeting(s) scheduled for the Tuesday after the President's Day holiday in February, Tuesday before Thanksgiving and the Tuesday of the Christmas holiday week shall be cancelled. The meetings shall be held in the City Council Chambers, City Hall. The City Council may at any meeting, by a majority vote, discontinue any further meetings herein before scheduled.

MEETINGS OPEN TO PUBLIC

Rule 2A. Except in the case of executive sessions, all meetings of the City Council and of City Council Committees thereof shall be open to the public, and the City

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January 30, 2015 ~~February 18, 2016 (revised)~~ March 4, 2016

Council shall provide that citizens shall have up to three (3) minutes, unless a longer period is deemed necessary by the presiding Councillor to be heard at any such meeting in regard to any matter considered there. All meetings of the City Council shall conform to the Massachusetts Open Meeting Law (G.L. c.39).

SPECIAL MEETINGS

Rule 3. The President, or in his/her absence the Vice President, of the City Council, or any three members thereof, may at any time call a special meeting by causing written notices, stating the time of holding such meeting and signed by the person or persons calling the same, to be delivered in hand or by electronic communication to each member of the City Council at least twenty-four hours before the time of such meeting.

Every notice for a special meeting shall specify the subject to be acted upon and the place and time where the meeting is to take place.

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HOLIDAYS

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Rule 4. Whenever the day set by these rules for any meeting of the City Council shall fall upon a holiday, then such meeting shall be cancelled by order of the Council.

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QUORUM

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Rule 5. Five (5) members of the City Council shall constitute a quorum.

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REMOTE PARTICIPATION

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Rule 6. Remote participation of City Council meetings shall be conducted in accordance with the Code of the City of Haverhill, Chapter 66, Article III.

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PRESIDING OFFICER

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Rule 7. The President, if present, shall preside at the meetings. In the absence of the President, the Vice President of the City Council shall preside or, in the absence of both, the next available Councillor in a downward sequential order as determined by the voting results of the last City Council election shall preside if s/he desires during the absence of both the President and the Vice President.

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VACANCY IN THE OFFICE OF PRESIDENT OR VICE PRESIDENT

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Rule 8. If the office of President becomes vacant, the Vice President shall assume duties of the President or if the office of Vice President becomes vacant, the City Council, in the manner provided in Rule 1, shall at the next regularly scheduled meeting elect one of its members to fill such office for the unexpired term, provided that no such vacancy shall be filled so long as there is a vacancy in the City Council.

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DUTIES OF PRESIDING OFFICER

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Rule 9. The presiding officer shall preserve decorum and order, may speak to points of order in preference to other members; shall decide all questions of order, subject to any appeal to the City Council, regularly seconded; and no other business shall be in order until the question on the appeal shall have been decided. The vote upon the appeal from the ruling of the chair shall be by roll call and shall stand unless a majority of the votes are to the contrary. The chair shall be allowed to vote on any question of appeal.

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~~The presiding officer or his/her designee shall declare, report all votes and the presiding officer shall then declare the result, and if the result be in doubt, may call for a roll call vote. Such declaration, if not the result of a roll call, shall stand unless it is reversed by a roll call called for by any member.~~

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RELINQUISHING THE CHAIR

Rule 10. When the presiding officer desires to relinquish the chair, s/he shall call upon the Council Vice President, and, if not present, s/he shall call upon the next available Councilor in a downward sequential order as determined by the voting results of the last City Council election but such substitution shall not continue beyond the will of the presiding office so relinquishing the chair or beyond any adjournment, except as hereafter provided.

If the presiding officer wishes to express an opinion on any subject under debate, s/he shall relinquish the chair as above provided and shall not resume the chair until s/he is through speaking and all points of order arising therefrom have been decided.

The presiding officer may, however, express a final opinion on any subject in which debate has concluded, without relinquishing the chair.

COMMITTEES

Rule 11. The President of the City Council shall appoint all standing committees, all special committees, shall fill any committee vacancy and designate the rank of the members of each committee unless specifically directed otherwise by a majority of the council. There shall be the following standing committees:

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1. Administration & Finance Committee: Department of Finance & Records; and Law
2. Natural Resources & Public Property Committee: Water and Wastewater; Energy Conservation; Conservation Commission; Department of Public Buildings; Assessors; Parks and Playgrounds.

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- 3. Planning & Development Committee: Department of Community Planning and Development; Planning Department; Engineering.
- 4. Public Health, Safety & Works Committee: Department of Law Enforcement; Department of Fire Safety Services; Public Works; Public Health.
- 5. Citizen Outreach Committee: Constituent and Neighborhood Groups

The City Councillor responsible for initiating an item at an official Council meeting which is then forwarded to a Committee for further study and review must make him/herself available at the Committee meeting upon which said item is to be reviewed. Failure or inability of procuring Councillor to attend the meeting to which the item is scheduled to be heard shall result in said item being tabled to the next meeting of the Committee, ~~or the Committee may report the item back to the Council with or without recommendation.~~

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The Committee Chairperson shall ensure items referred to Committee be reported on as soon as reasonably possible after item is referred. Any item submitted to sub-committee of the City Council shall be reported back to the City Council with recommendation(s) for action, if any. The City Council Vice President shall ensure items referred to Committee be reported on within 60 days of referral.

The meetings of the standing committees of the City Council shall be held on Mondays, Wednesdays or Thursdays no earlier than 7:00 PM. in the City Council office, Room 204, except in cases where the subject matter to be discussed is deemed by the Committee Chairperson to be more appropriate at another day, time or place.

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SUFFICIENCY OF VOTE

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Rule 12. The affirmative vote of a majority of all the members elected to the City Council shall be necessary for the passage of any order, ordinance, resolution, or vote except as noted herein or otherwise provided by the General Laws. The affirmative vote of a majority of the members present shall be sufficient to adjourn any meeting of the City Council.

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COUNCIL VOTES NECESSARY PLAN A

Annual Budget	Majority	5 votes
Salary Appropriation	Majority	5 votes
Salary Ordinance (increase)	2/3	6 votes
Loan Orders	2/3	6 votes
Transfer from one department/ or account to another (C.44 S.33B)	2/3	6 votes
Transfer within department	Majority	5 votes
Eminent Domain	2/3	6 votes
* Zoning ordinances and amendments	2/3	6 votes

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**	Zoning Special Permits	2/3	6 votes
	Suspend Rules	2/3	6 votes
	To amend a document	Majority	5 votes
	To rescind a document	2/3	6 votes
	To expunge a document	2/3	6 votes
	To override a Mayor's veto	2/3	6 votes
	Motion to censure	2/3	6 votes

- * If a petition signed by the owners of 20% of the property abutting is presented to the Clerk prior to the close of the hearing, protesting a change, the document requires 7 votes, (see G.L. C.40A s.5)
- ** Cluster Residential Development, Planned Unit Development and Multifamily dwellings (see G.L. c.40A), Used and New Car Dealerships (see Zoning Regulations Ch.255-16, Table of Use and Parking Regulations)

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EVERY MEMBER SHALL VOTE EXCEPT AS PROVIDED IN THIS RULE

Rule 13. Every member present when a question is put shall vote, unless any Councillor for special reasons stated before the roll call vote and decided upon without debate shall be excused. No member shall leave the Council Chambers without permission of the chair if his/her presence is necessary to make a quorum.

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MANNER OF VOTING YES - NO - VOICE VOTE

Rule 14. Final votes of the City Council shall be by individual voice vote by YES or NO and shall be entered on the records. The presiding officer shall always vote last.

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With the exception of votes for orders, ordinances and Council votes necessary under the Plan A form of government, the President may proceed by voice vote of the City Council unless objected to by another member of the City Council in which case the vote shall be recorded as stated above.

Notwithstanding the language contained in Rule 12, no member shall vote on any question or serve on any committee where his/her private right is immediately concerned, distinct from the public interest.

Rule 15. Prior to the announcement by the Chair of the result of a roll call vote, any Councillor may ask to have his/her name called again in order to record him/herself differently.

GAINING THE FLOOR

Rule 16. Every Councillor, when wishing to speak, shall raise his/her hand respectfully or, if available, signal the Chair by some other acceptable manner, asserting his/her desire to gain the floor and wait until s/he is recognized.

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EVERY ORDER OR RESOLUTION MUST BE ENDORSED

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Rule 17. No order or resolution shall be received or acted upon unless endorsed by a member of the Council.

WITHDRAWING NOTICE

Rule 18. After a motion is stated or read by the Chair and properly seconded, it shall be deemed to be in possession of the Council, and shall be disposed of by vote, but the mover or seconder may withdraw it at any time before a decision or amendment.

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PETITIONS ONCE REJECTED

Rule 19. Except as otherwise might be provided specifically in the Massachusetts General Laws, whenever final action on any order, ordinance, petition or question has been taken by the City Council, no further order, ordinance, petition or question which in substance is the same as heretofore acted upon, shall be resubmitted to the Council within six months from the time of the Council's previous action thereon unless two-thirds of the Council consents in writing for its resubmission.

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Nothing in this rule shall be intended to waive provisions of Rules 22 and 23 and said rule shall not be considered inconsistent with said rules numbered 22 and 23.

ORDINANCE AND BOND ORDERS REFERRED TO CITY SOLICITOR

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Rule 20. Every ordinance and every order for a bond issue shall, before its passage, be referred to the City Solicitor, who shall forthwith examine the same as to its legality and notify the Council of his/her findings.

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That it be a standing rule of this Council that no final or definite action be passed by this Council in the matter of abatement of betterment assessments until such time as the legality of a proposed abatement be approved by the City Solicitor.

ENACTING STYLE

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Rule 21. All by-laws passed by the City Council shall be entitled ordinances and the enacting style be "Be it ordained by the City Council of the City of Haverhill". In all votes by which the City Council expresses anything by order or by command, the enacting style shall be "Ordered:" and in all votes by which the City Council expresses opinions, principles, facts or purposes, the enacting style shall be "Resolved".

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Rule 22. When a question is under debate, the chair will receive motions in accordance with Order of Precedence outlined in "Robert's Rules of Order".

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PREVIOUS QUESTION

Rule 23. The previous question shall be put in the following form: "Shall the main question be now put?" and all further amendment or debate of the main question shall be suspended until the previous question is decided.

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On the previous question, not exceeding five minutes shall be allowed for debate, which shall be confined to giving reasons why the main question should not be put, and no member shall speak more than two minutes.

RECONSIDERATION

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Rule 24. After a vote has been taken, it shall be in order for any member voting with the prevailing side to move reconsideration thereof at the same meeting at which the vote was taken, or to file with the City Clerk, not later than twelve o'clock noon of the second business day following such meeting, written notice of a motion to reconsider such vote. After receiving such written notice of reconsideration, the Clerk shall place it on the calendar for the next regular meeting or for any intervening special meeting, provided the same is included in the call thereof.

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Whenever a written notice of a motion to reconsider has been filed as aforesaid, the Clerk shall notify all of the members of the City Council and any parties that spoke at the Council meeting when the original vote was taken. In the case of a question decided by a tie vote, the prevailing side shall be considered to be the one in whose favor the question was decided. Not more than one motion for reconsideration of any vote shall be entertained, and no vote upon either of the following motions shall be reconsidered: viz: to adjourn; to lay on the table; to take from the table and the previous question.

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KEEPER OF THE RECORD

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Rule 25. The Clerk or her/his designee shall attend and keep the records of all meetings of the Council. S/he shall record the names of the members present, and shall have the care and custody of the city records, and all documents, maps, plans and papers pertaining to the business of the City Council. The City Council Administrative Assistant or her/his designee shall assume the duties of the Clerk in her/his absence.

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PAPERS MUST BE FILED BEFORE 11:00 A.M. FRIDAY BEFORE MEETING

Rule 26. All papers of whatever description which may require action by the City Council shall be presented to the City Clerk not later than 11:00 A.M. on the Friday preceding the day of each regular meeting, except when such preceding day is a holiday or City Hall is closed, then they shall be presented at the same hour on the Thursday preceding the day of the meeting. Papers presented after that hour on such day will not

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be considered until the next meeting, unless admission is approved by two-thirds of the City Council.

CLERK SHALL PREPARE A LIST OF ALL MATTERS

Rule 27. The City Clerk shall prepare a list of all matters to come before the City Council at each meeting in accordance with the established order of business and shall deliver to the Council office for each Councillor, a copy of the same on the same day that the agenda is prepared.

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As part of the agenda for each meeting, on a separate sheet in a suitable format, there shall be a list of all orders, documents, reports and communications which have been referred to a Council committee for report or action, along with the date submitted to the committee.

Rule 27A. No business or document scheduled to come before the City Council may be removed or omitted from the agenda prior to a meeting.

Rule 27B. The City Council shall allow for re-reading of all back up material related to any Ordinance before the vote is taken for passage.

Rule 27C. The President of the City Council shall not allow any communication or other matter to be placed on the agenda that does not conform with the City Council's Rules and Regulations or, if not governed by a rule or regulation, that does not conform with Robert's Rules of Order.

EXAMINATION OF RECORDS OF PREVIOUS MEETING

Rule 28. At each meeting of the Council, the records for the meeting shall be referred to a member thereof (excepting to the President) for examination; and for the next Council meeting s/he shall report the results thereof to the Chair who shall accept the minutes for the file unless objected by any City Councillor whereupon the Chair shall then place before the meeting the question of approval of the same.

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ORDER OF BUSINESS

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Rule 28. At every regular meeting of the City Council the order of business shall be as follows:

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1. Opening Prayer
2. Pledge of Allegiance
3. Approval of the records of previous meeting
4. Assignment of minutes review for next meeting
5. Communications from the Mayor
6. Utility hearing(s) and related order(s)
7. Appointments

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8. Petitions
9. Hearings and related Orders
10. Motions and Orders
11. Unfinished business of preceding meetings
12. Communications and reports from city officers and employees
13. Resolutions and Proclamations
14. Council committee reports and announcements

The above shall not be departed from except by permission of the presiding officer.

Any public hearing that is expected to exceed more than two hours in duration in the opinion of the City Council President, may be scheduled by the President as a special meeting to be held other than at the time of a regularly scheduled City Council meeting, provided that special Council meeting can be televised by the local cable channel.

PASSAGE AT ONE SESSION

Rule 29. Except as otherwise might be provided specifically in the Massachusetts General laws, any ordinance after having been placed on file for at least 10 days, and any order or resolution may be passed through all its stages of legislation at one session, provided that no member of the Council objects thereto; but if any member of the Council objects, the measure shall be postponed for that meeting.

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PARLIAMENTARY PRACTICE

Rule 30. In all matters of parliamentary practice not provided for in these rules, the City Council shall use "Robert's Rules of Order", the latest edition, as a guide.

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Rule 31. Insofar as these rules are not of statutory source or origin, the same may be suspended at any meeting by a two-thirds vote of all Councillors present, but not otherwise. Suspension of rules shall apply only for the subject matter under consideration, which must be stated prior to voting for said suspension of rules.

These rules may be amended or repealed by the vote of five Councillors, but said amendment or repeal shall not be effective until the next regular meeting.

If any action is taken inconsistent with these rules, the same shall be construed to have been taken in suspension thereof provided there is a two-thirds consent of all members of the Council, or there is no objection raised prior to the meeting being adjourned.

COUNCIL BUDGET

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Rule 32. Prior to the Presidents submission of the Council annual budget to the Mayor, the President shall seek input from each Councillor and each Each Councillor shall be allowed to provide his/her input to the City Council budget.

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HEARINGS

Rule 33. All public hearings of the City Council will have the following guidelines. The proponent or petitioner will have up to thirty minutes to make their presentation. The opposition will have up to thirty minutes to make their presentation. Each side, proponent and opposition, will have up to five minutes each for rebuttal after initial presentations.

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If a petitioner needs more time for a presentation, the presiding officer may at his/her discretion allow for additional time for any proponent or petitioner to complete a presentation, provided that an equal amount of time be granted to the opposition.

INDOCTRINATION OF NEW COUNCILLORS

Rule 34. It shall be the responsibility of the Council President to hold indoctrination for all new Councillors within thirty days of the final election. This also includes making available to Councillors Robert's Rules of Order in the City Council office and any other information that is pertinent for a smooth transition.

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INTRADEPARTMENTAL COMMUNICATION

Rule 35. Any individual Councillor or the Council body may make a formal request for information or ask pertinent questions of the Mayor, City Department Heads, Boards or Commissions pursuant to a matter placed on the Council meeting agenda provided, that, in all cases, the information requested or questions asked, be in accordance with the manner provided in Section 19 of the City Charter as follows:

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The City Council at any time may request from the Mayor, or, under Plan D or E, from the city manager, specific information on any municipal matter within its jurisdiction, and may request him to be present to answer written questions relating thereto at a meeting to be held not earlier than one week from the date of the receipt by the Mayor, or under Plan D or E, by the city manager, of said questions. The Mayor, or, under Plan D or E, the city manager, shall personally, or through the head of a department or a member of a board, attend such meeting and publicly answer all such questions. The person so attending shall not be obliged to answer questions relating to any other matter. The Mayor, or, under Plan D or E, the city manager, may attend and address the City Council in person or through the head of a department, or a member of a board, upon any subject. (1915, 267, I, § 19; 378, § 8; 1948, 459, § 6.)

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USE OF CITY COUNCIL STATIONERY

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Rule 36. The use of City Council stationery with official letterhead shall be afforded to the Council President to communicate with any City Department, citizens, private businesses or State and Federal entities as s/he deems necessary. However, any communication issued by any other Council member on said stationery with respect to an issue previously, presently or potentially under the auspices of the City Council, Mayor or any commission, committee, authority, board, task force or any other decision making body on the local, state or federal level, must be through the Council Administrative Assistant and must be copied to the Council President.

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The Council President shall be responsible for alerting each newly elected Councillor of this rule during the orientation period outlined in Rule 34.

SPECIAL ELECTION AND BALLOT QUESTIONS

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Rule 37. Whenever the City Council votes for any special election or question to be placed on a ballot, the City Clerk shall immediately enter into the agenda for the following week an agenda item that would require providing a copy of the certified mail receipt to each Councillor. This would prove that the proper departments in local or state government have been notified of the special election or of the ballot question.

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MOTIONS TO CENSURE

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Rule 38. A communication to place a motion to censure a member of the City Council on the agenda must be filed with the City Clerk in a timely manner and must be in writing and signed by no less than six members of the City Council and must specify egregious behavior and/or conduct unbecoming of a City Councillor.

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CITY COUNCIL

JOHN A. MICHITSON
PRESIDENT
MELINDA E. BARRETT
VICE-PRESIDENT
ANDRÉS X. VARGAS
MICHAEL S. MCGONAGLE
JOSEPH J. BEVILACQUA
COLIN F. LEPAGE
MARY ELLEN DALY O'BRIEN
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DOCUMENTS REFERRED TO COMMITTEE STUDY

55-X	Communication from Councillor Sullivan regarding a Jr. Park Ranger Sumer Program	Public Safety	8/19/14
74-Q	Communication from Councillor Macek requesting discussion re: exploring various Possibilities for "Expanded Notification" processes for certain matters re: Zoning Changes and Special Permit application.	A&F Transferred- Planning & Development	7/14/15 2/2/16
11-M	Communication from Mayor Fiorentini requesting City Council join with him in investigating of taxicab rates to see if they need to be adjusted	A&F	10/6/15 1/27/16 2/17/16
	Suspension of Rules to discuss unpermitted BnB's operating in City of Haverhill	A & F	10/20/15 1/27/16
5	Communication from Councillor LePage requesting a discussion regarding Rules & Regulations of the City Council	A & F	1/6/16
6-F	Communication from Councillor Bevilacqua requesting to discuss the reporting back of items referred to Council Committees	A & F	1/12/16
6-Q	Communication from Councillor Macek requesting a discussion on the establishment of an Adult Fitness and Wellness zone	NRPP	2/9/16
6-T	Communication from Councillor Bevilacqua requesting to discuss proposed amendment to the application form for exterior vending machine license	A&F	2/23/16
6-W	Communication from Councillor Bevilacqua requesting to discuss Wood School Play-ground	NRPP	2/23/16