



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, June 20, 2017 at 7:00 PM
City Council Chambers, 4 Summer St, Room 202

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

FY 2018 BUDGET ORDERS:

5.1 Order – as part of FY 2018 annual budget the sum of \$178,480,643 is raised and appropriated and funded as follows:

\$254,734	Water Receipts
\$579,301	Wastewater Receipts
\$2,700,000	Free Cash
\$174,946,608	Taxation and Other Receipts

5.1.1 Order – as part of the FY 2018 annual budget the sum of \$10,415,558 be appropriated to operate the Wastewater Department for items marked as appropriation on the attached sheet and \$10,990,733 come from Wastewater revenue; \$4,126 to come from Wastewater retained earnings and that \$579,301 be appropriated in the General Fund and funded from Wastewater receipts

5.1.2 Order – as part of the fiscal year 2018 annual budget the sum of \$8,026,958 be appropriated to operate the Water Department for items marked as appropriation on the attached sheet and \$7,951,481 come from Water revenue, \$330,211 to come from Water retained earnings and that \$254,734 be appropriated in the General Fund and funded from Water receipts

5.1.3 Order – as part of fiscal year 2018 annual budget the sum of \$550,000 is raised & appropriated into the Workers compensation/Legal – Stabilization account Attachments

6. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES

Communication from Andrew Herlihy, Division Director; Community Development Department announcing a “*Community Conversation on Housing*” on July 18 2017 at 7:00 pm with location to be determined Attachment

- 7. UTILITY HEARING(S) AND RELATED ORDER(S)**
- 8. HEARINGS AND RELATED ORDERS**
- 9. PUBLIC PARTICIPATION- REQUESTS UNDER COUNCIL RULE 28**
- 10. APPOINTMENTS:**

10.1. Confirming Appointments

10.2. **Haverhill Cultural Council** Susan Kane and Stephen Arnold To Be Confirmed
To expire June 30 2018 Attachment

10.3. Non-Confirming Appointments:

10.4. Resignations



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, June 20, 2017 at 7:00 PM
City Council Chambers, 4 Summer St, Room 202

11. PETITIONS:

11.1. Applications

11.1.1. Application from Jenny Arndt; *Arts & Culture Coordinator* from *Creative Haverhill*, for permission to place a small upright piano in Washington Square for an interactive piece of public art for the duration of the summer season and also requests that the \$50.00 permitting fee be *waived* as well as any other required liability insurance bond *Has Police Dept approval*

11.1.2. Application for MBL Block Party from Robert Noonan at Mitchell Barrett Lane, Monday, July 3rd, 4:00 – 11:00 pm *Has Police Dept approval*

11.1.3. Application from Margot Regan; Events/Marketing & Communications Manager for *Emmaus Inc* for *Cycle for Shelter Bicycle Ride* starting at *Northern Essex Community College*; Sunday, July 23rd; 6:00 am – 5:00 pm
Has Police Dept approval Attachments

11.2. Applications/Handicap Parking Signs:

11.3. Tag Days:

11.4. Annual License Renewals:

11.4.1. Hawker Peddlers License Renewals 2017

11.4.2. Coin-Op License Renewals 2017

Upscale Cutz Barbershop Cindy Marte 98 River st 1 Coin-op Machine

11.4.3. Sunday Coin-Op License Renewals 2017

Upscale Cutz Barbershop Cindy Marte 98 River st 1 Sunday Coin-op

11.4.4. Drainlayer License 2017:

Serge Beaulieu – *renewal*

Scott Laffey - *new*

Fred Ramey - *renewal*

David Giroux - *new*

Attachments

11.4.5. Taxi Driver License

11.4.6. Taxi License

11.4.7. Junk Dealer License:

TR Salvage Inc John Gouldsbrough 99 Newark st

11.4.8. Pool Tables:

Upscale Cutz Barber Shop Cindy Marte 98 River st 1 Pool Table

11.4.9. Buy & Sell Second Hand Articles:

Vintage View Elaine Drinkwater 371 River st

11.4.10 Buy & Sell Old Gold:

Vintage View Elaine Drinkwater 371 River st

11.4.11 Roller Skating Rink

Skateland Marc Pyche 19 Railroad av

Sunday Roller Skating

Skateland Marc Pyche 19 Railroad av

Attachments



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, June 20, 2017 at 7:00 PM
City Council Chambers, 4 Summer St, Room 202

12. MOTIONS AND ORDERS

- 12a. Order – Relating to Water and Wastewater Rates - Effective July 1 2017
- 12b. Order – Transfer \$12,500.00 from Sale of Land to Capital Project Account – *Smiley School Playground*
- 12c. Order – City appropriate from Free Cash \$225,000.00 and transfer to the Law Department – *Consultant Services*
- 12d. Order – Transfer \$10,000.00 from General Fund, *Reserve for Capital Projects* to Capital Account – *Small Business Development Project – Matching Funds*
Related communication from Andrew Herlihy; Division Director, Community Development Department Attachments

REVOLVING FUNDS AUTHORIZATION:

- 12E. Order – Recreation and Parks Revolving Fund
- 12F. Order – Veteran’s Memorial Skating Rink Revolving Fund
- 12G. Order – Citizen Center Rental Account Revolving Fund
- 12H. Order – Council on Aging Activities Account Revolving Fund
- 12I. Order – Wood School Daycare Revolving Fund
- 12J. Order – Municipal Open Space Management Revolving Fund Attachments

12.1. ORDINANCES (FILE 10 DAYS)

- 12.2. Ordinance relating to Outdoor Dining; Amend City Code - Chapter 222-63
Allowed Use of Sidewalk Areas File 10 days
- 12.3. Ordinance relating to Salaries for Administrative & Professional Positions;
Amend City of Haverhill Document 40-B of 2011 – Mayor and City Council
File 10 days
- 12.4. Ordinance relating to Fees and Receipts: Amusements-Public Shows and Exhibitions; *and* Peddling and Soliciting; Amend City Code Chapters 36,104 &191
Related communication from Bill Cox City Solicitor File 10 days

MONTHLY REPORTS

- 12.5. Abatement report from the Board of Assessors for the month of May 2017
Attachments

13. COMMUNICATIONS FROM COUNCILLORS

- 13.1. Communication from Councillor Joseph Bevilacqua requesting to recognize *Covanta* for 2017 Environmental Business Council’s Environmental-Energy Award recipient as one of the State’s leading recyclers
- 13.2. Communication from Councillors McGonagle and LePage requesting an update from Public Safety officials concerning the violent crimes that have recently occurred in the City Attachments



CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, June 20, 2017 at 7:00 PM
City Council Chambers, 4 Summer St, Room 202

- 13.3. Communication from Councillor Joseph Bevilacqua requesting a discussion regarding crosswalk striping and crosswalk signage at Railroad Square and throughout the City and to introduce Sandra Ocampo-Lowther
- 13.4. Communication from Councillor Andres Vargas requesting to introduce Keith Boucher to discuss a Maker Space in Mt. Washington
- 13.5. Communication from Councillor Michael McGonagle requesting the removal of a handicap parking space at 23 Arch av that is no longer needed Attachments

14. UNFINISHED BUSINESS OF PRECEDING MEETINGS

- 14.1. Document 44-C; Loan Order - \$8,340,000 to fund Phase II Odor Control Improvements at Wastewater treatment Plant and South Mill st Pumping Station and rehab/repair to the North Avenue Pumping Station and Carleton st Pumping Station
- 14.2. Document 44-CC; Authority To File – re: Phase II Odor Control Improvements
Filed June 7 2017
- 14.3. Document 69; Ordinance re: Vehicles and Traffic –Amend City Code, Chapter 240, section 240-85 Schedule B: Parking Restrictions and Prohibitions: Revise Central Business District Parking Map (Plan 2B/3418 in City Engineer’s Office) by adding two Service Zones to the south side of Merrimack st, in front of #20 to #44 –
Harbor Place

Filed May 17 2017

Tabled from June 6 2017

Related communication from City Engineer John Pettis

Attachments

15. RESOLUTIONS AND PROCLAMATIONS

16. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS

Councillor Macek submits minutes of the Planning and Development Committee meeting held on June 14 2017

Attachment

17. DOCUMENTS REFERRED TO COMMITTEE STUDY

18. ADJOURN



Document

CITY OF HAVERHILL

In Municipal Council

5/16

Ordered:

That as part of the fiscal year 2018 annual budget the sum of **\$178,480,643** be and is hereby raised and appropriated within the categories as designated as appropriated on the attached and further that said appropriation be funded in the following manner:

\$254,734	Water Receipts
\$579,301	Wastewater Receipts
\$2,700,000	Free Cash
\$174,946,608	Taxation and Other Receipts

Introduced by Mayor James J. Fiorentini

an Order Concerning Appropriations for the Fiscal Year Beginning July 1, 2017

Ordered that the following sums, designated as appropriations, are hereby appropriated in the General Fund of the City of Haverhill.

City Council
City of Haverhill
Submitted June 20, 2017

	Salaries	Expenses	Capital	Department	State and Other	Grand Totals
	Appropriation	Appropriation	Appropriation	Totals	Assessments	
General Government						
City Council	117,030	52,400	0	169,430		169,430
Mayor's Office	250,482	36,000		286,482		286,482
Auditor's Office	262,431	97,970		360,401		360,401
Treasurer/Collector	385,764	225,600		611,364		611,364
Constituent Services	130,316	28,462		158,778		158,778
Assessing	209,367	143,000		352,367		352,367
Purchasing	102,158	10,800		112,958		112,958
Law Department	87,535	301,100		388,635		388,635
Human Resources	179,570	90,510		270,080		270,080
Municipal Information Systems	84,450	490,045	30,000	604,495		604,495
City Clerk	300,827	91,216		392,043		392,043
	2,069,930	1,567,103	30,000	3,687,033	0	3,687,033
Community & Economic Development						
Conservation Commission	61,715	3,470		65,185		65,185
Building & Zoning	229,629	0		229,629		229,629
Inspectional & Health Services	403,374	52,750	26,000	482,124		482,124
Economic Development	178,046	111,234		289,280		289,280
	872,764	167,454	26,000	1,066,218	0	1,066,218
Public Safety						
Police Department	9,775,844	1,303,903	130,852	11,210,599		11,210,599
Crossing Guards	0	95,000		95,000		95,000
Fire Department	10,074,678	826,401	45,100	10,946,179		10,946,179
	19,850,522	2,225,304	175,952	22,251,778	0	22,251,778
Education						
Whittier Regional School		7,837,914	0	7,837,914		7,837,914
North Shore/Essex Regional School		748,650		748,650		748,650
School Other Funding		16,000		16,000		16,000
School Medicaid		750,000		750,000		750,000
School Department	62,609,475	15,652,369		78,261,844		78,261,844
	62,609,475	25,004,933	0	87,614,408	0	87,614,408
Public Works						
Administration	57,057	19,455	0	76,512		76,512
Highways	1,017,942	580,500	0	1,598,442		1,598,442
Solid Waste/Recycling	84,026	3,828,916		3,912,942		3,912,942
Parking Area	23,286	285,964	0	309,250		309,250
Street Marking Division	0	69,500	0	69,500		69,500
Fleet Maintenance	208,392	53,600	0	266,992		266,992
Building Maintenance	83,425	209,500	0	292,925		292,925
Park Department	327,153	289,731	0	616,884		616,884
Street Lighting	0	539,000	0	539,000		539,000

City Council
City of Haverhill
Submitted June 20, 2017

Introduced by Mayor James J. Fiorentini
an Order Concerning Appropriations for the Fiscal Year Beginning July 1, 2017
Ordered that the following sums, designated as appropriations, are hereby appropriated in the General Fund of the City of Haverhill.

	Salaries Appropriation	Expenses Appropriation	Capital Appropriation	Department Totals	State and Other Assessments	Grand Totals
Snow & Ice Removal	328,350	371,651	0	700,000		700,000
	2,129,631	6,252,817	0	8,382,447		8,382,447
Human Services						
Citizens Center	270,063	136,250	0	406,313		406,313
Veterans Service	52,527	1,039,300	0	1,091,827		1,091,827
Senior Services	68,439	4,200	0	72,639		72,639
Stadium Commission	0	9,443	0	9,443		9,443
Recreation	65,385	86,000	0	151,385		151,385
Public Library	965,414	310,384	0	1,275,798		1,275,798
	1,421,828	1,585,577	0	3,007,405		3,007,405
Debt Service						
		8,301,746		8,301,746		8,301,746
Employee Benefits						
Retirement Fund	15,727,011			15,727,011		15,727,011
Non-Contributory Pensions	65,000			65,000		65,000
Unemployment Compensation	240,000			240,000		240,000
Group Insurance	23,009,858			23,009,858		23,009,858
Payroll Taxes (FICA/Medicare)	1,200,000			1,200,000		1,200,000
Workers Compensation	425,000			425,000		425,000
Indemnification of Retirees	200,000			200,000		200,000
Sick Leave Bank	75,000			75,000		75,000
Long Term Disability	2,000			2,000		2,000
Vacation Accrual	50,000			50,000		50,000
Injured on Duty Claims	155,000			155,000		155,000
	41,148,869			41,148,869		41,148,869
Other						
Capital Projects			800,000	800,000		800,000
Workers Comp/Legal Stabilization				0	550,000	550,000
General Liability Insurance		970,738		970,738		970,738
Salary Reserve	650,000			650,000		650,000
Budget Reserve		600,000		600,000		600,000
Other Deficits (Snow & Ice)				1,016,118		1,016,118
State Assessments (Cherry Sheets)				5,296,024		5,296,024
Reserve for Abatelements and Exemptions (Overlay)				624,945		624,945
	850,000	1,570,738	800,000	3,020,738	7,489,087	10,509,825
Total General Fund	130,773,019	46,675,671	1,031,952	178,480,643	7,489,087	185,969,730

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

June 16, 2017

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

RE: Order that the sum of \$178,480,643.00 be appropriated to operate the Haverhill FY2018 Annual Budget

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

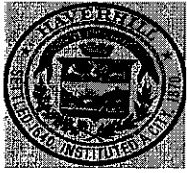
Order that the sum of \$178,480,643.00 be appropriated to operate the Haverhill FY2018 Annual Budget.

I recommend approval.

Very truly yours,

James J. Fiorentini, Mayor

JJF/lyf



Document

CITY OF HAVERHILL

In Municipal Council

5.11

Ordered:

That as part of the fiscal year 2018 annual budget the sum of \$10,415,558 be appropriated to operate the Wastewater Department for items marked as appropriation on the attached and \$10,990,733 come from Wastewater revenue, \$4,126 to come from Wastewater retained earnings and that \$579,301 be appropriated in the General Fund and funded from Wastewater receipts.

Budget FY2018

Introduced by the Mayor James J. Fiorentini
an Order Concerning Appropriations for the Fiscal Year Beginning July 1, 2017

Ordered that the following sums, designated as appropriations, are hereby appropriated in the Wastewater Fund of the City of Haverhill and that \$579,301 be appropriated in the General Fund and funded from Wastewater revenue.

	Salaries Appropriation	Expenses Appropriation	Capital Appropriation	Total City	Other Assessments From General Fund	Grand Totals
General Operations	2,377,462	3,657,323	549,970	6,584,755		6,584,755
Stormwater	88,248	296,000	63,987	448,235		448,235
Transfers	0	0		0	579,301	579,301
Benefits	1,007,289			1,007,289		1,007,289
Debt		2,285,213		2,285,213		2,285,213
Reserves		0		0		0
Insurance		90,066		90,066		90,066
Total Wastewater Fund	3,472,999	6,328,602	613,957	10,415,558	579,301	10,994,859

Be it further ordered that the City appropriations and assessments in the Wastewater Fund are to be financed by estimated revenues drawn from the following sources.

	Charges for Services	Other Revenue	Total Revenue	Available Fund Balance	Grand Totals
Wastewater Fund	10,848,233	142,500	10,990,733	4,126	10,994,859
Total Wastewater Fund	10,848,233	142,500	10,990,733	4,126	10,994,859

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

June 16, 2017

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


RE: Order that part of FY2018 annual budget in the sum of \$10,994,859.00 be appropriated to operate the Wastewater Department

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

Please see attached an order that part of FY2018 annual budget in the sum of \$10,994,859.00 be appropriated to operate the Wastewater Department. Also see attached a breakdown of this appropriation.

I recommend approval.

Very truly yours,


James J. Fiorentini, Mayor

JJF/lyf



Document

CITY OF HAVERHILL

In Municipal Council

5.1.2

Ordered:

That as part of the fiscal year 2018 annual budget the sum of \$8,026,958 be appropriated to operate the Water Department for items marked as appropriation on the attached and \$7,951,481 come from Water revenue, \$330,211 to come from Water retained earnings and that \$254,734 be appropriated in the General Fund and funded from Water receipts.

Introduced by the Mayor James J. Fiorentini

an Order Concerning Appropriations for the Fiscal Year Beginning July 1, 2017

Ordered that the following sums, designated as appropriations, are hereby appropriated in the Water Fund of the City of Haverhill and that \$254,734 be appropriated in the General Fund and funded from Water revenue.

City Council
City of Haverhill
Submitted June 16, 2017

	Salaries	Expenses	Capital	Total City	Other Assessments	Grand Totals
	Appropriation	Appropriation	Appropriation		From General Fund	
General Operations	2,167,991	2,254,364	852,500	5,274,855		5,274,855
Engineering	352,283	80,200		432,483		432,483
Transfers		0		0	254,734	254,734
Benefits	920,246			920,246		920,246
Debt		1,256,540		1,256,540		1,256,540
Reserves		0		0		0
Insurance		142,834		142,834		142,834
Total Water Fund	3,440,520	3,733,938	852,500	8,026,958	254,734	8,281,692

Be it further ordered that the City appropriations and assessments in the Water Fund are to be financed by estimated revenues drawn from the following sources.

	Charges for	Other	Engineering	Total	Available	Grand Totals
	Services	Revenue	Fees	Revenue	Fund Balance	
Water Fund	7,692,731	156,000	102,750	7,951,481	330,211	8,281,692
Total Water Fund	7,692,731	156,000	102,750	7,951,481	330,211	8,281,692

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

June 16, 2017

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

RE: Order that part of FY2018 annual budget in the sum of \$8,281,692.00 be appropriated to operate the Water Department

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

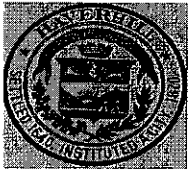
Please see attached an order that part of FY2018 annual budget in the sum of \$8,281,692.00 be appropriated to operate the Water Department. Also see attached a breakdown of this appropriation.

I recommend approval.

Very truly yours,

James J. Fiorentini, Mayor

JJF/lyf



Document

CITY OF HAVERHILL

In Municipal Council

5.1.3

Ordered:

That as part of the fiscal year 2018 annual budget the sum of \$550,000 be raised and appropriated into the Workers Compensation/ Legal - Stabilization account.

Budget FY 2018

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

June 16, 2017

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


RE: Order to establish a Workers Compensation/Legal Stabilization Fund as part of the FY2018 Annual Budget in the sum of \$550,000.00

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

Please find attached an order to establish a Workers Compensation/Legal Stabilization Fund as part of the FY2018 Annual Budget in the sum of \$550,000.00.

I recommend approval.

Very truly yours,



James J. Fiorentini, Mayor

JJF/lyf



61

WILLIAM PILLSBURY, JR., DIRECTOR
TELEPHONE: 978-374-2344 V/TDD
FAX: 978-374-2332

CITY OF HAVERHILL
COMMUNITY DEVELOPMENT

CITY HALL, ROOM 309
FOUR SUMMER STREET
HAVERHILL, MA 01830-5843

TO: Members of the Haverhill City Council and School Committee
FROM: Andrew K. Herlihy, Division Director *AH*
Community Development Department
RE: 'Community Conversation on Housing' on July 18, 2017

The City of Haverhill is participating in the **Merrimack Valley Regional Housing Plan** ('Plan'), being developed by the Merrimack Valley Planning Commission (MVPC). This Plan seeks to analyze the need for increased housing production across the Commonwealth and the region.

This Plan is funded through a grant and no City funds are required as part of the development of this Plan. Under Massachusetts Department of Housing and Community Development guidelines, the proper administration and development of this Plan will create an **officially recognized Housing Production Plan** for the City of Haverhill, along with separate individual housing production plans for about a dozen other adjacent communities.

The City's main requirement to participate properly in the Plan is to convene an official meeting to discuss housing needs and housing production here in the city.

Therefore, the Mayor, Community Development Department and the MVPC will be sponsoring a '**Community Conversation on Housing**' event on **Tuesday, July 18 at 7:00PM**. This represents an off-week cycle for City Council meetings. Along with the public, all elected officials are invited to attend and hear some very enlightening data from the MVPC about housing in Haverhill in specific and the Merrimack Valley in general.

More details including location will be forthcoming.

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

10.2
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

June 16, 2017

City Council President John Michitson & Members of the City Council

RE: Cultural Council Appointments

Dear Mr. President and City Council Members:

I am hereby appointing Susan Kane of 15 Edgehill Road, Haverhill and Stephen Arnold of 7 6th Avenue, Haverhill to the Haverhill Cultural Council. These are confirming appointments and I recommend your approval. These appointments take effect upon confirmation and expire June 30, 2018.

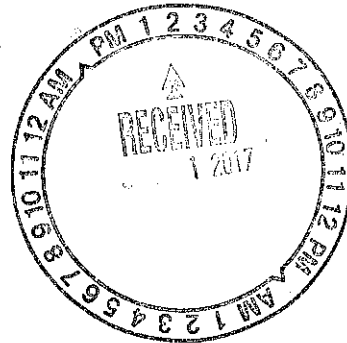
Very truly yours,

James J. Fiorentini, Mayor

JJF/lyf

cc: Ruby Lyons
Karren McCabe, Chair, Haverhill Cultural Council

Susan E. Kane
51 Edgehill Road
Haverhill, MA 01830
T: 978-808-0225
E: skane15@comcast.net



Office of the Mayor
City Hall
4 Summer Street, Room 100
Haverhill, MA 01830

May 29, 2017

Dear Mayor Fiorentini:

I would like to thank you for inviting me to consider the opportunity to serve as a member of the Haverhill Cultural Council.

Arts and culture are one of the defining qualities of life in the city of Haverhill. It has been my pleasure to have participated in two public art projects over the last several years, "Shoe-Labration" and "The Essex Street Gateway Mural". In another role, I have served on the organizing committee of Team Haverhill's River Ruckus helping to grow this festival for the past four years. I have seen how the arts bring vitality to the community, bring people together, and build community pride.

The Haverhill Cultural Council plays an important role in developing Haverhill as a center for the arts. At your suggestion, I spoke with Alison Colby-Campbell about the work that the HCC carries out and the expansion of the Council to meet the needs of a robust arts agenda. It sounds like an exciting year ahead and a role that I would be happy to fulfill. Therefore, I would be honored to serve as a member of the Haverhill Cultural Council.

I am enclosing my resume. Please let me know if you have any questions for me in regards to this appointment.

Respectfully,

A handwritten signature in cursive script that reads 'Susan Kane'.

Susan Kane

Susan E. Kane
Licensed Acupuncturist

51 Edgehill Road
Haverhill, MA 01830

C: 978-808-0225
W: 978-372-4771
E: susan@acupunctureartseast.com
W: www.AcupunctureArtsEast.com

Profile

Licensed Acupuncturist, Masters Degree in Acupuncture, specializing in the treatment of pain syndromes and women's health; 1984-present
Resident of Haverhill for 27 years

Professional Experience

Owner, Acupuncture Arts East, located in the Physical Therapy Department of the Holy Family Hospital at Merrimack Valley; 2010-present
Editor, Acupuncturist Handbook, a 498-page textbook, authored by Kuen-Shii Tsay, OMD; 1992-1993
Teacher, Core Faculty, New England School of Acupuncture, Watertown, MA; 1988-1993.
Author, Workbook for Materials and Methods of Chinese Acupuncture; 1988
Teaching Assistant, New England School of Acupuncture, Watertown, MA; 1986-1988

Education

New England School of Acupuncture, Masters Degree Program, Watertown, MA; 1999-2001
Northeastern University, Emergency Medical Technician Training Program, Boston, MA; 1985
Shanghai College of Traditional Medicine, International Training Program, Shanghai, PRC; 1985
Lemuel Shattuck Hospital, Pain and Stress Clinic, Internship Program, Boston, MA; 1983
New England School of Acupuncture, Acupuncture Degree Program, Watertown, MA. 1982-1984
University of Massachusetts Amherst, B.A.; 1971-1975
Dana Hall School, Wellesley, MA; 1969-1971
Haverhill High School, Haverhill, MA; 1967-1969

Licenses

Board of Registration in Medicine, Committee on Acupuncture, MA License #99
NCCAOM Diplomate in Acupuncture, certification #1429

Community Service

Team Haverhill, Videographer, produced "Welcome to Team Haverhill", "Soles of Haverhill", "The Essex Street Gateway Mural", "Recycling: the Pilot Program", 2009-2014; River Ruckus Marketing Chairperson, 2012-2016
HC Media, Producer, Volunteer, 2009-2014; Community Impact Award, 2013
Haverhill Community Violence Prevention Coalition, Board of Directors, 2013-present
Haverhill Matters, Founding Member, 2014
Greater Haverhill Indivisible, Organizing Committee, 2017

References available upon request



City of Haverhill
Application for Permit

11.1.1

Name of Organization	Creative Haverhill, Inc.		
Address of Organization	21 Wingate St. Unit 104, Haverhill, MA 0183		
Requesting Permit for (List Type of event)	Public Art Piano	Date & Time	Summer Season
Location of Event	Washington Square		
Authorized or Contact Person	Jenny Arndt	Telephone/Cell #/Pager # (Indicate if pager)	603 283-8557 / 978 6413192

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

Approval of Fire 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	

General Release & Indemnity Agreement

The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts, dues, claims and demands both in law and 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: Jennifer Rob Date: 6/5/17

Signature Witnessed by: _____ Date: _____

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 on: _____ Seal _____
City Clerk



21 Wingate Street, Unit 104, Haverhill, MA 01832
Phone: (978) 641-3192 E-Mail: jenny@creativehaverhill.org
Web: www.creativehaverhill.org

Date: June 6, 2017

Haverhill City Council
4 Summer Street, Room 204
Haverhill, MA 01830

To Council Members and Whom Else This May Concern,

Creative Haverhill, Inc. requests permission to install a small upright piano in Washington Square to serve as an interactive piece of public art for the duration of the summer season. The piano will be painted in bright colors, and sealed to the best of our ability with a coat of polyurethane and by screwing down the lid and any other moving parts. The keys will be protected from the rain with a plexi glass shield, and the back of the piano will be protected from rain with screens in the openings. Creative Haverhill staff will routinely check on the piano (3 times per week) to ensure that it is safe for public use. Once the piano is deemed either "unplayable" or "unsafe," Creative Haverhill will contact the Department of Public Works for assistance with proper disposal.

Creative Haverhill, Inc. humbly requests that the \$50 permitting fee for this project be waived, as well as any other required liability insurance bond.

Thank you for your consideration. Please do not hesitate to contact the arts and culture coordinator, Jenny Arndt with any questions about the project.

Sincerely,

A handwritten signature in cursive script that reads 'Jennifer Arndt'.

Jennifer Arndt
Arts & Culture Coordinator

2017 JUN 06 08:55 AM 03041102



City of Haverhill

Application for Permit

11.1.2

Name of Organization	MBL BLOCK PARTY		
Address of Organization	10 MITCHELL BARRETT LANE		
Requesting Permit for (List Type of event)	BLOCK PARTY	Date & Time	4-11 PM MONDAY JULY 3, 2017
Location of Event	MITCHELL BARRETT LANE		
Authorized or Contact Person	ROBERT NOWAN	Telephone/Cell #/Pager # (Indicate if pager)	617-974-5533 (cell)

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

Approval of Fire 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	

General Release & Indemnity Agreement

The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts, dues, claims and demands both in law and 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: Robert Nowan Date: 06/07/2017
Signature Witnessed by: [Signature] Date: 06/07/2017

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: _____ City Clerk		
Issued on: _____		Seal



City of Haverhill
Application for Permit

11.1.3
June 8 2017

Name of Organization	Emmaws Inc.		
Address of Organization	P.O. Box 508 Haverhill, MA 01831		
Requesting Permit for (List Type of event)	Cycle for Shelter	Date & Time	July 23, 2017 6AM-5PM
Location of Event	Northern Essex CC, and roads around city.		
Authorized or Contact Person	Margot Regan	Telephone/Cell #/Pager # (Indicate if pager)	978-241-3425 603-818-9543-cell

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

Approval of Fire Chief (Where applicable)			
Approval of the Recreational Director Required for all recreational facilities	Signature 	Date 6/12/17	Comments/Restrictions
Approval of the Chief of Police Required for all OUTDOOR EVENTS i.e.: Parades/Carnivals/Community Events	Signature 	Date 6/12/17	

General Release & Indemnity Agreement

The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts, dues, claims and demands both in law and 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: Date: 6-8-17

Signature Witnessed by: _____ Date: _____

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 on: _____ Seal
City Clerk

June 7, 2017

To whom it may concern,



Thank you for consideration of Emmaus Inc.'s permit for our 29th Annual Cycle for Shelter, which will be held on Sunday, July 23 at Northern Essex Community College. The event starts at approximately 7 a.m. and ends around 5 p.m. Enclosed are the provisional routes for the 100-, 62-, 40- and 20-mile rides. They are similar to what they have been over the past few years. Again this year we are starting at the Hartleb Technology Building instead of the Fitness center due to construction on campus. I have also included information on Emmaus and Cycle for Shelter.

Last year we worked with Lt. Miguel Reyes from the Haverhill Police Department's Auxiliary Unit. He coordinated the safety team for Cycle for Shelter that included two auxiliary officers who spent the majority of the day at the college. Our start times are 7:00, 7:30, 9:00, and 9:30 a.m.

Specifically we need assistance from the Haverhill Police Department's Auxiliary Police Department in four areas almost immediately after the riders start:

- Leaving the college and making the turn onto Kenoza Street (affects all routes and departure times)
- Turning right at Millville Road (affects only the 100, 62, and 40 mile route departures)
- Turning left onto East Broadway (affects only the 100, 62 and 40 mile route departures)
- We also request that a cruiser be stationed at the left-hand turn onto Groveland Street from Pine Street (affects only the 20 mile route departure)

We do not need any police assistance when the riders return to the college later in the day as the rides are not timed, nor are they races. Individual riders follow the routes at their own pace and do not ride in teams or groups so traffic hold ups do not occur.

We supply cyclists with maps, emergency contact numbers and we provide several SAG vehicles (Support and Gear) to assist on the route. Temporary colored signs also mark some intersections on the route and these will be removed the day after the event.

In addition, event communications are coordinated by the Port City Amateur Radio Club and the North Shore Amateur Radio Club. These radio clubs will provide a group of approximately 20 amateur operators located at rest stops and along the route to call in any needs.

We also work with Trinity Ambulance for emergency medical care. We have one ambulance and two EMTs who are assigned to us for the entire day.

If you have any questions, I can be reached at 978-241-3425 or at margot@emmausinc.org.

Sincerely,

A handwritten signature in cursive script that reads 'Margot Regan'.

Margot Regan

Events/Marketing and Communications Manager
Emmaus, Inc.

EMMAUS INC.

Shelter, Affordable Housing, and Services for the Homeless

P.O. Box 568 • Haverhill, MA 01831 • (978) 241-3400 • www.emmausinc.org

EMMAUS INC. 1000 HAVERTOWN RD. HAVERTOWN, PA 19310

EMMAUS INC. 1000 HAVERTOWN RD. HAVERTOWN, PA 19310

EMMAUS INC. 1000 HAVERTOWN RD. HAVERTOWN, PA 19310

- Gather your friends and co-workers to raise money for a great cause.
- Rolling hills offer an easy/ moderate ride for "weekend warriors."
- Discounted on-site Bike Rentals will be provided by Riverside Cycle.
- The ride features volunteer guides, low registration fees, low fundraising minimums, three rest stops, and a great post event cookout.
- For more information or to sign up, visit our website:

<http://events.emmausinc.org/cycle17>



EMMAUS INC. 1000 HAVERTOWN RD. HAVERTOWN, PA 19310

29th Annual Cycle for Shelter

Northern Essex Community College, Haverhill, MA


Sunday, July 23, 2017

		Distance (miles)	
Direction	Notes	From Start	
	Start of route		
Right	Slight right to stay on Kenoza St	0.7	
Straight	Continue onto Pine St	2.4	
Straight	Continue onto MA-113 E/MA-97 S/Bates Bridge	3.1	
Right	Turn right onto Main St	3.2	
Left	Turn left onto Washington St	4.4	
Generic	Ingalsby Farm	6.2	
Generic	West Boxford Rest Stop	7.8	
Right	Slight right onto Lakeshore Rd	8.9	
Straight	Continue onto Center St	11.8	
Generic	Washington Park	12	
Left	Turn left onto 7 Star Rd	15	
Right	Slight right to stay on 7 Star Rd	15.9	
Left	Sharp left onto Broad St	16	
Straight	Continue onto MA-113 W	16.1	
Straight	Continue onto Groveland St	17.2	
Right	Turn right onto Pine St	17.7	
Straight	Continue straight onto Kenoza St	17.8	
Right	Turn right onto College Ave	20.1	
Right	Turn right	20.2	

EMRGENCY CONTACT # : 978-872.4091

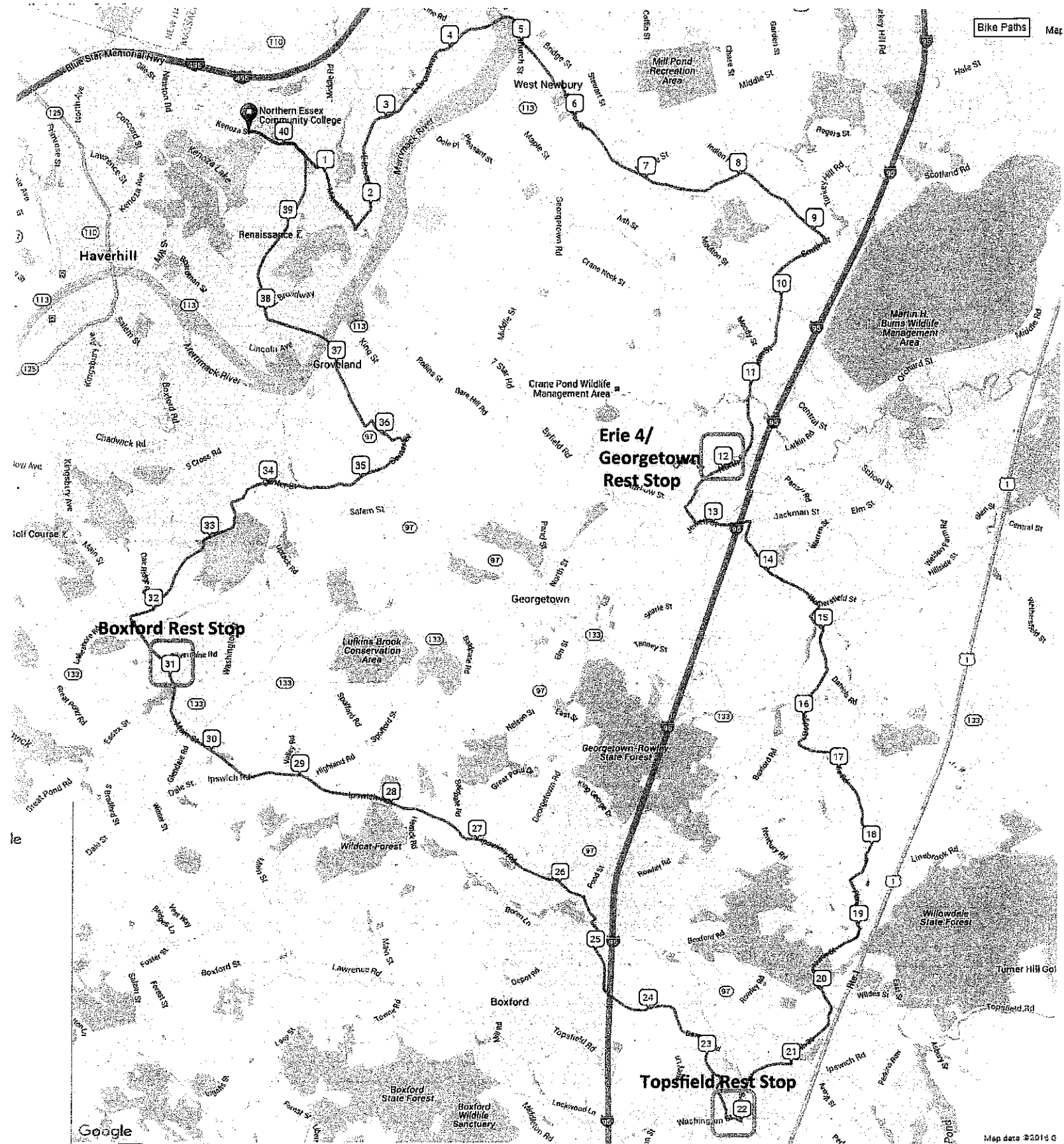
watch for painted route signs. (i.e.
Right Turn)

>
C =
=

watch for painted route signs. (i.e.  = Right Turn)


٧٣٣

40 Mile

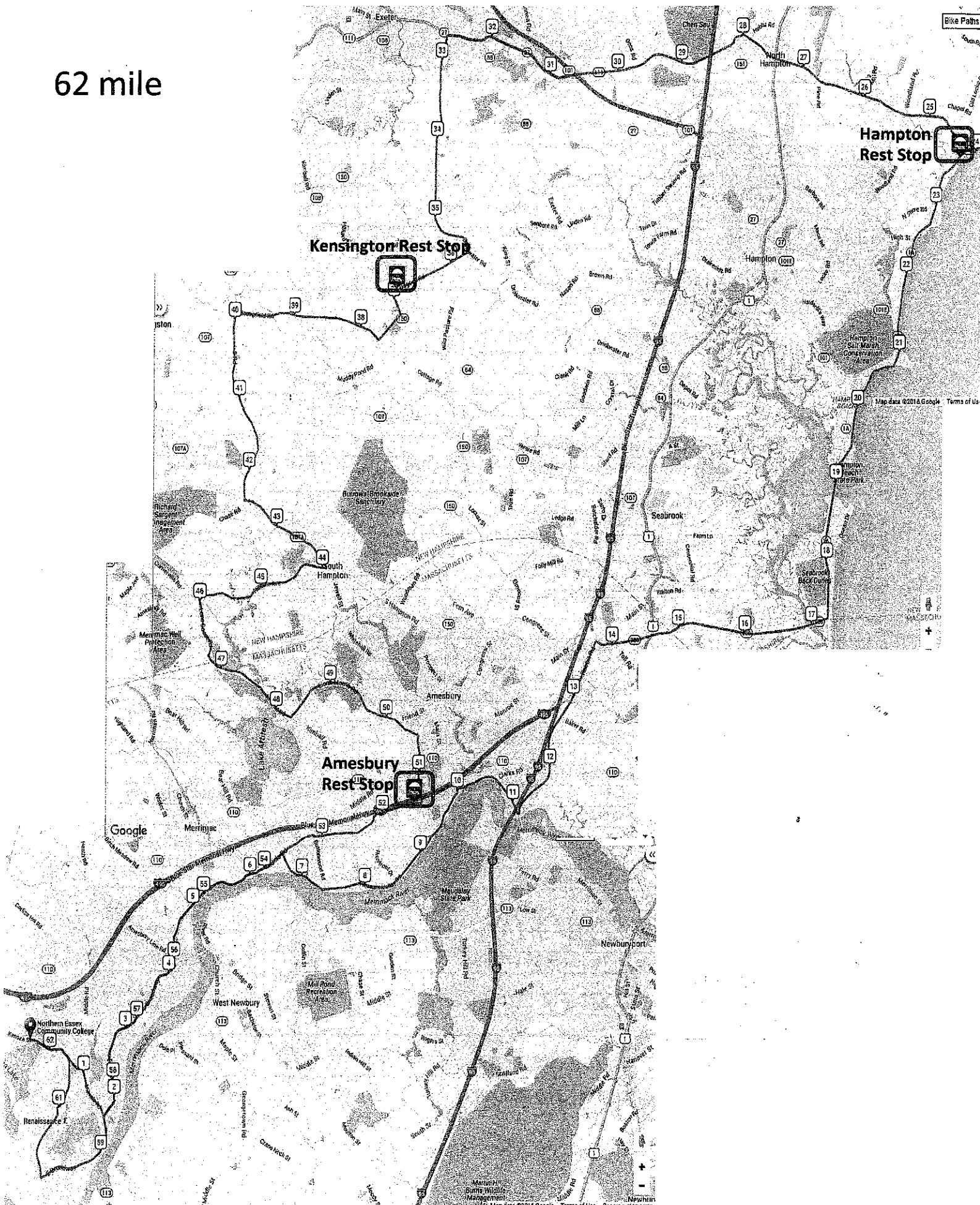


		Distance (miles)	
Direction	Notes	From Start	
	Start of Route		
Left	Sharp left onto Kenoza St	0.08	Haverhill, Ma
Left	Slight left onto Centre St	0.4	
Left	Turn left onto Middle Rd	0.75	
Right	Turn right onto Millvale Rd	0.92	
Left	Sharp left onto E Broadway	0.96	
Left	Slight left onto Merrimac Rd	1.74	
Straight	Continue onto River Rd	4.2	Merrimac, Ma
Straight	Continue onto Middle Rd	4.99	
Right	Turn right onto Skunk Rd	6.21	
Straight	Continue onto Pleasant Valley Rd	6.63	Amesbury, Ma
Right	Turn right onto Main St	6.98	
Left	Sharp left onto Merrill St	10.08	
Straight	Continue onto Rabbit Rd	11.24	Salisbury, Ma
Right	Turn right onto MA-286 E/High St	11.99	
Straight	Continue onto NH-286 E/Collins St	13.82	
Straight	Continue onto NH-286 E	14.94	
Left	Turn left onto New Hampshire 1A N/Ocean Blvd	15.16	Seabrook, NH
Right	Slight right to stay on New Hampshire 1A N/Ocean Blvd	17.34	Hampton, NH
	North Hampton Rest Stop	24.1	N. Hampton, NH
Left	Turn left onto NH-111 W/Atlantic Ave	24.51	
Left	Slight left onto NH-151 S / Post Rd	28.51	
Right	Slight right onto NH-111 W / Exeter Rd	28.57	Exeter, NH
Left	Turn left onto Drinkwater Rd	33.07	
Right	Turn right onto Osgood Rd	36.12	Kensington, NH
	Kensington Rest Stop	37.01	
Left	Turn left onto NH-150 S/Amesbury Rd	37.28	
Right	Turn right onto Trundlebed Ln	37.52	
Right	Turn right onto Stumpfield Rd	38.07	
Left	Turn left onto NH-108 S/N Rd	40.3	E. Kingston, NH
Left	Turn left onto New Hampshire 107A S/Main Ave	42.79	
Right	Turn right onto Hilldale Ave	44.33	S. Hampton, NH
Left	Turn left onto Lone Goose Rd	46.38	
Left	Turn left onto Kimball Rd	47.12	Amesbury, NH
Left	Turn left onto Lions Mouth Rd	48.63	
Straight	Continue onto Friend St	50.41	
Right	Slight right onto Highland St	50.52	
Right	Turn right onto MA-150 S/ Hillside Ave	50.92	
Right	Turn right onto S Hunt Rd	51.78	
	Amesbury Rest Stop (left out of rest stop)	52.2	
Right	Turn right onto Buttonwood Rd	53.23	
Left	Turn left onto Middle St (Becomes River Rd.)	53.26	Merrimac, Ma
Straight	Continue onto River Rd	54.19	
Straight	Continue onto Merrimac Rd	55.42	Haverhill, Ma
Right	Slight right onto E Broadway	56.21	
Right	Turn right onto Kenoza St	60.1	
Right	Right into NECC !!! CONGRATULATIONS!!!	62.12	

EMRGENCY CONTACT # : 978-872.4091

watch for painted route signs. (i.e.  = Right Turn)

62 mile



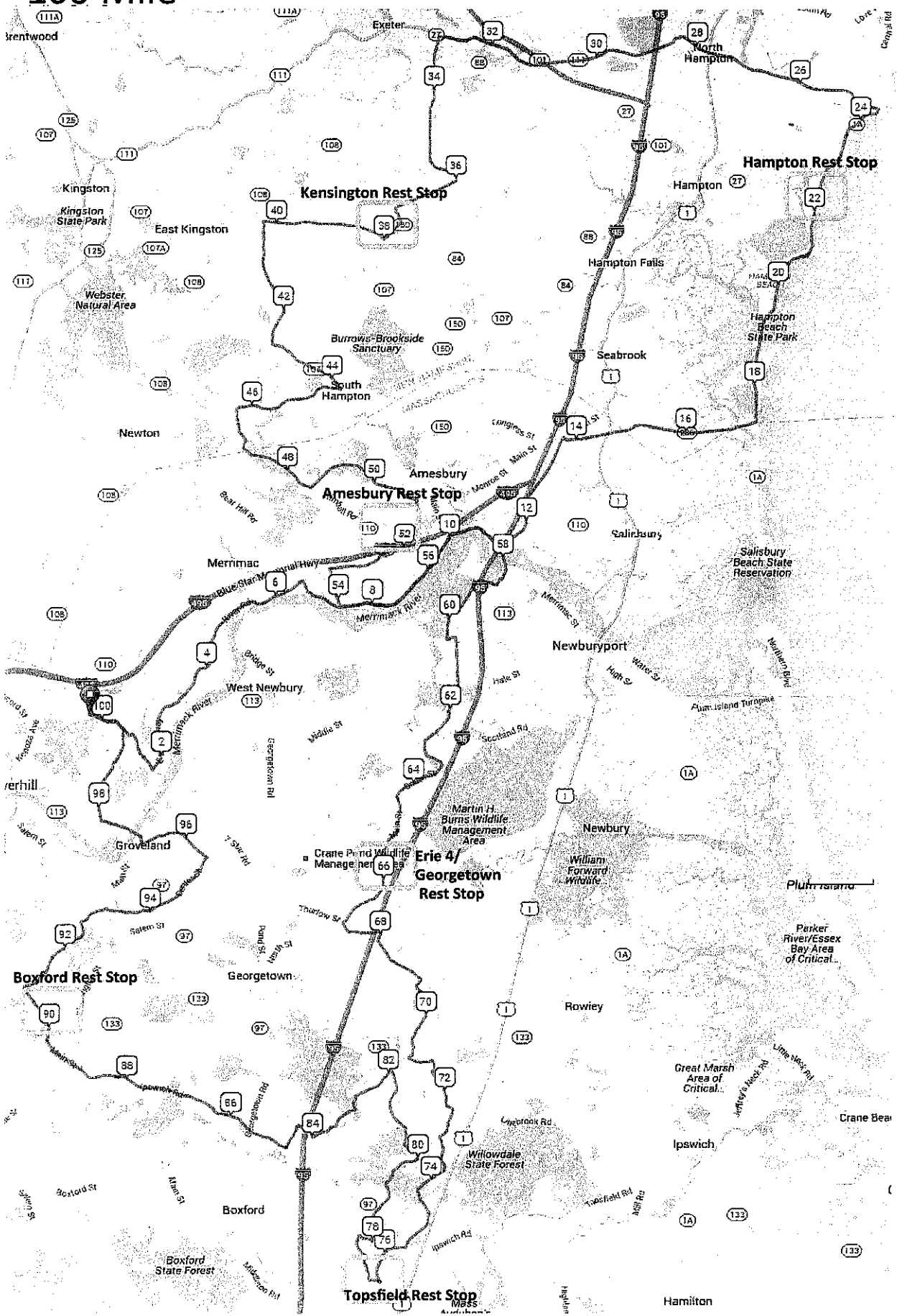
100 Mile Route Cycle for Shelter, 2017		Distance (miles)	
Direction	Notes	From Start	
	Start of route		
Left	Sharp left onto Kenoza St	0.08	Haverhill, Ma
Straight	Continue onto kenoza St.	0.04	
Left	Slight left onto Centre St	0.75	
Left	Turn left onto Middle Rd	0.92	
Right	Turn right onto Millvale Rd	0.96	
Left	Sharp left onto E Broadway	1.74	
Left	Slight left onto Merrimac Rd	4.2	
Straight	Continue onto River Rd	4.99	Merrimac, Ma
Straight	Continue onto Middle Rd	3.21	
Right	Turn right onto Skunk Rd	6.63	
Straight	Continue onto Pleasant Valley Rd	6.98	Amesbury, Ma
Right	Turn right onto Main St	10.08	
Left	Sharp left onto Merrill St	11.24	
Straight	Continue onto Rabbit Rd	11.99	Salisbury, Ma
Right	Turn right onto MA-286 E / High St	13.82	
Straight	Continue onto NH-286 E / Collins St	14.94	
Straight	Continue onto NH-286 E	15.16	
Left	Turn left onto New Hampshire 1A N / Ocean Blvd	17.34	Seabrook, NH
	North Hampton Rest Stop (right out of rest stop)	24.13	N. Hampton, NH
Left	Turn left onto NH-111 W / Atlantic Ave.	24.51	
Left	Slight left onto NH-151 S / Post Rd	28.51	
Right	Slight right onto NH-111 W / Exeter Rd	28.57	Exeter, NH
Left	Turn left onto Drinkwater Rd	33.07	
Right	Turn right onto Osgood Rd	36.12	Kensington, NH
	Kensington Rest Stop (right out of rest stop)	37.13	
Left	Turn left onto NH-150 S / Amesbury Rd	37.28	
Right	Turn right onto Trundlebed Ln	37.62	
Right	Turn right onto Stumpfield Rd	38.07	
Left	Turn left onto NH-108 S / N Rd	40.3	E. Kingston, NH
Left	Turn left onto New Hampshire 107A S / Main Ave	42.79	
Right	Turn right onto Hilldale Ave	44.33	S. Hampton, NH
Left	Turn left onto Lone Goose Rd	46.38	
Left	Turn left onto Kimball Rd	47.12	Amesbury, MA
Left	Turn left onto Lions Mouth Rd	48.63	
Straight	Continue onto Friend St	50.41	
Right	Slight right onto Highland St	50.52	
Right	Turn right onto MA-150 S / Hillside Ave	50.92	
Right	Turn right onto S Hunt Rd	51.78	
	Amesbury Rest Stop (left out of rest stop)	52.23	
Right	Turn left onto Buttonwood Rd	53.23	
Left	Turn left onto Pleasant Valley Rd	54.21	
Right	Turn right onto Main St	56.81	
Straight	Continue onto Spofford St (chain bridge)	58	Newburyport, Ma
Right	Turn right onto Belcher St	58.5	
Left	Belcher St turns left and becomes Plant St	58.54	
Right	Turn right onto Ferry Rd / Pine Hill Rd / Curzon Mill Rd.	58.67	
Left	Turn left onto Hoyts Ln	59.87	

100 Mile Route Cycle for Shelter, 2017		Distance (miles)	
Direction	Notes	From Start	
	Start of route		
Right	Turn right onto Turkey Hill Rd	60.6	
Right	Turn right to stay on Turkey Hill Rd	61.52	
Right	Turn right onto South St / Main St. / North St.	63.58	Newbury, Ma
	Georgetown Rest Stop (right out of rest stop)	66.83	Georgetown, Ma
Left	Turn left onto Thurlow St	67.24	
Left	Turn left onto Jewett St	67.45	
Right	Turn right to stay on Jewett St / Wethersfield St	68.02	Rowley, Ma
Right	Turn right onto Long Hill Rd	69.27	
Left	Turn left toward Dodge Rd	69.44	
Right	Turn right onto Dodge Rd	70.08	
Left	Turn left onto MA-133 E / Haverhill St	70.98	
Right	Turn right onto Leslie Rd	71.4	
Right	Slight right onto Linebrook Rd	72.79	
Left	Turn left onto Plains Rd	73.1	
Right	Turn right onto Old Right Rd	73.68	Topsfield, Ma
Right	Turn right onto Ipswich Rd	75.65	
Left	Ipswich Rd turns slightly left and becomes Main St (Route 97)	76.22	
	Topsfield Rest Stop	76.64	
Straight	Continue onto Washington St	76.81	
Right	Turn right onto Parsonage Ln	76.84	
Right	Turn right onto Bare Hill Rd	77.79	
Left	Turn left onto MA-97 N / Haverhill Rd / Rowley Rd.	78.04	
Right	Slight right onto Rowley Rd / Linebrook Rd	78.51	Ipswich, Ma
Right	Turn right to stay on Linebrook Rd	79.53	
Left	Left onto Newbury Rd	80.08	Rowley, Ma
Left	Turn left onto Boxford Rd / Rowley Rd	81.98	
Right	Turn right onto Killam Hill Rd (Route 97)	84.05	Topsfield, Ma
Left	Turn left onto Pond St / Service Rd	84.4	Boxford, Ma
Right	Turn right onto Ipswich Rd	84.88	
Right	Slight right onto Main St	88.72	
	Boxford Rest Stop	89.73	
Right	Turn right onto Lakeshore Rd (changes to Center St. in Groveland)	90.94	Groveland, Ma
Straight	Continue onto Center St	92.89	
Left	Sharp Left onto Rollins St.	95.55	
Left	Slight left onto Garrison St	96.18	
Straight	Straight onto Gardner St.	96.57	
Right	Turn right onto MA-97 N / Elm Park (cross Groveland Bridge)	97.1	
Straight	Continue onto Groveland	97.33	Haverhill, Ma
Right	Turn right onto Pine St.	97.82	
Right	Continue onto Kenoza St	97.96	
Right	Right into NECC !!! CONGRATULATIONS!!!	100.24	

EMRGENCY CONTACT # : 978.872.4091

watch for painted route signs. (i.e.
= Right Turn)

100 Mile





11,4.2

JUN 09 2017

City of Haverhill

Date: _____

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that s/he may receive a license for:

Number of devices

☒ Coin-Operated Machine: 1 MACHINE

☐ Pinball Machine: _____

☐ Other: _____

Effective Date: Jan 12 2017

Expiration Date: December 31, 2017

NEW ☒ RENEWAL ☐

Fee: \$100.00

Vendor's Name: Cindy Mante

Vendor's Address: _____

Business Name: Upscale Cuts & Barber Shop (CUTZ)

Business Address: 98 River St.

Owner's Name: Cindy Mante

Recommendation by Police Chief: Approved ☒ Denied ☐

[Signature]
Police Chief

In Municipal Council, _____

Attest:

City Clerk

In accordance with City of Haverhill Code, Chapter 104, Automatic Amusement Devices

-Please complete back of this application-



11.4.3

JUN 09 2017

City of Haverhill

Date: _____

APPLICATION FOR SUNDAY LICENSE

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that s/he may receive a license for:

Number of devices

☒ Coin-Operated Machine: 1 MACHINE

☐ Pinball Machine: _____

☐ Other: _____

Effective Date: Jan 1 2017

Expiration Date: December 31, 2017

NEW ☒ RENEWAL ☐

Fee: \$20.00

Vendor's Name: Cindy Marte

Vendor's Address: _____

Business Name: Upscale Cutz Barbershop

Business Address: 98 River St.

Owner's Name: Cindy Marte

Recommendation by Police Chief: Approved ☒ Denied ☐

[Signature]
Police Chief

In Municipal Council, _____

Attest:

City Clerk

In accordance with City of Haverhill Code, Chapter 104, Automatic Amusement Devices

-Please complete back of this application-

11, 4.4

CITY OF HAVERHILL

JUN 06 2017

DATE _____

Honorable President and Members of the Municipal Council:

The undersigned respectfully asks that he may receive a license for

DRAINLAYER

Drainlayer's Name SERGE BEAULIEU Signature [Signature]
PRINTED

Home Address:

Street 70 Chester Rd PO box 227 Derry, NH

City/Town Derry State NH Zip Code 03038

Tel No. 9786090268 Cell No. 6032353740

Business Name Roadway Exematures Inc.

Business Address:

Street 70 Chester PO Box 227 Derry NH

City/town Derry State NH Zip Code 03038

Tel No. 6032353740 FAX No. _____

New/Renewal B Fee 100

In Municipal Council,

20

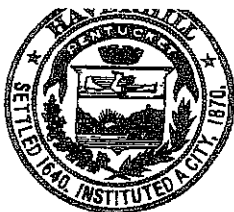
Attest:

APPROVED [Signature]

DENIED _____

CITY CLERK

[Signature]
CITY ENGINEER



11.4.4

Haverhill

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

JUN 14 2017

Date _____

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR DRAINLAYER

Drainlayer's Name: FRED RANNEY Signature: [Signature]
Business Name: FES CONST LLC
Business Address: 45 MILL RD
City KINGSPON State NH Zip 03849
Business Phone: 508 509 4314 Fax: 603 642 4757

Must Complete Additional Personal Information on Back

NEW/RENEWAL:

No. _____

Fee 100.00

Bonds on File: [Initials]

Approved [Initials]

Denied _____

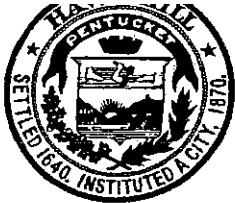
[Signature]
City Engineer

In Municipal Council, _____ 20____

Attest:

City Clerk

2017 JUN 14 10:50 AM



Haverhill

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

11,44

JUN 12 2017

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR **DRAINLAYER**

Drainlayer's Name: Scott Laffey Signature: Scott Laffey

Business Name: Meninno Construction

Business Address: 76 Oakville St

City Lynn State MA Zip 01905

Business Phone: 781 581 5333 Fax: 781 593 2070

Must Complete Additional Personal Information on Back

RENEWAL:

No. 1000

Fee 1000

Bonds on File: ✓

Approved ✓

Denied _____

[Signature]
City Engineer

In Municipal Council, _____ 20____

Attest:

City Clerk



Haverhill

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

Date

4/12/17

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

THE UNDERSIGNED RESPECTFULLY ASKS THAT HE MAY RECEIVE A LICENSE FOR **DRAINLAYER**

Drainlayer's Name: David M. Giroux Signature: [Signature]
Business Name: Galloway Trucking + Excavating
Business Address: 1 Roadstone Dr
City Plaistow State NH Zip 03865
Business Phone: 603-382-7982 Fax: 603-382-6188

Must Complete Additional Personal Information on Back

NEW/RENEWAL:

No. _____

Fee 100.

Bonds on File: [Initials]

Approved [Initials]

Denied _____

[Signature]
City Engineer

In Municipal Council, _____ 20____

Attest:

City Clerk

City of Haverhill

MAY 1 License Renewal

11.4.7

Honorable President and Members of the Haverhill City Council:

The undersigned respectfully asks that he/she may receive a Junk Dealer License

Place of business being: 99 Newark St

Name of Business: TR Salvage Inc

Address: 99 Newark St 01832

Applicant: John Gouldsbrough

Applicant phone number: 978-766-3421

Business Certificate # and expiration date: (#12342) (Exp 1-23-2019)

Haverhill, JUN 06 2017, 20

Office use only

New/Renew (circle one)

Fee: \$50.00

In Municipal Council, _____, 20

Attest: _____ City Clerk

Approve ☒

Denied ☐

AR Police Chief

(If needed, other Dept. Signoff)

20170606120449JUN06

Please complete back side of this application

City of Haverhill

MAY

License

11,418

Honorable President and Members of the Haverhill City Council:

The undersigned respectfully asks that he/she may receive a Pool License

Place of business being: 98 River St

Name of Business: Upscale Cutz Barber Shop

Address: 98 River St

Applicant: Cindy Marte

Applicant phone number:

Business Certificate # and expiration date: #82-1251815 (state)

Haverhill, JUN 12 2017, 20

Office use only

☒ New ☐ Renew (circle one)

Fee: \$60.00

In Municipal Council, _____, 20

Attest: _____ City Clerk

Approve ☒ _____

Denied ☐ _____

MR JAH Police Chief

(If needed, other Dept. Signoff)

Please complete back side of this application

City of Haverhill

11,4,9

MAY 1

License

RENEWAL

Honorable President and Members of the Haverhill City Council:

The undersigned respectfully asks that he/she may receive a

Buy + Sell Second Hand

License

Place of business being: Vintage View, Inc.

Articles

Name of Business: Vintage View, Inc.

Address: 371 River St, Haverhill, MA 01832

Applicant: Elaine A. Drinkwater

Applicant phone number: 617 584 4082

Business Certificate # and expiration date:

14126 Exp. 4-7-21

Haverhill, June 7, 2017

Office use only

New/Renew (circle one)

Fee: 50,000

In Municipal Council, _____, 20____

Attest:

City Clerk

Approve ☒

Denied ☐



Police Chief

_____(If needed, other Dept. Signoff)

Please complete back side of this application



11.4.10

City of Haverhill

Honorable President and Members of the City Council:

The undersigned respectfully asks that they may receive a License to Buy and Sell Old Gold

Name of Business: Vintage View

Type of Business:

Address of Business: 371 River St.

Haverhill, MA 01832

Elaine A. Drinkwater

Print Applicant Name

Elaine A. Drinkwater
Applicant's Signature

Haverhill, June 7 2017

Haverhill City Code: Chapter 187. Pawnbrokers; Secondhand Articles; Old Gold

Renew ☒ New ☐ Office Use Only

No. 1

Fee: 100.00

In City Council, _____, 20__

Attest:

Approved 1

Denied _____

_____, City Clerk

[Signature], Police Chief

(If Needed, Other Department Sign-off)

More Info on Back

City of Haverhill

11.4.11
SkateLand

MAY 1

License

RENEWAL

Honorable President and Members of the Haverhill City Council:

The undersigned respectfully asks that he/she may receive a Roller Skating License

Place of business being:

Name of Business:

Address:

Applicant:

Applicant phone number:

Business Certificate # and expiration date:

Haverhill,

MAY 30 2017

20

Office use only

New/Renew (circle one)

Fee:

In Municipal Council,

20

Attest:

Approve

Denied

City Clerk

Police Chief

(If needed, other Dept. Signoff)

Please complete back side of this application

City of Haverhill

11.4.11

SUNDAY

License

Honorable President and Members of the Haverhill City Council:

The undersigned respectfully asks that he/she may receive a

Sunday Roller Skating License

Place of business being:

Name of Business:

Skate Land

PO Box 5270

Address:

19 Railroad av

Applicant:

MARE PYCIE

Applicant phone number:

978 372 3050

Business Certificate # and expiration date:

130678

Exp 3-25-2019

Haverhill,

MAY 30 2017

20

Office use only

New/Renew (circle one)

10.00 Sunday

Fee:

150.00

In Municipal Council,

20

Attest:

City Clerk

Approve

Denied

[Signature]

Police Chief

(If needed, other Dept. Signoff)

Please complete back side of this application



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

12a.

ORDERED:

An Order Relating to Water and Wastewater Rates

That Document #78 of June 28, 2016, (An Order relating to water and wastewater rates) be and is hereby deleted in its entirety and the following inserted in place thereof:

RATES FOR WATER AND WASTEWATER EFFECTIVE JULY 1, 2017

The City Council of the City of Haverhill hereby establishes the wastewater user rate shall be \$4.88 per hundred cubic feet and the water user rate shall be \$2.90 per hundred cubic feet.

Those persons that qualify pursuant to M.G.L. Chapter 59, Section 5, Clause 41C, as adopted by the City from time to time, shall receive a fifteen (15) percent discount on the above rates.



DOCUMENT 78

Backup

CITY OF HAVERHILL

In Municipal Council June 28 2016

ORDERED:

An Order Relating to Water and Wastewater Rates

That Document #88 of June 30, 2015, (An Order relating to water and wastewater rates) be and is hereby deleted in its entirety and the following inserted in place thereof:

**RATES FOR WATER AND WASTEWATER
EFFECTIVE JULY 1, 2016**

The City Council of the City of Haverhill hereby establishes the wastewater user rate shall be \$4.29 per hundred cubic feet and the water user rate shall be \$2.78 per hundred cubic feet.

Those persons that qualify pursuant to M.G.L. Chapter 59, Section 5, Clause 41C, as adopted by the City from time to time, shall receive a fifteen (15) percent discount on the above rates.

PASSED

Attest:

City Clerk

APPROVED:

Mayor



Haverhill

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

Date: June 13, 2017

To: John A. Michitson, City Council President
and Members of the City Council

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

Subject: Proposed City Council Order for Water and Wastewater User Rates

Enclosed is a proposed City Council Order establishing the water and wastewater user rates for the FY 2018 budget. A copy of the current Orders is also attached for your reference.

These rates are necessary to meet revenue requirements to operate the Water and Wastewater Divisions.

I will attend the June 20th meeting to answer questions.

If you need additional information, please call mc at extension 2382.

Enclosures

Cc: The Honorable James J. Fiorentini Mayor of Haverhill
Michael Stankovich, Director of Public Works
William Cox, City Solicitor
Charles Benevento, Auditor/ Finance Director
Alicia T. McOske, CTP, Treasurer
William Pauk, Finance/Project Manager



DOCUMENT

12b,

CITY OF HAVERHILL

In Municipal Council

ORDERED:

THAT the sum of **\$12,500.00** be transferred from the Sale of Land to the following Capital Project Account —*Smiley School Playground*.



Haverhill

Human Services –Director Vincent R Ouellette
Phone: 978-374-2388 ext 28 Fax: 978-5212626
vouellette@cityofhaverhill.com

To Mayor James J Fiorentini

Fr. Vin Ouellette

Re: Smiley School

Mayor,

I am requesting the funds set aside from the sale of the Smiley School to be transferred into an account for the purposes of playground improvements. Please see attached letter where \$12,500 has been set aside for such improvements.

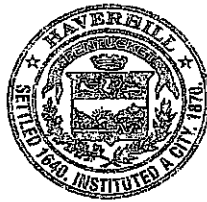
A fence has been erected dividing the 2 properties and I will continue to work with the neighbors as to continue with improvements.

Sincerely

Vin Ouellette

CC C. Benevento

JAMES J. FIORENTINI
MAYOR



**CITY OF HAVERHILL
MASSACHUSETTS**

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

February 6, 2015

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

RE: Smiley School Order

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

Enclosed please find an order confirming that the Smiley School is surplus and authorizes the Mayor to enter into a purchase and sales agreement to sell the school for the sum of \$187,500.

We have sent the school out to bid twice. After considering a number of proposals, I believe that the proposal to relocate Angel Care from Merrimack Street to the Smiley School is the best proposal for the City and for the neighborhood.

Under this proposal, the Greater Haverhill Foundation will be able to relocate the Angel Care facility from Merrimack Street so that they can proceed with the demolition of that building and allow the Harbor Place project to proceed.

This proposal sets aside a block of land to the rear of the building. This block of land will continue to be used as a public park and playground for the neighborhood in this area. The foundation generously agreed to increase its original offer by \$12,500 which will allow the City to either relocate the existing playground equipment or purchase additional equipment.

There is a competing offer to put a number of housing units on this property. I believe that the offer from Angel Care and the Foundation better fits with this neighborhood and is better for the City.

An order is attached and I recommend approval.

Respectfully submitted,

James J. Fiorentini, Mayor

JJF/ah

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

June 16, 2017

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

RE: Ordered that \$12,500.00 be transferred from the sale of land to the following Capital Project Account – Smiley Playground

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

Please find attached an order that \$12,500.00 be transferred from the sale of land to the following Capital Project Account – Smiley Playground. Please see attached for further details.

I recommend approval.

Very truly yours,

James J. Fiorentini, Mayor

JJF/lyf



DOCUMENT

12c

CITY OF HAVERHILL

In Municipal Council

ORDERED:

THAT the city appropriate from *Free Cash* **\$225,000.00** and transfer to the Law Department
–*Consultant Services*

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

June 16, 2017

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

RE: Order for \$225,000.00 be appropriated from Free Cash and transferred to the Law Department – *Consultant Fees*

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

Attached please find an order for Order for \$225,000.00 be appropriated from Free Cash and transferred to the Law Department – *Consultant Fee*.

I recommend approval.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

12d.

ORDERED:

THAT the sum of **\$10,000.00** be transferred from the General Fund, *Reserve for Capital Projects* to the following Capital Account – ***Small Business Development Project – Matching funds.***

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

June 16, 2017

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

RE: Order for \$10,000.00 to be transferred from the General Fund, *Reserve for Capital Projects* to the following Capital Account - Small Business Development Project – Matching funds.

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

Attached please find an order that the sum of \$10,000.00 to be transferred from the General Fund, *Reserve for Capital Projects* to the following Capital Account - Small Business Development Project – Matching funds. This grant match is will be used to fund MassDevelopment's Transformative Development Initiative (TDI), called the TDI Tools for Small Business grants.

I recommend approval.

Very truly yours,

James J. Fiorentini
Mayor

JJF/lyf

The City of Haverhill was awarded two small interconnected grants by MassDevelopment's Transformative Development Initiative (TDI), called the TDI Tools for Small Business grants.

The first of these grants is \$25,000 from TDI's 'Local Lift' program, which provides storefront enhancement and signage grants for Downtown businesses that will augment the City's existing Community Development Block Grant (CDBG)-funded Façade Improvement Program. These CDBG funds are being used as required match for this state grant, which features more flexibility for business and property owners than HUD generally requires.

The second of these grants is \$35,000 from TDI's 'Lease It Local' program, which provides start-ups, entrepreneurs, artists and micro-enterprises with funds to set up their businesses in vacant storefronts in Downtown, especially in the TDI district that is the focus of TDI Fellow Noah Koretz.

The City's application will provide start-ups up to \$6,000 in funds for rent, utilities, fit-up, insurance, etc. so that these enterprises can get off the ground, open their doors, and develop clientele. The hope is that these businesses can then make it on their own without subsidy. The grant seeks to address the large initial costs of opening a business that have sometimes prevented entrepreneurs from making that leap.

This 'Lease It Local' grant requires a match of \$10,000 from the City as it is not CDBG eligible in every case. The Finance Director has identified \$10,000 in unused FY2016 Capital funds that we are requesting to use to match this 'Lease It Local' grant.

It is hoped that the tools from these grants, announced by Lt. Governor Karyn Polito in Haverhill last month, will help spur business growth and further economic development Downtown.

Andrew X. Hurl
Division Director
Community Development Dept



DOCUMENT

12E

CITY OF HAVERHILL

In Municipal Council

ORDERED:

Authorization of the Recreation and Parks Revolving Fund

WHEREAS, Section 53E1/2 of chapter 44 of the General Laws authorizes cities and towns to establish departmental revolving funds subject to certain budgetary restrictions; and,

WHEREAS, such reimbursement funds were not used in calculating the tax levy for fiscal year 2018; and,

THEREFORE, the Haverhill City Council hereby authorizes the establishment of a revolving fund for the Recreation and Parks Division with an annual budget of **\$175,000**, under the provisions of section 53E1/2 of chapter 44 of the General Laws, subject to the following conditions:

1. All fees, dues, and payments for received in connection with the activities of the Division of Recreation and Parks shall be deposited into the Recreation and Parks Revolving Fund, and shall be used for the purposes and activities of the Division of Recreation and Parks, and may be expended without further appropriation.
2. The fund balance at year-end carries forward to the next fiscal year if reauthorized. If not, the fund balance closes to the General Fund unless it is transferred to another departmental revolving fund.
3. Expenditures from the Recreation and Parks Revolving Fund shall be authorized by the Director of Recreation and Parks and shall not exceed the available balance in the fund.
4. The Director of Recreation and Parks shall provide a report including all receipts and expenditures of this fund to the Mayor on a quarterly basis and to the City Council on an annual basis in accordance with the provisions of section 53E1/2 of chapter 44 of the General Laws;
5. No expenditure may be made from such revolving funds for the purposes of paying any full or part-time employee's wages or salaries unless the revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid.
6. This revolving fund requires authorization for each ensuing fiscal year.
7. This fund is hereby authorized until June 30, 2018.

Revolving Fund

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

June 16, 2017

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

RE: Order for the authorization of revolving funds

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

Please see attached an order for the authorization of revolving funds. Please see attached a breakdown of this appropriation.

I recommend approval.

Very truly yours,

James J. Fiorentini, Mayor

JJF/lyf



DOCUMENT

12F

CITY OF HAVERHILL

In Municipal Council

ORDERED:

**Authorization
of the Veteran's Memorial Skating Rink Revolving Fund**

WHEREAS, Section 53E1/2 of chapter 44 of the General Laws authorizes cities and towns to establish departmental revolving funds subject to certain budgetary restrictions; and,

WHEREAS, such reimbursement funds were not used in calculating the tax levy for fiscal year 2018; and,

THEREFORE, the Haverhill City Council hereby authorizes the establishment of a revolving fund for the Veteran's Memorial Skating Rink Division with an annual budget of **\$456,000**, under the provisions of section 53E1/2 of chapter 44 of the General Laws, subject to the following conditions:

1. All fees, dues, and payments for received in connection with the activities of the Division of the Veteran's Memorial Skating Rink shall be deposited into the Veteran's Memorial Skating Rink Revolving Fund, and shall be used for the purposed and activities of the Division of the Veteran's Memorial Skating Rink, and may be expended without further appropriation.
2. The fund balance at year-end carries forward to the next fiscal year if reauthorized. If not, the fund balance closes to the General Fund unless it is transferred to another departmental revolving fund.
3. Expenditures from the Veteran's Memorial Skating Rink Revolving Fund shall be authorized by the Director of the Veteran's Memorial Skating Rink, and shall not exceed the available balance in the fund.
4. The Director of the Veteran's Memorial Skating Rink shall provide a report including all receipts and expenditures of this fund to the Mayor on a quarterly basis and to the City Council on an annual basis in accordance with the provisions of section 53E1/2 of chapter 44 of the General Laws;
5. No expenditure may be made from such revolving funds for the purposes of paying any full or part-time employee's wages or salaries unless the revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid;
6. This revolving fund requires authorization for each ensuring fiscal year.
7. This fund is hereby authorized until June 30, 2018.



DOCUMENT

126

CITY OF HAVERHILL

In Municipal Council

ORDERED:

**Authorization
of the Citizen Center Rental Account Revolving Fund**

WHEREAS, Section 53E½ of chapter 44 of the General Laws authorizes cities and towns to establish departmental revolving funds subject to certain budgetary restrictions; and,

WHEREAS, such reimbursement funds were not used in calculating the tax levy for fiscal year 2018; and,

THEREFORE, the Haverhill City Council hereby authorizes the establishment of a revolving fund for the Citizen Center Rental Account with an annual budget of **\$25,000** under the provisions of section 53E½ of chapter 44 of the General Laws, subject to the following conditions:

1. All fees, dues, and payments for received in connection with the activities of the Citizen Center shall be deposited into the Citizen Center Rental Revolving Fund, and shall be used for the purposes and activities of the Citizen Center, and may be expended without further appropriation.
2. The fund balance at year-end carries forward to the next fiscal year if reauthorized. If not, the fund balance closes to the General Fund unless it is transferred to another departmental revolving fund.
3. Expenditures from the Citizen Center Rental Revolving Fund shall be authorized by the Director of Human Services, and shall not exceed the available balance in the fund.
4. The Director of Human Services shall provide a report including all receipts and expenditures of this fund to the Mayor on a quarterly basis and to the City Council on an annual basis in accordance with the provisions of section 53E½ of chapter 44 of the General Laws;
5. No expenditure may be made from such revolving funds for the purposes of paying any full or part-time employee's wages or salaries unless the revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid;
6. This revolving fund requires authorization for each ensuing fiscal year.
7. This fund is hereby authorized until June 30, 2018.



DOCUMENT

12H

CITY OF HAVERHILL

In Municipal Council

ORDERED:

**Authorization
of the Council on Aging Activities Account Revolving Fund**

WHEREAS, Section 53E½ of chapter 44 of the General Laws authorizes cities and towns to establish departmental revolving funds subject to certain budgetary restrictions; and,

WHEREAS, such reimbursement funds were not used in calculating the tax levy for fiscal year 2018; and,

THEREFORE, the Haverhill City Council hereby authorizes the establishment of a revolving fund for the Council on Aging Activities Account with an annual budget of **\$50,000**, under the provisions of section 53E½ of chapter 44 of the General Laws, subject to the following conditions:

1. All fees, dues, and payments for received in connection with the activities of the Council on Aging Activities shall be deposited into the Council on Aging Activities Revolving Fund, and shall be used for the purposes and activities of the Council on Aging, and may be expended without further appropriation.
2. The fund balance at year-end carries forward to the next fiscal year if reauthorized. If not, the fund balance closes to the General Fund unless it is transferred to another departmental revolving fund.
3. Expenditures from the Council on Aging Activities Revolving Fund shall be authorized by the Director of the Council on Aging, and shall not exceed the available balance in the fund.
4. The Director of the Council on Aging shall provide a report including all receipts and expenditures of this fund to the Mayor on a quarterly basis and to the City Council on an annual basis in accordance with the provisions of section 53E½ of chapter 44 of the General Laws;
5. No expenditure may be made from such revolving funds for the purposes of paying any full or part-time employee's wages or salaries unless the revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid;
6. This revolving fund requires authorization for each ensuing fiscal year.
7. This fund is hereby authorized until June 30, 2018 .



DOCUMENT

12/

CITY OF HAVERHILL

In Municipal Council

ORDERED:

**Authorization
of the Wood School Daycare Revolving Fund**

WHEREAS, Section 53E½ of chapter 44 of the General Laws authorizes cities and towns to establish departmental revolving funds subject to certain budgetary restrictions; and,

WHEREAS, such reimbursement funds were not used in calculating the tax levy for fiscal year 2018; and,

THEREFORE, the Haverhill City Council hereby authorizes the establishment of a revolving fund for the Wood School Daycare with an annual budget of **\$100,000**, under the provisions of section 53E½ of chapter 44 of the General Laws, subject to the following conditions:

1. All fees, dues, and payments for received in connection with the activities of the Wood School Daycare shall be deposited into the Wood School Daycare Revolving Fund, and shall be used for the purposes and activities of the Wood School Daycare, and may be expended without further appropriation.
2. The fund balance at year-end carries forward to the next fiscal year if reauthorized. If not, the fund balance closes to the General Fund unless it is transferred to another departmental revolving fund.
3. Expenditures from the Wood School Daycare Revolving Fund shall be authorized by the Director of the Human Services and shall not exceed the available balance in the fund.
4. The Director of the Human Services shall provide a report including all receipts and expenditures of this fund to the Mayor on a quarterly basis and to the City Council on an annual basis in accordance with the provisions of section 53E½ of chapter 44 of the General Laws;
5. No expenditure may be made from such revolving funds for the purposes of paying any full or part-time employee's wages or salaries unless the revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid;
6. This revolving fund requires authorization for each ensuing fiscal year.
7. This fund is hereby authorized until June 30, 2018.



DOCUMENT

125

CITY OF HAVERHILL

In Municipal Council

ORDERED:

**Authorization
of the Municipal Open Space Management Revolving Fund**

WHEREAS, Section 53E½ of chapter 44 of the General Laws authorizes cities and towns to establish departmental revolving funds subject to certain budgetary restrictions; and,

WHEREAS, such reimbursement funds were not used in calculating the tax levy for fiscal year 2018; and,

THEREFORE, the Haverhill City Council hereby authorizes the establishment of a revolving fund for the **Municipal Open Space Management Revolving Fund** with an annual budget of **\$100,000**, under the provisions of section 53E½ of chapter 44 of the General Laws, subject to the following conditions:

1. All fees, dues, and payments for received in connection with the activities of the Municipal Open Space Management shall be deposited into the Municipal Open Space Management Revolving Fund, and shall be used for the purposes and activities of the Municipal Open Space Management, and may be expended without further appropriation.
2. The fund balance at year-end carries forward to the next fiscal year if reauthorized. If not, the fund balance closes to the General Fund unless it is transferred to another departmental revolving fund.
3. Expenditures from the Municipal Open Space Management Revolving Fund shall be authorized by the Forest Management Committee and shall not exceed the available balance in the fund.
4. The Forest Management Committee shall provide a report including all receipts and expenditures of this fund to the Mayor on a quarterly basis and to the City Council on an annual basis in accordance with the provisions of section 53E½ of chapter 44 of the General Laws;
5. No expenditure may be made from such revolving funds for the purposes of paying any full or part-time employee's wages or salaries unless the revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid;
6. This revolving fund requires authorization for each ensuing fiscal year.
7. This fund is hereby authorized until June 30, 2018.



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

12.2

file today

~~ORDERED~~

MUNICIPAL ORDINANCE

CHAPTER 222

AN ORDINANCE RELATING TO OUTDOOR DINING

BE IT ORDAINED by the City Council of the City of Haverhill that the Code of the City of Haverhill is amended by adding a new Chapter 222, as amended, be further amended by adding the following:

**ARTICLE XI
OUTDOOR DINING**

222-63 Allowed Use of Sidewalk Areas.

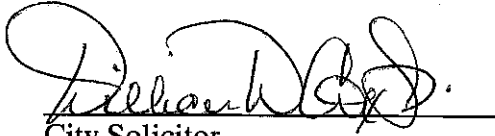
By adding the following words at the beginning of the first paragraph:

"Food and Beverage Service - "

By adding the following paragraph at the end of this section:

" No Food and Beverage Service - Notwithstanding any other provisions of the Code of the City of Haverhill, licensed food service establishments located within any zoning district on a public way may use a contiguous adjacent sidewalk area to place movable tables, chairs or benches from March 1st to October 31st provided they do not seek to serve food and beverages on the area. The adjacent sidewalk must be at least four (4) feet in width and restricted to pedestrian traffic only. Use of the adjacent sidewalk area must comply with the provisions of sections 222-66 to 222-69 below, however no permit or further permission shall be required. Prior to use of the adjacent sidewalk area the establishment must complete a sidewalk placement notice as required by the Director of Public Works, who shall be responsible for enforcement of the provisions of this paragraph. No sidewalk bond shall be required, however, the establishment must name the City of Haverhill as an additional insured for general liability coverage in an amount of not less than \$1 million dollars for the seasonal period, and, provide proof of same. No permit holder shall obtain any property right in the continued private commercial use of the public sidewalk. "

APPROVED AS TO LEGALITY:



City Solicitor

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

June 16, 2017


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

RE: Municipal Ordinance regarding outdoor dining with the addition of no food and beverage service

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

Attached is an ordinance related to outdoor dining with the addition of no food and beverage service. This ordinance gives more options to businesses.

Very truly yours,



James J. Fiorentini
Mayor

JJF/lyf



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

12.3

file 10 days

~~ORDERED~~

MUNICIPAL ORDINANCE

CHAPTER

AN ORDINANCE RELATING TO
SALARIES FOR ADMINISTRATIVE & PROFESSIONAL POSITIONS

BE IT ORDAINED by the City Council of the City of Haverhill that document 40-B of 2011, and any subsequent amendments thereto, be and are hereby amended by deleting the following words and figures:

"MAYOR	MAYOR	\$90,000.00
CITY COUNCIL	PRESIDENT	\$14,384.00**
	COUNCILLORS (8)	\$12,884.00**"

by inserting in place thereof the following:

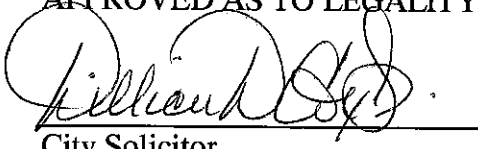
"MAYOR	MAYOR	\$110,000.00
CITY COUNCIL	PRESIDENT	\$18,000.00**
	COUNCILLORS (8)	\$15,000.00**"

****The Mayor and members of the City Council and School Committee shall not be paid any monies for expenses, except for documented reimbursable expenses as appropriated from time to time."**

An Elected Official Salary Study Commission shall be appointed by the Mayor on or about November 1, 2020, and every four years thereafter, to review and make recommendations for adjustments to the salary schedule for elected officials.

Effective Date: January 1, 2018

APPROVED AS TO LEGALITY:


City Solicitor



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

12.4
file 10 days

~~ORDERED~~

MUNICIPAL ORDINANCE

CHAPTERS 36, 104 & 191

AN ORDINANCE RELATING TO FEES AND RECEIPTS; AMUSEMENTS - PUBLIC SHOWS AND EXHIBITIONS; and, PEDDLING AND SOLICITING

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 36 of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows:

§ 36-7. Waiver of Fee or Charge

By deleting this section in its entirety and inserting in place thereof the following:

"The City Council and Mayor shall have authority to waive fees or charges due to the City of Haverhill which are set by order, ordinance or state law. No fees or charges due to the City of Haverhill shall be waived where prohibited by state law. The waiving of any fee or charges by the City Council and Mayor shall be subject to the conditions below:

- A. Only nonprofit organizations seeking approval for projects or events for the benefit of the public where at least 80% of the labor is being performed by volunteers shall qualify.
- B. The applicant shall provide the name and address of the organization, along with the names of the executive officers and board members. The application shall include the specific fees or charges sought to be waived and a dollar total. The applicant shall provide any documentation or information requested, including but not limited to project and/or organizational financial information."

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 104, Article IV. Public Shows and Exhibitions, of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows:

§ 104-29. Application fee; maximum number of licenses.

By deleting this section in its entirety and inserting in place thereof the following:

"The application fee for nonprofit organizations conducting public events, theatrical exhibitions, public shows, public amusements and exhibitions shall be \$50. Otherwise fees shall be as follows:

- A. The nonrefundable application fee for public events, theatrical exhibitions, public shows, public amusements and exhibitions shall be as follows:

Anticipated Persons Attending (Single Event)	Fee
Less than 500	\$50
Less than 1,000	\$100
Less than 2,500	\$150
Less than 5,000	\$300
More than 5,000	\$500

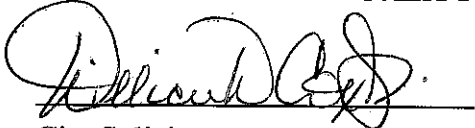
- B. The City Council may increase the above fee for any application for which the actual expenses of a review and hearing process exceed those fees stated above.
- C. In any calendar year, the City Council may grant a maximum of three public event licenses, with a minimum of 60 days between events, on any privately owned land parcel(s) throughout the City.
- D. In addition, any licensee licensed under the above provisions shall be responsible for the cost of any damage that occurs to public property or extraordinary expense necessary for public safety as a result of the public event, exhibition, show, or amusement.

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 191 of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows:

§ 191-12. Special Events.

By deleting sub-section "B" in its entirety.

APPROVED AS TO LEGALITY


City Solicitor


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

145 South Main Street
Bradford, MA 01835
(978) 373-2360
FAX: 978/891-5424
EMAIL: billcoxlaw@aol.com

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

June 15, 2017

TO: John Michitson, President and Members of the Haverhill City Council

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

RE: Ordinance - Fees and Receipts, Amusements - Public Shows and Exhibitions,
and, Peddling and Soliciting

As requested by the Administration and Finance Committee, submitted your City Council action is an ordinance to amend certain provisions of the City Code regarding Fees and Receipts, Amusements - Public Shows and Exhibitions, and, Peddling and Soliciting. Attached is a copy of the current provisions with the proposed changes noted.

Should you have any questions or concerns, please do not hesitate to contact me.

cc: James J. Fiorentini, Mayor

City of Haverhill, MA
Sunday, April 30, 2017

Chapter 36. Fees and Receipts

[HISTORY: Adopted by the City Council of the City of Haverhill as part of Ch. 2 of the 1963 City Code (Ch. 2, Art. VIII, of the 1980 Code). Amendments noted where applicable.]

GENERAL REFERENCES

Miscellaneous public charges and fees — See Ch. 128.

§ 36-1. Filing bills and claims.

[Amended 7-10-2007 by Doc. 76]

Every officer, board or department shall, except as otherwise provided in this Code, file weekly with the Auditor of Accounts itemized bills of all claims which may have become due the City in their respective departments during the preceding week, such bills to be filed in the manner prescribed by the Auditor of Accounts, who shall transmit the bills to the Treasurer for collection.

§ 36-2. Collection of charges, sales and fines.

[Amended 7-10-2007 by Doc. 76]

Proper charges for services legally rendered by, or for articles legally sold from, or for fines legally due to any department or institution under the control or authority of the City, or of the School Committee, or of the Board of Health, or of public library trustees, may be made, collected and receipted for by such officers and persons as are authorized by law or ordinance to make, collect and receipt for such charges, sales or fines. Complete and detailed records of receipts of all such charges, sales or fines must be kept by all such officers and persons so authorized.

§ 36-3. Filing of statement of items and fees collected.

[Amended 7-10-2007 by Doc. 76]

Every officer, person, board or department, except the Treasurer and Collector of Taxes, authorized in any manner to receive and receipt for fees or other cash items in behalf of the City which may by law or ordinance be required to be paid into the City treasury shall, unless otherwise provided, file weekly a complete statement of all such cash items and fees so received by him or it during the week preceding with the Auditor of Accounts, who shall make a suitable record thereof and shall deliver to the officer, person, board or department presenting the same an order directing the Treasurer to receive the sums therein named, and stating the accounts upon which such moneys have been received. Such officer, person, board or department shall thereupon file such order with the Treasurer and pay over to him the sums therein stated.

§ 36-4. Proper authority required to receive money.

Nothing herein contained shall be construed as authorizing any officer, person, board or department to

receive any money in payment of claims due the City which the Treasurer or Collector of Taxes is required by law or ordinance to collect; or to collect or receive any money, fees or cash items due the City otherwise than is authorized or provided for above; provided, however, that the City Council may designate a suitable person or persons to receive payment of and receipt for certain accounts when such action may by it be deemed for the best interests of the City.^[1]

[1] *Editor's Note: Original § 2-103 of the 1980 Code, Treasurer to furnish Council with list of unpaid claims, which immediately followed this section, was deleted 7-10-2007 by Doc. 76.*

§ 36-5. Schedules of fees and fines.

[Added 7-10-2007 by Doc. 76]

Each department, division or officer shall provide a current schedule of fees and fines for all licenses, permits, violations, services or other charges under its jurisdiction to the City Council at the annual budget review for the purpose of determining the adequacy of the fee or fine, along with recommendations as to any adjustments to fees or fines.

§ 36-6. Checks not duly paid.

[Added 1-29-2013 by Doc. 17]

- A. If a check in payment of a municipal service rendered or fee or charge imposed, including the School Committee, Board of Health, or the public library trustees, is not duly paid, there may, in addition to any other penalty provided by law, be imposed on the person who tendered such check, upon notice and demand by the City Treasurer, a penalty in an amount equal to 1% of the amount of such check; provided, however, that if the amount of such check is less than \$2,500, the penalty under this section shall be \$25.
- B. Any person upon whom such a penalty is imposed may appeal to the Massachusetts Commissioner of Revenue who shall abate the same if he determines that such person tendered such check in good faith and with reasonable cause to believe that it would be paid.

§ 36-7. Waiver of fee or charge.

[Added 3-12-2013 by Doc. 22]

The City Council and Mayor shall have authority to waive fees or charges due to the City of Haverhill which are set by order, ordinance or state law. No fees or charges due to the City of Haverhill shall be waived where prohibited by state law. The waiving of any fee or charges by the City Council and Mayor shall be subject to the conditions below:

- A. Only nonprofit organizations seeking ^{approval} ~~to waive fees~~ for projects or events ^{for the benefit of the public} where at least 80% of the labor is being performed by volunteers shall qualify.
- ~~B. The total amount of fees which can be waived in any fiscal year shall be subject to appropriation in the City's annual budget.~~
- C. ~~Any qualified nonprofit organization seeking a waiver of fees or charges shall file a request with the City Clerk's office.~~ The applicant shall provide the name and address of the organization, along with the names of the executive officers and board members. The application shall include the specific fees or charges sought to be waived and a dollar total. The applicant shall provide any documentation or information requested, including but not limited to project and/or organizational financial information. ~~Any application to waive fees or charges shall be submitted to the department which collects the fees~~

~~or charges and/or any department which performs services for which fees or charges are requested to be waived for review and comment prior to the request being taken up by the City Council.~~

~~D. When the Mayor declares a public emergency, fees or charges may be waived by order of the Mayor. Said fees or charges shall not be subject to any of the above requirements or limitations.~~

~~E. Any fees waived in accordance with other provisions of this Code shall not be subject to the above provisions and shall remain in full force and effect unless otherwise repealed.~~

§ 36-8. Waiver of fees to advance major economic development projects.

[Added 9-8-2015 by Doc. 111]

Notwithstanding the provisions of § 36-7 or any other provisions of this Code, the Mayor shall have authority to waive certain building permit fees due to the City of Haverhill which are set by order, ordinance or state law to advance major economic development projects within the City of Haverhill. No fees due to the City of Haverhill shall be waived where prohibited by state law. The waiving of any fee by the City Mayor shall be subject to the conditions below:

- A. To be considered a major economic development project, the project must produce a total development cost in excess of \$30 million dollars, create no fewer than 100 new jobs, and result in not less than a twenty-five-percent increase in annual real estate taxes. The project must also use best efforts to hire not less than 30% local residents in the construction of the project, which shall be monitored by the Planning and Economic Development Director for performance.
- B. The total amount of building fees which can be waived on any one project shall not exceed 25% of those required to be paid by order, ordinance or state law.
- C. The applicant shall provide the City with detailed evidence to support and confirm that the project is a major economic development project and complies in all regards with the requirements of this section.
- D. Any qualified major economic development project seeking a waiver of fees or charges shall file a request with the Planning and Economic Development office. The applicant shall provide the name and address of the organization, along with the names of the executive officers. The application shall include the specific fees or charges sought to be waived and a dollar total. The applicant shall provide any documentation or information requested, including but not limited to project and/or organizational financial information. Any application to waive fees shall be submitted to the Building Inspector for review and comment.
- E. In the event that the project should at any time cease to be a major economic development project as defined by this section, the reduced fee amount shall immediately be due and payable to the City as if the fees were never waived.

Chapter 104. Amusements

Article IV. Public Shows, Exhibitions and Events

[Adopted 8-5-2014 by Doc. 49-A^[1]]

[1] *Editor's Note: This ordinance also repealed former Art. IV, Public Shows and Exhibitions, adopted as Ch. 35 of the 1963 City Code (Ch. 104, Art. IV, of the 1980 Code), as amended.*

§ 104-25. License required.

Except as otherwise permitted or excluded elsewhere in Chapter 104, Article IV, no person shall set up, promote, exhibit or maintain any theatrical exhibition, public show, public amusement or exhibition of any description to which admission is obtained by the payment of money, or by the delivery of any ticket or voucher obtained for money or by the delivery of any other valuable thing without first obtaining a license therefor from the City Council. Regardless of whether a fee is charged, no person shall set up, promote, exhibit or maintain a public event, which is defined as any event open to the public, such as a carnival, festival, fair, or other outdoor event at which the public will gather, without first obtaining a license therefor from the City Council.

§ 104-26. Application.

- A. The application for such a license shall be in writing at least 30 days prior to the scheduled date(s) and shall fully and specifically describe the conditions of the proposed public event, exhibition, show, or amusement and the premises upon which the proposed public event, exhibition, show, or amusement is to take place, to the extent that such conditions or premises would affect the public safety, health or order. The application shall include written proof of permission from the owner of the property where the event will take place [including documentation pursuant to § 104-27A(4)], copies of any event agreements, including leases and contracts for entertainers, performers, sound, stage, cleaning, security, vendor, catering or food services, and proof of adequate insurance coverage. The application shall also include the number of anticipated attendees' total parking spaces available on site or arrangements for off-site parking, any charges or fees for parking, plans for solid waste disposal and recycling collection, and the number of public restrooms available, permanent or portable.
- B. Upon request of any City official reviewing the application or the City Council, the applicant shall, in addition, furnish reasonable information concerning the conditions of the premises and actions to be taken in order to prevent danger to the public safety, health, or order. The application shall be submitted to the Police Chief, Fire Chief, Health Inspector or Board of Health, Building Inspector and Public Works Director for review and comment prior to the City Council hearing.
- C. For those applications where the anticipated persons attending is 1,000 or more, the City Clerk's office shall notify all direct abutters, as determined by the City Assessor, no less than 48 hours before the scheduled hearing date of the nature of the hearing along with the location, date and time of the hearing by use of the City's electronic message service system(s).

§ 104-27. Hearing.

- A. Within 27 days following receipt by the City Clerk's office of a completed license application, the City Council shall open a hearing and upon conclusion of said hearing shall either grant or deny such license upon a finding that issuance of such a license would lead to the creation of a nuisance or would endanger the public health, safety or order by:
- (1) Unreasonably increasing pedestrian or vehicular traffic in the area in which the premises are located; or
 - (2) Increasing the potential or opportunity for illegal or disruptive conduct in the area in which the premises are located; or
 - (3) Unreasonably increasing the level of noise in the area in which the premises are located; or
 - (4) Failing to provide the City Council with proper prior approval from the department or oversight authority of land that is protected or restricted by agreement with the state or federal government; or
 - (5) Negatively impacting the quality of life in the surrounding area; or
 - (6) Violation of federal, state and local laws, regulations or ordinances.
- B. No applicant having been denied a license as aforesaid shall submit the same or a similar application within one year of said denial without including in said new application facts showing that the circumstances upon which the original denial was based have substantially changed.

§ 104-28. Conditions on issuance of license.

Licenses for public events, theatrical exhibitions, public shows, public amusements and exhibitions of every description shall be granted subject to all the provisions of law and to public safety, health or order, or to steps required to be taken to guard against creation of a nuisance, or to insure adequate safety and security for patrons or the affected public which are not inconsistent with law or ordinance as the City Council may from time to time determine and impose. No licensee shall exceed the number of attendees listed on the license without the express approval of the Police Chief or his/her designee.

§ 104-29. Application fee; maximum number of licenses.

The application fee for non profit organizations conducting public events, theatrical exhibitions, public shows, public amusements and exhibitions shall be \$50, otherwise fees shall be as follows.

- A. The nonrefundable application fee for public events, theatrical exhibitions, public shows, public amusements and exhibitions shall be as follows:

Anticipated Persons Attending (Single Event)	Fee
Less than 500	\$50
Less than 1,000	\$100
Less than 2,500	\$150
Less than 5,000	\$300
More than 5,000	\$500

- ~~B. For reoccurring, substantially similar events of four or more held by a single registered nonprofit group in a calendar year on property owned by the nonprofit group, public property or a religious society, the single nonrefundable application fee for public events, theatrical exhibitions, public shows,~~

public amusements and exhibitions shall be as follows:

Anticipated Persons Attending (Multiple Events)

Fee

Less than 500	\$100
Less than 1,000	\$200
Less than 2,500	\$300
Less than 5,000	\$400
More than 5,000	\$500

- C. The City Council may increase the above fee for any application for which the actual expenses of a review and hearing process exceed those fees stated above.
- ~~D. The City Council may waive the above fees for any City-sponsored event or for registered nonprofit groups who are conducting the public events, theatrical exhibitions, public shows, public amusements and exhibitions for a wholly charitable purpose.~~
- E. In any calendar year, the City Council may grant a maximum of three public event licenses, with a minimum of 60 days between events, on any privately owned land parcel(s) throughout the City.
- F. In addition, any licensee licensed under the above provisions shall be responsible for the cost of any damage that occurs to public property or extraordinary expense necessary for public safety as a result of the public event, exhibition, show, or amusement.

§ 104-30. Cancellation of license.

Failure or neglect on the part of any licensee licensed under the above provisions to observe and obey the laws of the commonwealth, the ordinances of the City or the rules, regulations and orders of the City Council conditioning or relating to such license, or to observe and obey any order of the Mayor or of the Chief of Police in relation to the discontinuance, alteration, modification or removal of any performance, act, feature, picture or event according to the provisions of § 104-31 shall operate as a cancellation and determination of the license granted to the licensee.

§ 104-31. Right of entry; assignment of police officers.

- A. The Mayor, the City Council, individually or collectively, the Chief of Police and any police officer while engaged in the performance of his/her duty shall have the right to enter any public event, theater, exhibition hall, public show or other place of public amusement or exhibition at any time.
- B. The City Council may direct, either as a condition of the granting of a license or at any time in the interest of public peace, public morals or public safety, that one or more police officers and/or firefighters shall be assigned, at the expense of the licensee, to attend any licensed public event, theatrical exhibition or performance or other public show, exhibition or amusement for the purpose of seeing that the laws of the commonwealth, the ordinances of the City and the rules, regulations and orders of the City Council are observed and obeyed.

§ 104-32. Censorship.

All licensed theatrical or other public performances, acts, features, pictures or parts thereof performed or presented at any theatre, exhibition hall, public show, public event or other place of public amusement shall be subject to the censorship of the Mayor or the Chief of Police, and any person licensed under the

City of Haverhill, MA
Sunday, April 30, 2017

Chapter 191. Peddling and Soliciting

Article IV. Peddlers and Hawkers, Transient Vendors and Fixed Location Vendors

[Adopted 12-1-1981 by Doc. 212 (Ch. 191, Art. IV, of the 1980 Code)]

[1] *Editor's Note: The title of this article was changed from "Transient Vendors and Peddlers and Hawkers of Seasonal Products" to "Peddlers and Hawkers, Transient Vendors and Fixed Location Vendors" 4-24-2012 by Doc. 51.*

§ 191-8. Definitions.

[Amended 11-9-1982 by Doc. 193; 12-7-2004 by Doc. 155]

The following words shall for the purposes of this article have the following meanings, unless the context requires otherwise:

FIXED LOCATION VENDOR

Any person who, for himself or for another person, engages in the sale of goods, wares, merchandise, food or beverages at a fixed location which is carried on in any fixed or mobile cart, wagon or tables.

[Amended 10-5-2010 by Doc. 104]

HAWKER or PEDDLER

Any person who, for himself or for another person, travels by foot, automobile or any other type of conveyance from place to place, from house to house, or from street to street, taking or attempting to lease or take orders for retail sale of goods, wares, merchandise, or services. This shall include persons engaged in door-to-door sale for future delivery as defined by MGL c. 101, § 34.

[Amended 3-21-2006 by Doc. 39; 3-10-2015 by Doc. 31; 4-28-2015 by Doc. 53]

SEASONAL PRODUCTS

Christmas trees, wreaths, baskets, blooming plants and cut flowers.

TRANSIENT VENDOR

Any person who, for himself or for another person, who engages in a temporary or transient business in the commonwealth selling goods, wares or merchandise, either in one locality or in traveling from place to place. Temporary or transient business shall mean any exhibition and sale of goods, wares or merchandise which is carried on in any tent, booth, building or other structure, unless such place is open for business during usual business hours for a period of at least 12 consecutive months.

§ 191-9. Licenses.

[Amended 11-9-1982 by Doc. 193; 11-14-1989 by Doc. 193-B; 7-13-1993 by Doc. 87; 6-28-1994 by Doc. 99; 2-4-1997 by Doc. 23; 4-20-1999 by Doc. 64; 7-23-2002 by Doc. 116; 6-8-2004 by Doc. 84; 12-7-2004 by Doc. 155]

It shall be unlawful for any person, firm or corporation to engage in the business of hawker/peddler without

[Amended 10-5-2010 by Doc. 104; 3-22-2011 by Doc. 29]

- (1) Winnekenni area, Route 110: one vendor.
- (2) Bradford Common: one vendor.*
- (3) Riverside Park: one vendor.
- (4) Washington Square: one vendor.
- (5) GAR Park: one vendor.
- (6) Swasey Park: one vendor.
- (7) Outside Haverhill Stadium at Lincoln and Nettleton Avenues: one vendor.
- (8) Other areas as approved by the City Council.

* An enclosed cart 8.5 x 12 feet, excluding hitch, is allowed at the Bradford site only. Any party desiring a similar type of cart at any other location must petition the City Council for permission

- B. Vacated locations. Persons who wish to be considered for a permit for one of the above locations, when vacated, may notify the City Clerk, who shall maintain a waiting list, including the person's name, address and a date of receipt. Interested parties shall be notified when a location is vacated and shall have 30 days to apply for issuance of a permit. If more than one person applies for a particular site, preference shall be given to the earliest qualified applicant, as determined by the City Council. If no person has applied for a permit within 30 days or if there are no persons on the waiting list, the location shall be granted to the earliest qualified applicant, if the City Council so determines. The waiting list must be renewed every two years, with those applicants on the list to be notified by the City Clerk by regular U.S. mail to renew the application by November 1. Persons may be permitted for more than one location if allowed by the City Council. Any person with a valid permit who fails to operate his/her location for a period of less than four days per calendar week, Sunday through Saturday, weather permitting, from Memorial Day through Labor Day, may have said permit be subject to revocation by the City Council, after notice and hearing.

[Amended 10-5-2010 by Doc. 104; 3-22-2011 by Doc. 29]

- C. Exceptions. The following areas shall not be permitted to have any type of selling by either a transient vendor or hawker/peddler:
- (1) All municipal parking areas.
 - (2) Plug Pond.
 - (3) Meadowbrook Conservation Area.
 - (4) Within 300 feet of any public school building, notwithstanding the provisions of § 191-2.
 - (5) Within 25 feet of any parade route commencing 1/2 hour prior to the start of said parade, except for those permitted to sell in accordance with § 191-12.

§ 191-12. Special events.

[Amended 7-13-1993 by Doc. 87; 4-20-1999 by Doc. 64; 12-7-2004 by Doc. 155]

- A. Fixed location vendors shall also be permitted to operate during special events, provided that a notification of intent to operate during the special event is filed with the event director or committee at least 30 days prior to said special event and the event director or committee approves the specific location. The event director or committee shall not unreasonably withhold approval for operation

during a special event; however, the event director or committee shall have exclusive jurisdiction over the assigned specific location at which any person(s) may operate.

- ~~B. Notwithstanding the provisions of § 191-9B, the fee for fixed location vendors who are designated as "sponsor vendors" by the event director or committee of a special event, which has been endorsed by the City Council as a municipal enhancing event, shall be waived, provided that a one-time fee of \$250 for all such sponsor vendors is paid by the event director or committee of a special event and each such sponsor vendor files an application pursuant to this article. This fee shall be effective only for the duration of the special event. Sponsor vendors shall comply with all other ordinances, rules and regulations of the City, excepting the requirement of a sidewalk obstruction bond pursuant to § 191-9G which shall be waived if in the opinion of the City Solicitor the special event has sufficient liability insurance coverage.~~

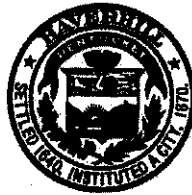
[Added 10-18-2005 by Doc. 136-B]^[1]

- [1] *Editor's Note: Original § 191-7.4, Street vending during the Great Race on June 13, 1998, added 5-26-1998 by Doc. 83, which followed this section, was repealed 6-8-2004 by Doc. 84 and 12-7-2004 by Doc. 155.*

§ 191-13. Fraud; violations and penalties.

[Amended 7-13-1993 by Doc. 87]

- A. **Fraud.** Any licensed transient vendor or peddler or hawker who shall be guilty of any fraud, cheating or misrepresentation, whether through himself or through an employee, while acting in the City, or who shall barter, sell or peddle any goods or merchandise or wares other than those specified in his application for a license or who shall fail to comply with the conditions and restrictions contained herein shall be deemed guilty of a violation of this article.
- B. **Penalty.** Any person, firm or corporation violating any provision of this article shall be fined not less than \$50 nor more than \$250 for each offense, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.



12.5

CITY OF HAVERHILL
ASSESSORS OFFICE – ROOM 115
Phone: 978-374-2316 Fax: 978-374-2319
Assessors@cityofhaverhill.com

June 12, 2017

TO: MEMBERS OF THE HAVERHILL CITY COUNCIL:

In accordance with Municipal Ordinance, Chapter 7,
entitled "Assessor" as follows:

The Board of Assessors shall file monthly with the
City Council a copy of the report submitted to the
Auditor showing a summary of the above abated
amounts for that month.

Attached herewith is the report for the month of
May as filed in the Assessors Office.

Very truly yours,

Stephen C. Gullo, MAA
Assessor

Day	2017 MVE	2016 MVE	2014 MVE	2017 REAL ESTATE	2016 PERSONAL PROPERTY	2015 PERSONAL PROPERTY	2017 BOAT	2014 PERSONAL PROPERTY	2013 PERSONAL PROPERTY	2012 PERSONAL PROPERTY	2011 PERSONAL PROPERTY	2010 PERSONAL PROPERTY
1	#17502-\$4240.17											
2			#17814-\$75.00									
3												
4		#17561-\$144.59										
5	#17571-\$3022.18			#17573-\$6300.00								
6												
7												
8		#17590-\$452.91										
9												
10	#17634-\$5666.20											
11		#17667-\$340.19										
12	#17674-\$2697.59				#17685-\$31,950.75							
13												
14												
15	#17692-\$529.79											
16	#17707-\$2422.36					#17712-\$38,574.03						
17	#17730-\$1097.29						#17723-\$290.00	#17732-\$95,978.67	#17742-\$45,223.85	#17759-\$43,581.65		
18												
19												
20												
21												
22		#17771-\$1581.87										
23	#17789-\$3698.02											
24												
25	#17812-\$1478.23											
26												
27												
28												
29												
30	#17851-\$1391.23											
31		#17856-\$283.75										
TOTAL	26,212.06	2,803.31	\$75.00	\$6,300.00	\$31,950.75	\$38,574.03	\$290.00	\$95,978.67	\$45,223.85	\$43,581.65	\$42,947.90	\$40,390.31

Rec by Collector

To the Auditor of Accounts:
This is to certify that accountants as shown above, amounting in the aggregate have been duly authorized.

THREE HUNDRED ELEVEN THOUSAND SIX HUNDRED SEVENTY SEVEN & FIFTY FOUR CENTS (\$311,677.54)

BOARD OF ASSESSORS
By CHAIRMAN



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



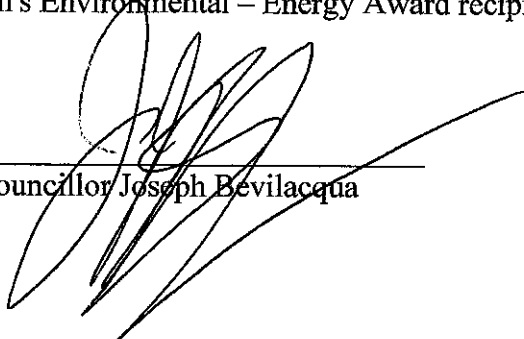
CITY OF HAVERHILL
HAVERHILL, MASSACHUSETTS 01830-5843

13.1
CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycncl@cityofhaverhill.com

June 13, 2017

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

Councillor Joseph Bevilacqua would like to recognize Covanta for 2017 Environmental Business Council's Environmental – Energy Award recipient as one of State's leading recyclers.



City Councillor Joseph Bevilacqua

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

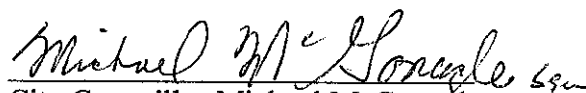
13,2
CITY HALL, ROOM 204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycncl@cityofhaverhill.com

June 14, 2017

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

Councillors McGonagle and LePage request an update from Public Safety officials concerning the violent crimes that have recently occurred in the city.


City Councillor Colin LePage


City Councillor Michael McGonagle

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

13.3

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

June 16, 2017

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

Councillor Joseph Bevilacqua requests a discussion regarding crosswalk striping and crosswalk signage at Railroad Square and throughout the city and to introduce Sandra Ocampo-Lowther.


City Councillor Joseph Bevilacqua

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

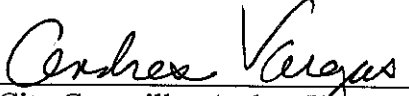
134

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

June 16, 2017

TO: Mr. President and Members of the City Council

Councillor Andres Vargas requests to introduce Keith Boucher to discuss a Maker Space in Mt. Washington .


City Councillor Andres Vargas *see*

MakeIT Haverhill

What is MakeIT Haverhill?

MakeIT Haverhill is an offshoot of Urban Kindness the Haverhill (MA) Mt Washington Neighborhood Group that is seeking to develop a "Collaborative Makerspace" for Haverhill, partnering with other organizations such as Creative Haverhill, the Mt Washington Alliance, the City and other civic and service oriented organizations.

MakeIT Haverhill Vision

MakeIT Haverhill seeks to democratize otherwise inaccessibly expensive tools of innovation, providing community spaces of high-tech / low tech equipment and a place where the "aspiring creative class", regardless of means, can share ideas, create, network and learn.

Where will MakeIT Haverhill be located?

MakeIT Haverhill will be located at 301 Washington St in Haverhill in a two level 3800 square foot building. Urban Kindness has acquired the building , has it ready for development; and the space is in design with Matt Juros at Fishbrook Design Studio in Haverhill.

What is planned for MakeIT Haverhill?

MakeIT Haverhill plans to offer creative / collaborative space for 3D Printing, a commercial kitchen for classes and small scale catering, sewing stations for tailoring / job training, visual arts such as painting, sculpture, woodworking , fiber arts, etc.

When will MakeIT Haverhill open?

We are targeting late 2017 for our first phase. Application for the Mass Development Collaborative Workspace "Fit Out" Grant is due 6/30 and other matching grants will expedite development.

How will MakeIT Haverhill operate?

It is anticipated MakeIT Haverhill will operate on a volunteer basis and organize as a 501-3C, working through a fiscal agent on a short term basis.

Who can use the space at MakeIT Haverhill?

The space will be open to all in the community

How much will it cost to use the space at MakeIT Haverhill?

For an initial startup period there will be no charge to use the space. As we develop and organize further, over a period of time, there may be some type of low cost membership fee structure with scholarships available

How can I get more information about MakeIT Haverhill?

Join "Urban Kindness" on facebook or send email to urban.kindness2@gmail.com ; Keith Boucher

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

13.5
CITY HALL, ROOM-204
4 SUMMER STREET
TELEPHONE: 978 374-2328
FACSIMILE: 978 374-2329
www.ci.haverhill.ma.us
citycncl@cityofhaverhill.com

June 14, 2017

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

Councillor Michael McGonagle requests the removal of a handicap parking space at 23 Arch Avenue as it is no longer needed.


City Councillor Michael McGonagle

Name of Street Location	Regulation	Hours/Days
13 Allen Street [Added 1-5-1999 by Doc. 23-Q; repealed 5-6-2003 by Doc. 15-H]		
Altamont Street [Added 10-7-1997 by Doc. 52-0; repealed 6-24-2008 by Doc. 20-E]		
Amesbury Line Road [Added 10-22-1996 by Doc. 18-O]		
Both sides from its intersection with I-495 to its intersection with Old Amesbury Line Road	No parking	7:30 a.m. to 4:00 p.m., Mon. through Fri.; anytime, Nov. 1 through April 1
Angle Street [Added 10-31-2000 by Doc. 18-S]		
In front of 2 Angle Street, space to be located along Broad Street in front of 2 Angle Street (corner of Broad Street and Angle Street), except for 1 24-hour handicapped parking space at No. 2	No parking	24 hours
In front of 24 Angle Street, except for 1 24-hour handicapped parking space at No. 24 [Added 4-3-2001 by Doc. 49-C]	No parking	24 hours
Apple Street [Added 8-22-2006 by Doc. 29-T]		
Apple Street on both sides and along the left side of 87 Hilldale for 72 feet	No parking	From November 15 to March 15, and on the even side only from March 15 to November 15
Both sides, entire length [Added 7-9-2013 by Doc. 67]	No parking	24 hours
Arch Avenue [Added 10-10-2000 by Doc. 18-Q]		
In front of 5 Arch Avenue, except for 1 24-hour handicapped parking space at No. 5 [Added 11-15-2016 by Doc. 20-K]	No parking	24 hours
17 Arch Avenue [Added 3-11-2008 by Doc. 20-C; 3-18-2014; repealed 3-18-2014 by Doc. 12-H]		
In front of 23 Arch Avenue, except for 1 24-hour handicapped parking space at No. 23 [Added 7-8-2014 by Doc. 12-M]	No parking	24 hours
In front of 30 Arch Avenue, except for 1 24-hour handicapped parking space at No. 30 [Added 10-31-2000 by Doc. 18-T]	No parking	24 hours

*

44-C



CITY OF HAVERHILL

In Municipal Council June 7 2017

1411

Vote
June 20

Ordered:

That \$8,340,000 is appropriated, for the purpose of financing study, engineering, planning and construction to complete odor control and heating, ventilating and air conditioning improvements to the Wastewater Treatment Facility and South Mill Street Pumping Station and improvements to the North Avenue Pumping Station and Carleton Street Pumping Station including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, as most recently amended by St. 1998, c78; that to meet this appropriation the Treasurer with the approval of the Mayor and the Auditor is authorized to borrow \$8,340,000 and issue bonds or notes therefore under Chapter 44 of the General Laws, or pursuant to any other enabling authority; that such bonds or notes shall be general obligations of the City unless the Treasurer with the approval of the Mayor and the Auditor, 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 of the General Laws, that the Treasurer with the approval of the Mayor and Auditor is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C of the General Laws; and in connection therewith to enter into a loan 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 Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project. Any premium received upon the sale of any bonds or notes approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. The Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized by this order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

PLACED ON FILE for at least 10 days

Attest:

City Clerk

Loan Order - File 10 DAYS

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

June 2, 2017

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

RE: Loan Order

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

Attached is the loan order in the amount of \$8,340,000.00 to be appropriated for the purpose of financing study, engineering, planning and construction to complete odor control and heating, ventilating and air conditioning improvements to the Wastewater Treatment Facility and South Mill Street Pumping Station and improvements to the North Avenue Pumping Station and Carleton Street Pumping Station. Attached is a letter and documentation from Robert Ward, Deputy DPW Director, detailing this project.

I recommend approval.

Very truly yours,

James J. Fiorentini, Mayor

JJF/ah

14.2

44-CC

AUTHORITY TO FILE

Whereas, City of Haverhill, (the "Applicant"), after thorough investigation, has determined that the work activity consisting of study, engineering, planning and construction to complete odor control and HVAC improvements to the wastewater treatment facility and South Mill Street Pumping Station and improvements to the North Avenue and Carleton Street Pumping Stations are 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 Clean 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 29C") 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 of the Act, Chapter 21 and Chapter 29C, and believes 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 this 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 costs which constitute the required Applicant's share of the project cost.



MEMORANDUM

TO: Bob Ward, Fred Haffty
FROM: Jason Jancaltis
DATE: May 30, 2017
RE: Odor Control Project Funding

This memorandum presents the budgetary cost estimates that Woodard & Curran has prepared for the construction costs associated with the Odor Control project at the wastewater treatment facility (WWTF) and Main Pump Station on South Kimball Street.

This project is currently being designed and is scheduled to bid in late 2017, with construction starting in early 2018.

The project includes a new biofilter at the WWTF to treat odors from the Screenings Area, Primary Clarifier effluent channel, Gravity Thickeners, Centrifuge area and Sludge Garage. Sampling of odor emissions at the WWTF during Summer 2015 & 2016 identified these areas as significant contributors to the overall odor emissions from the site. Odorous air will be collected from these areas and discharged through the new biofilter, which will biologically treat the air to reduce odorous compounds. HVAC systems at the WWTF will also be upgraded as part of the project to allow the necessary ventilation of the impacted areas.

Work at the Main Pump Station will include installation of an activated carbon odor control unit and an oxygenation system for wastewater being pumped to the WWTF. The carbon odor control system will treat odorous air from the pump station. Currently, there is no odor control system at the pump station. The carbon unit will reduce odors to the abutters in the South Kimball Street area. The oxygenation system will inject pure oxygen into the wastewater at the pump station, which will raise the level of dissolved oxygen in the wastewater and reduce odors emitted from areas of the WWTF which are not being covered, such as the primary clarifiers. Due to the size of the primary clarifiers, it is more cost effective to treat odors generated from this area via oxygenation as compared to expansion of the proposed biofilter.

This funding request also includes allocation for design and construction of HVAC upgrades to the administration building at the WWTF. The HVAC system for this building has required significant maintenance in recent years and is no longer reliable.

The budgetary cost estimates include our estimates for probable construction costs as well as estimates for engineering services during construction, including construction administration, system integration and operational support. The following table summarizes the budgetary cost estimate broken down by task.



Phase 2 Project Cost Estimate	
Item	Updated Estimate
WWTF Biofilter	\$ 3,500,000
Construction Inflation	\$ 200,000
HVAC Upgrades to Admin Bldg.	\$ 500,000
Admin Bldg. HVAC Upgrades - Design Services	\$ 75,000
Admin Bldg. HVAC Upgrades - Construction Admin	\$ 75,000
Odor Control - Construction Admin	\$ 600,000
Main PS Odor Control	[funded in Phase 1]
ECO2 system - Construction	\$ 700,000
ECO2 system - Design Services	\$ 105,000
ECO2 system - Construction Admin	\$ 105,000
Contingency (20%)	\$ 1,172,000
Total:	\$ 7,032,000

Probable Cost Estimate Based on an ENR Index = 10532

The construction inflation line item accounts for the increases in labor and materials from the time of the original cost estimate. As noted above, the costs for the odor control system at the Main Pump Station were included in the previous funding allocation for this project.

Woodard & Curran has developed estimated project schedule, which is included below:

Project Schedule	
Item	Dates
<i>HVAC Upgrades - Admin Bldg.</i>	
Admin Bldg. HVAC Design	June - August 2017
Admin Bldg. HVAC Improvements Construction	September - November 2017
<i>Odor Control Project</i>	
Design Complete	November 2017
Bidding Period	Jan - Feb 2018
Project Award	March 2018
Construction	April 2018 - April 2019



Haverhill

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

Date: May 31, 2017

To: The Honorable James J. Fiorentini
Mayor of Haverhill

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

Subject: Proposed Loan Order to Fund Phase II Odor Control Improvements
and Pumping Station Rehab/Repair

Enclosed for your approval is a loan order in the amount of \$8,340,000 for odor control improvements at the wastewater treatment plant and South Mill Street Pumping Station, and rehab/repair to the North Avenue Pumping Station and Carleton Street Pumping Station. The enclosed Authority to File document needs to be approved by City Council along with the loan order.

In February 2016, the City approved a loan order for the Phase I odor control improvements and to complete the engineering and design for the Phase II odor control improvements. Enclosed is a copy of the information package submitted in January of 2016 for the Phase I loan order. Phase I improvements are complete and the design of Phase II is near completion.

The Phase II work includes construction of a new biofilter along with the associated duct work, blowers and HVAC equipment to capture and treat odors from the sludge processing area, primary tank effluent channel, screenings area, and gravity thickeners. See attached memo from Woodard & Curran for additional information on this project.

In August 2016, the City's engineer, Wright-Pierce completed an evaluation of its 36 wastewater pumping stations and prepared a capital improvement plan to address the needs of the pumping stations. The North Avenue Pumping Station and Carlton Street Pumping Station were identified as the highest priority for rehab and repair. This loan order will fund the design and construction to upgrade these pumping stations.

Construction costs for the Phase II odor control and pumping station improvements are eligible for a low interest loan from Massachusetts Department of Environmental Protection and the Massachusetts Clean Water Trust. The design for the pumping stations is not eligible and will be funded by a general obligation bond.

The breakdown of costs and loan payments are shown below.

Project	Estimated Project Costs	Approximate Annual Loan Payment
Phase II Odor Control Improvements	\$7,032,000	\$427,000
North Avenue Pumping Station	\$654,000	\$39,700
Carleton Street Pumping Station	\$654,000	\$39,700
Total	\$8,340,000	\$506,400

If acceptable, please forward this loan order to the City Clerk to be placed on the City Council agenda for the June 6th meeting to be placed on file. I will attend the City Council meeting on June 20th 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. McOsker, CTP, City Treasurer
Michael Stankovich, Director of Public Works

**WWTP Odor Control Improvements and
North Avenue Pumping Station and Carleton Street Pumping Station
Rehab/Repair**

List of Attachments

Loan Order	For City Council approval
Authority to File	For City Council approval
Woodard & Curran memo dated May 30, 2017	
Phase I Odor Control Loan Order Package	
Project Descriptions for Pumping Stations	
Estimated Costs for the Pumping Stations	



Backup

Haverhill

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

Date: January 14, 2016

To: The Honorable James J. Fiorentini
Mayor of Haverhill

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

Subject: Wastewater Treatment Plant Odor Control Improvements
Proposed Loan Order for Phase I

We respectfully submit for your approval the enclosed loan order in the amount of \$2.2 million for funding design and construction of the first of two (2) phases of odor control improvements to the wastewater treatment plant and influent pumping station. Funding for the Phase II work will be in a separate loan order after completing the preliminary engineering.

The wastewater treatment plant and influent pumping station were constructed in the 1970's with little or no provisions for odor control, typical of plants designed during that era. Since then, the City has added the bio-filter to treat odors from the grit chamber, grit hopper, and sludge storage tanks; an activated carbon system to treat odors from the sludge garage; and a chemical scrubber for sludge dewatering operations.

In addition to the capital improvements listed above operation and maintenance activities to minimize odors include adding potassium permanganate to various process locations, using a portable fan/misting unit with a masking agent, applying chlorine to various areas of the plant, removing solids and grease buildup in channels and tanks, flushing channels, replaced the media in the carbon filter and bio-filter, and blocking a vent line in the sludge dewatering area.

As you are aware, the wastewater treatment plant continues to be the subject of odor complaints that have been exacerbated since the process upset we experienced during October and November of 2014. Since then the plant process is running well and, although there are areas that continue to generate odors, we have not experienced anything near the odor levels of the fall of 2014.

In response to discussions at a number of City Council meetings about odors, the City's wastewater engineer, Woodard & Curran, was directed to accelerate completion of an odor control study. The odor control study was originally part of a larger comprehensive wastewater treatment plant evaluation. The odor-sampling program was performed in June/July, which is the optimal time of year for this odor sampling. The odor control report is currently being finalized and includes recommended odor control improvements for Phase II.

The recommended odor control improvements are divided into two phases. Phase I includes near-term measures that can be implemented in a shorter timeframe due to their smaller scale. Phase I also includes additional engineering to better define the Phase II improvements. Phase II improvements are much more complex and require more engineering and construction work. The recommendations for both phases are discussed in the attached memo from Woodard & Curran. The estimated costs and completion dates are listed below.

	Estimated Project Costs	Completion Date
Phase I – This loan order	\$2,200,000	June 30, 2016
Phase II – Future loan order	\$6,300,000	November 23, 2016
Total	\$8,500,000	

For Phase I, the annual payments are estimated to be \$141,000 and will be funded from wastewater user rates. The user rate increase is approximately \$0.07 per hundred cubic feet resulting in an average increase to the typical Haverhill residential customer of approximately \$5 per year. The impact to the FY17 budget will be minimal, with full payments expected to occur in the FY18 budget.

This loan order funds only the Phase I improvements for odor control. User rates do not include costs for the following.

- Costs to comply with the new stormwater permit expected to be finalized and issued by DEP and EPA in 2016. The estimated cost for Haverhill is approximately \$1.1 million per year.
- The cost of the Phase II CSO work. The permanent financing of this \$12 million loan order will begin in FY17 at \$204,798 and increase to \$750,000 by FY18.
- Costs for additional work required by EPA and DEP. This will include additional CSO work, wastewater treatment plant improvements, sewer collection system operation and maintenance improvements and stormwater work. This work is in the planning stages so costs have not been developed yet. Note, these improvements could add as much as "\$1.00" to the user rate between FY19 – FY24.

If acceptable, please forward this loan order to the City Clerk to put on the City Council agenda. I will attend the meeting on February 2nd 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. McOsker, CTP, City Treasurer
Michael Stankovich, Director of Public Works



Document

CITY OF HAVERHILL

In Municipal Council

Ordered:

That \$2,200,000 is appropriated, for the purpose of financing the study, engineering, planning and construction to complete odor control improvements at the Wastewater Treatment Facility and pumping station including, without limitation, all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow \$2,200,000 and issue bonds or notes of the City therefor under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, or pursuant to any other enabling authority; 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 said Section 1 of Chapter 29C; that the Treasurer with the approval of the Mayor is authorized to borrow all or any portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C (the "Trust"); 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 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 authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.



MEMORANDUM

TO: Bob Ward
FROM: Jim Rivard, Tom Schwartz
DATE: January 13, 2016
RE: Odor Control Measures Cost Estimates

This memorandum presents the budgetary cost estimates that Woodard & Curran has prepared for the Odor Control Measures recommended in the October 15, 2015 odor assessment report prepared by Bowker & Associates, Inc. In addition, our engineers have identified near term Odor Control Measures and worked with Mr. Bowker to refine those and provide cost estimates for them.

All of the odor control measures identified will need design and construction to implement. The Near Term Measures consist of improvements that can be implemented in a shorter timeframe due to the smaller scale of those projects. The Near Term Measures include the following activities:

- Refurbishment and upgrade of the existing chemical addition system for the dewatering system
- Extending the facility hypochlorite addition piping and valving to the dewatering system.
- Covering the influent channel and ventilating the new cover as well as the existing influent screens to the existing biofilter odor control system.
- Coating system for the covered channel
- Heating and Ventilation improvements in the Screening Room, Screenings Storage Room and the Grit Storage Room.
- Electrical improvements for the new and refurbished equipment

The Long Term Measures represent substantially more complex project work and will require a greater amount of design work and construction work. The basis for the Long Term Measures at the Wastewater Treatment Plant is to create a new central odor control system in order to ventilate odorous areas in the process building and ventilate newly covered process tanks that are responsible for emitting significant odor at the treatment plant. The Long Term Measures at the Wastewater Treatment Plant include the following:

- Covers installed on the influent channel at the primary clarifiers, the primary clarifier effluent weirs and the gravity thickener sludge tanks.
- A new large biofilter along the fence line adjacent to the existing activated carbon system.
- A new system of large diameter ducts and a high capacity fan to connect the new biofilter to the covered channel and tanks. The new duct work will also capture the foul air from the sludge blend tank, centrifuges, condensate sump and sludge loading building.



- In addition, the Long Term Measures include the installation of a new activated carbon odor control system at the Main Pump Station to capture and treat odorous air from the wet well and diversion structure.

Cost estimates have been prepared this project work and presented by phase as discussed above. The cost estimates include our estimates for construction fees and our estimates for engineering services including design and construction services. Construction services include construction administration, system integration and operational support. The following two tables summarize the budgetary cost estimate broken down by Near Term and Long Term Projects.

Phase 1 - Near Term Measures	
Phase 1 - Construction	
WWTP	\$524,493
Main Pump Station	\$453,411
Phase 1 - Engineering Fees	
Engineering and Permitting: Phase 1	\$80,000
Engineering and Permitting: Phase 2	\$500,000
Construction Administration	\$125,000
Project Contingency	\$500,000
Total Budget Level Estimate	\$2,180,000

Phase 2 - Long Term Measures	
Phase 2 - Construction	
WWTP Construction	\$4,000,000
Phase 2 - Engineering Services	
Construction Administration	\$622,984
Project Contingency	\$1,618,044
Total Budget Level Estimate	\$6,240,000



Woodard & Curran has developed estimated project schedules, which are included below:

Odor Control Phase 1 - Estimated Schedule	Start	Finish
Engineering & Design	Wed 1/20/16	Wed 3/23/16
Design	Wed 1/20/16	Wed 3/9/16
Prepurchase Equipment	Wed 2/24/16	Wed 3/9/16
Submission for Reviewal by MASSDEP	Wed 2/17/16	Wed 3/9/16
Develop 100% Design	Wed 3/9/16	Wed 3/23/16
Bidding	Wed 3/23/16	Wed 4/13/16
Award & Execute Contract	Wed 4/13/16	Fri 4/15/16
Construction	Mon 4/25/16	Thu 6/30/16

Odor Control Phase 2 - Estimated Schedule	Start	Finish
Engineering & Design	Tue 3/1/16	Fri 7/1/16
Design	Tue 3/1/16	Fri 6/24/16
Conservation Commission NOI	Tue 5/3/16	Mon 6/27/16
Submission for Reviewal by MASSDEP	Mon 6/13/16	Fri 6/24/16
Develop 100% Design	Fri 6/24/16	Fri 7/8/16
Bidding	Fri 7/8/16	Thu 7/29/16
Award & Execute Contract	Fri 8/12/16	Fri 8/12/16
Construction	Mon 8/22/16	Wed 11/23/16

Project Descriptions

Carlton Street Pumping Station

The Carlton Street pumping station is located at 129 Carlton Street and was constructed in 1972. This flooded suction type station, manufactured by Smith & Loveless, has a design capacity of 500 gallons per minute (gpm) and generator for emergency power. The station collects flow from approximately 137 acres and 150 residences in the area along Carleton Street, Bates Road, Adele Avenue, Washington Street, Edgewood Avenue, Broadway and Monument Street.

In 2016 Wright-Pierce completed an evaluation of this pumping station as part of a larger project to evaluate all 36 of the City's wastewater pumping stations and develop a capital improvement plan. Recommendations for improvement include eliminating the separate, underground "tin can" station that houses the pumps and controls by re-using the concrete wetwell to install new submersible pumping equipment. Upgrades will also include a new generator for emergency power, new above-ground electric equipment, and new controls with monitoring and alarming. The upgraded station will use the existing force main.

North Avenue Pumping Station

The North Avenue pumping station is located at Baker Road/Northside Court and was constructed in 1988. This flooded suction type station, manufactured by Smith & Loveless, has a design capacity of 600 gpm. This station does not have an emergency power source. The station collects flow from approximately 600 apartments and condominiums.

In 2016 Wright-Pierce completed an evaluation of this pumping station as part of a larger project to evaluate all 36 of the City's wastewater pumping stations and develop a capital improvement plan. Recommendations for improvement include eliminating the separate, underground "tin can" station that houses the pumps and controls by re-using the concrete wetwell to install new submersible pumping equipment. Upgrades will also include a new generator for emergency power, new above-ground electric equipment, and new controls with monitoring and alarming. The upgraded station will use the existing force main.

City of Haverhill, MA
PUMP STATION CAPITAL IMPROVEMENT PLAN
W-P PROJECT 13497A

North Avenue

Flooded Suction Station

Replace pump station with submersible; and connect to radio.

ITEM	UNIT	QUAN.	UNIT PRICE	COST
PROCESS				
Pumps, pipe, valves	EA	1	\$ 150,000	\$ 150,000
CIVIL				
Wet well/Valve vault, excavation	EA	1	\$ 100,000	\$ 100,000
INSTRUMENTATION				
Instrumentation/Controls	EA	1	\$ 30,000	\$ 30,000
ELECTRIC				
Electric - General	LS	1	\$ 30,000	\$ 30,000
Electrical - Generator 35kw	EA	1	\$ 50,000	\$ 50,000
Material Subtotal:				\$ 360,000

General Contractor OH&P	15%	\$	\$360,000
Bond and Insurance	1%	\$	54,000
Engineering Design and Bidding Services	20%	\$	3,600
Design Contingency	5%	\$	72,000
Engineering Services During Construction and Resident Observation	5%	\$	18,000
Construction Contingency	30%	\$	108,000
Legal/Admin and Easements	5%	\$	18,000
Material Testing	2%	\$	7,200
Allowance, Traffic Control	1%	\$	3,600
Allowance Utility		\$	-
TOTAL:			\$654,000

City of Haverhill, MA
PUMP STATION CAPITAL IMPROVEMENT PLAN
W-P PROJECT 13497A

CARLETON STREET

Flooded Suction Station

Replace pump station with submersible; and connect to radio.

ITEM	UNIT	QUAN.	UNIT PRICE	COST
PROCESS				
Pumps, pipe, valves	LS	1	\$ 150,000	\$ 150,000
CIVIL				
Wet well/valve vault, excavation	EA	1	\$ 100,000	\$ 100,000
INSTRUMENTATION				
Instrumentation/Controls	LS	1	\$ 30,000	\$ 30,000
ELECTRIC				
Electric - General	LS	1	\$ 30,000	\$ 30,000
Electrical - Generator 33kw	EA	1	\$ 40,000	\$ 40,000
Material Subtotal:				\$ 350,000

General Contractor OH&P	\$	350,000
Bond and Insurance	15%	\$ 52,500
Engineering Design and Bidding Services	1%	\$ 3,500
Design Contingency	20%	\$ 70,000
Engineering Services During Construction and Resident Observation	10%	\$ 35,000
Construction Contingency	30%	\$ 105,000
Legal/Admin and Easements	5%	\$ 17,500
Material Testing	2%	\$ 7,000
Allowance, Traffic Control	1%	\$ 3,500
Allowance Utility		\$ -
TOTAL:	\$	654,000

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



16.

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 PLANNING AND DEVELOPMENT COMMITTEE MEETING
HELD ON WEDNESDAY, JUNE 14, 2017**

A Planning & Development Committee meeting was held on Wednesday, June 14, 2017 at 7:00 P.M. in the City Council office.

Committee Members: Chairperson William Macek, Councillor Andres Vargas and Councillor Joseph Bevilacqua. Vice President Melinda Barrett also attended.

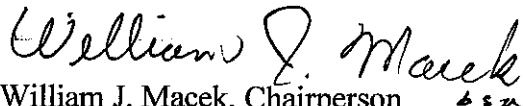
Attendees: Paula O'Brien, Marie Shepard, Sandra Ocampo-Lowther, Denise Matolcsy, Pam Kascidniak and Bruce Donahue

The following items were discussed:

1. **Doc.#41-I** – Communication from Councillor Macek requesting discussion relative to possible time and usage changes for Downtown Business District Washington Street loading zone.
2. **Doc. #39** – Revise Central Business District Parking Map (Pan 2B/3418 in City Engineer's office) by removing current parking space just to west of Porter Place, Washington Street, south side.

Items 1 and 2: After discussion it was recommended that the city do pavement marking on Washington Street with heavy striping 10 feet to the left and right of Porter Place. Also, that signs be placed to alert drivers on both sides to not park beyond the 10 foot no parking section. In addition, to place signs in the loading zone on Washington Street so that between 6:00PM and 9:00PM Monday thru Sunday there is 15 minute parking only. Loading zone time be changed to 7:00AM to 6:00PM Monday thru Sunday.

Respectfully submitted,


William J. Macek, Chairperson
Planning & Development Committee
Haverhill City Council

June 16, 2017

WJM/bsa
c: Mayor James J. Fiorentini
City Councillors

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
 citycncl@cityofhaverhill.com

CITY OF HAVERHILL

HAVERHILL, MASSACHUSETTS 01830-5843

DOCUMENTS REFERRED TO COMMITTEE STUDY

6-Q	Communication from Councillor Macek requesting a discussion on the establishment of an Adult Fitness and Wellness zone	NRPP	2/9/16
6-W	Communication from Councillor Bevilacqua requesting to discuss Wood School Playground	NRPP	2/23/16
38-F	Communication from Councillors Barrett and LePage requesting to discuss double poles in the City	A & F 9/6/16, 11/31/16, 1/17/17	3/15/16 5/11/17
38-W	Communication from Councillor Barrett requesting to give an update on response from MBTA/Keolis & US EPA about idling trains in Bradford	Citizen Outreach	4/5/16 1/31/17
26E	City of Haverhill – Mayor’s Recommendations, Capital Improvement Program – 2016-2020	A & F 11/3/16, 5/11/2017	5/31/16
108-N	Communication from Councillors Bevilacqua and LePage requesting discussion regarding appropriate safe regulation of marijuana shop access and locations	A & F	12/6/16
108-W	Communication from Councillor Bevilacqua requesting to introduce Brad Brooks and residents of Bradfields Dr. and East Broadway to discuss neighborhood issues	Citizen Outreach	12/13/16 1/31/17
10-B	Communication from President Michitson asking to request from Mayor status of facility improvements to public buildings and parks to comply with American w/ Disabilities Act (ADA)	Citizen Outreach	1/3/17 1/31/17
10-U	Communication from Pres. Michitson requesting discussion on next steps to provide comprehensive long range plan for Haverhill	Citizen Outreach	1/31/17
10-X	Communication from Councillor Bevilacqua requesting to discuss ways to address senior citizen needs in Haverhill	Citizen Outreach	1/31/17
31-K	Communication for Councillor Macek requesting to discuss proposal to create bike lanes throughout the City	Planning & Dev.	2/14/17
41-I	Communication from Councillor Macek requesting discussion relative to possible time & usage changes for Downtown Business District Washington St. loading zone	Planning & Dev.	3/21/17
39	Revise Central Business District Parking Map (Plan 2B/3418 in City Engineer’s office by removing current parking space just to west of Porter Place, Washington St., south side	Planning & Dev.	3/21/17
41-P	Communication from Councillor Daly O’Brien requesting discussion about managing Mayor’s State of the City address being held on the same night as a City Council meeting	A & F	4/4/17
58-D	Communication from Councillors Sullivan, Macek and Bevilacqua requesting to discuss ongoing tree problem on City property abutting & impacting Holland’s Flowers at 577 S. Main St	NRPP	4/25/17
58-G	Communication from President Michitson requesting to present an update on the meeting with Group Homes stakeholders to address severe problems in Haverhill	Public Safety	5/2/17
58-I	Communication from Councillor Bevilacqua requesting discussion regarding assistance to new businesses	Planning & Dev.	5/2/17
47	Ordinance regarding Tag Days and request Council accept new amendment	Public Safety	5/9/17
58-S	Communication from Councillor Bevilacqua regarding proposed uses on Rep. Dempsey Boardwalk	NRPP	5/16/17