



CITY OF HAVERHILL  
CITY COUNCIL AGENDA

Tuesday, June 16, 2015 at 7:00 PM  
City Council Chambers, Room 202

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1. APPROVAL OF RECORDS OF THE PREVIOUS MEETING
2. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING
3. COMMUNICATIONS FROM THE MAYOR
4. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES  
NO SCHEDULE
5. UTILITY HEARING(S) AND RELATED ORDER(S)  
NO SCHEDULE
6. APPOINTMENTS

Confirming Appointments

Dr. Thomas Wylie – *Conservation Commission* expires June 16 2016

To Be Confirmed

Philip Wysocki – *Harbor Commission* expires June 16 2016

To Be Confirmed

Non-confirming Appointment

John Parow – *Interim Acting Fire Chief*

Roy Wright – *Energy Advisory Committee* expires June 16 2016

Attachments

Resignations:

NO SCHEDULE

7. PETITIONS:

NO SCHEDULE

8. APPLICATIONS:

**HANDICAP PARKING SIGNS:**

8.1 Paul F Dinoto, at 17 Temple st

8.2 Sandra Curtis, at 36 Bellevue av

*Refer to Planning for Ordinances*

Attachments

9. ONE DAY LIQUOR LICENSES

NO SCHEDULE

10. APPLICATIONS FOR PERMIT

10.1 Application from *Haverhill Cultural Council* for participation in the "*Inside Out Project*", June 18<sup>th</sup>; at Columbus Park, Washington Square and Wingate Parking Lot; from 5 pm to 7 pm

*Application has Police Dept & Dept of Public Works approval*

Attachment

11. TAG DAYS

NO SCHEDULE

12. ANNUAL LICENSE RENEWALS

NO SCHEDULE



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**13. A. HAWKER/PEDDLER:**

13.1 Terri Barlow, to sell hot dogs, soda and chips at *Bradford Common*; Monday-Sunday; 9:30 am to 8:30 pm; April – November *Police & Health Dept approval received*

Attachment

**14. DRAINLAYER 2015 LICENSE:**

**Renewals:**

Rocci DeLucia Jr                      Shawoi A Alsarabe                      Kenneth M Pierce Jr

**New Applicant:**

William Grace Jr

Attachment

**14B. HEARINGS AND RELATED ORDERS**

**14.1 Document 33;** Petition from Attorney Robert Harb for applicant/owner Eileen F Petrocelli requesting a hearing to amend the Zoning District Boundary Map; for a portion of property located at *95 Lake st*; from RR (Residential Rural Density) Zone to the RM (Residential Medium) Zone; where passage would place the entire property of 7.8 acres in an RM Zone

*Postponed from May 5 2015*

14.1.1 **Document 33-B;** Ordinance re: Zoning, Lake Street - RR to RM

*Filed April 15 2015*

Attachments

*Favorable recommendation from Planning Board and Planning Director William Pillsbury*

**14.2 Document 56;** Petition from Robert Ahern for RKACO LLC requesting Special Permit to build 3 buildings totaling 13 units that will be sold as condos at 2 Cross rd

*Related communication from John Pettis, City Engineer*

*Favorable Recommendation with conditions/stipulations from Planning Board and Planning Director, William Pillsbury*

Attachments

**15. MOTIONS AND ORDERS:**

1. Order – Transfer \$8,800.00 from Police Department – *Salaries* to Police Department – *Expense: Buildings and Maint.*

2. Order – Transfer \$200,000.00 from the General Fund account *Mitigation and Health Ins Close Out* in order to establish the account *Trust Fund – OPEB, Other Post Employment Benefits*

Attachments



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**15.1.1 FY 2015 BUDGET AND RELATED ORDERS:**

1. Total Budget for FY2016
2. Order – That as part of the fiscal year 2016 Annual Budget the sum of \$2,400,000 be and is hereby raised and appropriated and transferred into the Stabilization Fund
3. Order – That as part of the fiscal year annual budget the sum of \$292,560 be appropriated from the Parking Funds Account Revenue Attachments

**15B. ORDERS - REVOLVING FUNDS**

1. Order – Authorization of the Recreation and Parks Revolving Fund
2. Order – Authorization of the Veteran’s Memorial Skating Rink Revolving Fund
3. Order – Authorization of the Citizen Center Rental Account Revolving Fund
4. Order – Authorization of the Council on Aging Activities Account Revolving Fund
5. Order – Authorization of the Wood School Daycare Revolving Fund
6. Order – Authorization of the Municipal Open Space Management Revolving Fund

Attachments

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

16.1 Ordinance re: Taxicabs and Buses

File 10 days

16.2 Ordinance re: Salaries - UPDATED SALARY ORDINANCE; City of Haverhill and Teamsters Conservation Officers, Animal Control Officers, Police Mechanics, Police Building Maintenance Craftsmen/Custodians and Public Property Building Custodian Group

Related communication from Denise McClanahan

File 10 days

**17 UNFINISHED BUSINESS OF PRECEDING MEETINGS**

17.1 Document 2-E; Ordinance re: *Salaries* – Conservation officers, Dog Officers, Police Mechanics, Police Building Maintenance Craftsmen/Custodians and Public Property Building Custodian Group

Updated Ordinance submitted *Filed May 27<sup>th</sup> 2015*

17.2 Document 2-F; Ordinance re: *Salaries* – Citizen Center

*Filed June 3<sup>rd</sup> 2015*

17.3 Document 2-G; Ordinance re: *Salaries* – Library

*Filed June 3<sup>rd</sup> 2015*

Attachments

17.4 Document 10-X; Communication from President Michitson requesting a discussion about the *Greater Haverhill Foundation Partnership* with the *Mass Technology Collaborative Innovation Institute* to develop comprehensive economic development plan and execution

*Postponed from May 19<sup>th</sup> 2015*

Attachment

17.5 Document 74-I; Communication from Councillor Sullivan requesting a discussion about the flag at *Hilldale Cemetery* and the ongoing maintenance issues

*Postponed from June 2<sup>nd</sup> 2015*

Attachment



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17.6 Document 77; Bond Order – Appropriate \$1,225,000.00 for construction of a new *Police Fleet Maintenance Facility* - \$325,000 shall be transferred from D'Alessandro Trust Account and the Treasurer with Mayor's approval is authorized to borrow \$900,000

*Filed June 3<sup>rd</sup> 2015*

Attachments

Related communication from Mayor Fiorentini

**17B MONTHLY REPORTS**

Abatement report from Board of Assessors for month of May 2015

Attachment

**18 COMMUNICATIONS FROM COUNCILLORS**

18.1 Communication from Councillor Scatamacchia requesting a discussion regarding the traffic concerns due to the *Hunking School* construction project

18.2 Communication from Councillor McGonagle requesting removal of handicap parking spaces at 12 Temple st and 131 Webster st as they are no longer needed

18.3 Communication from Councillor LePage requesting to thank *Team Haverhill* and accept their generous gift of a new water bubbler at the Portland st playground

*Related communication from Alice Mann; President, Team Haverhill*

Attachment

**19 RESOLUTIONS AND PROCLAMATIONS**

NO SCHEDULE

**20 COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

**21 DOCUMENTS REFERRED TO COMMITTEE STUDY**

**22 ADJOURN**



JAMES J. FIORENTINI  
MAYOR

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

6  
CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CI.HAVERHILL.MA.US

June 12, 2015

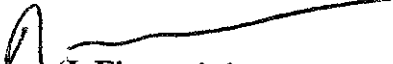
City Council President John A. Michitson and  
Members of the Haverhill City Council

**RE: Conservation Commission**

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

I hereby name Dr. Thomas Wylie, 185 Salem Street, to the Conservation Commission.  
This is a confirming appointment and will expire on 6/16/2016. I recommend your  
approval.

Very truly yours,

  
**James J. Fiorentini**  
Mayor

JJF/ah  
cc: Rob Moore

**Thomas F. Wylie, Ed. D.**  
**185 Salem Street**  
**Bradford, Massachusetts 01835**  
**Home (978) 521-1209, Cell (978) 376-3431**  
**Email: tfwrun@comcast.net**

**Nov 2013-Jan 2014 Interim Special Assistant to the Provost** – University of Hartford, West Hartford, CT; appointment via the Registry for College and University Presidents; assist with redesign of Office of Institutional Effectiveness

**September 2013**

**Provost Emeritus** – New England Institute of Technology – assists with strategic planning, new program development, and projects as assigned by the president.

**June 2013- July 2015**

**Part Time Lecturer**, College of Professional Studies, Northeastern University; teaching online courses in masters and doctoral programs in higher education.

**May 2004- July 2013**

**Senior Vice President and Provost** at New England Institute of Technology (NEIT) in East Greenwich, RI. NEIT has 3000 students 115 FT and 150 PT faculties, 34 Associate, 14 Bachelor, and 2 Master's degree programs, \$80 million dollar budget, three campuses and specialized capital facilities.

**Responsibilities:**

- Supervision of Department Chairs, faculty and academic staff, offices of registrar, academic skills center, library, and center for distributed learning; approximately 140 full time personnel. Monitor work of all standing and ad hoc committees.
- Supervise Office of Teaching and Learning (OTL), which is Academic Affairs, with an Associate Provost, three Assistant Provosts, an Office Manager, and Administrative Assistant.
- Prepare and monitor annual budgets, planning, performance reviews of faculty, staff, and 27 department chairs; serve as member of the Executive Committee. Review and recommend faculty for appointment, change in rank, and professional (sabbatical) leave.
- Chair Academic and Administrative Policy Committee (AAPC) the primary channel of communication for all academic departments and faculty involvement in the college.
- Supervise new program development, compliance with specialized accreditations and certifications, and serve as NEASC Liaison Officer.

## **Accomplishments:**

- New programs; AS, & RN to BSN in Nursing, MS in Occupational Therapy, MS in Information Technology, AS and BS in Game Simulation and Development, AS in Physical Therapist Assistant, Aviation Science and Respiratory Care, BS in Construction Management, BS in Health Care Management, and BS in Automotive Service Management. Also, AS programs in Veterinary Technology, Criminal Justice, Alternative Energy Systems, and on-site AS and BS degrees for EMC Corporation and AS in Applied Technical Studies for Electric Boat.
- Chaired Self-Study Steering Committee for comprehensive accreditation review by New England Association of Schools and Colleges (NEASC).
- Facilitated implementation of new planning process resulting in several three-year plans, which guide direction of the college.
- Recommended for appointment 50 FT faculty and staff, revitalization of registrar's office, development of co-curriculum programs and student activities, successful restructure of community enrichment program, and increased support for professional development.
- Established program review process and Office of Institutional Effectiveness with responsibility for planning, research, and assessment of student learning. Completed 24 program reviews.
- Revitalized processes to identify, measure, and document evidence of student learning outcomes. Completed process to identify and measure information literacy, and completed institutional definition of an educated person, and syllabus review.
- Direct and supervise annual budgets for 27 cost centers and expenditures of \$1 million annually for capital purchases.
- Assisted with raising \$1,000,000. in foundation support for capital grants.
- Accreditation; served on ten NEASC visiting teams and team chair of seven, three comprehensive and four focus visits.

## **1999-2004**

**Vice President and Academic Dean** at York County Community College in Wells, Maine; YCCC has a \$6 million budget, 1,200 credit students, 1500 non-credit students, and seven academic departments.

### **Responsibilities:**

- Supervised full time and adjunct faculty, Department Chairs, Assistant Deans, Registrar, Library Director, and support staff

- Developed articulation and transfer agreements
- Established student learning outcomes assessment process
- Designed curriculum development process
- Developed new programs and expanded continuing education
- Chaired college-wide accreditation Steering Committee and preparations for NEASC accreditation evaluation
- Chaired contract-based Faculty/Management Committee

**Accomplishments:**

- Established new leadership and organization in Academic Affairs
- Established, an Early College Program, with funding from the Bill and Melinda Gates Foundation, a five year \$250,000 grant
- Apprentice education and training program serving 500 new hires for Portsmouth Shipyard
- Strengthened current academic programs and expanded courses in credit and non-credit programs, and service to business and industry
- Expanded online Web CT courses, from 12 in 1999 to 53 in 2003
- Directed successful mandated academic program reviews
- Expanded FT faculty and staff positions
- Supervised development of Cisco Regional Training Academy

**1987-1999**

Bunker Hill Community College in Boston, Ma; BHCC enrolled 7,000 students, an FTE of 3500, and a budget of \$18 million; 115 FT and 200 adjunct faculties and is a comprehensive community college with a highly diverse student body.

**Executive Dean of Institutional Effectiveness.** Responsible for institutional planning, research, and assessment.

**Accomplishments:**

- Co-chair process leading to ten year re-accreditation by NEASC
- Supervised program reviews
- Supervised improvements to institutional research
- Conducted and facilitated revitalization of institutional planning
- Facilitated process for three year strategic plan and evaluation
- Member of three person team which secured a \$1.5 million Title III award

**Academic Dean of Communication, Arts, and Humanities.** Responsible for supervision of 36 full time and 75 adjunct faculties.

**Accomplishments**

- Improved and expanded management of course offerings
- Recruited and recommended for appt. several new FT faculty members
- Directed international study abroad and faculty exchange opportunities
- Developed faculty professional development funds and mini-grants
- Strengthened communication channels with adjuncts, FT faculty, department chairs, advisory committees, and administration.



**Campus Dean** of Chelsea Campus; 400 students, twelve faculty & staff.

**Accomplishments**

- Facilitated preparation of five-year capital plan to upgrade campus from a Satellite Center to a NEASC accredited Branch Campus.
- Implemented improvements to campus management
- Facilitated preparations for move to new campus
- Expanded program and course offerings
- Strengthened communication links between campuses

**Associate Dean of Academic and Student Affairs.** Supervision of international education, contract training, study abroad and faculty exchanges.

**Accomplishments**

- Developed Study Abroad Fellowship opportunities in England, China, and Puerto Rico, in cooperation with Student Government Association
- Researched and wrote "Guidelines for Conducting Academic Program Reviews" and facilitated reviews in several disciplines
- Developed several new articulation and transfer agreements.

**Assistant Dean of Planning and Development.** Supervised the Office of Institutional Research, directed fund raising operations for the BHCC Foundation, Inc., established annual fund, endowment fund, and scholarship funds in several fields. Raised several million dollars in public and private support of college programs and services. Secured college's first \$650,000 Title III award and \$100,000 endowment challenge grant, and raised \$100,000 matching funds.

**1986-87**

**Development Officer** for Emerson College. Proposal writing and fund raising appeals to public agencies, foundations, corporations, and individuals.

**1984-86**

**Thomas Wylie Associates** Planning and Development Consultant to the National Endowment for Arts Challenge Grant Program, and to arts organizations and individuals. Sessions on long range planning, resource development, budgeting, and board development; clients included The Artists Foundation, Boston Lyric Opera, Massachusetts Cultural Alliance, Catamount Film and Arts Center, National Center of Afro-American Artists, Boston Theater of the Deaf, Urban Arts, and Bunker Hill Community College.

**1980-84**

**Executive Director** of the Boston Film/Video Foundation, Inc. Supervised twelve member staff and \$650,000 budget. Raised \$750,000 in program and capital support, secured endowment funds, established New England Film/Video Fellowship Program for independent media artists, and developed three-year marketing plan that increased membership from 300 to 1200.

## **Awards, Appointments, Community Service**

- 2010-14 Proposal reviewer for Fulbright Specialist Program (FSP)
- 2006 Leadership Award 1/21/06 @ NEIT Faculty Development Day
- 2004 Outstanding Contribution Award, Academic Affairs Council of  
Maine Community College System
- 2003-11 Member of ten NEASC accreditation evaluation teams, 7 for CIHE and 3 for  
CTCI, served as chair of six, three in Europe
- 2003 Board of Directors, National Council of Instructional Administrators (NCIA).
- 2002 Executive Leadership Institute, League for Innovation, Phoenix, AZ  
December 8-13, 2002
- 2000-02 Chair, Academic Affairs Council, Maine Community College System (CCS)
- 2000-01 Member Maine CCS Board of Trustees' Total Cost Taskforce
- 1998-99 Massachusetts Board of Higher Education Exit Assessment Taskforce
- 1996 Chair of MaCIE, Massachusetts Council for International Education
- 1996 Conference Chair, "International Education: Impacts on Massachusetts,"  
Fifth Annual Conference of MaCIE, UMASS Boston.
- 1993 Outstanding Service Award as Dean of Chelsea Campus.
- 1992 Chair of Ma. Chapter of NCRD, National Council for Resource Development.
- 1991 National Endowment for the Arts reviewer for awards in categories  
of Media Arts Centers and National Service
- 1990 Trustee of Unitarian Church of Haverhill, Ma.
- 1987/88 Loaned Executive to United Way of Mass Bay
- 1987 Review panelist for National Endowment for the Arts and CINE
- 1987 Governor's appointee to the Massachusetts Film Advisory Board

## **Presentations and Publications**

"CAO Strategies for Impacting Long-term Change on Campuses," NERCHE Chief Academic Officers Think Tank; New England Institute of Technology, September 2011.

"Outcomes Based Program Review," presentation at Assessment Forum, NEASC Annual Meeting, December, 2007, Boston, Ma.

"Leading Change & Sustaining Your Identity as a Leader," New England Resource Center for Higher Education (NERCHE) academic "think tank" presentation, spring 2007.

"Launching a Great Idea: Creating an Early College Program," Spring Forum, Maine Great Schools Project, Sugarloaf USA, April 2, 2004.

"How to Get Started and Keep the Energy," presentation at NEASC accreditation Self-Study Workshop, October 2-3, 2003, Marlboro, MA

"How to Get Started and Keep the Energy," presentation at NEASC accreditation Self-Study Workshop, October 3-4, 2002, Marlboro, MA

"Transforming a College: Future Search Planning as a Tool for Change," panel @ League for Innovation in the Community College, Boston, Ma, February 2002

"Assessing Assessment: An Overview of Student Learning Outcomes at York County Technical College," YCTC Assessment Committee publication, 2001

"Preparing the Self-Study: Views from Institutions," panel presentation @ NEASC Self-Study Workshop, UNH Conference Center, Durham, NH October 2000

"Online Just in Time," presentation @ 9th Annual DIRIGO Institute, Sebasco Estates, Me, June 1-2, 2000

"Creating a Culture of Change: The Transformation of Bunker Hill Community College," panel presentation @ League for Innovation in the Community College, February 2000

"Using Technology to Prepare the Self-Study," NEASC Self-Study Workshop, UNH Conference Center, Durham, NH September 1999

"College-wide Planning and Budgeting," BHCC presentation to the annual Conference of NILD, National Institute for Leadership Development, June 1999

"Educational Needs Survey for the New Chelsea Campus," a publication of Bunker Hill Community College, Boston, Ma, 1998.

"Guidelines for Conducting Academic Program Reviews," BHCC publication, 1998

"The Role of the Community College in International Development," presentation @ MaCIE Annual Conference at Bridgewater State College, 1994

"International Students at Two-Year Colleges: Examination of Research Findings and Major Issues," 46th Annual Conference of NAFSA, Miami, FL 1994

"International Students at Two-Year Colleges: What the Research Indicates," NAFSA New England Regional Conference, 1992

"Private Sector Fundraising," Presentation to the New England Regional Conference of NCRD, 1991.

Wylie, Thomas F., "An Examination of International Students in Three Public Two-Year Colleges," doctoral dissertation, University of Massachusetts at Amherst, 1993.

Wylie, Thomas F., "Eisenstein, Kracauer, and Marx: Socio-Political Influence in Film Theory," Journal of the University Film Association. Vol. XXX No.3, summer, 1978.

"Hadley House," three minute experimental film, 1979, and "Return to Oak Grove," thirty minute film.

### **Teaching**

2013-15, part-time Lecturer, Northeastern University College of Professional Studies (CPS), online M.Ed. program, teaching "Management of Higher Education Institutions," "Faculty Evolving Roles," and "Global and Historical Perspectives in Higher Education."

Ten years as adjunct teaching at York County Community College, Northern Essex Community College, New England Institute of Technology; and Honors Program @ Bunker Hill Community College, 1994-97. Two years full time with US Peace Corps.

### **Education**

Ed. D. Higher Education Administration, UMASS Amherst

M. A., Communication Studies, UMASS Amherst

B.A., History, State University of New York at Buffalo

A.A.S., Business Management, Mohawk Valley Community College, Utica, NY

2013 Registry for College and University Presidents; for Senior Administrators

2012 Certificate of E-Learning, Northeastern University Online

Graduate Assistant at UMASS Amherst, research and lectures on mass media and society

Training Officer for Volunteers in Service to America (VISTA). Co-directed the selection orientation, training, and placement of volunteers in Midwest states.

VISTA Volunteer in Waterloo, Iowa. Served as planning officer for programs in housing, health care, and community organizing

San Jose State University teacher training program for Peace Corps assignment,

Peace Corps Volunteer in Pototan, Iloilo, Republic of the Philippines. Teacher of mathematics in grades five and six, director and faculty member in teacher training seminars for 200 teachers, and directed projects in rice research, park development, youth development, and programs for leprosy patients

Writer; with collection of poems at [www.bewilderingstories.com](http://www.bewilderingstories.com) and author of forthcoming book "Cold Car," scheduled for fall 2014.

**Personal**

Married with three adult children. Avid runner with PR's of 3:02 in the marathon, 35:36 in the 10K, 5:02 in the mile. President, New England 65 Plus Running Club, 2012-2014

August 2014

6



JAMES J. FIORENTINI  
MAYOR

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

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

June 12, 2015

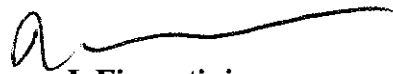
City Council President John A. Michitson and  
Members of the Haverhill City Council

**RE: Harbor Commission**

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

I hereby name Philip Wysocki, 8 Philip Street, to the Harbor Commission. This is a confirming appointment and expires on 6/16/16. I recommend your approval.

Very truly yours,

  
**James J. Fiorentini**  
Mayor

JJF/ah  
cc: Orlando Pacheco

# Philip J. Wysocki

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8 Philip St., Haverhill, MA 01830 | 978-852-7535 | phwy1@yahoo.com

## Objective

- Haverhill Harbor Commission position

## Education

**ASSOCIATES | 1972 | STCC SPRINGFIELD, MA**

- Major: Graphic Arts
- Minor: Psychology

## Other

Numerous training classes and skill building that is ongoing. Some of these are listed below.

## Skills & Abilities

### MANAGEMENT

- I ran a large printing company with more than 100 employees for over 5 years before starting my own company.
- I have been involved with the USCG Auxiliary, and was the Vice Flotilla Commander and Flotilla Commander of Flotilla 38 in Newburyport. We currently have 85 members.

### COMMUNICATION

- I have had experience giving presentations as well as running meetings over the past fifteen years.

### LEADERSHIP

- From January of 2010 to December of 2013, I was elected Vice Flotilla Commander (2 years) and Flotilla Commander (2 years) of Flotilla 38 in Newburyport.
- I have been designated as one of 3 "crew leaders" by the Salisbury Harbormaster.
- Successfully completed Captain's License course with 100 Ton Masters Component
- I am a certified First Responder through Salisbury Harbormaster's Department.

## Experience

### BLACKBOARD / NETWORK ADMINISTRATOR | NECC | JANUARY 2007 - PRESENT

- I am currently employed by NECC in Haverhill and administer the Blackboard online learning platform. I also do IT Network technical support.

### ASSISTANT HARBORMASTER | SALISBURY HARBORMASTERS OFFICE | MAY 2012 - PRESENT

- I am a sworn officer for the Salisbury Harbormaster's office and perform various duties including pre and post-season land based work on the boat and facilities, as well as safety patrols with law enforcement.

### INSTRUCTOR | BOATWISE MARINE TRAINING | JUNE 2013 - PRESENT

- I teach Basic Boating, Navigation and Advanced Navigation to groups ranging from 12 - 30 people.

### MEMBER | USCG AUXILIARY FL38 | JANUARY 2007 - PRESENT

- I have been crew qualified since August of 2007 and continue to maintain my qualifications.
- I have been a qualified USCGAUX instructor since January of 2008 and continue to maintain my qualifications.
- I have served in leadership capacities with the Flotilla and Division and will continue to do this in the future.

**COMPUTER / NETWORK ADMINISTRATOR | WAYLAND, MA PUBLIC SCHOOLS | JULY 1996 - DECEMBER 2006**

- I supported and maintained all PCs and Windows servers for the entire school district. I also volunteered (paid) to be a game official for HS basketball events.

**TEACHER / COACH | MOULTONBOROUGH ACADEMY | SEPTEMBER 1994 - JUNE 1996**

- I was a permanent substitute teacher under a federal grant named "School to Work" that enabled classroom instructors to integrate with the local businesses and industry. During this time I taught Principals of Physics, Tech Ed, and Boatbuilding.
- While in Moultonborough, I also was hired to coach JV Baseball, JV Volleyball and Junior High Softball. I was also an assistant coach on the Varsity Volleyball and Softball teams and won state championships with both teams.

**VOLUNTEER WORK | SOMERSWORTH, NH | 1978 - 1990**

- I lived in Somersworth, NH during this time and was involved in the community.
- Served on the Board of Directors of the Somersworth International Children's Festival from 1979-1990
- Served on the City of Somersworth Planning Board as a member and then as vice - chair.



JAMES J. FIORENTINI  
MAYOR

CITY OF HAVERHILL  
MASSACHUSETTS

6  
CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CI.HAVERHILL.MA.US

June 12, 2015

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


**RE: Acting Fire Chief**

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

I hereby appoint Chief John Parow, 32 School Street, Chelmsford, as the Interim Acting Fire Chief for the City of Haverhill. Most recently, Chief Parow was the Interim Fire Chief in the Town of Ipswich. He also served as the Fire Chief in the Town of Chelmsford for sixteen years. Chief Parow is a past President and Chairman of the Board of Directors for the International Association of Fire Chiefs. Chief Parow is also an Adjunct Professor at Anna Maria College in the Fire Science and Management Program.

Chief Parow received his Master in Business Administration from the State University of New York and a Bachelor of Science in Fire Engineering and Safety Technology from the University of Cincinnati. He has many certifications, his numerous writings have been published in Professional Fire Publications and he was appointed by past Homeland Security Secretary Janet Napolitano to serve on the Homeland Security Science & Technology Advisory Committee.

Very truly yours,

  
**James J. Fiorentini**  
Mayor



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**John "Jack" Parow**

32 School Street  
Chelmsford, MA. 01863  
978 251-0380  
[chiefcfd@aol.com](mailto:chiefcfd@aol.com)

**WORK EXPERIENCE:**

**October 2013 to June 2014**

**Interim Fire Chief/Chief of Department, Ipswich, MA.**

Responsibilities included all departmental administration and leadership, overseeing of day to day operations and the development of a strategic plan to set the future direction of the department. In addition, to direct the process and necessary events that leads to the hiring of a new Fire Chief for the Ipswich Fire Department. Combination career/on call department.

**September 2011 to October 2013**

**Director of 1-800Boardup Services  
ReBuildEx, Carver, MA.**

Responsibilities included administration, operations and oversight of all emergency board-up operations for RebuildEx, Inc. Service area included Middlesex, Essex, Bristol, Plymouth and Norfolk Counties. Managed three area Directors and two eight person board-up crews.

**August 2010 to September 2011**

**President and Chairman of the Board of Directors  
International Association of Fire Chiefs (IAFC)**

President and Chairman of the Board of Directors of a 13,000 member association dedicated to educate, lead and serve leaders in the Fire Service and EMS arena. The IAFC has a fulltime staff of 65 people and operates with a fifteen million dollar budget. Headquarters is located in Fairfax, VA. IAFC Executive Board member 2008-2012.

**February 1994 to October 2010**

**Fire Chief/Chief of Department, Chelmsford, MA.**

Responsibilities included all departmental administration and leadership, establishing the future direction of the department, setting future goals and objectives, hiring and firing of personnel, all purchasing, labor negotiation, budget formulations and reviews, payroll, emergency medical services, LEPC member, emergency management, etc. Oversee the operation of the District 6 Fire Mutual Aid Center and Leader of the District 6 Hazardous Materials Team. Fully paid department operating five stations.

**April 1991 to March 1994**

**Fire Chief/Chief of Department, East Bridgewater, MA.**

Responsibilities included all departmental administration, hiring and firing of personnel, all purchasing, building and apparatus maintenance, labor negotiations, budget formulations and reviews, payroll, emergency medical services, in-house transport ambulance, etc. Duties also included Forest Fire Warden, Deputy Emergency Management Director and Right to Know Coordinator. Combination career/on call department.

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**January 1975 to April 1991**

**Fire Captain/Shift Commander, North Reading, MA.**

Responsible for administration, leadership and training of all shift operations.

Duties included: fire suppression, E.M.S., fire prevention inspections and enforcement, department computer operations and updating. Leader of a 30 person Hazardous Material Team.

**EDUCATION:**

**State University of New York, Empire State, MBA, Business and Policy Studies.**

**Thesis: "Addressing Change in the Fire Service"**

**University of Cincinnati, Summa Cum Laude, Bachelor of Science, Fire Engineering and Safety Technology.**

**No. Shore Community College, Associate in Science, Fire Science.**

**National Fire Academy, Executive Fire Officer Program Graduate.**

**Naval Post Graduate School, 2011, Homeland Security Executive Leaders Program.**

**University of Massachusetts Donahue Institute for Government Services, Chief Fire Officer Management Program.**

**TEACHING:**

**Adjunct Professor Anna Maria College, Paxton, MA., Fire Science and Management program; Public Administration program at both the Graduate and Bachelor level, 1996 - present.**

**Adjunct Professor, SUNY, Empire State College, N.Y., Fire Science Program, Bachelor Degree Program, 2012 - present**

**Adjunct Professor Rivier College, Nashua, N.H., Fire and Emergency Management Program, Bachelor Degree Program, 1996 - 2002.**

**Guest Speaker, National and International seminars, conferences and events.**

**SPECIAL APPOINTMENTS:**

**Appointed to the Homeland Security Science & Technology Advisory Committee (HSSTAC), May 2012 to May 2014, by Homeland Security Secretary Janet Napolitano.**

**Top Secret Security Clearance**

**CERTIFICATIONS:**

**Chief Fire Officer (CFO) Designation, Center of Public Safety Excellence**  
**Fire Chief Accreditation, Commonwealth of MA., Fire Service Commission**  
**Certified Emergency Medical Technician, OEMS and National Registry**  
**Certified Fire Training Instructor, MA. Fire Training Council**  
**Certified Hazardous Materials Technician, MA. Fire Training Council**  
**Certified NFPA Fire Inspector, NFPA**  
**Certified Fire Inspector, MA. Fire Training Council**

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## **PUBLISHED ARTICLES (partial listing)**

Fire Chief Magazine, *Reinforced Theories, Why the World Trade Center Towers Collapsed*, June 2002.

Fire Engineering Magazine, *Pictometry, Interactive Aerial Photography for the Fire Service*, May 2003

Fire Rescue Magazine, *The Succession Solution, a leadership culture plays a key role in moving succession planning to action*, September 2010

Fire Rescue Magazine, *Embrace Diversity, how fire service leaders can create an inclusive work environment*, October 2010

Fire Rescue Magazine, *Looking Forward, economic challenges offer opportunities to shape the present & future*, November 2010

On Scene Magazine, *Economic Challenges Offer Opportunities To Shape The Future*, November 2010

Fire Rescue Magazine, *Make or Break, in an era of scrutiny, reputation is key*, December 2010

Fire Chief Magazine, *Benchmarks Show the Path to Better Performance – Funding*, January 2011

Fire Chief Magazine, *When You Change Yourself, You Can Change Your Culture*, February 2011

On Scene Magazine, *Human Resources Leadership*, February 2011

Fire Chief Magazine, *A Case for Not Putting Your Difference Aside*, March 2011

On Scene Magazine, *Getting in Touch with Our (Grass) Roots: Success is Rooted in Advocacy*, March 2011

Fire Chief Magazine, *Higher Education: The Key to Professional Fire/EMS Recognition*, April 2011

On Scene Magazine, *Working Together is the Key to Solving Problems*, April 2011

Fire Chief Magazine, *When Labor and Management Collaborate, Both Sides Win*, May 2011

Fire Chief Magazine, *A Necessary Approach to Reducing Unnecessary Alarms*, June 2011

On Scene Magazine, *Finding Valor To Lead*, June 2011

Fire Chief Magazine, *Change In The Fire Service*, July 2011

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**OTHER QUALIFICATIONS AND APPLICABLE AFFILIATIONS:**

IAFC President and Chairman of the Board of Directors 2010-2011

IAFC Vice President 2008-2010

IAFC President New England Division 2003-2004

IAFC Vice President 2001-2003

IAFC Vice President from Massachusetts 2000-2001

IAFC Election Committee 2003-2006

IAFC Regional ICC Member 2003-2009

President Fire Chiefs' Association of Massachusetts 1998-1999

Vice President Fire Chiefs' Association of Massachusetts 1995-1998

Board of Directors Fire Chiefs' Association of Massachusetts 1991-1995

Executive Board Fire Chiefs' Association of Massachusetts 1999-2001

Legislative Committee Fire Chiefs' Association of Massachusetts 1991-2002

President of the Hazardous Material Technicians' of Massachusetts 1992-1993

Member State of Massachusetts Hazardous Material Policy Board 1994-1997

Team Leader/Coordinator District 6 Hazardous Material Team 1990-2010

Certified Domestic Preparedness Instructor, for Homeland Security

Emergency Medical Technician 1978-present

Member New England Association Fire Chiefs'

Member International Association of Fire Chiefs'

Member International Association of Fire Chiefs, New England Division

Member Fire Chiefs' Association of Massachusetts

Member National Fire Protection Association

Member National Fire Academy Alumni Association

Who's Who International in Public Service 2000

Massachusetts Construction Supervisor License

City of Boston Builder's License

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## **Benefits of an Interim Fire Chief**

Hiring the wrong person into the Fire Chief's position will be one of the most damaging and costly mistakes a community can make. Anxiety over the length of time that is often required to find the right candidate can lead to "settling" for someone who is almost right for the position. Using an Interim Chief can prevent a community from making this costly mistake.

Traditionally, a department will appoint an internal Fire Officer as Chief or Acting Chief when the previous Chief retires or vacates their position. However, an increasing number of communities are now bringing in an experienced interim chief from outside the department. There are a number of factors that appeal to a community when considering using Interim Chief including responsiveness, experience, objectivity, commitment, crisis situations, and so on.

Interim leadership should be viewed as the short-term assignment of a proven professional to manage in a period of transition, crisis or change within an organization. In this situation, a permanent role may be undesirable or impossible to fill on such short notice. Additionally, there may be a need (or opportunity) to have a "fresh set of eyes" evaluate current operations.

The following are some of the reasons an Interim Fire Chief may be right in your situation and community:

### **Responsive and Flexibility**

An experienced outside Interim Chief's talents can be in place within days as opposed to weeks or months, which is essential when time constraints are critical and stability is needed. The Interim can "hit the ground running", providing leadership, senior level administration and assume the responsibility of the day-to-day operations of the department.

There is no impact to succession planning because the Interim is not a permanent resource within the organization, therefore their position should not pose a threat to internal members. Furthermore, there is no impact to the permanent headcount.

### **Experience and Productivity**

Interim Chiefs are highly qualified, experienced, and able to produce as soon as they arrive on scene. Due to their skill level and expertise, they will be fully productive in a matter of days.

An Interim Chief has past experience of similar challenges to the ones that they are about to face which enables them to have an immediate effect and be productive from the outset. In addition, they will transfer their skills and experience onto the department and future leadership.

### **Objectivity**

An outside Interim Chief will provide a fresh and unbiased perspective on the department and are free to concentrate on what is best for the organization and the community. They are free to look at the department objectively without the restraints of staff relationships, politics, past department culture or career advancement goals. An Interim Chief will be able to identify issues and problems that may not be visible to department members because they only understand how things have always operated.

## **Accountability**

**Interim Chiefs take full, direct, and primary accountability for the goals outlined when he or she is hired, including delivery of objectives, budget control and resource management.**

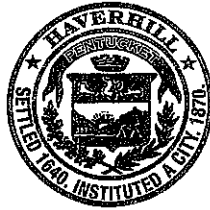
## **Effectiveness**

**Operating as an Interim Chief one will have the authority to effect significant change or transition within an organization; unlike a temporary appointment, they are not just there to manage the status quo. Interim Chiefs are hired as agents of change to make things happen quickly because they bring the necessary skill-sets with them that are probably not immediately available within the organization.**

## **Commitment**

**An Interim Chief is committed to an interim career with positive results. Interims get control of the situation, put plans and resources in place, set future direction, find their replacement (if necessary), and leave.**

**In conclusion, as an external resource an Interim Fire Chief can bring a fresh perspective to an organization. They have an objective view on how the department is operating, what should be changed and develop a plan for the future based on their many years of experience and professional skills.**



JAMES J. FIORENTINI  
MAYOR

CITY OF HAVERHILL  
MASSACHUSETTS

6  
CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CI.HAVERHILL.MA.US

June 12, 2015

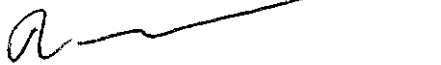
City Council President John A. Michitson and  
Members of the Haverhill City Council

**RE: Energy Advisory Committee**

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

I hereby name Roy Wright, 59 Woodland Park Dr., to the Energy Advisory Committee.  
This is a non-confirming appointment and expires 6/16/16. I recommend your approval.

Very truly yours,

  
**James J. Fiorentini**  
Mayor

JJF/ah  
cc: Orlando Pacheco

8.1

**CITY OF HAVERHILL**  
**APPLICATION FOR HANDICAP PARKING SIGN**

\*NEW  \_\_\_\_\_  
\*RENEWAL \_\_\_\_\_

DATE OF REQUEST MAY 13 2015      DATE OF APPROVAL 6-8-15

NAME: PAUL F. DI NOTO

ADDRESS: 17 TEMPLE ST HAVERHILL MA 01832

TELEPHONE #: 978-372-5235

VEHICLE TYPE: FORD FREESTAR - 2004 - SILVER

PLATE #: US 87 FF

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

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

x Paul Di Noto  
Applicant Signature

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

Approve       Denied

Reason for denial

[Signature]  
Chief of Police Signature

Approve       Denied

Reason for denial

City Council Approval

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

\*ORDINANCE WILL EXPIRE 24 MONTHS FROM DATE OF APPROVAL.

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

To Office Lance Powell



8.2

CITY OF HAVERHILL  
APPLICATION FOR HANDICAP PARKING SIGN

\*NEW  \_\_\_\_\_  
\*RENEWAL \_\_\_\_\_

DATE OF REQUEST 4-28-15 DATE OF APPROVAL 6-8-15

NAME: Sandra Curtis

ADDRESS: 36 Bellevue Ave Haverhill MA

TELEPHONE #: 978-702-7654

VEHICLE TYPE: Nissan Morano

PLATE #: React 1

Do you currently have off street parking at your residence?  Yes  No

If yes, why is there a need for a handicap parking sign? very small and steep  
have fallen trying to walk up and down it.

Did you have a handicap parking sign at a previous address?  Yes  No

If yes, location? \_\_\_\_\_

x Sandra Curtis  
Applicant Signature

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

Approve  Denied

Reason for denial

[Signature]  
Chief of Police Signature

Approve  Denied

Reason for denial

\_\_\_\_\_  
City Council Approval

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

\*ORDINANCE WILL EXPIRE 24 MONTHS FROM DATE OF APPROVAL.

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

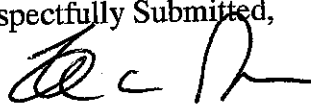
Attn: Office Lance Powell

To: Chief Denaro  
From: Officer Powell  
Date: June 8, 2015  
Re: Handicap sign request, 36 Bellevue Ave.

Sir,

I have reviewed the application for a handicap sign request from Ms. Sandra Curtis of 36 Bellevue Ave. I have inspected the location and discussed the matter with the applicant. Although she does have access to off street parking, it is not suitable due to her disability. Her space is at an angle and is very narrow and steep, which has caused her problems in the past. At this time the applicant and location fit the criteria for a handicap space. I recommend that the application be approved and that a sign be placed in front of 36 Bellevue Ave.

Respectfully Submitted,

  
Officer Powell #8

10.1

**City of Haverhill  
Application for Permit for  
Amusements, Public Shows and Exhibitions**

Name of Organization: Haverhill Cultural Council

Address of Organization: 10 Welcome St, 2nd Fl

Is the Organization a Non-Profit? Yes  No  (If yes, must provide evidence of non-profit status) City Organization

Religious Societies conducting events on property owned by them; Events given in school buildings by or for the benefit of pupils or Events on public property permitted and approved by the appropriate permit granting authority (Stadium, Winnekenni and Tattersall Farm) or Enterprises holding appropriate Entertainment Licenses from the License Commission are exempt.

**EVENT INFORMATION**

Requesting permit for (List type of event):

Co project of Inside Out event of Linda Gorman  
- 3 small tents for music, poetry, fine art  
Theatre

Date of Event: 6/18/15 Time of Event: 5-7pm

Location of Event: Washington Sq, Columbus Park, Wingate Pkg lot  
Indoor:  Outdoor:

Name and Address of the Owner of the Property: City of Haverhill

*If applicant is not the Owner of the Property, Applicant must provide written proof of permission from the property owner.*

Number of Anticipated Attendees: 100-500 ?  
Number of Parking Spaces available on Site: City Parking lots

Have arrangements been made for offsite parking? Yes \_\_\_\_\_ No

If yes, please give details of the offsite parking: \_\_\_\_\_

\_\_\_\_\_

Are there charges or fees for parking? Yes  No  If yes, list charges/fees City Fees

Please identify the plans for solid waste disposal and recycling: None needed

\_\_\_\_\_

Number of public restrooms available: Permanent \_\_\_\_\_ Portable

Other special considerations for event (e.g. fireworks, street closure, use of areas for set-up):

We portion of Washington Sq, Columbus Park  
+ Wingate Parking lot (sidewalk)

\_\_\_\_\_

Are you requesting that the fees be waived? Yes \_\_\_\_\_ No

*(City sponsored events or registered non-profit groups conducting events for wholly charitable purposes only)*

Authorized Person: Linda Kantonias

Address of Authorized Person: 358 Gile St, Har. MA

Telephone #/Cell #/Pager # (Indicate if Pager): 508 451 9354

Social Security Number of Authorized Person: \_\_\_\_\_

**Copies of any event agreements, including leases and contracts for entertainers, performers, sound stage, cleaning, security, vendor, catering or food service must be provided with application.**

## APPROVALS:

### Fire Chief:

Reviewed: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
Comments/Conditions/Requirements: \_\_\_\_\_

### Recreational Director: Required for all recreational facilities:

Reviewed: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
Comments/Conditions/Requirements: \_\_\_\_\_

### Police Chief:

Reviewed: \_\_\_\_\_ Approved:  Denied: \_\_\_\_\_  
Comments/Conditions/Requirements: *must place vent on back covers to  
rear of office supply store.*

### Health Inspector/Board of Health:

Reviewed: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
Comments/Conditions/Requirements: \_\_\_\_\_

### Building Inspector:

Reviewed: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
Comments/Conditions/Requirements: \_\_\_\_\_

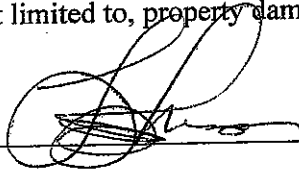
### Public Works Director:

Reviewed: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
Comments/Conditions/Requirements: \_\_\_\_\_

## General Release & Indemnity Agreement

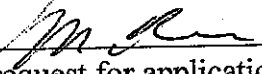
The Above organization in consideration of the permit granted by the City Council as above requested hereby remises, releases and forever discharges the City of Haverhill, its respectful employees, agents and attorneys from all manner of actions, causes of actions, debts,, dues, claims and demands both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

Signature of Authorized  
Agent of Organization: \_\_\_\_\_



Date: 6/1/15

Signature Witnessed By: \_\_\_\_\_



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

City Council will hear this request for application on:

\_\_\_\_\_ at \_\_\_\_\_  
(date) (time)

Applicant must attend: Yes \_\_\_\_\_ No \_\_\_\_\_

***Licensee is solely responsible for the cost of any damage that occurs to public property or extraordinary expense necessary for the public safety as a result of the public event, exhibition, show or amusement.***

***Licensee shall be responsible for the cost of any police or fire official(s) required by the City Council to be attendance at the event.***

**OFFICE USE**

**PERMIT**

**Permit approved on:** \_\_\_\_\_ **Number of Detail Officers:** \_\_\_\_\_

**Proof of Insurance: Policy Number** \_\_\_\_\_ **Expiration date** \_\_\_\_\_

**Attendance Limited to:** \_\_\_\_\_

**Other Conditions/Requirements:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*All permits issued fully incorporate the terms and conditions of Article IV Public Shows, Exhibitions and Events of Chapter 104 of the Code of the City of Haverhill*

**Signed:** \_\_\_\_\_ **Issued on:** \_\_\_\_\_

**City Clerk**

13.1



# Haverhill

City Clerk's Office, Room 118  
Phone: 978-420-3623 Fax: 978-373-8490  
cityclerk@cityofhaverhill.com

Date 5/22/15

The undersigned respectfully asks to receive a license to conduct business in the City of Haverhill as a:

- Hawker or Peddler
- Employee of a Hawker or Peddler

NAME: Terri Barlow SIGNATURE: [Signature]

ALL MERCHANDISE TO BE SOLD: Hot dogs, Soda, Chips

MONTH(S): Apr. - NOV DAY(S)/TIME(S): 9:30 Am - 8:30 pm

LOCATION (CHECK ONE): Monday - ~~Wednesday~~ Sunday

- New - Fixed Location
- Renewal - Fixed Location
- Seasonal - Fixed Location
- New - Mobile Cart
- Renewal - Mobile Cart

**IF FIXED LOCATION, SELECT ONE BOX:**

- Bradford Common
- GAR Park
- Other: \_\_\_\_\_
- Outside Haverhill Stadium @ Lincoln/Nettleton Ave
- Riverside Park
- Swasey Park
- Washington Square
- Winnekenni Area, Route 110

Fee: \$ 300<sup>00</sup> paid  
     Bond on File

<b>Department Use ONLY</b>			
<u>[Signature]</u> Police Chief	<u>5/28/15</u> Date	<u>[Signature]</u> Health Inspector	<u>5/28/15</u> Date
<u>NA</u> Wire Inspector	_____ Date	<u>NA</u> Rec Director (Stadium Only)	_____ Date

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

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

**Please Complete the Back side of this form.**



RECEIVED  
2015 MAR 29 PM 3 01  
CITY CLERKS OFFICE  
HAVERHILL, MA.



Effective Date: May 29th, 2015

# Western Surety Company

## LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 62412901

That we, Terri Barlow

of Haverhill, State of Massachusetts, as Principal,  
and WESTERN SURETY COMPANY, a corporation duly licensed to do surety business in the State of

Massachusetts, as Surety, are held and firmly bound unto the

City of Haverhill, State of Massachusetts, as Obligee, in the penal

sum of Five Thousand and 00/100 DOLLARS (\$5,000.00),  
lawful money of the United States, to be paid to the Obligee, for which payment well and truly to be made,  
we bind ourselves and our legal representatives, firmly by these presents.

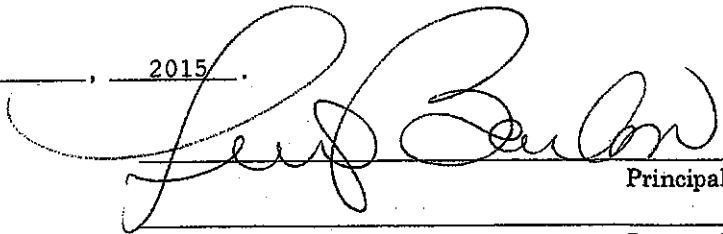
THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been  
licensed Sidewalk Obstruction

by the Obligee.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply  
with the laws and ordinances, including all amendments thereto, pertaining to the license or permit  
applied for, then this obligation to be void, otherwise to remain in full force and effect until  
May 29th, 2016, unless renewed by Continuation Certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing, by First Class  
U.S. Mail, to the Obligee and to the Principal at the address last known to the Surety, and at the expiration  
of thirty (30) days from the mailing of said notice, this bond shall ipso facto terminate and the Surety  
shall thereupon be relieved from any liability for any acts or omissions of the Principal subsequent to said  
date. Regardless of the number of years this bond shall continue in force, the number of claims made  
against this bond, and the number of premiums which shall be payable or paid, the Surety's total limit of  
liability shall not be cumulative from year to year or period to period, and in no event shall the Surety's total  
liability for all claims exceed the amount set forth above. Any revision of the bond amount shall not be  
cumulative.

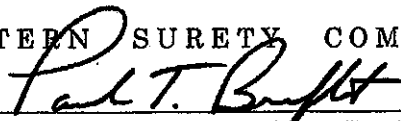
Dated this 29th day of May, 2015.

  
Principal

Principal

WESTERN SURETY COMPANY

By



Paul T. Bruflat, Senior Vice President

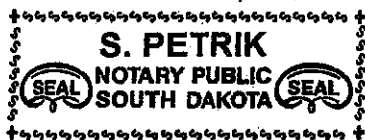


STATE OF SOUTH DAKOTA }  
COUNTY OF MINNEHAHA } ss

ACKNOWLEDGMENT OF SURETY  
(Corporate Officer)

On this 29th day of May, 2015, before me, the undersigned officer, personally appeared Paul T. Bruflat, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



*S. Petrik*  
Notary Public — South Dakota

My Commission Expires August 11, 2016

ACKNOWLEDGMENT OF PRINCIPAL  
(Individual or Partners)

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared \_\_\_\_\_,

known to me to be the individual \_\_\_\_\_ described in and who executed the foregoing instrument and acknowledged to me that \_\_\_\_\_ he \_\_\_\_\_ executed the same.

My commission expires \_\_\_\_\_,

\_\_\_\_\_  
Notary Public

ACKNOWLEDGMENT OF PRINCIPAL  
(Corporate Officer)

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared \_\_\_\_\_,

who acknowledged himself/herself to be the \_\_\_\_\_ of \_\_\_\_\_, a corporation, and that he/she as such officer being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as such officer.

My commission expires \_\_\_\_\_,

\_\_\_\_\_  
Notary Public



License or Permit No. \_\_\_\_\_

LICENSE AND PERMIT  
BOND  
As

of \_\_\_\_\_

State of \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Filed \_\_\_\_\_

Approved this \_\_\_\_\_

day of \_\_\_\_\_

# Western Surety Company

## POWER OF ATTORNEY

### KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,  
State of South Dakota, its regularly elected Vice President,  
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Sidewalk Obstruction City of Haverhill

bond with bond number 62412901

for Terri Barlow

as Principal in the penalty amount not to exceed: \$ 5,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 29th day of May, 2015.

ATTEST

L. Nelson

L. Nelson, Assistant Secretary

WESTERN SURETY COMPANY

By

Paul T. Bruflat

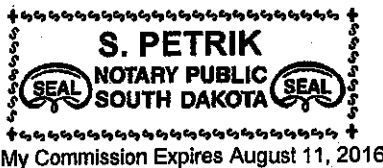
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }  
COUNTY OF MINNEHAHA } ss



On this 29th day of May, 2015, before me, a Notary Public, personally appeared Paul T. Bruflat and L. Nelson

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



S. Petrik

Notary Public





# Haverhill

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

Date 06-09-2015

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

14

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

Drainlayer's Name: Rocci DeLucia, Jr. Signature: [Signature]  
Business Name: Frank DeLucia and Son, Inc.  
Business Address: 119 Newton Road Rear  
City Plaistow State NH Zip 03865  
Business Phone: 603-974-1580 Fax: 603-974-2553

*Must Complete Additional Personal Information on Back*

NEW/RENEWAL:

No. \_\_\_\_\_  
Fee 100.-  
Bonds on File:

Approved   
Denied \_\_\_\_\_

[Signature]  
City Engineer

In Municipal Council, \_\_\_\_\_ 20\_\_\_\_

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

(See other side)



# Haverhill

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

Date 6/9/15

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

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

Drainlayer's Name: SHAWOI A. ALSARABI Signature: [Signature]

Business Name: Revali Construction Co. Inc.

Business Address: 90 EARLWAY FEA

City FRANKLIN State MA Zip 02088

Business Phone: 508-520-2350X24 Fax: 508-520-2355

*Must Complete Additional Personal Information on Back*

NEW/RENEWAL:

No. \_\_\_\_\_

Fee 100

Bonds on File: [Signature]

Approved [Signature]

[Signature]  
City Engineer

Denied \_\_\_\_\_

In Municipal Council, \_\_\_\_\_ 20\_\_\_\_

Attest:

\_\_\_\_\_  
City Clerk

(See other side)



# Haverhill

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

Date 2/20/15

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

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

Drainlayer's Name: KENNETH M. PIERCE JR Signature: *Kenneth M. Pierce Jr*

Business Name: KEN PIERCE & SON

Business Address: 264 RIVER ST.

City Haverhill State MA. Zip 01832

Business Phone: 978-374-7379 Fax: \_\_\_\_\_

*Must Complete Additional Personal Information on Back*

NEW/RENEWAL:

No. \_\_\_\_\_

Fee \$100.00

Bonds on File:

Approved \_\_\_\_\_

Denied \_\_\_\_\_

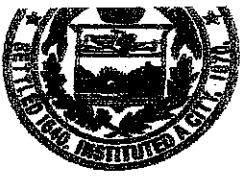
*[Signature]*  
City Engineer

In Municipal Council, \_\_\_\_\_ 20\_\_\_\_

Attest:

\_\_\_\_\_  
City Clerk

(See other side)



# Haverhill

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

Date 6/10/15

HONORABLE PRESIDENT AND MEMBERS OF THE MUNICIPAL COUNCIL:

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

Drainlayer's Name: William Grace Jr Signature: [Signature]

Business Name: W F Grace Construction LLC

Business Address: 29 Tandy Rd

City Deerfield State NH Zip 03037

Business Phone: 603 396 6947 Fax: 603 463 5942

*Must Complete Additional Personal Information on Back*

NEW/RENEWAL:

No. \_\_\_\_\_

Fee 100. -

Bonds on File:

Approved

Denied \_\_\_\_\_

[Signature]  
City Engineer

In Municipal Council, \_\_\_\_\_ 20\_\_\_\_

Attest:

\_\_\_\_\_  
City Clerk

(See other side)



Hearing May 5 2015

ello Ordinance

33

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

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

Of Counsel  
Alfred J. Cirome

14.1

March 6, 2015

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

Re: PETITION TO AMEND THE ZONING DISTRICT BOUNDARY MAP  
For A Portion of Tax Map 588 Block 422 Lot 16  
Applicant and Owner: Eileen F. Petrocelli  
Affected Property: 95 Lake Street, Haverhill, MA

This Petition is hereby made to Amend the Zoning District Boundary Map for a portion of the property located at 95 Lake Street, Haverhill, MA from the RR (Residential Rural Density) Zone to the RM (Residential Medium) Zone. The property is presently located in both the RR (Residential Rural Density) Zone and the RM (Residential Medium) Zones. The passage of this Amendment would place the entire property in an RM Zone.

The entire premises contains 7.8 Acres of land, more or less, as shown on the enclosed Plan.

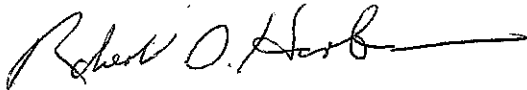
This Petition is being filed by the owner of the land to be affected by the amendment.

Submitted with this Petition is a reproducible plan and 32 copies of the same.

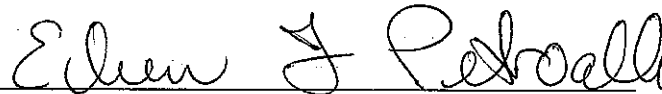
Also enclosed is a meets and bounds description of the property requested to be rezoned and the applicable filing fee made payable to the City of Haverhill.

The Applicant waives the 65 day hearing requirement.

Respectfully submitted,



Robert D. Harb, Attorney For Eileen F. Petrocelli



Eileen F. Petrocelli

l-city-petrocelli-petition  
IN CITY COUNCIL: March 17 2015  
REFER TO PLANNING BOARD and  
VOTED: that COUNCIL HEARING BE HELD MAY 5 2015  
Attest:

IN CITY COUNCIL: May 5 2015  
CONTINUE TO JUNE 16 2015  
Attest:

City Clerk

City Clerk

*S.E.C. & Associates, Inc.*  
*Surveying & Engineering Consultants*

January 7, 2015

**Proposed Relocated Zone Line Description**

Prepared for;  
Eileen Petrocelli  
Parcel #588-422-16  
95 Lake Street  
Haverhill, Ma

**To relocate the RM & RR Zone line as follows;**

**Beginning** at a point 700' from the centerline of Lake street at the southerly lot line of lot 588-422-16 and the northerly lot line of lot 577-422-16L at the current location of the "RM & RR" zone line

**Thence** running along the lot line in a south westerly direction approximately 346.5'+/- to a point at lot 588-422-16D

**Thence** running along the lot lines of lots 588-422-16D, 588-422-16E & 588-422-16F in a north easterly direction approximately 374.5'+/- to a point at lot 588-422-16F

**Thence** running along the lot line in a north westerly direction approximately 49.9'+/- to a point at lot 588-422-16L

**Thence** running along the lot line of lot 588-422-16L in a north easterly direction 150'+/- to a point at lot 588-422-16L

**Thence** running along the lot lines of lots 588-422-16L & 588-422-16H in a north westerly direction approximately 304'+/- to a point at Lake Street

**Thence** running along Lake Street in a north easterly direction approximately 50.5'+/- to a point at lot 588-422-16J

**Thence** running along the lot lines of lots 588-422-16J & 588-422-16K in a south easterly direction approximately 304'+/- to a point at lot 588-422-16K

**Thence** running along the lot line of 588-422-16K in a north easterly direction approximately 200'+/- to a point at lots 588-422-16K, 588-422-20C & 588-422-20F

**Thence** running along the lot line of lot 588-422-20F in a south easterly direction approximately 389.5'+/- to a point 700' from the centerline of Lake Street at the current location of the "RM & RR" zone line at the common lot line of lots 588-422-20F & 588-422-16. Approximately 6.4'+/- acres.

**Intending** to describe the proposed relocated zone line as depicted on the plan entitled "Plan of Land Parcel ID: 588-422-16 95 Lake Street Haverhill Massachusetts" dated December 9, 2014, scale 1"=60', prepared for Eileen Petrocelli, prepared by S.E.C. & Associates, Inc.

33-B



DOCUMENT 33-B

14.1.1

# CITY OF HAVERHILL

In Municipal Council April 14 2015

~~ORDERED:~~

MUNICIPAL ORDINANCE

CHAPTER 255

## AN ORDINANCE RELATING TO ZONING (Lake Street- RR to RM)

**BE IT ORDAINED** by the City Council of the City of Haverhill that the Zoning Map as established by Chapter 255, Section 8 of the Code of the City of Haverhill, as amended, being and is hereby further amended as follows:

That the parcel of land described as follows:

A certain parcel of land in Haverhill, Essex County, Massachusetts, located on the Lake Street, as shown on a plan entitled "Zoning Line Relocation Plan, Parcel ID: 588-422-16, 95 Lake Street Haverhill Massachusetts" dated December 9, 2014, scale 1"=60', prepared for Eileen Petrocelli, prepared by S.E.C. & Associates, Inc., to accompany a Zoning Amendment Petition by Eileen Petrocelli, containing approximately 6.4 +/- acres, bounded and described as follows:

Beginning at a point 700' from the centerline of Lake Street at the southerly lot line of lot 588-422-16 and the northerly lot line of lot 577-422-16L at the current location of the "RM & RR" zone line;

Thence running along the lot line in a south westerly direction approximately 346.5' +/- to a point at lot 588-422-16D;

Thence running along the lot lines of lots 588-422-16D, 588-422-16E & 588-422-16F in a north easterly direction approximately 374.5' +/- to a point at lot 588-422-16F;

Thence running along the lot line in a north westerly direction approximately 49.9' +/- to a point at lot 588-422-16L;

Thence running along the lot line of lot 588-422-16L in a north easterly direction 150' +/- to a point at lot 588-422-16L;

For Hearing, MAY 5 2015  
Petrocelli

33-B

Thence running along the lot lines of lots 588-422-16L & 588-422-16H in a north westerly direction approximately 304'+/- to a point at Lake Street;

Thence running along Lake Street in a north easterly direction approximately 50.5'+/- to a point at lot 588-422-16J;

Thence running along the lot lines of lots 588-422-16J & 588-422-16K in a south easterly direction approximately 304'+/- to a point at lot 588-422-16K;

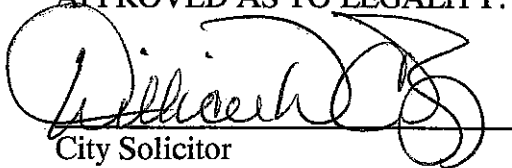
Thence running along the lot line of 588-422-16K in a north easterly direction approximately 200'+/- to a point at lots 588-422-16K, 588-422-20C & 588-422-20F;

Thence running along the lot line of lot 588-422-20F in a south easterly direction approximately 389.5'+/- to a point 700' from the centerline of Lake Street at the current location of the "RM & RR" zone line at the common lot line of lots 588-422-20F & 588-422-16;

Thence running in a southerly direction by the current location of the "RM & RR" Zone line to the point of beginning.

shall be rezoned from RR to RM.

APPROVED AS TO LEGALITY:

  
City Solicitor

PLACED ON FILE for at least 10 days  
Attest:

\_\_\_\_\_  
City Clerk

IN CITY COUNCIL: May 6 2015  
CONTINUED TO JUNE 16 2015

Attest:

\_\_\_\_\_  
City Clerk



CITY OF HAVERHILL  
MASSACHUSETTS 01830

CITY HALL, ROOM 201  
FOUR SUMMER STREET  
HAVERHILL, MASSACHUSETTS 01830  
TELEPHONE (978) 374-2330  
FAX (978) 374-2315

PLANNING BOARD

CITY OF HAVERHILL  
MASSACHUSETTS PLANNING BOARD  
NOTICE OF DECISION

YOU ARE HEREBY NOTIFIED OF THE DECISION OF THE PLANNING BOARD ON THE APPLICATION OF (see below) called 95 Lake Street Rezoning

Planning Board hearing  
4-8-15 Planning Board Meeting  
Eileen Petrozelli  
**Applicant/owner**

Rezoning Plan favorable recommendation to city council at the 4-8-15 meeting

Robert Harb, Esquire/Representative

For property located at 95 Lake Street 422 151 Lot 2C

Site location, Assessor's Map, Block, Parcel Numbers

This application was received from the applicant on 03/02/15 as signified by the Date/time stamp of the City Clerk on application. The Planning Board recommended favorably the cited rezoning plan at the April 8, 2015 Planning Board meeting to rezone the property in question at 95 Lake Street at the 4-8-15 Planning Board Meeting

The Planning Board voted on 4-8-15 at 7:00 p.m. in Room 202 to send a favorable recommendation to the city council re: 95 Lake St. Rezoning on 4-8-15 @ the Haverhill Planning Board Meeting that was held in the City Council Chambers; Room 202 on 4-8-15, Wednesday Evening at 7:00 p.m.

YES NO ABSENT ABSTAINED

KAREN PEUGH  
BOB DRISCOLL  
KENNETH CRAM  
KRYSTINE HETEL  
PAUL HOWARD, Chairman  
JACK EVERETTE  
APRIL DerBoghosian  
KAREN BUCKLEY  
BILL EVANS

YES			
YES			
YES			
		ABSENT	
YES			
YES			
		ABSENT	
YES			
YES			

Also Present:

William Pillsbury, Economic Devlp. & Planning Director  
Lori Woodsum, Planning Dept., Office Mgr./Board Clerk

5/1/15

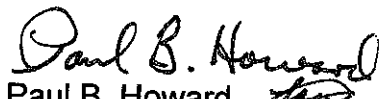
DATE

Chairman  
Paul B. Howard

**April 8, 2015**  
**Planning Board Meeting**  
**95 Lake Street Rezoning**

After board consideration a favorable recommendation was voted by the board members cited above with 2 members absent. Member Karen Peugh motioned to forward a favorable recommendation to the city council for 95 Lake Street rezoning as presented. Member Bill Evans seconded the motion. Members that voted in favor were: Karen Peugh, Bill Evans, Karen Buckley, Kenneth Cram, Jack Everette, Bob Driscoll and Paul B. Howard. Members Krystine Hetel and April DerBoghossian were absent. Motion passed to forward a favorable recommendation to the city council regarding the 95 Lake Street Rezoning.

Signed,

  
Paul B. Howard  
Chairman

Cc: 95 Lake Street Rezoning File  
Owner/Applicant  
Engineer/Surveyor  
City Clerk (original)  
City Engineer John Pettis, III  
& all City Departments  
Robert Harb, Esquire



# Haverhill

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

DATE: May 1, 2015

MEMO TO: City Council President John J. Michitson and members of the Haverhill City Council

FROM: William Pillsbury, Economic Development and Planning Director

**RE: Zoning Amendment- 95 Lake Street**

On April 8, 2015 the Haverhill Planning Board held a public hearing on the above referenced zoning amendment.

The requested action is to change the zoning of the subject property that is currently in 2 zones (RR and RM) to all RM designation. It was favorably recommended by the Planning board after the hearing presentation. No opposition was received from the city departments.

The sense of the planning board was that while this change will potentially allow the development of more lots on the site, the size of future lots in the RM configuration would not be inconsistent with the lots in the surrounding neighborhood.

It was further noted that the development of this site still requires approval by the Conservation commission and a definitive plan before the planning board to establish actual lots sizes and configurations.

As a general principle of zoning, it is appropriate to change the zone lines in cases where the line runs randomly through a site and make the zone lines consistent with the lot lines. This is the case in this situation.

I concur with the Planning Boards recommendation.

Thank you for your attention to this matter.

**RECOMMENDATION: Approve the zoning amendment as presented.**



# Haverhill

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

June 9, 2015

TO: City Council President John J. Michitson and members of the Haverhill City Council

FROM: William Pillsbury, Jr. Economic Development and Planning Director

**SUBJECT: Special permit for Cross Road- 13 units (revised to 12 Units)**

At its meeting of May 13, 2015 the Haverhill Planning Board voted a conditional recommendation to the City Council for the proposed special permit. The minutes of the public hearing are attached for your review.

The role of the Board was to conduct a public hearing to make a recommendation to the city council relative to the special permit to locate a project proposed to be 13 units of multifamily housing on Cross Road. The site of the proposed units has long been an auto repair shop and is significantly disinvested and a blighting influence on the neighborhood.

The proposed project represents a significant investment in an area of the city. The opportunity to see this lot cleaned up and utilized will serve to bring additional stability to the area by improving conditions and property values.

Several significant issues were raised at the Planning board hearing and the board voted that these issues should be resolved and/of addressed prior to this hearing by the city council. Reports were received from city departments are in your packages for your review. Any requirements of the city departments should be contained in the approval as conditions to the special permit.

The issues of concern were the density and the roadway access. The number of units for the site at 13 was considered to be too many units. The board asked the developer to consider a reduction in the total number of units on the site. The developer has reviewed his plans and reduced the number of units to 12.



Another issue was access into the site which was proposed to be primarily off of Bradstreet Avenue. There were a variety of impacts discussed by the board and the abutters at the hearing and it was recommended that the applicant revise the access to remove the Bradstreet Avenue concerns. The developer has met with the city departments and as a result has reduced the Bradstreet access to only an emergency access and shifted the primary access to Cross Road.

The applicant should incorporate all of these changes if approved by the city council into the formal definitive plan which must be filed with the planning board.

Specifically, pursuant to zoning ordinance Ch. 255-76 (as applicable) the following findings must be made by the City Council relative to the project:

the request meets all pertinent conditions listed in article XI of the ordinance;  
the request is desirable to the public convenience or welfare;

the request will not impair the integrity or character of the district or adjoining zones nor be detrimental to the health, morals or welfare and will be in conformity with the goals and policies of the master plan;

The requested use provides for the convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent streets;

The requested use provides for adequate methods of disposal for sewage refuse and other wastes and adequate methods for storm water and drainage;

The requested use provides for adequate off street loading and unloading of service vehicles;

The requested use preserves historical buildings and uses.

**Proposed conditions and stipulations:**

I request that the following recommended conditions be made part of the special permit approval:

Require the developer to comply with the requirements of the fire department relative to sprinklers and properly compliant materials between buildings.

Require the developer to comply with the requirements of the city engineer to install proper sidewalks and curbing along Cross Road.

Require that the developer comply with all of the additional requirements of the City's subdivision regulations for water and sewer and drainage improvements as contained within those regulations and further detailed in the attached letters from the departments.

These items shall be reflected in the definitive plan to be filed with the Planning board.

**Recommendation**

As Planning Director, I concur with the conditional recommendation based on an assumption that all items in the letters from the City Departments along with all requirements for special permits would be made part of the special permit for the project.

This project with the incorporation of the recommended conditions is generally in conformity with the City's master plan as well as providing sufficiently for traffic, public safety and other utility considerations. The project as proposed appears to conform to all other special permit requirements. On the basis of adopting the proposed conditions/stipulations, I recommend that the council act favorably on this project.

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

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

Of Counsel  
Alfred J. Cirome

April 29, 2015

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

**REQUEST FOR CONTINUANCE TO JUNE 16, 2015**  
**Original Scheduled Hearing Date: May 5, 2015**

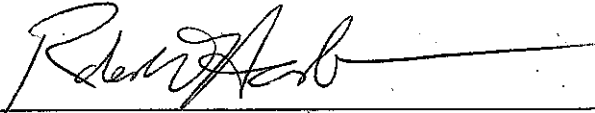
**Re: Eileen Petrocelli-Petition To Rezone From RR to RM**  
**95 Lake Street**

To The Haverhill City Council:

For various reasons, including but not limited to the fact that the Applicant has an unanticipated work conflict which prohibits her from being present at the hearing on May 5, 2015, Applicant respectfully requests that the hearing scheduled for May 5, 2015 be continued to June 16, 2015. As you are aware, Applicant's property is the only property affected by this Petition.

Respectfully submitted,

Eileen Petrocelli

By:   
Robert D. Harb, Her Attorney

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

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

Of Counsel  
Alfred J. Cirome

April 23, 2015

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

Re: Eileen Petrocelli-Petition To Rezone From RR to RM/ 95 Lake Street  
Brief In Support of Petition  
**Hearing Date: May 5, 2015**

To assist the Council in arriving at a decision regarding the above Petition, the attached material is filed with the Council.

The usual preference of the City is that a parcel of land should be located all in the same zone. The subject property, as the Petition states, is located both in the RR and RM Zones. The requested zoning change is for the Petitioner's property, only. This change would allow the City's preference of one parcel all in one zone to occur. Because of this direct connection to the RM Zone, the requested change would not be spot zoning.

Before this Petition was filed, it was suggested that the Petitioner review the neighborhood to see if this requested change would be compatible with the existing lots in the area. Enclosed, for your review, please find a map of the area where the subject property is located and two charts:

- A bar chart displaying the number of homes categorized by lot size;
- A pie chart displaying the percentage of homes in each lot size.

As demonstrated by the pie chart, only 16% of the neighborhood complies with the current RR minimum lot size of 80,000 sq. ft., resulting in 84% of the neighborhood **NOT** complying with the RR minimum lot size of 80,000 sq. ft. It may be further noted that 44% of the neighborhood does **NOT** comply with neither RM, nor RR. These lots are smaller than the required minimum 20,000 sq. ft... By reviewing the first page of the enclosure, the map, almost all lots fall within the RR Zone. What the pie chart demonstrates is that 40% (20% + 20%) of those lots in RR comply with RM lot size minimum.

The requested Zoning Change to RM would be compatible with the neighborhood. This change would allow the Petitioner's property, if it was to be subdivided in the future, to be consistent in size with the existing lots where only 16% of the neighborhood complies with the

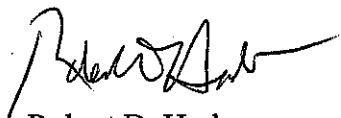
current RR minimum lot size of 80,000 sq. ft. and 40 % of the lots comply with the RM minimum lot size of 20,000 sq. ft.

There appears to be no objection to this request by any City Departments as of this morning.

The Petitioner obtained the Recommendation from the Planning Board.

Wherefore, the Petitioner would request that the City Council approve her Petition for a Zoning Change.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Robert D. Harb", with a long horizontal flourish extending to the right.

Robert D. Harb  
Attorney For Petitioner

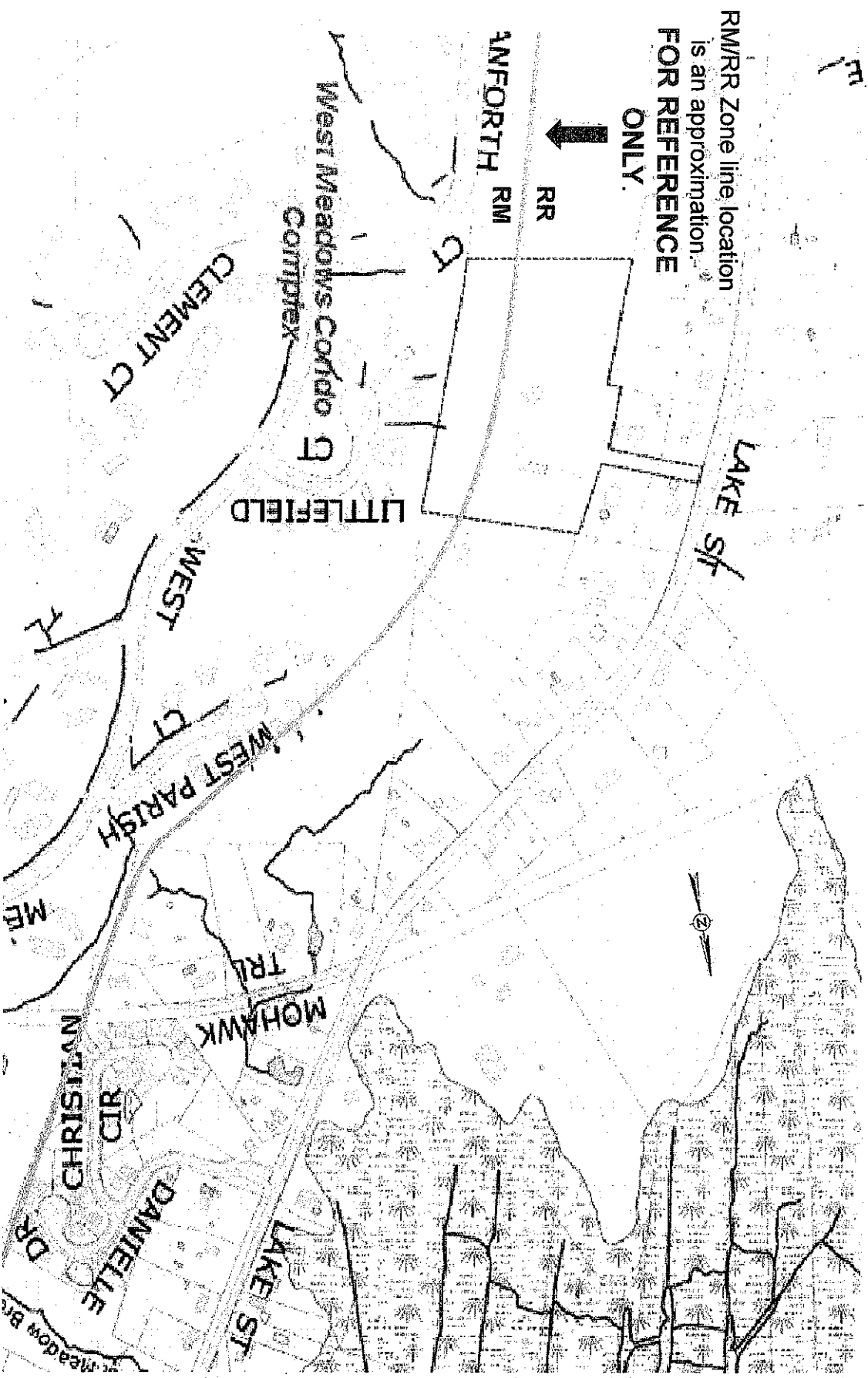
The RR/RM zoning line runs 700 feet East along the center of Lake Street.

95 Lake Street (7.8 acres)

RM/RR Zone line location  
is an approximation.  
**FOR REFERENCE  
ONLY.**



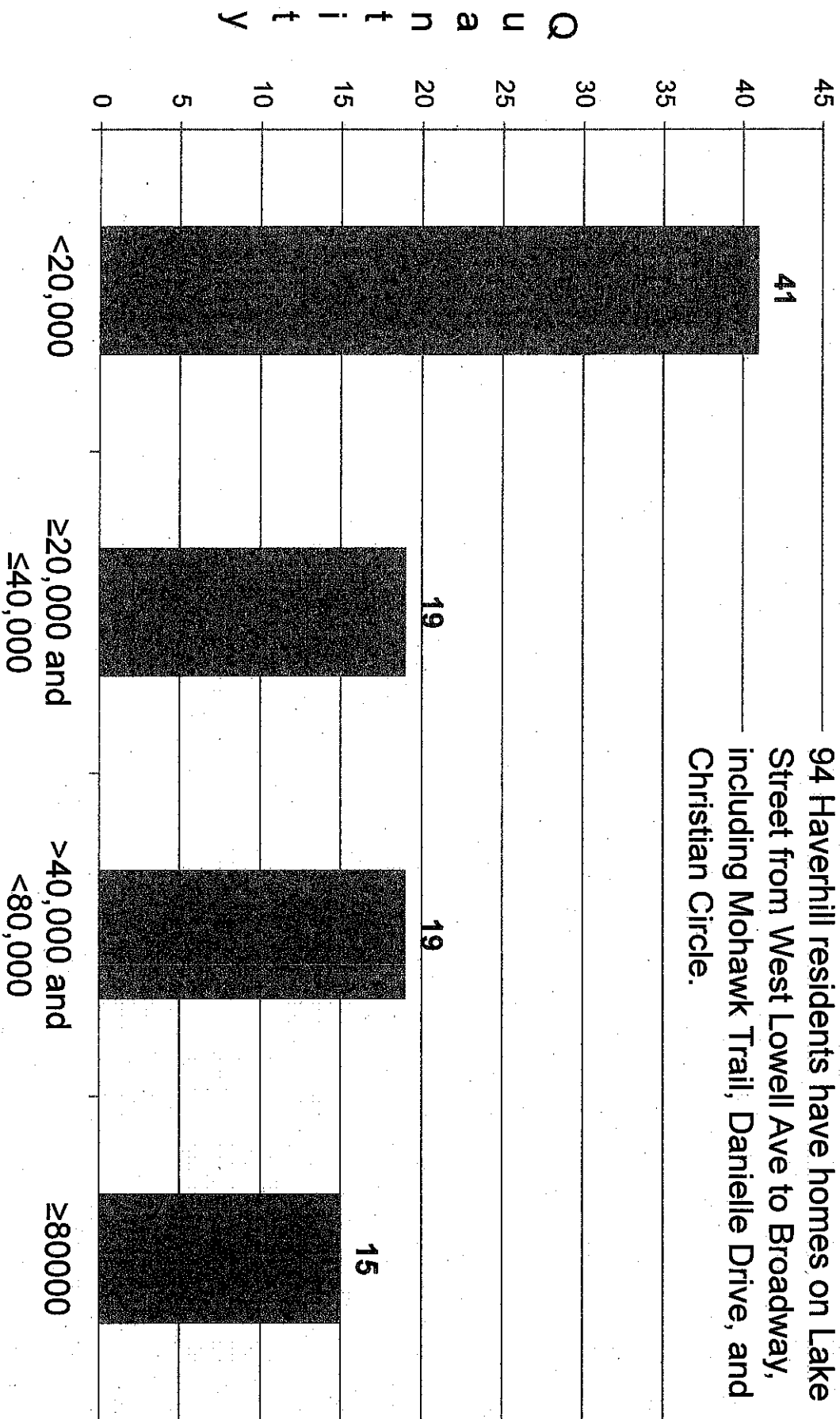
RR  
ANFORTH RM



A total of 94 Haverhill residents have homes on Lake Street from West Lowell Ave to Broadway, including Mohawk Trail, Danielle Drive, and Christian Circle.

## Total Number of Home Lots Categorized by Size (sqft) Bounded by West Lowell Ave and Broadway

94 Haverhill residents have homes on Lake Street from West Lowell Ave to Broadway, including Mohawk Trail, Danielle Drive, and Christian Circle.



Lot Sizes- Measured in "sqft"

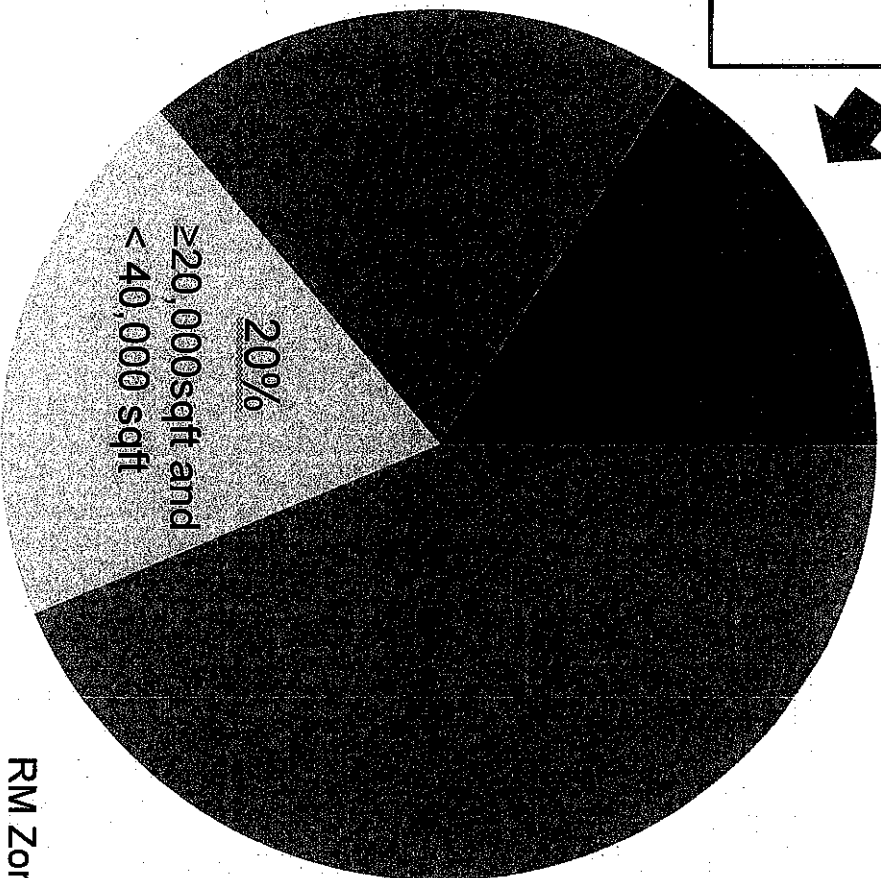
sqft : square feet

Q  
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## Percentage (%) of House Lots by Size (sqft) Bounded by West Lowell Ave and Broadway

---

16% of the neighborhood lots comply with the present RR zoning minimum lot size. Therefore, 84% of the neighborhood lots do not qualify with RR zoning.



44% of the neighborhood lots do not qualify for the present zoning of RM nor RR because their size are less than 20,000 sqft.

RM Zone: 20,000 sqft minimum  
RR Zone: 80,000 sqft minimum  
sqft : square feet



**Paul and Janice Filteau**  
**87 Lake Street**  
**Haverhill, MA 01832**  
**(978) 373-1628**

RECEIVED  
2015 JUN 11 PM 1 33  
CITY CLERKS OFFICE  
HAVERHILL, MA.

*June 11, 2015*

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

**Re: City Council Meeting June 16, 2015**

**Eileen Petrocelli – Petition to Rezone From RR to RM – 95 Lake Street**

To the Haverhill City Council:

You have all had an opportunity to review the Petition material submitted by Attorney Harb.

The information presented on the petition is distorted.

Attorney Harb's graphs show that **41 of 94** lots (44%) in the subject area have lot sizes less than 20,000 sq. ft. This is distorted because **35 of those lots are located on Danielle Drive and Christian Circle, a 40B development in which the lot sizes range from 3,144 to 12,055 square feet (Appendix A).** This distortion results in an **inaccurate representation** of the neighborhood and incorrect conclusions.

By excluding all 37 properties on Danielle Drive and Christian Circle from the study, the results are dramatically different and more realistically demonstrate that this RR neighborhood is **NOT consistent with RM zoning.**

Of the **57 properties on Lake Street and Mohawk Trail (Appendix B)**

<b>6</b>	properties have lot sizes <20,000 sq. ft.	<b>11%</b>
<b>16</b>	properties have lot sizes ≥20,000 and <40,000 sq. ft.	<b>28%</b>
<b>20</b>	properties have lot sizes ≥40,000 and <80,000 sq. ft.	<b>35%</b>
<b>15</b>	properties have lot sizes ≥80,000 sq. ft.	<b>26%</b>

It should be noted that there was a zoning change in 2001 which increased RR minimum lot size from 40,000 sq. ft. to 80,000 sq. ft. Under rules in effect prior to August 2001, 61% of properties were compliant with RR zoning, rather than just 26% today.

Average lot size (including all 57 properties) 81,370 sq. ft.

Average lot size (excluding 5 properties over 200,000 sq. ft.) 50,266.5 sq. ft.

The five largest properties on Lake Street account for 44% of the total area on Lake Street and Mohawk Trail. The attached zone map (Appendix C), which includes square footage for each property, depicts the neighborhood simply.

The petition before the Council states that the property is in two zones. City departments have not been able to provide a clear, historical explanation of how properties came to be in multiple zones, other than to explain that some time ago, someone drew a line on a map 700' from the center of Lake Street. Mr. Pillsbury and Attorney Harb have said that the City prefers to have properties in one zone. **How, when and why did the City of Haverhill allow properties to become multi-zoned in the first place?** Neighbors were unaware that some of their properties had been placed in more than one zone. How, then, does it make sense that a property owner in this situation has the opportunity to choose which zone he or she wishes to be in?

**Lake Street was and is intended to be RR zoning.** 95 Lake Street is approximately 80% RR and 20% RM. To change the zone at 95 Lake Street to RM would **be to spot zone**. Such a glaring change would be obvious on the zoning map (Appendix C). To suggest that the small percentage of 95 Lake Street's current RM zone that abuts West Meadow Hill's RM zone justifies a zoning change to RM, is quite a stretch.

By extension, if this Petition were approved, **it would set a precedent** for the remaining properties similarly affected by this zone line to use the same logic to apply for RM zoning.

We would advocate for the RR zoning lines of all five properties affected by this zone line to be moved back to the property lines abutting the West Meadow Hill development, where they should reasonably have been located.

The only reason the petitioner would request a change of this magnitude is that less restrictive zoning rules would allow for more development of the property, thereby yielding a greater amount of money from the development of as many homes as can possibly be squeezed onto the property.

**Simply stated – this is about money, not about the neighborhood.**

In summary, we believe this petition is based upon distorted data.

This change would compound a poorly drawn line on a zoning map with zoning that was clearly not intended for this area.

Neighbors oppose this effort to change their neighborhood. Please see their petitions attached.

**Please vote NO on this petition.**

Respectfully,



Paul Filteau



Janice Filteau

Attachments

Appendix A Residential Lots by Square Footage  
Danielle Drive and Christian Circle

Appendix B Residential Lots by Square Footage  
Lake Street and Mohawk Trail

Appendix C Zone Map of 95 Lake Street Neighborhood with Square Footage

Petitions

**Residential Lots by Square Footage  
Danielle Drive and Christian Circle**

Appendix A

<b>Address</b>	<b>Square Footage</b>
52 Christian Circle	3,144
41 Danielle Drive	3,260
14 Danielle Drive	3,289
46 Christian Circle	3,499
22 Christian Circle	3,591
34 Christian Circle	3,605
38 Christian Circle	3,634
46 Danielle Drive	3,848
23 Christian Circle	3,935
42 Christian Circle	4,068
19 Danielle Drive	4,069
26 Christian Circle	4,136
18 Danielle Drive	4,161
30 Christian Circle	4,310
18 Christian Circle	4,414
31 Danielle Drive	4,451
10 Danielle Drive	4,642
54 Christian Circle	4,698
15 Christian Circle	4,868
33 Christian Circle	4,911
6 Danielle Drive	4,953
11 Danielle Drive	4,996
22 Danielle Drive	5,424
38 Danielle Drive	5,725
42 Danielle Drive	6,015
34 Danielle Drive	6,224
26 Danielle Drive	6,494
14 Christian Circle	7,394
6 Christian Circle	7,438
7 Danielle Drive	7,643
45 Danielle Drive	7,804
47 Danielle Drive	8,927
9 Christian Circle	9,290
45 Christian Circle	11,418
10 Christian Circle	12,055
55 Christian Circle	30,696
1 Danielle Drive	40,000

35

---

Source: City of Haverhill  
Patriot Properties  
Property Assessment Data

**Residential Lots by Square Footage  
Lake Street and Mohawk Trail**

Appendix B

Address	Square Footage
162 Lake Street	15,768
301 Lake Street	16,000
266 Lake Street	17,110
156 Lake Street	18,356
269 Lake Street	19,000
191 Lake Street	19,485
184 Mohawk Trail	20,711
129 Lake Street	22,500
73 Lake Street	22,510
75 Lake Street	22,790
217 Lake Street	22,790
186 Mohawk Trail	22,850
262 Lake Street	23,000
108 Lake Street	24,741
159 Lake Street	25,375
298 Lake Street	26,571
146 Lake Street	26,946
87 Lake Street	30,000
85 Lake Street	30,150
177 Lake Street	30,220
255 Lake Street	34,848
21 Lake Street	35,973
251 Lake Street	40,000
124 Lake Street	40,062
297 Lake Street	40,451
116 Lake Street	40,493
220 Lake Street	41,650
176 Lake Street	43,560
43 Lake Street	43,996
123 Lake Street	44,170
105 Lake Street	45,000
65 Lake Street	46,609
265 Lake Street	46,609
53 Lake Street	47,045
254 Lake Street	47,916
24 Lake Street	48,757
33 Lake Street	50,965
201 Lake Street	53,579
10 Lake Street	57,064
155 Lake Street	58,806
145 Lake Street	74,052
137 Lake Street	75,359
50 Lake Street	87,120
44 Lake Street	87,381
132 Lake Street	90,169
270 Lake Street	103,673

6

16

20

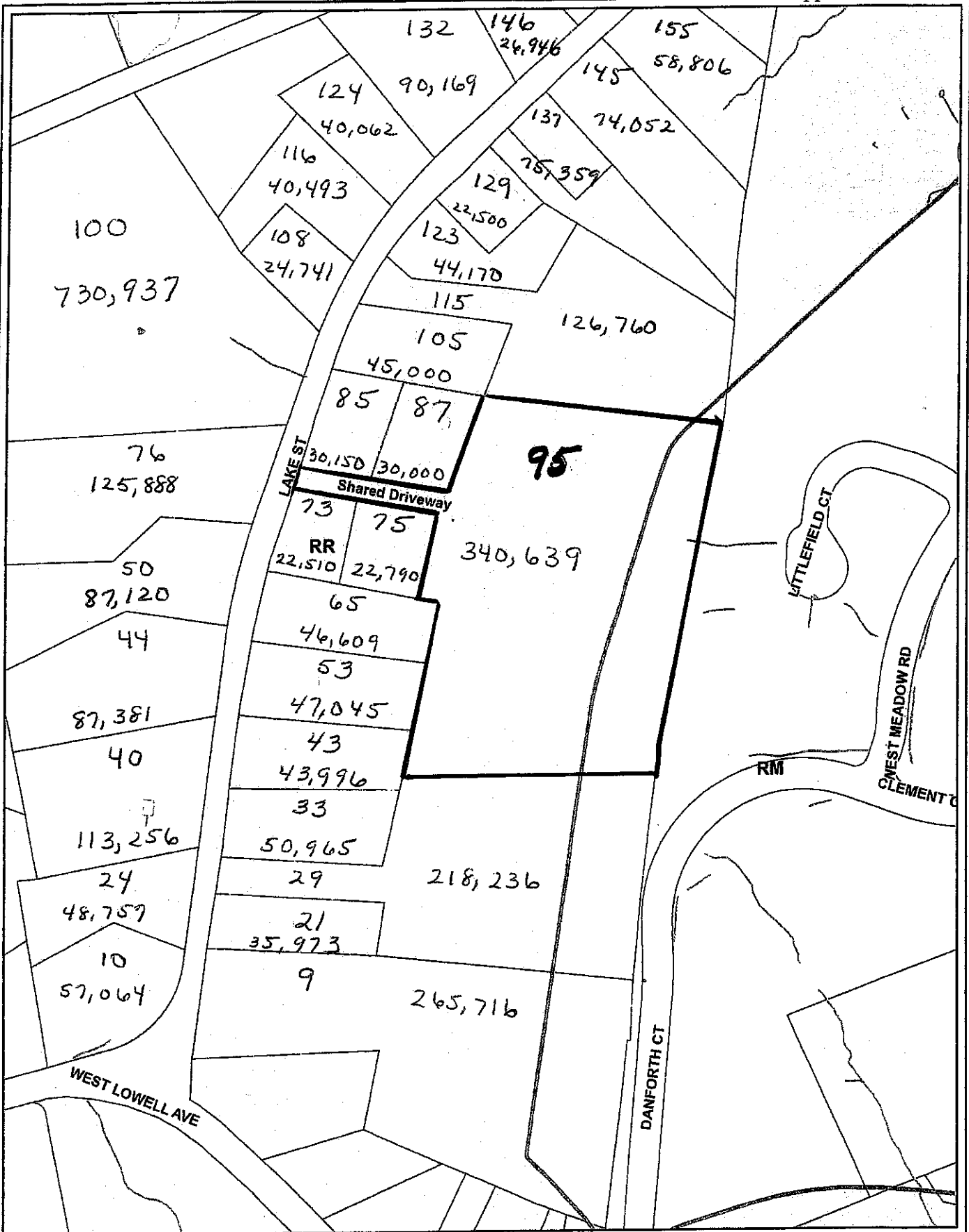
15

**Residential Lots by Square Footage  
Lake Street and Mohawk Trail**

<b>Address</b>	<b>Square Footage</b>
180 Mohawk Trail	108,029
40 Lake Street	113,256
76 Lake Street	125,888
115 Lake Street	126,760
240 Lake Street	126,760
202 Mohawk Trail	130,985
29 Lake Street	218,236
9 Lake Street	265,716
95 Lake Street	340,639
188 Lake Street	468,706
100 Lake Street	730,937

---

Source: City of Haverhill  
Patriot Properties  
Property Assessment Data



City of Haverhill, MA

This map was produced from The City of Haverhill's Geographic Information System. The City of Haverhill expressly disclaims any liability that may result from the use of this map. Copyright © City of Haverhill, MA. All rights reserved. Printed on: 10/12/2014

191 128 0 255 Feet



1 inch = 255 feet

**PETITION**

**City Council Meeting**

**June 16, 2015**

We, the undersigned residents and neighbors of Lake Street in Haverhill, MA, do NOT support a change in zoning from RR to RM at 95 Lake Street.

---

Janice Filteau

87 Lake Street

*Janice Filteau*

---

Paul Filteau

87 Lake Street

*Paul Filteau*

---

Wayne Barlow

75 Lake Street

*Wayne Barlow*

---

Cynthia Barlow

75 Lake Street

*Cynthia Barlow*

---

Judith Alaimo

85 Lake Street

*Judith A. Alaimo*

---

Rose-Mary Sargent

73 Lake Street

*Rose Mary Sargent*

---

Elisabeth Staten

105 Lake Street

*Elisabeth Staten*

---

Nicola Garafolo

115 Lake Street

*Nicola Garafolo*

---

Berta Garafolo

115 Lake Street

*Berta Garafolo*

---



**PETITION**

**City Council Meeting**

**June 16, 2015**

We, the undersigned residents and neighbors of Lake Street in Haverhill, MA, do NOT support a change in zoning from RR to RM at 95 Lake Street.

---

Nicholas Massa      65 Lake Street      *Nicholas J. Massa*

---

Christine Massa      65 Lake Street      *Christine Massa*

---

Robert Beauregard      43 Lake Street      *Robert Beauregard*

---

Beverly Beauregard      43 Lake Street      *Beverly Beauregard*

---

Joseph Parker      29 Lake Street      *Joseph R. Parker*

---

Annette Parker      29 Lake Street      *Annette P. Parker*

---

Mark Abare      100 Lake Street      *Mark A. Abare*

---

PETITION

City Council Meeting

June 16, 2015

We, the undersigned residents and neighbors of Lake Street in Haverhill, MA, do NOT support a change in zoning from RR to RM at 95 Lake Street.

Lawrence Moll	40 Lake Street	<i>Lawrence J. Moll</i>
Laurie Moll	40 Lake Street	<i>Laurie Moll</i>

PETITION

City Council Meeting

June 16, 2015

We, the undersigned residents and neighbors of Lake Street in Haverhill, MA, do NOT support a change in zoning from RR to RM at 95 Lake Street.

Name (printed)	Address	Signature
Valerio Garofalo	123 Lake st.	<i>Valerio Garofalo</i>
James D. Anton	<del>399 Lake</del> 296 W. Lowell Ave	<i>James D. Anton</i>
John Nicoletti	955 W. Lowell Ave	<i>John Nicoletti</i>
Nirisa C. Nicoletti	955 W Lowell AVE	<i>Nirisa C. Nicoletti</i>
Robert D. Gaudreau	21 Lake St	<i>Robert D. Gaudreau</i>

PETITION

City Council Meeting

June 16, 2015

We, the undersigned residents and neighbors of Lake Street in Haverhill, MA, do NOT support a change in zoning from RR to RM at 95 Lake Street.

Maureen A Mulligan	50 Lake St.
Timothy J Miller ✓	44 Lake St.
John J Mulligan	70 Lake St
W. Puzos Bar	108 LAKE ST
Tray Don	116 Lake St
Kedon Doan	114 LAKE ST
Everett O'Connell	124 LAKE ST,
Gilda M Don	132 Lake St

PETITION

City Council Meeting

June 16, 2015

We, the undersigned residents and neighbors of Lake Street in Haverhill, MA, do NOT support a change in zoning from RR to RM at 95 Lake Street.

Name (printed)

Address

Signature

Bruce Hill	10 Lake St	Bruce Hill
------------	------------	------------

56

56  
RKACO, LLC  
1501 Main Street  
Unit #47  
Tewksbury, MA 01876

June 16 2015  
Hearing

14.2

April 13, 2015

Mr. John A. Michitson, City Council President  
City of Haverhill  
4 Summer Street  
City Hall Room 204  
Haverhill, MA 01830

**RE: Special Permit**  
**2 Cross Road, Haverhill, Mass**  
**Assessor's Map 732, Block 776, Lot 2**  
**Petitioner: RKACO, LLC**  
**1501 Main Street, Unit #47**  
**Tewksbury, MA 01876**

Mr. Michitson and Members of the City Council,

The petitioner proposes to construct three (3) buildings totaling thirteen (13) units that will be sold as condominiums on 1.4 acre previously developed site in the Ward Hill section of Haverhill. The site currently is used as a combined residential and commercial automotive repair and storage yard with access off of both Cross Street and Bradstreet Avenue. The proposed development would improve the aesthetics of the neighborhood by cleaning and removing broken-down cars and trucks stored on the lot, and restoring natural vegetation to the site.

Please find attached to this petition the following:

- 30 Sets of Site Plans
- 30 Sets of Project Specification Sheet
- Legal Description of Land
- \$250 Fee

We waive the 65 day hearing requirement.

If you have any questions concerning the attachments, or require anything further, please feel free to contact me at your convenience.

978-851-3048

Sincerely,

**RKACO, LLC**



Robert Ahern

IN CITY COUNCIL: April 21 2015  
REFER TO PLANNING BOARD AND  
VOTED: that COUNCIL HEARING BE HELD JUNE 16 2015  
Attest:

\_\_\_\_\_  
City Clerk

# SPECIFICATION SHEET

6 rooms 3 bedrooms 2.5 baths

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. FOUNDATION</li> <li>2. SIDING</li> <li>3. ROOF</li> <li>4. INSULATION</li> <li>5. RAILINGS</li> <li>6. FRONT STEPS</li> <li>7. PAINT</li> <li>8. DOORS</li> <li>9. WINDOWS</li> <li>10. SCREENS</li> <li>11. LANDSCAPING</li> </ol> | <p>Poured Concrete 10" 20'x28'</p> <p>Vinyl Siding</p> <p>IKO Shingles 25 yr</p> <p>R21 Walls; R30 Ceilings; R38 Roof Fiberglass insulated between units</p> <p>Placed as Building Code Requires</p> <p>Pressure Treated</p> <p>Benjamin Moore Buyers choice white</p> <p>Exterior Front: Fiberglass, Interior: 6 Panel Masonite</p> <p>Energy efficient Double-Glazed Tilt-In, Vinyl</p> <p>On all Living Areas</p> <p>Disburged areas 10' from all Foundation Walls where possible Looped, raked and Seeded within property Boundaries. (or within areas designated by conservation requirements)</p> <p>1 Car Under</p> <p>Fit Top for car, 1 coat painting</p> <p>All appliances will be purchased at the dealer of the Seller's choosing Total of \$1,000.00 must be paid as down payment as driver</p> <p>Iron. Front builders supply.</p> <p><b>GRANITE IN KITCHEN AND BATHS</b></p> <p>One Piece Stainless Steel</p> <p>One Piece Fiberglass unit</p> <p><b>GRANITE</b></p> <p>Linoleum/Carpets (\$15 Allowance per Sq. Yard installed) Hastings flooring contact: (308) 321-8848. Tile installed in all baths. Hardwood in kitchen.</p> <p>Drywall</p> <p>Standard builder supplies.</p> <p>100 AMP</p> <p>Forced Hot Air by gas</p> <p>Quality Armstrong or equivalent</p> <p>40 Gallon, gas (Owned)</p> <p>Public</p> <p>Living room, gas.</p> <p>Closet with shelves and bath.</p> <p>Your choice of counters and inlay (builder to supply samples)</p> |
| <ol style="list-style-type: none"> <li>12. GARAGE</li> <li>13. DRIVEWAY</li> <li>14. APPLIANCES</li> </ol>  | <p>Cable in living room and all three bed. Telephone line in kitchen/living room and master bed.</p> <p>2 electric and 2 faucets</p> <p>Hook ups in basement. (gas line to be stubbed in basement. Buyer responsible for installation.)</p> <p>Master Bedroom                      Wired only additional fee to install fixture.</p>  |
| <ol style="list-style-type: none"> <li>15. CABINETS</li> <li>16. COUNTERTOPS</li> <li>17. SINK</li> <li>18. BATH FIXTURES</li> <li>19. VANITY TOP</li> <li>20. FLOORING</li> </ol>  | <ol style="list-style-type: none"> <li>21. INSIDE WALL</li> <li>22. LIGHT FIXTURES</li> <li>23. ELECTRICAL</li> <li>24. HEAT</li> <li>25. FURNACE</li> <li>26. H/W HEATER</li> <li>27. SEWERAGE/WATER</li> <li>28. FIREPLACE</li> <li>29. MASTER BEDROOM</li> <li>30. KITCHEN</li> <li>31. DECK</li> <li>32. CABLE AND TEL</li> </ol>   |
| <ol style="list-style-type: none"> <li>34. EXTERIOR</li> <li>35. LAUNDRY</li> <li>38. CEILING FAN</li> </ol>  |   |

\*\*Seller is not responsible for installation of washer and dryer and they cannot be delivered to property until after Buyers take possession



andover  
consultants  
inc.

1 East River Place  
Methuen, Massachusetts 01844  
Tel. (978) 687-3828  
Fax (978) 686-5100  
www.andoverconsultants.com

June 11, 2015

Mr. John A. Michitson, City Council President  
City of Haverhill  
4 Summer Street  
City Hall Room 204  
Haverhill, MA 01830

**RE: Special Permit**  
**2 Cross Road, Haverhill, Mass**  
**Assessor's Map 732, Block 776, Lot 2**  
**Petitioner: RKACO, LLC**  
**1501 Main Street, Unit #47**  
**Tewksbury, MA 01876**

Mr. Michitson and Members of the City Council,

On behalf of the applicant, RKACO LLC, for the above reference project, please find included with this cover letter fifteen 11x17 copies of the revised Site Plans dated June 11, 2015. The major revisions made in this submission are based on comments received from various City Departments and Staff and are summarized below.

- Ingress and egress for residents will be limited to Cross Road (emergency fire access will remain to Bradstreet Avenue).
- At the request of the City Engineer, the exit onto Cross Road was altered to improve the safety of the Cross Road/Boston Road intersection.
- The number of units was reduced from thirteen to twelve.
- The three buildings are now connected via one driveway.
- Additional parking, including guest parking, was added bringing total parking spaces to twenty-nine.
- At the request of the Conservation Commission, a rain garden was added to the site design for treatment of stormwater and to increase site aesthetics.
- Improvements were made to the water supply system at the request of the Water Department, including adding a fire hydrant and looping the system.

If you have any questions concerning the attachments, or require anything further, please feel free to contact me at your convenience.

Sincerely,

**ANDOVER CONSULTANTS, INC.**

Dennis A. Griecci, P.E.  
Senior Project Engineer

cc  
RKACO, LLC c/o Robert Ahern



# Haverhill

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

June 10, 2015

**MEMO TO: CITY COUNCIL PRESIDENT JOHN MICHITSON AND  
MEMBERS OF THE CITY COUNCIL**

**Subject: 2 Cross Road, Special Permit for Multifamily Residential**

I have reviewed the revised plan received today. The plans have been revised to incorporate two changes which I requested:

1. The developer has committed to installing approximately 185 feet of granite curbing and sidewalk, significantly narrowing down the existing opening at the beginning of Cross Road and more closely T'ing off the intersection and lining up with the entrance of Boston Road across Route 125. This improvement will lead to increased safety for drivers as well as for pedestrians walking along Route 125.
2. An access easement is now shown for the benefit of the adjacent home at 1179 Boston Road. The existing driveway accesses the right of way by crossing the subject lot, and the granting of the easement will formalize this right.

I therefore am be supportive of the granting of the Special Permit. Please contact me if you have any questions.

Sincerely,

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

C: Mayor Fiorentini, Stankovich, Ward, Cox, Ahern, Griecci

2 Cross Rd S.P.

**Lori Woodsum**

---

**From:** John Pettis <Jpettis@cityofhaverhill.com>  
**Sent:** Friday, June 05, 2015 10:19 AM  
**To:** Lori Woodsum; William Pillsbury  
**Subject:** FW: Send data from MFP07657037 06/04/2015 15:58

*Sent to  
City Council*

**Access easement for abutter ay 1179 Boston Rd to go on next plan submission.**

**John**

-----Original Message-----

**From:** Dennis Griecci [mailto:dgriecci@andoverconsultants.com]  
**Sent:** Thursday, June 04, 2015 4:22 PM  
**To:** John Pettis  
**Subject:** RE: Send data from MFP07657037 06/04/2015 15:58

**John,**  
**I am not in the office on Fridays, but check email. I am available all day Monday to talk about what you will need from us for permitting the work within the state right-of-way.**

**I will add the access easement to the final plan.**

**Thank you,  
Dennis**

**Dennis A. Griecci, P.E., LEED AP  
Senior Project Engineer/Associate**

**Phone: (978) 687-3828**

-----Original Message-----

**From:** John Pettis [mailto:Jpettis@cityofhaverhill.com]  
**Sent:** Thursday, June 04, 2015 4:05 PM  
**To:** Dennis A. Griecci (dgriecci@andoverconsultants.com)  
**Subject:** FW: Send data from MFP07657037 06/04/2015 15:58

**Dennis,**  
**On quick look plan looks good, somewhere should add access easement like sketched onto attachment. I'll try call tomorrow about requesting State Permit.**

**John**

-----Original Message-----

**From:** copier [mailto:scanner@cityofhaverhill.com]  
**Sent:** Thursday, June 04, 2015 6:59 PM  
**To:** John Pettis



**Subject: Send data from MFP07657037 06/04/2015 15:58**

**Scanned from MFP07657037**

**Date:06/04/2015 15:58**

**Pages:1**

**Resolution:200x200 DPI**

---



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

ORDERED:

That the sum of **\$8,800.00** be transferred from Police Department - *Salaries* to Police Department - *Expense : Buildings and Maint.*

15.

①

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 12, 2015

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

RE: Police Expense

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

Attached, please find an order to transfer \$8,800.00 from Police Department – Salaries to Police Department – Expense: Buildings and Maintenance. The funds will cover the costs associated with the cleaning contract for the Police Department.

I recommend approval.

Very truly yours,

*James J. Fiorentini (dsvd)*

**James J. Fiorentini**  
Mayor

JJF/ah



DOCUMENT

**CITY OF HAVERHILL**

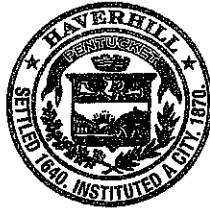
In Municipal Council

ORDERED:

That the sum of **\$200,000.00** be transferred from the General Fund account *Mitigation and Health Ins Close Out* in order to establish the account *Trust Fund – OPEB, Other Post Employment Benefits*.

15.  
2

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 12, 2015

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

RE: Trust Fund - OPEB

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

Attached, please find an order to transfer \$200,000 from the General Fund account Mitigation and Health Ins Close Out in order to establish the account Trust Fund – OPEB, Other Post Employment Benefits.

I recommend approval.

Very truly yours,

**James J. Fiorentini , Mayor**

JJF/ah



JAMES J. FIORENTINI  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

15.1.1  
CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CI.HAVERHILL.MA.US

June 12, 2015

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

RE: FY16 Budget

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

Enclosed, please find 3 orders:

- Total Budget for FY2016
- Transfer of \$2.4M to Stabilization Fund
- Re-appropriate \$292,560 from the Parking Funds Account Revenue

I recommend approval and will be there Tuesday night to answer any questions.

Very truly yours,

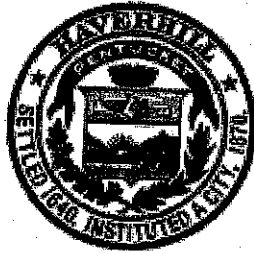
**James J. Fiorentini, Mayor**

JJF/ah

①

15111

1



**CITY OF HAVERHILL, MASSACHUSETTS  
FISCAL YEAR 2016**

**BUDGET ORDERS**

July 1, 2015 to June 30, 2016

**MAYOR  
JAMES J. FIORENTINI**

---

JUNE, 2015

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## **BUDGET ORDER**

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## Adjustments to the Submitted Budget (FY16)

### Changes in Revenues from Mayor Submitted Budget - General Fund

Amount per Budget Book	<b>175,987,839</b>
City Clerk Fees	10,090
Inspectional Services Fees	50,000
Free Cash	43,231
<b>Total Adjusted Budget Revenue</b>	<b><u><u>176,091,160</u></u></b>

### Changes in Expenses from Mayor Submitted Budget - General Fund

Amount per Budget Book		<b>175,987,839</b>
<u>Additions to Expenses:</u>		
Mayor Expense	Inauguration	2,000
Recreation Salaries	Skilled laborer (50%)	16,344
Information Technology Expense	Training & Security	10,000
Fire Salaries	Chief	10,000
Council on Aging Salaries	Nurse salary adj	3,568
Citizen Center Salaries	Maintenance salary adj	1,026
Public Library Salaries	Director salary adj	1,261
Finance Department	Consultant - office evaluation	15,000
Public Property Salaries	Maintenance manager	20,000
Information Technology Salaries	IT Director	20,000
Fire Department Expense	Ambulance fee	2,000
Fire Department Expense	Firehouse software	6,900
Fire Department Expense	Parking deck sprinklers	5,000
Reserves & Other	School Stabilization	100,000
Econ Dev & Planning Expense	Grant writer	15,000
Reserves & Other	Salary Reserve	33,000
Total Additions		<b><u><u>261,099</u></u></b>
<u>Reductions to Expenses:</u>		
Econ Dev & Planning Salaries	Web Update Intern	6,300
Veterans Salaries	Veterans Compliance Vocational Counselor	35,000
Recreation Salaries	Brightside	5,000
Municipal Parking	Lighting	111,478
Total Reductions		<b><u><u>157,778</u></u></b>
<b>Total Adjusted Budget Expenses</b>		<b><u><u>176,091,160</u></u></b>

## Adjustments to the Submitted Budget - Enterprise Funds (FY16)

### Changes in Revenues from Mayor Submitted Budget - Water Department

Amount per Budget Book	Rate = \$2.78	8,117,112
Engineering Fees		5,600
From Available Fund Balance		4,400
<b>Total Adjusted Budget Revenue</b>		<b><u>8,127,112</u></b>

### Changes in Expenses from Mayor Submitted Budget - Water Department

Amount per Budget Book		8,117,112
In-Kind Services	transfer to General Fund	10,000
<b>Total Adjusted Budget Expenses</b>		<b><u>8,127,112</u></b>

### Changes in Revenues from Mayor Submitted Budget - Wastewater Department

Amount per Budget Book	Rate = \$4.07	9,418,676
Charge for Services	Rate = \$4.12	197,739
From Available Fund Balance		(187,739)
<b>Total Adjusted Budget Revenue</b>		<b><u>9,428,676</u></b>

### Changes in Expenses from Mayor Submitted Budget - Wastewater Department

Amount per Budget Book		9,418,676
In-Kind Services	transfer to General Fund	10,000
<b>Total Adjusted Budget Expenses</b>		<b><u>9,428,676</u></b>



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

ORDERED:

That as part of the fiscal year **2016** annual budget the sum of \$166,522,059 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:

\$	241,283	Water Receipts
\$	548,710	Wastewater Receipts
\$	4,632,849	Free Cash
\$	<u>161,099,217</u>	Taxation and Other Receipts
\$	166,522,059	Total Raise and Appropriate

Introduced by Mayor James J. Fiorentini  
 an Order Concerning Appropriations for the Fiscal Year Beginning July 1, 2015  
 Ordered that the following sums, designated as appropriations, are hereby appropriated in the General Fund of the City of Haverhill.

	Salaries		Expenses		Capital		Department		State and Other Assessments	Grand Totals
	Appropriation	Appropriation	Appropriation	Appropriation	Appropriation	Totals	Totals			
<b>General Government</b>										
City Council	110,736	48,400				159,136				159,136
Mayor's Office	219,869	30,626				250,495				250,495
Auditor's Office	246,615	86,055				332,670				332,670
Treasurer/Collector	362,606	166,700				549,306				549,306
Assessing	173,164	152,800				325,964				325,964
Purchasing	87,669	87,320				174,889				174,889
Law Department	65,415	158,500				223,915				223,915
Human Resources	242,267	25,220				267,487				267,487
Municipal Information Systems	194,586	358,905		25,000		576,491				576,491
City Clerk	268,076	88,867				354,743				354,743
	1,970,903	1,219,193		25,000		3,215,096				3,215,096
<b>Community &amp; Economic Development</b>										
Conservation Commission	60,444	3,470				63,914				63,914
Building & Zoning	234,770					234,770				234,770
Inspectional & Health Services	352,901	32,350				385,251				385,251
Economic Development	166,911	87,038				253,949				253,949
	815,026	122,858				937,884				937,884
<b>Public Safety</b>										
Police Department	9,218,232	1,205,319		115,000		10,538,551				10,538,551
Crossing Guards		95,000				95,000				95,000
Fire Department	9,214,557	797,025		5,000		10,016,582				10,016,582
Emergency Management										
	18,432,789	2,097,344		120,000		20,650,133				20,650,133
<b>Education</b>										
Whittier Regional School		7,479,771				7,479,771				7,479,771
North Shore/Essex Regional School		1,150,916				1,150,916				1,150,916
School Transportation		5,002,065				5,002,065				5,002,065
School Department	52,191,918	13,047,979				65,239,897				65,239,897
	52,191,918	26,660,731				78,872,649				78,872,649
<b>Public Works</b>										
Administration	52,434	6,816				59,249				59,249
Highways	804,156	554,000				1,358,156				1,358,156
Solid Waste/Recycling	69,500	3,667,556				3,667,056				3,667,056
Parking Area		26,250				26,250				26,250
Street Marking Division		56,000				56,000				56,000
Fleet Maintenance	193,566	64,650				258,206				258,206
Building Maintenance	120,439	186,200				308,639				308,639
Park Department	286,978	226,231				513,209				513,209
Street Lighting		750,000				750,000				750,000
Snow & Ice Removal	229,033	249,919				478,952				478,952
	1,756,095	5,709,621				7,465,717				7,465,717

Introduced by Mayor James J. Fiorentini  
 an Order Concerning Appropriations for the Fiscal Year Beginning July 1, 2015  
 Ordered that the following sums, designated as appropriations, are hereby appropriated in the General Fund of the City of Haverhill.

	Salaries		Expenses		Capital Appropriation	Department Totals		State and Other Assessments	Grand Totals
	Appropriation	Appropriation	Appropriation	Appropriation		Appropriation	Assessments		
<b>Human Services</b>									
Citizens Center	254,353	127,900	-	-	-	382,253			382,253
Veterans Service	51,864	1,228,050	-	-	-	1,279,714			1,279,714
Senior Services	60,347	6,700	-	-	-	67,047			67,047
Stadium Commission	-	9,443	-	-	-	9,443			9,443
Recreation	56,544	108,000	-	-	-	164,544			164,544
Public Library	954,561	280,919	-	-	-	1,245,480			1,245,480
	1,377,469	1,771,012	-	-	-	3,148,481			3,148,481
<b>Debt Service</b>									
		8,423,859				8,423,859			8,423,859
<b>Employee Benefits</b>									
Retirement Fund	14,380,890					14,380,890			14,380,890
Non-Contributory Pensions	65,000					65,000			65,000
Unemployment Compensation	300,000					300,000			300,000
Group Insurance	23,323,662					23,323,662			23,323,662
Mitigation and Health Trust Closeout	474,500					474,500			474,500
Payroll Taxes (FICA/Medicare)	1,000,000					1,000,000			1,000,000
Workers Compensation	470,000					470,000			470,000
Indemnification of Retirees	250,000					250,000			250,000
Sick Leave Bank	75,000					75,000			75,000
Long Term Disability	2,100					2,100			2,100
Vacation Accrual	150,000					150,000			150,000
Injured on Duty Claims	150,000					150,000			150,000
	40,641,152					40,641,152			40,641,152
<b>Other</b>									
Capital Projects			700,000		700,000	700,000			700,000
General Liability Insurance		866,954				866,954			866,954
Salary Reserve	628,134					628,134			628,134
Stabilization Fund							2,400,000		2,400,000
Budget Reserve		750,000				750,000			750,000
School Stabilization							100,000		100,000
Other Deficits (Snow & Ice)							1,517,284		1,517,284
State Assessments (Cherry Sheets)							4,926,817		4,926,817
Reserve for Abatelements and Exemptions (Overlay)							625,000		625,000
	628,134	1,838,954	700,000		700,000	3,167,088	9,569,101		12,736,189
<b>Total General Fund</b>	<b>117,813,486</b>	<b>47,863,573</b>	<b>845,000</b>		<b>845,000</b>	<b>166,522,059</b>	<b>9,569,101</b>		<b>176,091,160</b>

Introduced by the Mayor James J. Fiorentini  
 an Order Concerning Appropriations for the Fiscal Year Beginning July 1, 2015

Ordered that the following sums, designated as appropriations, are hereby appropriated in the Water Fund of the City of Haverhill and that \$241,283 be appropriated in the General Fund and funded from Water revenue.

	Salaries Appropriation	Expenses Appropriation	Capital Appropriation	Total City From General Fund	Other Assessments From General Fund	Grand Totals
General Operations	2,025,726	2,256,672	1,170,500	5,452,898		5,452,898
Engineering	342,414	74,800		417,214		417,214
Transfers		0		0	241,283	241,283
Benefits	778,072			778,072		778,072
Debt		1,094,811		1,094,811		1,094,811
Reserves		0		0		0
Insurance		142,834		142,834		142,834
<b>Total Water Fund</b>	<b>3,146,212</b>	<b>3,569,117</b>	<b>1,170,500</b>	<b>7,885,829</b>	<b>241,283</b>	<b>8,127,112</b>

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 Services	Other Revenue	Engineering Fees	Total Revenue	Available Fund Balance	Grand Totals
Water Fund	7,227,658	179,000	100,000	7,506,658	620,454	8,127,112
<b>Total Water Fund</b>	<b>7,227,658</b>	<b>179,000</b>	<b>100,000</b>	<b>7,506,658</b>	<b>620,454</b>	<b>8,127,112</b>

City Council  
 City of Haverhill  
 Submitted June 16, 2015

Introduced by the Mayor James J. Fiorentini  
 an Order Concerning Appropriations for the Fiscal Year Beginning July 1, 2015  
 Ordered that the following sums, designated as appropriations, are hereby appropriated in the Wastewater Fund  
 of the City of Haverhill and that \$548,710 be appropriated in the General Fund and funded from Wastewater revenue.

	Salaries			Capital Appropriation	Total City From General Fund	Grand Totals
	Appropriation	Expenses Appropriation	Other Assessments			
General Operations						
Transfers	2,154,638	3,397,435	756,000	6,308,073	6,308,073	
Benefits	0	0		0	548,710	548,710
Debt	854,909			854,909	854,909	854,909
Reserves		1,631,207		1,631,207	1,631,207	1,631,207
Insurance		0		0		
		85,777		85,777		
<b>Total Wastewater Fund</b>	<b>3,009,547</b>	<b>5,114,419</b>	<b>756,000</b>	<b>8,879,966</b>	<b>548,710</b>	<b>9,428,676</b>

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.

Wastewater Fund	Charges for Services	Other Revenue	Total Revenue	Available Fund Balance	Grand Totals
Wastewater Fund	8,686,823	107,500	8,794,323	634,353	9,428,676
<b>Total Wastewater Fund</b>	<b>8,686,823</b>	<b>107,500</b>	<b>8,794,323</b>	<b>634,353</b>	<b>9,428,676</b>



DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

ORDERED:

That as part of the Fiscal Year 2016 Annual Budget the sum of **\$2,400,000.00** be and is hereby raised and appropriated and transferred into the Stabilization Fund.

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DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

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ORDERED:

That as part of the fiscal year 2016 annual budget the sum of **\$292,560** be appropriated from the Parking Funds Account Revenue.

City of Haverhill Massachusetts

Parking Services Fund

Fiscal Year: 2014-2015

From Date: 6/1/2015

To Date: 6/30/2015

Print accounts with zero balance

Round to whole dollars

Account on new page

Definition: City Budget Mayor

Account	Description	FY13 Actual	FY14 Actual	FY15 Y-T-D Actual	FY15 Budget	FY16 Request	FY16 Mayor Allowed	Mayor Change	Buc
2312500.1.0000.4001.00.000.00.00	Parking Services Concession	(\$100,000.00)	(\$65,020.08)	(\$8,333.33)	(\$55,461.00)	\$0.00	(\$292,560.00)	(\$292,560.00)	(
2312500.1.0000.4974.00.000.00.00	Parking Services Fund Transf	\$0.00	\$0.00	\$0.00	\$0.00	(\$200,000.00)	(\$200,000.00)	\$0.00	(
2312500.1.0000.5110.00.000.00.00	Parking Services Fund Salarie	\$27,823.23	\$21,668.42	\$20,565.66	\$22,836.00	\$22,335.00	\$22,335.00	\$0.00	(
2312500.1.0000.5241.00.000.00.00	Parking Services Fund - Repa	\$44,252.45	\$19,450.10	\$0.00	\$23,900.00	\$52,500.00	\$52,500.00	\$0.00	(
2312500.1.0000.5252.00.000.00.00	Parking Services Fund - Signe	\$3,248.15	\$1,532.00	\$0.00	\$3,000.00	\$9,000.00	\$9,000.00	\$0.00	(
2312500.1.0000.5305.00.000.00.00	Parking Services Fund - Conti	\$0.00	\$0.00	\$22,440.17	\$0.00	\$200,000.00	\$200,000.00	\$0.00	(
2312500.1.0000.5306.00.000.00.00	Parking Services Fund - Cons	\$18,768.34	\$2,567.73	\$4,582.83	\$5,000.00	\$8,000.00	\$8,000.00	\$0.00	(
2312500.1.0000.5420.00.000.00.00	Parking Services Fund - Office	\$1,485.43	\$85.27	\$190.35	\$225.00	\$225.00	\$225.00	\$0.00	(
2312500.1.0000.5421.00.000.00.00	Parking Services Fund - Print	\$492.50	\$525.00	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	(
2312500.1.0000.5730.00.000.00.00	Parking Services Fund - Dues	\$381.35	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(
2312500.1.0990.5961.00.000.00.00	Parking Services Fund Transf	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(
<b>Grand Total:</b>		(\$3,548.55)	(\$14,141.56)	\$39,445.68	\$0.00	\$92,560.00	(\$200,000.00)	(\$292,560.00)	(

End of Report

Parking Services FY 2016 Budget

FY 16  
Request

<u>Account</u>	<u>Account Type</u>	<u>Description</u>	
2312500.1.0000.5110.00.000.00.00	EXPENDITURE	Parking Services - Salaries	\$22,335
2312500.1.0000.5241.00.000.00.00	EXPENDITURE	Parking Services - Repair & Maintenance	\$52,500
2312500.1.0000.5252.00.000.00.00	EXPENDITURE	Parking Services - Signage	\$9,000
2312500.1.0000.5306.00.000.00.00	EXPENDITURE	Parking Services - Consultant Fees	\$8,000
2312500.1.0000.5420.00.000.00.00	EXPENDITURE	Parking Services - Office Supplies	\$225
2312500.1.0000.5421.00.000.00.00	EXPENDITURE	Parking Services - Printed Supplies	\$500
transfer from GF	EXPENDITURE	Parking Services - Contract	\$200,000
		Parking Services - Capital projects	\$0
		<b>Total:</b>	<b>\$292,560</b>

**Notes:**

<u>Repair &amp; Maint</u>	<u>Meter warranty</u>	
	\$	33,000.00
	\$	14,500.00
	\$	5,000.00
	\$	52,500.00

**Capital Projects:**

Pavement maintenance	\$	20,000.00	Rehab, crack sealing, manhole repair
Parking lot lighting	\$	40,000.00	8 new lights @ \$ 5,000 each



DOCUMENT

**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 2016; 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 purposed 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 ensuring fiscal year.
7. This fund is hereby authorized until June 30, 2016.

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# City of Haverhill Massachusetts

## Fund Balances

Fiscal Year: 2014-2015

Month: June  
Year: 2015

Include Cash Balance

Fund Type: Chapter 44 Section  FY End Report

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
2302662	Recreation/Parks Revolving	\$24,187.78	\$119,482.00	(\$120,337.59)	\$0.00	\$23,332.19
2302663	Skating Rink Revolving	\$95,499.48	\$302,170.00	(\$314,953.53)	\$0.00	\$82,715.95
2302666	Citizen Center Revolving	\$288.67	\$10,427.53	(\$10,184.14)	\$0.00	\$532.06
2302687	Council on Aging Revolving	\$23,028.73	\$25,248.84	(\$32,144.32)	\$0.00	\$16,133.25
2302670	Wood School Day Care Revolving Fund	\$41,749.73	\$66,138.80	(\$88,788.83)	\$0.00	\$19,099.70
2302671	Parking Commission Revolving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302672	Crowell School Day Care Revolving Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302673	Municipal Open Space Management	\$7,372.60	\$38,754.94	(\$17,077.25)	\$0.00	\$29,050.29
<b>Grand Total:</b>		<b>\$192,126.99</b>	<b>\$562,222.11</b>	<b>(\$583,485.66)</b>	<b>\$0.00</b>	<b>\$170,863.44</b>

End of Report



DOCUMENT

**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 2016; 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, 2016.

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2

# City of Haverhill Massachusetts

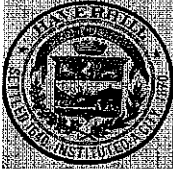
## Fund Balances

Fiscal Year: 2014-2015

Month: June  
 Year: 2015  
 Fund Type: Chapter 44 Section  FY End Report  Include Cash Balance

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
2302662	Recreation/Parks Revolving	\$24,187.78	\$119,482.00	(\$120,337.59)	\$0.00	\$23,332.19
2302663	Skating Rink Revolving	\$95,499.48	\$302,170.00	(\$314,953.53)	\$0.00	\$82,715.95
2302666	Citizen Center Revolving	\$288.67	\$10,427.53	(\$10,184.14)	\$0.00	\$532.06
2302667	Council on Aging Revolving	\$23,028.73	\$25,248.84	(\$32,144.32)	\$0.00	\$16,133.25
2302670	Wood School Day Care Revolving Fund	\$41,749.73	\$66,138.80	(\$88,788.83)	\$0.00	\$19,099.70
2302671	Parking Commission Revolving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302672	Crowell School Day Care Revolving Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302673	Municipal Open Space Management	\$7,372.60	\$38,754.94	(\$17,077.25)	\$0.00	\$29,050.29
<b>Grand Total:</b>		<b>\$192,126.99</b>	<b>\$562,222.11</b>	<b>(\$583,485.66)</b>	<b>\$0.00</b>	<b>\$170,863.44</b>

End of Report



DOCUMENT

**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 2016; 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, 2016.

15B

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# City of Haverhill Massachusetts

## Fund Balances

Fiscal Year: 2014-2015

Month: June  Include Cash Balance  
 Year: 2015  
 Fund Type: Chapter 44 Section  FY End Report

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
2302662	Recreation/Parks Revolving	\$24,187.78	\$119,482.00	(\$120,337.59)	\$0.00	\$23,332.19
2302663	Skating Rink Revolving	\$95,499.48	\$302,170.00	(\$314,953.53)	\$0.00	\$82,715.95
2302666	Citizen Center Revolving	\$288.67	\$10,427.53	(\$10,184.14)	\$0.00	\$532.06
2302667	Council on Aging Revolving	\$23,028.73	\$25,248.84	(\$32,144.32)	\$0.00	\$16,133.25
2302670	Wood School Day Care Revolving Fund	\$41,749.73	\$66,138.80	(\$88,788.89)	\$0.00	\$19,099.70
2302671	Parking Commission Revolving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302672	Crowell School Day Care Revolving Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302673	Municipal Open Space Management	\$7,372.60	\$38,754.94	(\$17,077.25)	\$0.00	\$29,050.29
<b>Grand Total:</b>		<b>\$192,126.99</b>	<b>\$562,222.11</b>	<b>(\$583,485.66)</b>	<b>\$0.00</b>	<b>\$170,863.44</b>

End of Report



DOCUMENT

**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 2016; 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, 2016.

15B

(4)

# City of Haverhill Massachusetts

## Fund Balances

Fiscal Year: 2014-2015

Month: June  
 Year: 2015  
 Fund Type: Chapter 44 Section  FY End Report  Include Cash Balance

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
2302662	Recreation/Parks Revolving	\$24,187.78	\$119,482.00	(\$120,337.59)	\$0.00	\$23,332.19
2302663	Skating Rink Revolving	\$95,499.48	\$302,170.00	(\$314,953.53)	\$0.00	\$82,715.95
2302666	Citizen Center Revolving	\$288.67	\$10,427.53	(\$10,184.14)	\$0.00	\$632.06
2302667	Council on Aging Revolving	\$23,028.73	\$25,248.84	(\$32,144.32)	\$0.00	\$16,133.25
2302670	Wood School Day Care Revolving Fund	\$41,749.73	\$66,138.80	(\$88,788.83)	\$0.00	\$19,099.70
2302671	Parking Commission Revolving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302672	Crowell School Day Care Revolving Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302673	Municipal Open Space Management	\$7,372.60	\$38,754.94	(\$17,077.25)	\$0.00	\$29,050.29
<b>Grand Total:</b>		<b>\$192,126.99</b>	<b>\$562,222.11</b>	<b>(\$583,485.66)</b>	<b>\$0.00</b>	<b>\$170,863.44</b>

End of Report



DOCUMENT

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 2016; and,

**THEREFORE,** the Haverhill City Council hereby authorizes the establishment of a revolving fund for the Wood School Daycare with an annual budget of **\$130,450**, 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, 2016.

15B  
5

# City of Haverhill Massachusetts

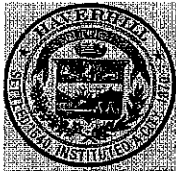
## Fund Balances

Fiscal Year: 2014-2015

Month: June  
 Year: 2015  
 Fund Type: Chapter 44 Section  FY End Report  Include Cash Balance

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
2302662	Recreation/Parks Revolving	\$24,187.78	\$119,482.00	(\$120,337.59)	\$0.00	\$23,332.19
2302663	Skating Rink Revolving	\$95,499.48	\$302,170.00	(\$314,953.53)	\$0.00	\$82,715.95
2302666	Citizen Center Revolving	\$288.67	\$10,427.53	(\$10,184.14)	\$0.00	\$532.06
2302667	Council on Aging Revolving	\$23,028.73	\$25,248.84	(\$32,144.32)	\$0.00	\$16,133.25
2302670	Wood School Day Care Revolving Fund	\$41,749.73	\$66,138.80	(\$88,788.83)	\$0.00	\$19,099.70
2302671	Parking Commission Revolving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302672	Crowell School Day Care Revolving Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302673	Municipal Open Space Management	\$7,372.60	\$38,754.94	(\$17,077.25)	\$0.00	\$29,050.29
<b>Grand Total:</b>		<b>\$192,126.99</b>	<b>\$562,222.11</b>	<b>(\$583,485.66)</b>	<b>\$0.00</b>	<b>\$170,863.44</b>

End of Report



DOCUMENT

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 2016; 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, 2016.

1573  
6

# City of Haverhill Massachusetts

## Fund Balances

Fiscal Year: 2014-2015

Month: June  Include Cash Balance  
 Year: 2015  
 Fund Type: Chapter 44 Section  FY End Report

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
2302662	Recreation/Parks Revolving	\$24,187.78	\$119,482.00	(\$120,337.59)	\$0.00	\$23,332.19
2302663	Skating Rink Revolving	\$95,499.48	\$302,170.00	(\$314,953.53)	\$0.00	\$82,715.95
2302666	Citizen Center Revolving	\$288.67	\$10,427.53	(\$10,184.14)	\$0.00	\$532.06
2302667	Council on Aging Revolving	\$23,028.73	\$25,248.84	(\$32,144.32)	\$0.00	\$16,133.25
2302670	Wood School Day Care Revolving Fund	\$41,749.73	\$66,138.80	(\$88,788.83)	\$0.00	\$19,099.70
2302671	Parking Commission Revolving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302672	Crowell School Day Care Revolving Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2302673	Municipal Open Space Management	\$7,372.60	\$38,754.94	(\$17,077.25)	\$0.00	\$29,050.29
<b>Grand Total:</b>		<b>\$192,126.99</b>	<b>\$562,222.11</b>	<b>(\$583,485.66)</b>	<b>\$0.00</b>	<b>\$170,863.44</b>

End of Report



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 12, 2015

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

RE: Revolving Funds

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

Attached, please find 6 orders to authorize the establishment of the following revolving funds under the provisions of section 53E1/2 of chapter 44 of the General Laws:

- Recreation and Parks Division, \$175,000
- Veteran's Memorial Skating Rink Division, \$456,000
- Citizen Center Rental Account, \$25,000
- Council on Aging Activities Account, \$50,000
- Wood School Daycare, \$130,450
- Municipal Open Space Management, \$100,000

I recommend approval.

Very truly yours,

**James J. Fiorentini , Mayor**

JJF/ah





DOCUMENT

**CITY OF HAVERHILL**

In Municipal Council

16.1  
10 days

ORDERED:

**MUNICIPAL ORDINANCE**

**CHAPTER 230**

**AN ORDINANCE RELATING TO TAXICABS AND BUSES**

**BE IT ORDAINED** by the City Council of the City of Haverhill that the Code of the City of Haverhill, Chapter 230, as amended, is hereby further amended as follows:

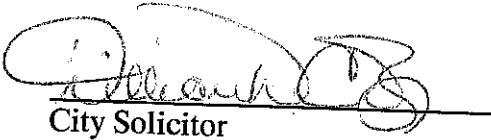
**§230-19. Rules for trunks; extra charge permitted.**

Insert the words "luggage or" before the word "trunks".

**§230-24. License required for hauling.**

Delete the word "City Council" and insert in place thereof the word "Chief of Police or his designee".

**APPROVED AS TO LEGALITY**

  
City Solicitor

# CITY OF HAVERHILL

MASSACHUSETTS

## CITY SOLICITOR'S OFFICE

145 South Main Street

Bradford, MA 01835

(978) 373-2360

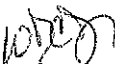
FAX: 978/891-5424

EMAIL: billcoxlaw@aol.com

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

June 8, 2015

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

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

**RE:** Ordinance Taxicabs and Buses

After a review of the most recent changes to the above ordinance, it was determined that the ordinance contained a scrivener's error on §230-19., insomuch as the words "luggage or" were to be added, not deleted, before the word "trunks". In addition, §230-24. had previously been amended to delete "Mayor" and insert "City Council", which is the current language. I have included a further change to "Chief of Police or his designee" as was discussed in preparing this ordinance.

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

**cc:** James J. Fiorentini, Mayor  
Alan DeNaro, Chief of Police

# Chapter 230: Taxicabs and Buses

[HISTORY: Adopted by the City Council of the City of Haverhill as Ch. 34 and Sec. 22-34 of the 1963 City Code (Ch. 230 of the 1980 Code). Amendments noted where applicable.]

## GENERAL REFERENCES

Vehicles and traffic — See Ch. 240.

## Article I: Taxicabs

### § 230-1 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

#### TAXICAB

Every horse-drawn or power-driven hack, stagecoach, omnibus or other vehicle, whether on wheels or runners, except streetcars, which shall be used for the conveyance of passengers from place to place for hire, shall be deemed to be a "taxicab" within the meaning of this chapter

### § 230-2 Vehicle license required.

The City Council may from time to time grant licenses upon such terms, under such conditions and to such persons as it may deem expedient to set up, employ or use taxicabs for the conveyance of persons for hire and may designate the public stand or stands which the taxis may occupy, and no person shall set up, employ or use such taxi for the purposes aforesaid without such license.

### § 230-3 Limitation on number of licenses.

[Amended 2-24-1970 by Doc. 21-B]

The total number of taxi licenses to be issued and outstanding at any one time in the City shall be limited to one taxi license per 2,000 of the population of the City.

### § 230-4 Fees.

[Amended 4-7-1981 by Doc. 63; 4-8-2003 by Doc. 62]

For every license granted under the provisions of this article, there shall be paid to the City Clerk the sum of \$100 for the use of the City.

### § 230-5 Term; transfer.

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

All licenses granted under this article shall expire on the first day of May next after the date of the granting thereof, and no license shall be sold, assigned or transferred to another person without the consent of the City Council, endorsed thereon by the City Clerk or his assistant, and the payment of \$50.

### § 230-6 Valid only for particular vehicle.

No license granted as provided in this article shall apply to any taxi or other vehicle owner or driver, except the particular one designated therein by its number or otherwise made certain.

### § 230-7 Revocation.

There shall be no additional charge for two passengers going to the same place and alighting at the same designation. There shall be an additional charge of \$0.25 per passenger for each passenger over two.

### **§ 230-18 Computation of fare for two passengers at different destinations.**

- A. When more than one passenger is picked up and not discharged at the same destination, the fare charged to the first passenger will be according to the taximeter at the destination of the first passenger. After the departure of the first passenger the taximeter flag will be dropped again, and the second passenger will then pay the fare according to the taximeter at the destination of the second passenger.
- B. The first passenger to be let off shall be the one whose destination is nearest the point of departure. The same process is to be followed for each passenger in the taxicab.

### **§ 230-19 Rules for trunks; extra charge permitted.**

Hand luggage may be carried by passengers for hire, but the carrying of trunks shall be optional with the taxicab driver and shall be \$0.50 for each trunk.

### **§ 230-20 Taxicab operators; license; fee.**

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

No person shall operate a motor vehicle in the course of taxicab business unless duly licensed by the City Council. The license fee is to be the sum of \$10 per year. No person shall be qualified to receive a license unless such person is more than 18 years of age and is a licensed operator in the commonwealth. Each licensed individual is to receive a badge and a number thereon which is to be worn and plainly visible during the operation of a taxicab by the licensed individual. The Chief of Police is to have the power to revoke and suspend the license for cause. No operator shall stop or stand a vehicle in front of entrances to hotels, theaters or other places of public gathering except to let off or take on passengers.

### **§ 230-21 Meters required.**

Every motor vehicle licensed as a taxicab under the terms of this article, operated within the City, except motor vehicles used for funeral and wedding purposes, shall have affixed thereto a taximeter of a size and design approved by the Mayor, which shall be so located as to be easily read by a passenger or passengers seated in the rear seat. After sundown the face of the taximeter shall be illuminated by a suitable light so arranged as to throw continuous, steady light thereon.

### **§ 230-22 Roof lights showing operation of meter required.**

All taxicabs shall be equipped with lights of a size and design approved by the Mayor, which lights shall be located on the top of the taxicabs. These lights are to be so connected that when the flag of the taximeter is in a recording position the lights will be off. These lights shall be on when the taximeter is not recording so that any police officer by observation may ascertain whether the taximeter is being properly operated.

### **§ 230-23 Age limitation on drivers.**

No hackney carriage or other vehicle mentioned in this chapter shall be driven by any person who has not attained the age of 18 years.

### **§ 230-24 License required for hauling.**

The City Council may from time to time grant licenses to such persons under such conditions and upon such terms as it may deem expedient to employ or use any horse-drawn wagon, cart, sleigh, motor or other vehicle for the conveyance from place to place, for hire, of any goods, wares, furniture, merchandise or rubbish, and the City Council may designate the public stand or stands which such vehicles may occupy, and no person shall use any of the vehicles mentioned in this section for the purposes herein specified without a license for each vehicle.



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

16.2  
Updated Salaries  
6/11/2015  
10 days

**ORDERED**

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
CONSERVATION OFFICERS, DOG OFFICERS,  
POLICE MECHANICS (ME REPAIRMEN), POLICE  
BUILDING MAINTENANCE CRAFTSMEN/CUSTODIAN  
AND PUBLIC PROPERTY BUILDING CUSTODIAN GROUP

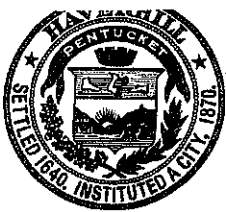
BE IT ORDAINED by the City Council of the City of Haverhill that Document 11-G of 2014 is hereby amended as follows:

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
<b>EFFECTIVE 7/1/2014 1.5%</b>						
Senior Conservation Officer	\$ 1,034.29	\$ 1,100.31				
Conservation Officer	\$ 887.13	\$ 943.76				
Senior Animal Control Officer	\$ 633.79	\$ 669.10				
Animal Control Officer	\$ 553.24	\$ 588.54				
Police Mechanics (Motor Equipment Repairmen)	\$ 17.95	\$ 19.24	\$ 20.43	\$ 21.56		
Police Bldg Mtnc Craftsperson/Custodian	\$ 679.99	\$ 720.79				
Custodian	\$ 542.44	\$ 558.30	\$ 574.63	\$ 591.46	\$ 608.78	\$ 626.65

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
<b>EFFECTIVE 7/1/2015 1.5%</b>						
Senior Conservation Officer	\$ 1,049.80	\$ 1,116.81				
Conservation Officer	\$ 900.44	\$ 957.92				
Senior Animal Control Officer	\$ 643.29	\$ 679.14				
Animal Control Officer	\$ 561.54	\$ 597.37				
Police Mechanics (Motor Equipment Repairmen)	\$ 18.21	\$ 19.53	\$ 20.74	\$ 21.89		
Police Bldg Mtnc Craftsperson/Custodian	\$ 690.19	\$ 731.60				
Custodian	\$ 550.57	\$ 566.67	\$ 583.25	\$ 600.34	\$ 617.91	\$ 636.05

Approved as to legality:

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



# Haverhill

Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Denise McClanahan, HR Director - [dmcclanahan@cityofhaverhill.com](mailto:dmcclanahan@cityofhaverhill.com)

Shelia Pelczar, HR Technician - [spelczar@cityofhaverhill.com](mailto:spelczar@cityofhaverhill.com)

TO: Mayor James J. Fiorentini  
FROM: Denise McClanahan, HR Director  
DATE: June 11, 2015  
RE: Salary Ordinance

Recently a salary ordinance was submitted for the Conservation Officers, Dog Officers, Police Mechanics, Police Building Maintenance Craftsman/Custodian and Building Custodian Group and inadvertently the wrong salary amounts were provided. Attached please find the corrected salary ordinance to submit to the Haverhill City Council for action.

dIm



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 12, 2015

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

RE: Salary Ordinance & MOA

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

Enclosed is an updated Salary Ordinance and MOA between the City of Haverhill and the Teamsters Conservation Officers, Animal Control Officers, Police Mechanics, Police Building Maintenance Craftsmen/Custodians and Public Property Building Custodian Group.

The Ordinance is enclosed and I recommend approval.

Very truly yours,

**James J. Fiorentini**  
Mayor

JJF/ah



DOCUMENT 2-E

17.1

# CITY OF HAVERHILL

In Municipal Council May 27 2015

**ORDERED:**

MUNICIPAL ORDINANCE  
MUNICIPAL ORDINANCE RELATING TO SALARIES

CHAPTER  
CONSERVATION OFFICERS, DOG OFFICERS,  
POLICE MECHANICS (ME REPAIRMEN), POLICE  
BUILDING MAINTENANCE CRAFTSMEN/CUSTODIAN  
AND PUBLIC PROPERTY BUILDING CUSTODIAN GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 11-G of 2014 is hereby amended as follows:

**EFFECTIVE 7/1/2014 1.5%**

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Senior Conservation Officer	\$ 1,019.00	\$ 1,084.05				
Conservation Officer	\$ 874.02	\$ 929.82				
Senior Animal Control Officer	\$ 624.42	\$ 659.21				
Animal Control Officer	\$ 545.07	\$ 579.85				
Police Mechanics (Motor Equipment Repairmen)	\$ 17.68	\$ 18.95	\$ 20.13	\$ 21.24		
Police Bldg Mtnce.Craftsperson/Custodian	\$ 669.94	\$ 710.14				
Custodian	\$ 534.42	\$ 550.05	\$ 566.14	\$ 582.72	\$ 599.78	\$ 617.38

**EFFECTIVE 7/1/2015 1.5%**

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Senior Conservation Officer	\$ 1,034.29	\$ 1,100.31				
Conservation Officer	\$ 887.13	\$ 943.76				
Senior Animal Control Officer	\$ 633.79	\$ 669.10				
Animal Control Officer	\$ 553.24	\$ 588.54				
Police Mechanics (Motor Equipment Repairmen)	\$ 17.95	\$ 19.24	\$ 20.43	\$ 21.56		
Police Bldg Mtnce.Craftsperson/Custodian	\$ 679.99	\$ 720.79				
Custodian	\$ 542.44	\$ 558.30	\$ 574.63	\$ 591.46	\$ 608.78	\$ 626.65

Approved as to legality:

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

PLACED ON FILE for at least 10 days  
Attest:

\_\_\_\_\_  
City Clerk





DOCUMENT

# CITY OF HAVERHILL

In Municipal Council

*DRAFT COPY*

*DOC 11-G 2014*

**ORDERED:**

MUNICIPAL ORDINANCE  
ORDINANCE RELATING TO SALARIES

CHAPTER  
CONSERVATION OFFICERS, DOG OFFICERS,  
POLICE MECHANICS (ME REPAIRMEN), POLICE  
BUILDING MAINTENANCE CRAFTSMEN/CUSTODIAN  
AND PUBLIC PROPERTY BUILDING CUSTODIAN GROUP

IT ORDAINED by the City Council of the City of Haverhill that Document 67- of 2012 is hereby amended as follows:

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
<b>EFFECTIVE 7/1/2012 1.5%</b>					
Senior Conservation Officer	\$ 1,003.94	\$ 1,068.03			
Conservation Officer	\$ 861.11	\$ 916.08			
Senior Animal Control Officer	\$ 615.19	\$ 649.47			
Animal Control Officer	\$ 537.01	\$ 571.28			
Police Mechanics (Motor Equipment Repairmen)	\$ 17.42	\$ 18.67	\$ 19.83	\$ 20.93	
Police Bldg Mtnc Craftsperson/Custodian	\$ 660.04	\$ 699.65			
Custodian	\$ 526.52	\$ 541.92	\$ 557.77	\$ 574.11	\$ 590.92 \$ 608.26

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
<b>EFFECTIVE 7/1/2013 1.5%</b>					
Senior Conservation Officer	\$ 1,019.00	\$ 1,084.05			
Conservation Officer	\$ 874.02	\$ 929.82			
Senior Animal Control Officer	\$ 624.42	\$ 659.21			
Animal Control Officer	\$ 545.07	\$ 579.85			
Police Mechanics (Motor Equipment Repairmen)	\$ 17.68	\$ 18.95	\$ 20.13	\$ 21.24	
Police Bldg Mtnc Craftsperson/Custodian	\$ 669.94	\$ 710.14			
Custodian	\$ 534.42	\$ 550.05	\$ 566.14	\$ 582.72	\$ 599.78 \$ 617.38

**Effective 7/1/2013 amend Article VII Wages and Allowances by the following:**  
 mileage reimbursement rate will be at \$.44/mile.

**Effective upon passage amend Article XI - SICK AND BEREAVEMENT LEAVE Section 16. Furlough Days**  
 outstanding furlough days will be compensated on or after July 1, 2013 at the applicable rate. After the furlough days are paid out, Section 16 shall be amended in its entirety.

Approved as to legality:

\_\_\_\_\_  
Solicitor



17.2

**CITY OF HAVERHILL**

In Municipal Council June 2 2015

**ORDERED:**

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
CITIZEN CENTER

BE IT ORDAINED by the City Council of the City of Haverhill that Document 11-1 of 2014 is deleted in its entirety and insert in its place the following:

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
<b>EFFECTIVE 7/1/2014 1.5%</b>							
Program Coordinator	\$ 710.07	\$ 731.37	\$ 753.30	\$ 772.69	\$ 799.18	\$ 823.13	
Principal Account Clerk/Dispatcher	\$ 612.36	\$ 630.35	\$ 648.90	\$ 668.00	\$ 687.65	\$ 707.94	\$ 750.12
Principal Account Clerk	\$ 565.38	\$ 583.06	\$ 599.07	\$ 616.77	\$ 634.87	\$ 653.55	\$ 689.62
Bldg Maintenance Craft/Custodian	\$ 17.62	\$ 18.15	\$ 18.71				
Activities/Volunteer	\$ 15.45	\$ 15.92					
Driver	\$ 9.42	\$ 9.70					
Meal on Wheels Driver	\$ 10.09	\$ 10.39					
Driver (Veterans)	\$ 11.43	\$ 11.78					
Shine Coordinator	\$ 11.75	\$ 12.11					
<b>EFFECTIVE 7/1/2015 1.5%</b>							
Program Coordinator	\$ 720.72	\$ 742.34	\$ 764.60	\$ 784.28	\$ 811.16	\$ 835.48	
Principal Account Clerk/Dispatcher	\$ 621.55	\$ 639.80	\$ 658.64	\$ 678.02	\$ 697.97	\$ 718.56	\$ 761.38
Principal Account Clerk	\$ 573.86	\$ 591.81	\$ 608.06	\$ 626.02	\$ 644.39	\$ 663.36	\$ 699.96
Bldg Maintenance Craft/Custodian	\$ 17.88	\$ 18.43	\$ 18.99				
Activities/Volunteer	\$ 15.69	\$ 16.16					
Driver	\$ 9.56	\$ 9.84					
Meal on Wheels Driver	\$ 10.24	\$ 10.54					
Driver (Veterans)	\$ 11.61	\$ 11.95					
Shine Coordinator	\$ 11.93	\$ 12.29					

Approved as to legality:

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

PLACED ON FILE for at least 10 days

Attest:

\_\_\_\_\_  
City Clerk



DRAFT COPY

DOC 11-10A 2014

DOCUMENT

# CITY OF HAVERHILL

In Municipal Council

ORDERED:

MUNICIPAL ORDINANCE  
ON ORDINANCE RELATING TO SALARIES

CHAPTER  
CITIZEN CENTER

BE IT ORDAINED by the City Council of the City of Haverhill that Document 11 of 2014 is hereby amended as follows:

**EFFECTIVE 7/1/2014 1.25%**

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Program Coordinator	\$ 708.32	\$ 729.57	\$ 751.45	\$ 770.79	\$ 797.21	\$ 821.10	
Principal Account Clerk/Dispatcher	\$ 610.85	\$ 628.79	\$ 647.31	\$ 666.35	\$ 685.96	\$ 706.20	\$ 748.28
Principal Account Clerk	\$ 563.99	\$ 581.63	\$ 597.60	\$ 615.25	\$ 633.30	\$ 651.94	\$ 687.92
Log Maintenance Craft/Custodian	\$ 17.58	\$ 18.11	\$ 18.66				
Activities/Volunteer	\$ 15.42	\$ 15.88					
Driver	\$ 9.39	\$ 9.67					
Wheel on Wheels Driver	\$ 10.07	\$ 10.36					
Driver (Veterans)	\$ 11.41	\$ 11.75					
Line Coordinator	\$ 11.72	\$ 12.08					

**EFFECTIVE 7/1/2015 1.25%**

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Program Coordinator	\$ 717.18	\$ 738.69	\$ 760.84	\$ 780.42	\$ 807.17	\$ 831.37	
Principal Account Clerk/Dispatcher	\$ 618.49	\$ 636.65	\$ 655.40	\$ 674.68	\$ 694.53	\$ 715.02	\$ 757.63
Principal Account Clerk	\$ 571.04	\$ 588.90	\$ 605.07	\$ 622.94	\$ 641.22	\$ 660.09	\$ 696.52
Log Maintenance Craft/Custodian	\$ 17.80	\$ 18.34	\$ 18.90				
Activities/Volunteer	\$ 15.61	\$ 16.08					
Driver	\$ 9.51	\$ 9.79					
Wheel on Wheels Driver	\$ 10.19	\$ 10.49					
Driver (Veterans)	\$ 11.55	\$ 11.89					
Line Coordinator	\$ 11.87	\$ 12.23					

Approved as to legality:

Solicitor



17.3

DOCUMENT 2-G

# CITY OF HAVERHILL

In Municipal Council June 2 2015

ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
LIBRARY

BE IT ORDAINED by the City Council of the City of Haverhill that Document 11E of 2014 Article 9: Section 1 - Wages is deleted in its entirety and insert in its place thereof the following:

EFFECTIVE 7/1/2014 1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$713.68	\$745.81	\$778.72	\$811.54	\$844.94
Head Custodian	\$713.68	\$745.81	\$778.72	\$811.54	\$844.94
Literacy Coordinator	\$713.68	\$745.81	\$778.72	\$811.54	\$844.94
Library Assistant	\$636.08	\$667.63	\$699.19	\$728.34	\$758.68
Bookkeeper	\$636.08	\$667.63	\$699.19	\$728.34	\$758.68
Secretary	\$636.08	\$667.63	\$699.19	\$728.34	\$758.68
Outreach Community Liaison	\$636.08	\$667.63	\$699.19	\$728.34	\$758.68
Sr. Custodian	\$636.08	\$667.63	\$699.19	\$728.34	\$758.68
Library Tech Asst.	\$569.14	\$585.90	\$602.65	\$619.39	\$636.08
Library Clerk	\$518.93	\$535.69	\$552.39	\$569.14	\$585.90
Jr. Custodian	\$518.93	\$535.69	\$552.39	\$569.14	\$585.90

EFFECTIVE 7/1/2015 1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$724.38	\$757.00	\$790.40	\$823.71	\$857.62
Head Custodian	\$724.38	\$757.00	\$790.40	\$823.71	\$857.62
Literacy Coordinator	\$724.38	\$757.00	\$790.40	\$823.71	\$857.62
Library Assistant	\$645.62	\$677.64	\$709.67	\$739.26	\$770.06
Bookkeeper	\$645.62	\$677.64	\$709.67	\$739.26	\$770.06
Secretary	\$645.62	\$677.64	\$709.67	\$739.26	\$770.06
Outreach Community Liaison	\$645.62	\$677.64	\$709.67	\$739.26	\$770.06
Sr. Custodian	\$645.62	\$677.64	\$709.67	\$739.26	\$770.06
Library Tech Asst.	\$577.68	\$594.69	\$611.69	\$628.68	\$645.62
Library Clerk	\$526.71	\$543.72	\$560.68	\$577.68	\$594.69
Jr. Custodian	\$526.71	\$543.72	\$560.68	\$577.68	\$594.69

Approved as to legality:

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

PLACED ON FILE for at least 10 days

Attest:

\_\_\_\_\_  
City Clerk



BACKUP COPY

11 E of 2014

DOCUMENT

# CITY OF HAVERHILL

In Municipal Council

ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
LIBRARY

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

**Amend ARTICLE 9: SECTION 1 - WAGES to read as follows:**

EFFECTIVE 7/1/2012 1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$692.74	\$723.93	\$755.87	\$787.73	\$820.15
Head Custodian	\$692.74	\$723.93	\$755.87	\$787.73	\$820.15
Literacy Coordinator	\$692.74	\$723.93	\$755.87	\$787.73	\$820.15
Library Assistant	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Bookkeeper	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Secretary	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Outreach Community Liaison	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Sr. Custodian	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Library Tech Asst.	\$552.44	\$568.71	\$584.97	\$601.22	\$617.42
Library Clerk	\$503.70	\$519.97	\$536.18	\$552.44	\$568.71
Jr. Custodian	\$503.70	\$519.97	\$536.18	\$552.44	\$568.71

EFFECTIVE 7/1/2013 1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$703.13	\$734.79	\$767.21	\$799.55	\$832.46
Head Custodian	\$703.13	\$734.79	\$767.21	\$799.55	\$832.46
Literacy Coordinator	\$703.13	\$734.79	\$767.21	\$799.55	\$832.46
Library Assistant	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Bookkeeper	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Secretary	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Outreach Community Liaison	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Sr. Custodian	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Library Tech Asst.	\$560.73	\$577.24	\$593.74	\$610.24	\$626.68
Library Clerk	\$511.26	\$527.77	\$544.23	\$560.73	\$577.24
Jr. Custodian	\$511.26	\$527.77	\$544.23	\$560.73	\$577.24

EFFECTIVE 7/1/2014 1.25%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$711.92	\$743.97	\$776.80	\$809.54	\$842.86
Head Custodian	\$711.92	\$743.97	\$776.80	\$809.54	\$842.86
Literacy Coordinator	\$711.92	\$743.97	\$776.80	\$809.54	\$842.86

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Library Assistant	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Bookkeeper	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Secretary	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Outreach Community Liaison	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Sr. Custodian	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Library Tech Asst.	\$567.74	\$584.45	\$601.16	\$617.87	\$634.52
Library Clerk	\$517.65	\$534.37	\$551.03	\$567.74	\$584.45
Jr. Custodian	\$517.65	\$534.37	\$551.03	\$567.74	\$584.45
<b>EFFECTIVE 7/1/2015 1.25%</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>
Division Head	\$720.82	\$753.27	\$786.51	\$819.66	\$853.40
Head Custodian	\$720.82	\$753.27	\$786.51	\$819.66	\$853.40
Literacy Coordinator	\$720.82	\$753.27	\$786.51	\$819.66	\$853.40
Library Assistant	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Bookkeeper	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Secretary	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Outreach Community Liaison	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Sr. Custodian	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Library Tech Asst.	\$574.83	\$591.76	\$608.68	\$625.59	\$642.45
Library Clerk	\$524.12	\$541.05	\$557.92	\$574.83	\$591.76
Jr. Custodian	\$524.12	\$541.05	\$557.92	\$574.83	\$591.76

Amend ARTICLE 9: Section 3. Professional Development  
Effective July 1, 2012 change the amount of Professional Development from \$350 to \$500 per year.

Approved as to legality:

---

City Solicitor

10-1  
CITY COUNCIL

JOHN A. MICHITSON  
*PRESIDENT*  
 ROBERT H. SCATAMACCHIA  
*VICE PRESIDENT*  
 MELINDA E. BARRETT  
 WILLIAM J. MACEK  
 WILLIAM H. RYAN  
 THOMAS J. SULLIVAN  
 MARY ELLEN DALY O'BRIEN  
 MICHAEL S. MCGONAGLE  
 COLIN F. LEPAGE



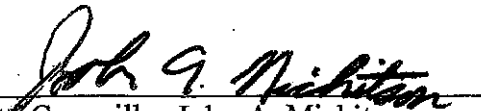
12.4  
 CITY HALL, ROOM 204  
 4 SUMMER STREET  
 TELEPHONE: 978 374-2328  
 FACSIMILE: 978 374-2329  
 www.ci.haverhill.ma.us  
 citycnd@cityofhaverhill.com

CITY OF HAVERHILL  
 HAVERHILL, MASSACHUSETTS 01830-5843

May 14, 2015

TO: Members of the City Council:

Councillor President John A. Michitson wishes to discuss the Greater Haverhill Foundation Partnership with Massachusetts Technology Collaborative Innovation Institute to develop comprehensive economic development plan and execution.

  
 City Councillor John A. Michitson

IN CITY COUNCIL: May 19 2015  
 POSTPONE TO JUNE 30 2015  
 Attest:

\_\_\_\_\_  
 City Clerk

74-7  
CITY COUNCIL

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

JOHN A. MIGHTSON  
PRESIDENT  
ROBERT H. SCATAMACCHIA  
VICE PRESIDENT  
MELINDA E. BARRETT  
WILLIAM J. MACEK  
WILLIAM H. RYAN  
THOMAS J. SULLIVAN  
MARY ELLEN DALY O'BRIEN  
MICHAEL S. MCGONAGLE  
COLIN F. LEPAGE

CITY OF HAVERHILL  
HAVERHILL, MASSACHUSETTS 01830-5843

May 28, 2015

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

Councillor Sullivan requests a discussion about the flag at Hilldale Cemetery and the ongoing maintenance issues.

*Thomas J. Sullivan*  
City Councillor Thomas J. Sullivan

IN CITY COUNCIL: June 2 2015  
CONTINUE TO JUNE 16 2015  
Attest:

\_\_\_\_\_  
City Clerk





DOCUMENT 77

# CITY OF HAVERHILL

In Municipal Council June 2 2015

17.6

ORDERED:

That \$1,225,000.00 is appropriated for the purpose of construction a New Police Fleet Maintenance Facility, and the payment of all costs incidental and related thereto; to meet this appropriation \$325,000 shall be transferred from the DAlessandro trust account and the Treasurer with the approval of the Mayor is authorized to borrow \$900,000 under Chapter 44 of the General Laws or any other enabling legislation; and that the Mayor and any other City Official is authorized to take any other action necessary or convenient to carry out this order

Further Ordered: That in connection with this issuance of bonds or notes of the City pursuant to this order, 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 issued pursuant to 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

*Bond 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

May 29, 2015

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

**RE: Bond Order**

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

Enclosed please find a bond order relative to the construction of the new Police Fleet Maintenance Facility. The City is prepared to award the project to Construction Dynamics Inc. of Clinton Massachusetts, based on their bid response of May 21, 2015.

In order to meet the funding obligation for the project the Police Department will utilize \$325,000 from the D'Allessandro Trust Account, and the remaining \$900,000 will come from the bond proceeds. Once construction of the new facility is complete the City will no longer need to pay to lease the current space, which currently cost \$28,800 annually. The proposed facility is significantly more efficient than the current leased space and will see a reduction in utility cost as well.

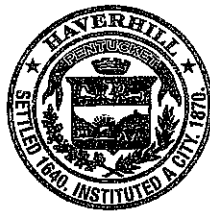
The new facility will also give the Haverhill Police Department the necessary space and functionality to provide the maintenance services that a department of this size needs. Police Chief Alan Denaro and Purchasing Director Orlando Pacheco are available to answer any questions the Council may have.

Very truly yours,

*J. Fiorentini/ah*

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 12, 2015

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

RE: Police Fleet Maintenance Garage

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

I wanted to provide additional information with regards to the Construction of the New Police Fleet Maintenance Garage. The project will replace the current facility the Police Department currently leases at the Kazmiera Marina on Coffin Street. Based on a 25 year bond with a rate of 3.75% the City's annual payment will be average \$56,000 annually. Upon completion the city will no longer need to lease space at an annual cost of \$28,800 annually.

The City's new facility will also be constructed with a high level of energy efficient design standards. We anticipate a minimum of a \$3,000 annual savings in utility costs from the current space. Assuming prices escalate these savings should increase over the life of the new garage. More importantly, the facility will provide the Police Department with a better maintenance workspace more suitable for a department of its size and scope.

The City is looking forward to issuing a Notice to Proceed to Construction Dynamics of Clinton, MA and is prepared to bring a Clerk on to oversee the project.

Very truly yours,

**James J. Fiorentini**  
Mayor

Attachment:  
Debt Service Schedule

**City of Haverhill, Massachusetts**  
**\$900,000 General Obligation Garage Bonds**  
**25 years - Level Debt Service**  
**Interest Estimated, Subject to Change**

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+i	Fiscal Total
08/15/2015	-	-	-	-	-
12/15/2015	-	-	16,875.00	16,875.00	-
08/15/2016	20,000.00	3.750%	16,875.00	36,875.00	-
08/30/2016	-	-	-	-	63,750.00
12/15/2016	-	-	16,500.00	16,500.00	-
08/15/2017	25,000.00	3.750%	16,500.00	41,500.00	-
08/30/2017	-	-	-	-	58,000.00
12/15/2017	-	-	16,031.25	16,031.25	-
08/15/2018	25,000.00	3.750%	16,031.25	41,031.25	-
08/30/2018	-	-	-	-	57,082.50
12/15/2018	-	-	15,582.50	15,582.50	-
08/15/2019	25,000.00	3.750%	15,582.50	40,582.50	-
08/30/2019	-	-	-	-	56,125.00
12/15/2019	-	-	15,093.75	15,093.75	-
08/15/2020	26,000.00	3.750%	15,093.75	40,093.75	-
08/30/2020	-	-	-	-	55,187.50
12/15/2020	-	-	14,625.00	14,625.00	-
08/15/2021	25,000.00	3.750%	14,625.00	39,625.00	-
08/30/2021	-	-	-	-	64,250.00
12/15/2021	-	-	14,156.25	14,156.25	-
08/15/2022	30,000.00	3.750%	14,156.25	44,156.25	-
08/30/2022	-	-	-	-	68,312.50
12/15/2022	-	-	13,593.75	13,593.75	-
08/15/2023	30,000.00	3.750%	13,593.75	43,593.75	-
08/30/2023	-	-	-	-	57,187.50
12/15/2023	-	-	13,031.25	13,031.25	-
08/15/2024	30,000.00	3.750%	13,031.25	43,031.25	-
08/30/2024	-	-	-	-	56,082.50
12/15/2024	-	-	12,468.75	12,468.75	-
08/15/2025	30,000.00	3.750%	12,468.75	42,468.75	-
08/30/2025	-	-	-	-	54,697.50
12/15/2025	-	-	11,908.25	11,908.25	-
08/15/2026	30,000.00	3.750%	11,908.25	41,908.25	-
08/30/2026	-	-	-	-	53,812.50
12/15/2026	-	-	11,343.75	11,343.75	-
08/15/2027	35,000.00	3.750%	11,343.75	46,343.75	-
08/30/2027	-	-	-	-	57,687.50
12/15/2027	-	-	10,687.50	10,687.50	-
08/15/2028	35,000.00	3.750%	10,687.50	45,687.50	-
08/30/2028	-	-	-	-	66,375.00
12/15/2028	-	-	10,031.25	10,031.25	-
08/15/2029	35,000.00	3.750%	10,031.25	45,031.25	-
08/30/2029	-	-	-	-	66,062.50
12/15/2029	-	-	9,375.00	9,375.00	-
08/15/2030	40,000.00	3.750%	9,375.00	49,375.00	-
08/30/2030	-	-	-	-	68,750.00
12/15/2030	-	-	8,625.00	8,625.00	-
08/15/2031	40,000.00	3.750%	8,625.00	48,625.00	-
08/30/2031	-	-	-	-	67,250.00
12/15/2031	-	-	7,875.00	7,875.00	-
08/15/2032	40,000.00	3.750%	7,875.00	47,875.00	-
08/30/2032	-	-	-	-	65,750.00
12/15/2032	-	-	7,125.00	7,125.00	-
08/15/2033	40,000.00	3.750%	7,125.00	47,125.00	-
08/30/2033	-	-	-	-	64,250.00
12/15/2033	-	-	6,375.00	6,375.00	-
08/15/2034	45,000.00	3.750%	6,375.00	51,375.00	-
08/30/2034	-	-	-	-	67,750.00
12/15/2034	-	-	5,531.25	5,531.25	-
08/15/2035	45,000.00	3.750%	5,531.25	50,531.25	-
08/30/2035	-	-	-	-	66,082.50
12/15/2035	-	-	4,687.50	4,687.50	-
08/15/2036	45,000.00	3.750%	4,687.50	49,687.50	-
08/30/2036	-	-	-	-	64,375.00
12/15/2036	-	-	3,843.75	3,843.75	-
08/15/2037	50,000.00	3.750%	3,843.75	53,843.75	-
08/30/2037	-	-	-	-	67,687.50
12/15/2037	-	-	2,908.25	2,908.25	-
08/15/2038	50,000.00	3.750%	2,908.25	52,908.25	-
08/30/2038	-	-	-	-	66,812.50
12/15/2038	-	-	1,968.75	1,968.75	-
08/15/2039	50,000.00	3.750%	1,968.75	51,968.75	-
08/30/2039	-	-	-	-	63,937.50
12/15/2039	-	-	1,031.25	1,031.25	-
08/15/2040	55,000.00	3.750%	1,031.25	56,031.25	-
08/30/2040	-	-	-	-	67,062.50
<b>Total</b>	<b>\$900,000.00</b>	<b>-</b>	<b>\$502,500.00</b>	<b>\$1,402,500.00</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars.....	\$13,400.00
Average Life.....	14.889 Years
Average Coupon.....	3.750000%
Net Interest Cost (NIC).....	3.750000%
True Interest Cost (TIC).....	3.750000%
Bond Yield for Arbitrage Purposes.....	3.8843270%
All Inclusive Cost (AIC).....	3.750000%

**IRS Form 8038**

Net Interest Cost.....	3.750000%
Weighted Average Maturity.....	14.889 Years

File | Haverhill Proposed 1 | 15-06-19 Prop Garage | 25yrs LD | 8/16/2015 | 11:40 AM



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

17B

June 1, 2015

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

Assessing Department MAY 2015

Day	PACKET #	2015 MVE	2014 MVE	2013 MVE	2015 REAL ESTATE	2014 REAL ESTATE	2013 REAL ESTATE	2015 BOAT	2015 P. P.	2014 PERSONAL PROP	2013 MVE CANCEL	2005 MVE UNCOL	2006 MVE UNCOL	2007 MVE UNCOL	2003 UNCL. PERS. PROP.	1999 UNCL. PERS. PROP.
1	10099	22,156.70														
2																
3																
4	10096		412.81		5602.00 (18075)			18.78 (10087)								
5																
6																
7																
8	10131	10,001.88														
9																
10																
11																
12																
13																
14																
15																
16								105.00 (10240)								
17																
18																
19	10283									322.38 (10283)						
20	10320	8,043.30														
21	10321		284.17													
22																
23																
24																
25																
26																
27																
28																
29																
30																
31																
31																
205		40,201.85	1,771.98		5,502.00			123.78		322.38	218.25					

The Auditor of Accounts certifies to certify that statements as shown above, amounting in the aggregate \$276,225 have been duly authorized. **CANCELLATION ABATEMENT** FORTY SEVEN THOUSAND NINE HUNDRED TWENTY ONE & 97/100

BOARD OF ASSESSORS,

By:   
Chairman

**CITY COUNCIL**

JOHN A. MIGHTSON  
*PRESIDENT*  
ROBERT H. SCATAMACCHIA  
*VICE PRESIDENT*  
MELINDA E. BARRETT  
WILLIAM J. MACEK  
WILLIAM H. RYAN  
THOMAS J. SULLIVAN  
MARY ELLEN DALY O'BRIEN  
MICHAEL S. MCGONAGLE  
COLIN F. LEPAGE



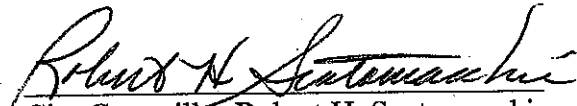
18.1  
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FACSIMILE: 978 374-2329  
www.ci.haverhill.ma.us  
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**CITY OF HAVERHILL**  
**HAVERHILL, MASSACHUSETTS 01830-5843**

June 9, 2015

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

Councillor Scatamacchia would like to request a discussion regarding the traffic concerns due to the Hunking School construction project.

  
City Councillor Robert H. Scatamacchia

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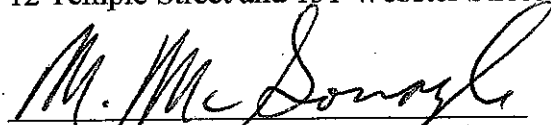
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CITY OF HAVERHILL  
HAVERHILL, MASSACHUSETTS 01830-5843

June 2, 2015

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

Councillor Michael McGonagle requests the removal of handicap parking spaces at 12 Temple Street and 131 Webster Street as they are no longer needed.

  
City Councillor Michael McGonagle



Name of Street Location	Regulation	Hours/Days
From 170 feet east of Main Street east for 306 feet, except for 20 feet adjacent to a fire hydrant, south side	Time limited: 30 minutes	9:00 a.m. to 6:00 p.m., except 9:00 a.m. to 9:00 p.m. Fridays and days prior to legal holidays
South side, from the intersection of Main Street to the intersection with Stage Street [Added 11-30-1999 by Doc. 24-Q]	Time limited: 2 hours	24 hours
From Green Street east for 20 feet, south side [Added 6-11-1985 by Doc. 29-F]	No parking	—
From 20 feet east of Green Street east for 46 feet, south side [Added 6-11-1985 by Doc. 29-F; amended 11-12-1985 by Doc. 29-FF]	Time limited: 30 minutes	8:00 a.m. to 5:00 p.m. Mon. through Sat. inclusive, except legal holidays
In front of 106 Summer Street, north side [Added 8-14-2001 by Doc. 8-J] 134 Summer Street [Added 7-27-1993 by Doc. 26-N; repealed 4-18-2006 by Doc. 34-E]	Time limited: 2 hours	7:00 a.m. to 9:00 p.m.
<b>Swasey Street [Added 1-7-1992 by Doc. 78-C]</b>		
2 ½ Swasey Street [Repealed 7-26-2005 by Doc. 32-I]		
Swasey Street (Gate to the Buttonwoods Day Health Center) [Added 8-28-2001 by Doc. 49-P]		
In front of 20 Swasey Street, except for 1 24-hour handicapped parking space at No. 20 Swasey Street [Added 7-8-2014 by Doc. 12L]	No parking	24 hours
In front of gate to the Buttonwoods Day Health Center (except for 2 30-minute handicapped parking spaces at Swasey Street)	Time limited: 30 minutes	24 hours
<b>Temple Street [Added 5-9-1989 by Doc. 9-J]</b>		
3 Temple Street [Added 11-1-2005 by doc. 32-M; repealed 1-3-2012 by Doc. 101-B/11]		
* In front of 12 Temple Street, except 1 24-hour handicapped parking space at No. 12 [Amended 4-2-1996 by Doc. 18-H]	No parking	24 hours

Name of Street Location	Regulation	Hours/Days
From White Corner to entrance of 1 Water Street parking lot, south side [Added 9-25-1984 by Doc. 38-L; repealed 6-9-1992 by Doc. 54-D; added 6-9-1992 by Doc. 54-E; amended 12-22-1992 by Doc. 54-N]	No parking	24 hours
From White Corner to 60 feet east of Glen G. Hall Square, north side [Amended 9-25-1984 by Doc. 38-L; repealed 6-9-1992 by Doc. 54-D; added 6-9-1992 by Doc. 54-E; amended 12-22-1992 by Doc. 54-N]	No parking	24 hours
From 60 feet east of Glen G. Hall Square to Kent Street, both sides	Time limited: 1 hour	7:00 a.m. to 7:00 p.m.
From Mill Street east for 400 feet, north side	No parking	—
From the east property line of 205 Water Street to 185 Water Street (a distance of 350 feet), south side	No parking	—
From White Corner [Repealed 6-9-1992 by Doc. 54-D]		
Webster Street		
From Summer Street to 12 Webster Street, west side	No parking	—
36 Webster Street [Added 6-11-2002 by Doc. 29-R; repealed 1-27-2004 by Doc. 12]		
In front of 127 Webster Street, except for 1 24-hour handicapped parking space at No. 127 [Added 12-15-2009 by Doc. 16-J]	No parking	24 hours
In front of 131 Webster Street, except for 1 24-hour handicap parking space at 131 Webster Street [Added 9-18-2012 by Doc. 21-K]	No parking	24 hours
154 Webster Street [Added 9-22-1992 by Doc. 54-J; repealed 10-5-1993 by Doc. 26-Q]		
Welcome Street		
From Winter Street to Emerson Street, south side	No parking	—

\*

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18.3

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CITY OF HAVERHILL  
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June 12, 2015

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

Councillor Colin LePage would like thank Team Haverhill and accept their generous gift of a new fixture (bubbler) at the Portland Street playground.

*Colin LePage*  
City Councillor Colin LePage



June 11, 2015

Dear Mayor Fiorentini and Members of the City Council:

Early this Spring, several Portland Street neighbors asked if a water bubbler could be installed at Portland Street Playground, along with the planned hose bibb needed for the watering of trees and grass. After considerable consultation with officials from multiple City departments, Team Haverhill ordered a unit manufactured by Most Dependable Fountains, at a cost of \$1490. As agreed with City officials, Team Haverhill also paid for installation by a licensed plumber, at a cost of approximately \$285.

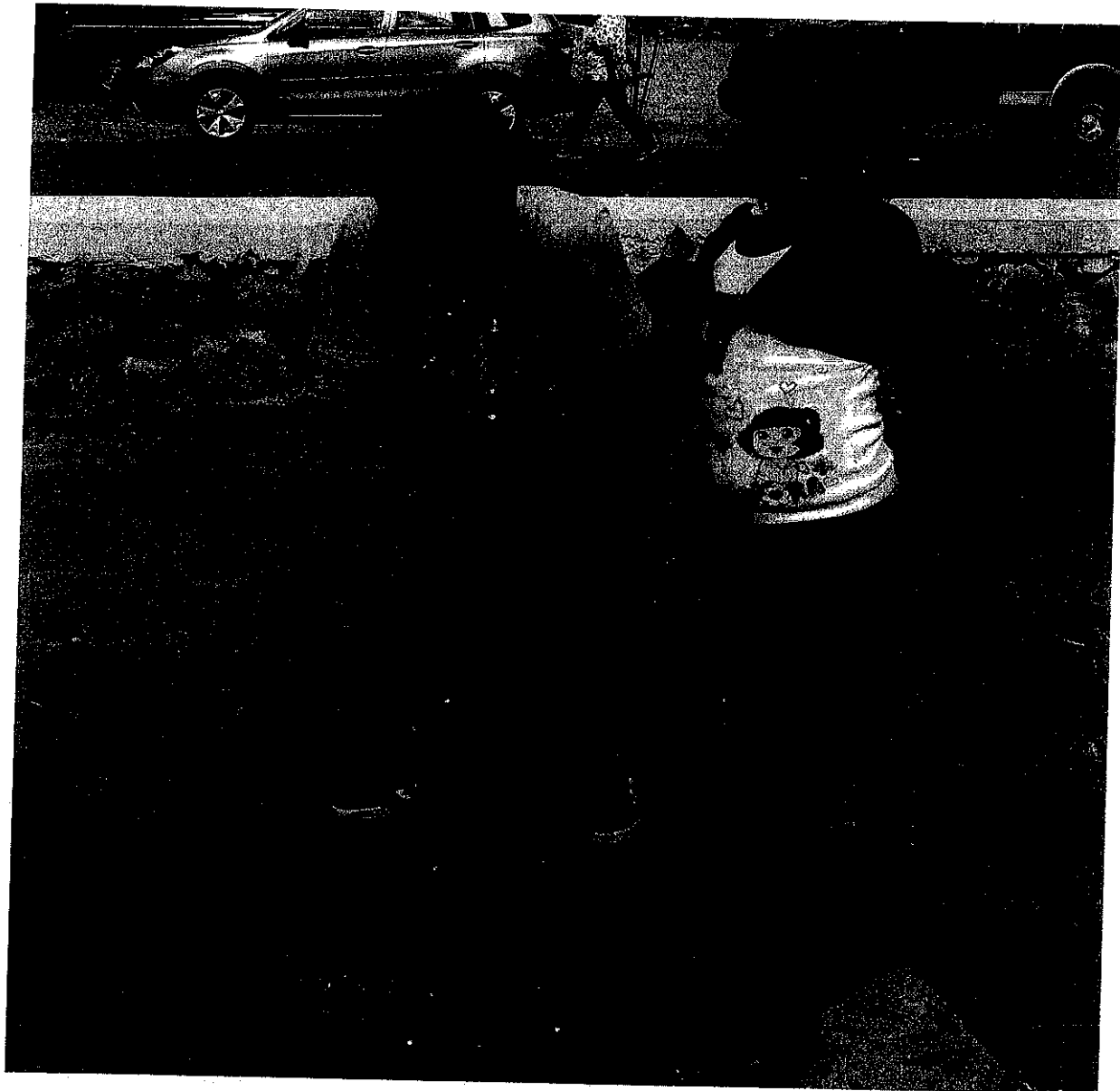
The water bubbler—with a locked compartment containing the hose bibb--has now been installed and is in full use. (I've included a picture below.) **As of today, Team Haverhill is presenting this unit as a gift to the City of Haverhill.**

We are deeply grateful to Mayor Fiorentini, to the City Council, and the large number of City employees and contractors who were involved in various ways in the renovation of Portland Street Playground over the past 14 months. Team Haverhill intends to remain involved at this transformed—but vulnerable—site, in order to support the many neighbors who have stepped up to keep the facility clean and safe for families.

Sincerely,

*Alice Mann*

Alice Mann, President, Team Haverhill



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**DOCUMENTS REFERRED TO COMMITTEE STUDY**

4	Communication from Councillor Macek requesting a discussion regarding the proposed Monument Square traffic divider/island.	Planning & Dev.	1/3/12
102-H	Communication from Councillor Macek requesting to propose the establishment of an Adult and Senior Fitness Park	NRPP	10/29/13
55-E	Communication from Councillor Macek – necessary repairs on the Clement Farm property leased to American Legion	NRPP	6/17/14
55-F	Communication from Councillor Daly O'Brien re: Street noise increasing on Essex St. and Washington St. area	Public Safety	6/17/14
55-U	Communication from President Michitson requesting to address comprehensive vision, plan & process – critical information for City Council to determine needs/gaps, solutions and spending priorities for Haverhill	A & F	8/19/14
55-X	Communication from Councillor Sullivan regarding a Jr. Park Ranger Sumer Program	Public Safety	8/19/14
0-Q	Communication from Councillor Daly O'Brien requesting to introduce Tim Coco to discuss City Council audio and remote participation for Council meetings	A & F	4/7/15
55	Petition from William Pacione requesting to purchase City owned land that abuts his property at Atlanta st., Book 28842, page 207, Map 528, Bl. 10, Lot 160	NRPP	4/21/15
10-U	Communication from Councillor Macek requesting to discuss trash pick up for Hales Landing Development off of Old Groveland Rd.	NRPP	4/21/15
58	Ordinance re: Vehicles & Traffic: Amend Ch. 240-108, Article XVI, Parking Fees, Rates & Terms, Central Business District – East Section Only	A & F	5/5/15
58-B	Ordinance re: Vehicles & Traffic: Amend Ch. 240-108, Article XVI, Parking Fees, Rates & Terms, Central Business District – West Section Only	A & F	5/5/15
67	Ordinance re: Peddling and Soliciting – Amend City Code, Ch. 191, Article VII Food Trucks	A & F	5/26/15