

**MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE  
MEETING HELD ON JULY 17, 2018**

An Administration and Finance Committee Meeting was held on Tuesday, July 17, 2018 at 7:00 P.M. in the City Council office, Room 204.

Committee Members: Committee Chairperson Colin LePage, Councillor Melinda Barrett, Councillor Mary Ellen Daly O'Brien and Councillor William Macek. Council President Michitson and Councillors Bevilacqua and Jordan also attended.

Department Heads: Mayor's Chief of Staff Allison Heartquist, Police Captain Stephen Doherty, City Solicitor William Cox, Economic & Planning Director William Pillsbury, Jr.

Attendees: Dana Lovell, Mike Katsulis, Caroline Pineau, Joseph LeBlanc, Jim Borghesani, Adam Pineau, Matthew Juros, Mike Egan, Will Luzier, Allison Corneau - WHAV

The meeting began at 7:05 P.M. and the following items were discussed:

- 1.) **Doc. 120-X&Z/2017 (REVISED)** – Communication from Councillors Macek and Bevilacqua regarding strengthening the City's control, oversight and education in all areas of concern related to underage and/or illegal use of marijuana as well as adult use of marijuana guidelines issued by the Cannabis Control Commission; *Committee members, as well as all others in attendance, addressed questions to City Solicitor Cox concerning what other Massachusetts communities approach to zoning locations has been, the number of marijuana establishments to be allowed in Haverhill (6 retail sales) by the current Cannabis Control Commission (CCC) Regulations, and the 500 foot buffer zone requirement concerning educational facilities and where children commonly congregate. Committee members also discussed the provisions of the 2016 Ballot Question #4 and the differences in the Mass General Law enacted by the State Legislature creating the CCC and its Final Regulations, specifically concerning a ballot question to limit or ban marijuana establishments. Committee members and other Councillors in attendance requested further information on the procedures for a ballot question from the City Solicitor in which he informed that he will further research the matter and report back his findings to the full City Council.*

*At the previous Administrative & Finance Committee meeting (April 12, 2018), the discussion on potential zoning districts focused primarily on the ten Commercial Highway (CH) zoning locations within the City and also the Medical Marijuana Overlay District (MMOD). Haverhill resident and businessperson Caroline Pineau, informed that she has been accepted by the CCC as an Economic Empowerment Applicant and supplied a Letter of Support titled "Safe, Regulated Cannabis Zoning in Downtown Haverhill" signed by downtown business owners and residents for a retail marijuana establishment in the downtown area.\* She also gave a PowerPoint presentation titled "A look at downtown cannabis zoning for Haverhill" and played a video of a 3D walk-thru animation of a potential downtown retail marijuana establishment.*

*After a further lengthy discussion on all of the matters stated above, a motion was made for the Committee to conduct site visits of the potential CH and downtown zoning locations and report their findings at the next tentatively scheduled meeting to be held on August 14, 2018. Passed unanimously.*

- 2.) **Doc. 7-C** – Communication from Councillor McGonagle requesting a discussion about single-use plastic bags; *The Committee received and reviewed a proposed "Ordinance Relating to Littering – Reduction of Checkout Bags by Retail Establishments" submitted by City Solicitor Cox (as requested at the 2/13/18 Council meeting).\* After a brief review and discussion of the proposed ordinance by the Committee and Councillors in attendance, a motion was made to have the City Solicitor further review and submit the ordinance for the July 24, 2018 Council agenda and back for full Council review and approval at the August 7, 2018 Council meeting, passed unanimously.*

The meeting adjourned at 9:00 P.M.

Respectfully submitted,

Colin LePage, Chairperson  
Administration and Finance Committee  
Haverhill City Council

July 19, 2018

CL/bsa

- \* Safe, Regulated Cannabis Zoning in Downtown Haverhill – handout submitted by Caroline Pineau
- \* Ordinance Relating to Littering – Reduction of Checkout Bags by Retail Establishments

c: Mayor James J. Fiorentini  
City Council