



CITY OF HAVERHILL CONSERVATION COMMISSION STAFF MEETING NOTES



MEETING DATE: THURSDAY, DECEMBER 11th, 2025, at 7:15 PM.

“I hereby call this meeting of the Haverhill Conservation Commission to order under MGL Chapter 131 Section 40 under the City of Haverhill municipal ordinance Chapter 253 on this 11th day of December 2025. Role will be called for every vote this evening; will the clerk please call the role for attendance.”

Present: Oliver Aguilo (OA), Fred Clark (FC), Lisa DeMeo (LD), Tom Wylie Ed. D. (TW), and Harmony Wilson (HW)

Absent: Evan Barman (EB) and Jen Rubera (JR)

Also Present: Robert E. Moore, Jr., Environmental Health Technician (RM) and McKayla Arsenault (MA)

“At this time the Commission wishes to inform you that should an item of business be acted upon in this meeting and you wish to be notified in writing that an appeal has been filed, you must give your name and address to the Conservation Dept. staff immediately following the action of that item of business so that you may follow the appeal process. You may submit your name and address via email to conservation@haverhillmass.gov. Please identify your items of interest in the subject line. Thank you for your cooperation in implementing this policy. Please note that this meeting is being audio and video recorded, participants may join this meeting remotely. Note: if technological problems interrupt the virtual meeting, the meeting will continue in person. As always, the Conservation Dept. staff is available to answer any questions pertaining to all the Commission's actions.”

PUBLIC HEARINGS

1. REQUEST FOR DETERMINATION OF APPLICABILITY

1.1. Randy Hagger for 68 Old Yankee Road (Parcel ID: 573-6-6B) Expansion of existing garage

i) Plans & Documents

(1) RDA Application Materials, received 10.29.2025

Summary: Randy Hagger, owner of 68 Old Yankee Road, explained the project. TW asked if the addition would be closer to the wetland. No, there is nothing to the left of the garage. OA asked when the house was built, RH said about 25 years ago. HW read comments from RM.

Action: LD made a motion to issue a Negative Determination – Option #3 to include all RM's comments read into the record. Seconded by FC. All in favor. Motion passed 5-0-2. Approved.

2. NOTICE OF INTENT

2.1. #33-1589 Tinh Vien Quan Am for 41.5 Kernwood Ave (Parcel ID: 633-10-116A) Paving of temple parking area

i) Plans & Documents

(1) Notice of Intent, received 7.17.2025

- (2) Drainage Report, Civil Environmental Consultants, LLC, received 7.17.2025
- (3) Site Plan, Civil Environmental Consultants, LLC, received 7.17.2025
- (4) Operation and Maintenance Plan, received 9.18.2025, CEC
- (5) Response Letter, dated 9.12.2025, CEC

Summary: HW read recommendations from RM.

Action: FC made a motion to move this item to the February 19th meeting. Seconded by OA. All in favor. Motion passed 5-0-2. Approved.

2.2. #33-1591 City of Haverhill for 0, 284 & 288 Brandy Brow Road (Parcel ID: 462-203-1, 462-201-3&4) Removal of dilapidated vehicular bridge and replacement with pedestrian crossing

i) Plans & Documents

- (1) Notice of Intent, received 11.07.25, GPI
- (2) Stormwater Report Checklist, received 11.07.25, GPI
- (3) Geotechnical Report, dated 06.17.24, GEI
- (4) Hydraulic Report, dated July 2024, GPI
- (5) WPA Notice of Intent Plans, dated 11.06.25, Sheet 3 revised 12.05.25, GPI
- (6) Response to Comments Submittal, 12.10.25, GPI
- (7) NHESP Comments Letter, dated 12.11.25

Summary: HW read recommendations from RM.

Action: FC made a motion to move this to the January 8th meeting. Seconded by OA. All in favor. Motion passed 5-0-2. Approved.

3. REQUEST TO AMEND A FINAL ORDER OF CONDITIONS

None scheduled

OTHER BUSINESS (NON-HEARING ITEMS)

4. EXTENSIONS AND CERTIFICATES

4.1. Certificate: #33-1550 Tinh Vien Quan Am for 41.5 Kernwood Ave

Summary: HW read recommendations form RM.

Action: FC made a motion to move this to the February 19th meeting. Seconded by OA. All in favor. Motion passed 5-0-2. Approved.

5. ENFORCEMENT

5.1. Enforcement Order: Tinh Vien Quan Am, 41.5 Kernwood Ave

Summary: HW read recommendations form RM.

Action: FC made a motion to continue this item. Seconded by OA. All in favor. Motion passed 5-0-2. Approved.

5.2. Enforcement Order: Carina Kidd, 40 Craigie Ave

Summary: HW read recommendations from RM.

Action: Nothing was needed from the Commission at this time.

5.3. Enforcement Order: Rachel Cohen & Eddie Driscoll, 365 Broadway

Summary: HW read recommendations from RM.

Action: FC moved to issue a communication to the owners formally extending the October 30th restoration and demarcation deadlines in EO #3 to May 14, 2026. Seconded by OA. All in favor. Motion passed 5-0-2. Approved.

5.4. Enforcement Order: Rachel Cohen & Eddie Driscoll, 365 Broadway backland

Summary: HW read recommendations from RM.

Action: FC moved to issue a communication to the owners formally extending the October 30, 2025, restoration and demarcation deadlines in EO #3 to May 14, 2026. Seconded by OA. All in favor. Motion passed 5-0-2. Approved.

5.5. Enforcement Order: Jodi Villafane and Kevin Wulleman, 227 Salem Street

Summary: HW read recommendation from RM.

Action: Nothing was needed from the Commission at this time.

6. MISCELLANEOUS

6.1.Vote to endorse PARC Program Project Agreement for grant funding associated with improvements to the Clement Farm Disc Golf course and related trail and park improvements

Summary: HW read comments from RM. TW asked if the parking area will remain, RM said there will be a gravel parking lot that will accommodate about 40 cars and he explained the layout.

Action: LD made a motion to support the City's application for the park grant and sign the documents they will provide. Seconded by OA. All in favor. Motion passed 5-0-2. Approved.

There was discussion regarding the drought conditions in Haverhill and surrounding areas.

7. ACCEPTANCE OF MINUTES

Summary: HW read comments from RM.

Action: LD moved that they accept the November 20th meeting minutes. Seconded by OA. All in favor. Motion passed 5-0-2. Approved.

8. ADJOURN