

16.1

**Document # 107-A**

Ordinance re: Boards and Commissions- Article XX Agricultural Commission  
*Related communication from City Solicitor, Lisa Mead*

**IN CITY COUNCIL: OCTOBER 28, 2025**

**PLACED ON FILE FOR 10 DAYS**

**10 YEAS, 0 NAYS, 1 ABSENT,**

Attest: Kaitlin M. Wright  
Kaitlin M. Wright, CMC  
City Clerk

IN CITY COUNCIL: DECEMBER 2, 2025  
COUNCIL VOTED TO CONTINUE TO JANUARY 13, 2026

ATTEST: Kaitlin M. Wright  
CITY CLERK

## Kaitlin Wright

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**From:** Melissa Lewandowski  
**Sent:** Thursday, January 8, 2026 4:30 PM  
**To:** Lori Robertson; Tim Jordan; Kaitlin Wright  
**Subject:** AG comm

Good afternoon

My agenda item regarding AG commission originally continued to 1/13 is not yet ripe for agenda as we are awaiting final draft from Atty. Mead. I have spoken to President Jordan about placing it on the agenda for 1/27. Please move the item to 1/27.

Thank you

Councilor Lewandowski

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JAN 9 AM 8:18  
HAYCITYCLERK



Mead, Talerman & Costa, LLC  
Attorneys at Law

30 Green Street  
Newburyport, MA 01950

978.463.7700  
www.mtclawyers.com

October 22, 2025

By Electronic Delivery

Thomas J. Sullivan  
City Council President  
Haverhill City Council  
4 Summer Street,  
Room 204  
Haverhill, MA 01830

Re: Amendment to Ch. 11 of the City Ordinances re: Agriculture Commission

Dear Mr. Sullivan:

Reference is made to the above captioned matter. In that connection, the City has provided us with comments and materials related to codifying the creation and duties of the City's Agriculture Commission. Please find transmitted along with this letter a new Municipal Ordinance document and correcting the Council's Order 123 of 2019, originally creating the Agriculture Commission.

Sincerely,

/s/ Lisa L. Mead

Atty. Lisa Mead, City Solicitor

Enclosure(s)

cc: Melinda E. Barrett, Mayor

**New Bedford Office**  
227 Union Street  
New Bedford, MA 02740  
Phone 774.206.6857

**Millis Office**  
730 Main Street, Suite 1F  
Millis, MA 02054  
Phone 508.376.8400

File for 10 days

(14.1)

**MELINDA E. BARRETT**  
MAYOR



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

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

October 24, 2025

**To:** City Council President Thomas J. Sullivan and Members of the  
Haverhill City Council

**From:** Mayor Melinda E. Barrett

**Re:** An Ordinance Relating to Boards and Commissions  
Article XX Agricultural Commission

Dear Mr. President and Members of the City Council:

Attached please find An Ordinance Relating to Boards and Commissions –  
Article XX Agricultural Commission.

I recommend approval

Very truly yours,

**Melinda E. Barrett**  
Mayor



Document  
CITY OF HAVERHILL  
In Municipal Council

Ordered:

MUNICIPAL ORDINANCE

CHAPTER 11

AN ORDINANCE RELATING TO BOARDS AND COMMISSIONS

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 11 of the Code of the City of Haverhill, as amended, being and is hereby further amended by adding the following:

Article XX Agricultural Commission

§ 11-101 Establishment; purpose

There shall be established in the City of Haverhill, in accordance with G.L. c. 40 sec. 8L, which is hereby accepted to the extent set forth below, an Agricultural Commission, which Commission is hereby established for the following general purposes: to promote and develop the agricultural resources of the municipality.

§ 11-102 Duties

Such Commission shall:

- advocate for farmers, farm businesses and farm interests;
- seek to coordinate agricultural related activities with other governmental bodies or unofficial local groups or organizations that promote agriculture;
- receive grants, gifts, bequests or devises of money or personal property of any nature and interest in real property with permission of the City Council and the Mayor;
- apply for, receive, expend and act on behalf of the municipality in connection with federal and state grants or programs or private grants related to local agriculture, with the approval of the Mayor;
- advertise, prepare, print and distribute books, maps, charts and pamphlets related to local agriculture that the municipal Agricultural Commission deems necessary for its work.

§ 11-103 Membership

The Commission shall consist of five (5) members who shall be residents of the City. A

majority of members shall be farmers or employed in an agriculture-related field. If farmers or persons employed in agriculture are not available to serve on the Commission, then the Commission shall include a majority of members with knowledge and experience in agricultural practices or knowledge of related agricultural business.

Each member of the Commission shall serve for a term of 3 years; provided, however, that the initial members appointed under this section shall serve for terms of 1, 2 or 3 years and the terms shall be arranged by the appointing authority so that the terms of approximately 1/3 of the Commission's members shall expire each year.

The members of the Commission shall be appointed by the Mayor and confirmed by the City Council.

A member of the Commission who fails to attend, without reasonable excuse, more than 60% of the meetings of the Commission in any year, may be removed by the appointing authority. A vacancy created by a member being removed shall be filled by the appointing authority for the remainder of the unexpired term in the same manner as the original appointment.

#### § 11-104 Operations of the Commission

The Commission may appoint a chair, clerks, and may contract for materials and services as it may require, subject to appropriation by the City.

The Commission shall comply with all purchasing and contracting requirements of the City.

The Commission shall keep accurate records of its meetings and actions and shall file an annual report with the City Clerk. The Commission's annual report shall be posted on the City's website.

The Commission shall work with and keep informed the Conservation Agent or its designee on all happenings and activities of the Commission.



DOCUMENT 123

## CITY OF HAVERHILL

In Municipal Council December 10 2019

~~ORDAINED~~

### MUNICIPAL ORDINANCE

### CHAPTER 11

#### AN ORDINANCE RELATING TO BOARDS AND COMMISSIONS

BE IT ORDAINED by the City Council of the City of Haverhill that Chapter 11 of the Code of the City of Haverhill, as amended, being and is hereby further amended by adding the following:

#### "Article XIX. Agriculture Commission

##### § 11-92 Establishment; purpose.

There shall be established in the City of Haverhill, in accordance with MGL c. 40, §8L, which is hereby accepted, an Agriculture Commission, which Commission is hereby established for the following general purposes: to promote and develop the agricultural resources of the municipality.

##### § 11-93 Duties.

A. Such Commission shall advocate for farmers, farm businesses and farm interests; assist farmers in resolving municipal problems or conflicts related to farms; seek to coordinate agricultural- related activities with other governmental bodies or unofficial local groups or organizations that promote agriculture; receive grants, gifts, bequests or devises of money or personal property of any nature and interests in real property with permission of the City Council and the Mayor; apply for, receive, expend and act on behalf of the municipality in connection with federal and state grants or programs or private grants related to local agriculture, with the approval of the Mayor; advertise, prepare, print and distribute books, maps, charts and pamphlets related to local agriculture that the municipal agricultural Commission deems necessary for its work; and, buy, hold, manage, license or lease land for agricultural purposes with permission of the City Council and the Mayor



Outlook

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## Legal Ad For Haverhill

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From Natalia Hernandez <NHernandez@HaverhillMa.gov>

Date Thu 10/30/2025 4:52 PM

To hglegals@hgazette.com <hglegals@hgazette.com>

Cc Kaitlin Wright <kwright@haverhillma.gov>; Natalia Hernandez <NHernandez@HaverhillMa.gov>

 1 attachment (51 KB)

Ad for Article XX Agricultural Commission 2025.pdf;

Good Afternoon,

Please run the following legal ad one time in the Gazette on November 6, 2025.

An Ordinance relating to Boards and Commissions Article XX Agricultural Commission.

Any questions, please call 978-420-3621. Thank you!

Sincerely,  
Natalia Hernandez

