

16.2

Document # 19-G

Order -that the City Council on behalf of the City votes to appropriate and authorize the Treasurer, with approval of the Mayor to raise or borrow the sum of up to \$644,564.00 for the Clement Farm Conservation Area improvement project

IN CITY COUNCIL: December 16, 2025

PLACE ON FILE FOR 10 DAYS

7 YEAS, 0 NAYS, 4 ABSENT

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

MELINDA E. BARRETT
MAYOR



CITY OF HAVERHILL
MASSACHUSETTS

5.1

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

December 11, 2025

DEC 12 AM 9:04
HVCITYCLERK

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

From: Mayor Melinda E. Barrett

Re: Loan Order – PARC Grant

Dear Mr. President and Members of the City Council:

I respectfully submit the attached Loan Order for the Parkland Acquisitions
and Renovations for Communities (PARC) Grant.

I recommend approval

Very truly yours,

Melinda E. Barrett
Mayor



Haverhill

Conservation Department
Phone: 978-374-2334 Fax: 978-374-2366
rmoore@haverhillma.gov

MEMO TO: The Honorable Melinda E. Barrett, Mayor, City of Haverhill

FROM: Robert E. Moore, Jr., Environmental Health Technician 

DATE: December 11, 2025

RE: Order Related to the City's Receipt of Parkland Acquisitions and Renovations for Communities (PARC) Grant Funding for Disc Golf and Trail Improvements at Clement Farm

The City was successful in its PARC application pursuing funding for improvements to the disc golf course, such as improvements to the parking area, replacement of a footbridge on the first hole, installation of an ADA-accessible practice basket, creation of a pollinator meadow, and improvements to trail mapping and the picnic area. The total project value is estimated to be \$644,564, with the grant reimbursing the City in the amount of \$425,000. This is the maximum 66%:34% split afforded our community.

Attached is a City Council Order prepared by Mead, Talerman and Costa authorizing the Mayor to raise or borrow the full sum of the project estimate, accept the reimbursement funds, and execute all necessary documents to complete the project.

If you approve the documents, they should be forwarded to the City Clerk to be placed on the City Council agenda for final authorization. Please review and advise if any modifications are necessary before submission.

Attachments:

- City Council Order
- Project "Conceptual Site Plan" prepared by GPI, Inc., dated 8/15/2025

e-COPY TO: Christine Lindberg, Chief of Staff, Mayor Barrett
Lisa L. Mead, Mead, Talerman & Costa, LLC
Joseph Ruotolo, Jr, Mead, Talerman & Costa, LLC
Robert E. Ward, Director of Public Works
Angel Perkins, City Auditor & Chief Financial Officer

	Document CITY OF HAVERHILL In Municipal Council	DEC 12 AM 8:38 HVCITYCLERK
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ORDERED:

Loan Order – PARC Grant

At a regularly convened meeting of the City Council of the City of Haverhill, held on the 1 day of _____, 2025, it was voted as follows:

That the City Council of the City of Haverhill, duly elected, qualified, and acting as such, on behalf of the City votes to appropriate, and authorize the Treasurer, with the approval of the Mayor to raise or borrow the sum of up to \$644,564.00 for the Clement Farm Conservation Area improvement project;

And further to authorize the Mayor to file, apply for, and accept PARC grant funds (301 CMR 5.00) on behalf of the City, and to enter into all agreements and execute any and all documents as may be necessary to or convenient to complete the project.

YEAS: _____

NAYS: _____

ABSENT: _____

PASSED IN COUNCIL: _____

A True Record, Attest:

Date Approved

Kaitlin M. Wright, City Clerk

Melinda E. Barrett, Mayor

Haverhill, MA

- | | | |
|--------|----|-------------------------------------|
| NOTES: | 1 | Proposed Stone Dust Meadow Trail |
| | 2 | Proposed Interpretive Signage |
| | 3 | Proposed Composting Toilet |
| | 4 | Proposed Accessible Picnic Table |
| | 5 | Dead Trees to be Removed |
| | 6 | Portion of Stone Wall to be Removed |
| | 7 | Proposed Stone Wall |
| | 8 | Proposed Foothridge |
| | 9 | Existing Foothridge |
| | 10 | Existing Informal Footpath |

LEGEND

- | | |
|---|--|
|  | Proposed Gravel Borrow Parking Area |
|  | Proposed Stone Dust Walkway |
|  | Proposed Cement Concrete Pavement |
|  | Proposed Lawn / Open Space |
|  | Proposed Pollinator Meadow Habitat |
|  | Existing Trees to Remain |
|  | Property Line |
|  | Approximate Limits of PARC Grant Project |
|  | GIS Wetland / Stream and Buffer |
|  | Existing Stone Wall to Remain |
|  | Existing Disc Golf Fairway |
|  | Existing Tree Line |
|  | Proposed Tree Line |

CONCEPTUAL SITE PLAN

Prepared by:



Date: 8/15/2025



CLEMENT FARM DISC GOLF COURSE

Haverhill, MA

NOTES:

- 1 Proposed Stone Dust Meadow Trail
- 2 Proposed Interpretive Signage
- 3 Proposed Composting Toilet
- 4 Proposed Accessible Picnic Table
- 5 Dead Trees to be Removed
- 6 Portion of Stone Wall to be Removed
- 7 Proposed Stone Wall
- 8 Proposed Footbridge
- 9 Existing Footbridge
- 10 Existing Informal Footpath

LEGEND

- Proposed Gravel Borrow Parking Area
- Proposed Stone Dust Walkway
- Proposed Gravel Concrete Pavement
- Proposed Lawn / Open Space
- Proposed Pollinator Meadow Habitat
- Existing Trees to Remain
- Property Line
- Approximate Limits of PMAC Grant Project
- CIS Wetland / Stream and Buffer
- Existing Stone Wall to Remain
- Existing Disc Golf Fairway
- Existing Tree Line
- Proposed Tree Line

CONCEPTUAL SITE PLAN

Prepared by:
Greenstar-Perkins, Inc.
1000 Main Street, Suite 202
Haverhill, MA 01830
Tel: 603.893.5270
GPI
CHARTERED

Date: 11/12/2025





DOCUMENT

CITY OF HAVERHILL

In Municipal Council December 16, 2025

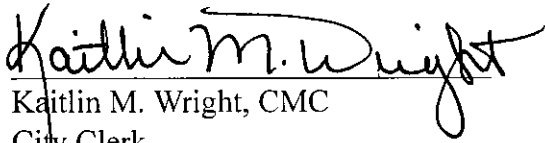
ORDERED:

That the City Council of the City of Haverhill, duly elected, qualified, and acting as such, on behalf of the City votes to appropriate, and authorize the Treasurer, with the approval of the Mayor to raise or borrow the sum of up to \$644,564.00 for the Clement Farm Conservation Area improvement project;

And further to authorize the Mayor to file, apply for, and accept PARC grant funds (301 CMR 5.00) on behalf of the City, and to enter into all agreements and execute any and all documents as may be necessary to or convenient to complete the project.

PLACED ON FILE for at least 10 days

Attest:


Kaitlin M. Wright, CMC
City Clerk

Kaitlin Wright

From: Kaitlin Wright
Sent: Monday, December 15, 2025 9:31 AM
To: HGLegals@hgazette.com
Cc: Natalia Hernandez
Subject: Legal Ads for Haverhill
Attachments: Ad - Land and Water Conservation Fund.pdf; Ad - PARC Grant.pdf

Good morning,

Please run the following legal ads (2):

- Land and Water Conservation Grant Fund (attached) for 1 time in the Gazette on December 18, 2025.
- PARC Grant Fund (attached) for 1 time in the Gazette on December 18, 2025.

Any questions, please call 978-420-3622. Thank you!

All my best,

Kaitlin

Kaitlin M. Wright, CMC

City Clerk

4 Summer Street, Room 118

Office: (978) 374-2312

Fax: (978) 373-8490

kwright@haverhillma.gov



VERIFY YOUR VOTER STATUS HERE: <https://www.sec.state.ma.us/ovr/>

STATE PRIMARY ELECTION	VOTER REGISTRATION DEADLINE	EARLY VOTING PERIOD	LAST DAY TO REQUEST VOTE BY MAIL BALLOT
September 1, 2026	August 22, 2026	TBD	August 25, 2026