



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 24, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Charity Lezama, of 24 Howard Street #2, to the Salem Housing Authority Board complete the remainder of a five-year term to expire September 13, 2023 previously filled by Ms. Claudia Chuber. Unfortunately, due to time commitments for her work Ms. Chuber is no longer able to serve on this board.

Ms. Lezama is currently the Executive Director of the Salem YMCA and, prior to that, served as the YMCA's Director of Operations. Ms. Lezama is deeply engaged in our community, serving on the Salem for All Ages Task Force as a key partner in our age-friendly work, as well as with the Salem Public Schools' By All Means initiative and as co-chair of the district's Strategic Planning Committee on Early Education. She volunteers on the Salem Partnership's Community Advisory Board and on North Shore Medical Center's Community Affairs and Health Access Committee.

I strongly recommend confirmation of Ms. Lezama to the Salem Housing Authority Board. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to the board and its work.

Very truly yours,

A handwritten signature in black ink that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

Charity Lezama

(978) - 979 - 3822
Salem, MA 01970

charitylezama@gmail.com
linkedin.com/CharityLezama

Professional Profile

Results driven nonprofit senior leader with particular expertise in organizational development, philanthropy and fund development, strategic planning and realignment, capacity building and change leadership, community, board and leadership development and financial management.

PROFESSIONAL EXPERIENCE

Salem YMCA, Salem MA, June 2015 - Present

Executive Director

- Develops and manages operating budget of \$8 million
- Lead development of monthly/quarterly/annual giving reporting to ensure institutional achievement of annual activity and financial performance metrics
- Stewards donors by providing regular updates and reports
- Works collaboratively within a complex association environment
- Provides day-to-day performance management guidance to leadership team
- Fiscal management; staff management and development; and volunteer development

Salem YMCA, Salem MA, February 2012 - June 2015

Director of Operations

- Lead operational team in developing strategies for retention and growth, resulting in 3 year membership growth
 - Built relationships with schools, nonprofits, Parks and Recreation Department, City of Salem and Salem State University for partnerships in programming
 - Worked with community partners to implement Summer Parks Meals Parks Program
 - Evaluate and manage employee performance, and establish employee training and development plans that align with organization development philosophy
-

Community Committees

- City of Salem, By All Means Cabinet member
- Salem Public Schools, Co-Chair Strategic Planning Committee, Early Learning
- City of Salem, Salem for All Ages
- Salem Partnership, Community Advisory Board
- North Shore Medical Center, Community Affairs and Health Access Committee

EDUCATION

Bachelor of Science in Political Science
Southern Connecticut State University



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Please note that my letter to you of January 24 reappointing Mikhaela Abreu to the Salem Youth Commission was drafted in error and should have stated that Mikhaela is being appointed as a new alternate member to the Commission. I have enclosed a copy of her resume here and ask that you hold this matter under the rules and take up her appointment for a confirmation vote at your next regular meeting of February 28. Mikhaela is appointed to a one-year term as an alternate member of the Youth Commission, to expire February 14, 2020.

Mikhaela has been a member of the Salem Youth Commission as an associate member since September 2017. She is a Junior at Salem Academy Charter School and aspires to pursue a career in medicine with a focus on genetics. Mikhaela currently holds high honors at Salem Academy. She brings positive energy, enthusiasm, and leadership to the Commission and I wholeheartedly support her appointment.

Sincerely,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

28 Albion Street
Salem, MA 01970
(978) 880-1244
mikhaela.abreu@sastudent.org

Mikhaela Abreu

SKILLS

Able to use Microsoft Office Suite and other platforms. Able to lead in the appropriate settings and respectfully follow those who take the lead. Able to articulate my ideas to my peers.

EXPERIENCE

Salem Youth Commission, Salem – Chair

December 2018 - PRESENT

- Create agendas for the following meeting
- Lead meetings
- Head representative of the Commission

Salem Youth Commission, Salem – Associate Member

2017 - December 2018

- Create minutes for the following meeting
- Keep track of meeting contents

EDUCATION

Salem Academy Charter School, Salem – High School

August 2016 - Present

Expected Year of Graduation- 2020

AWARDS

- High honor roll for the first three years
- No discipline events
- REACH Award
- English Award
- Service Learning Award



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
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February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Todd Waller of 148 Washington Street to the Salem Traffic and Parking Commission to complete the remainder of a three-year term previously held by Jamie Metsch to expire September 29, 2019. Mr. Waller's appointment is to the Commission seat designated for a representative of the Salem business community.

Mr. Waller is the owner of The Merchant, a small hotel located on Washington Street here in downtown Salem. He will bring to the Commission the perspective of our small business community, as well as our burgeoning hospitality industry. I believe the Commission and our City will be well-served by having this important voice engaged in our traffic and parking planning and operations efforts.

I strongly recommend confirmation of Mr. Waller's appointment to the Traffic and Parking Commission. We are fortunate that he is willing to serve our community in this important role and lend his insights and dedication to the Commission and its work.

Very truly yours,

A handwritten signature in black ink that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

Todd H. Waller
Salem, MA

Tel: 781-760-3000
E-mail: toddhwall@gmail.com

Summary

Over 25 years of independent commercial and residential real estate investment, business and development experience.

Areas of Expertise

- Commercial and Residential Real Estate Investment, Marketing, and Development
 - Hotel Development, Design, and Management.
 - Real Estate Financing, Cost/Price Analysis, Construction Financing and Valuation
 - Real Estate Construction, Historic Renovation, Adaptive Re-Use, and HTC Projects
 - Real Estate Legal, Environmental/21E, Community, Negotiating, Planning and Zoning Issues
-

Experience

ZXE, Llc Salem, Massachusetts

1994-Present

CEO

Created a real-estate investment trust and development corporation to finance, develop, manage, and operate \$10M real estate portfolio.

Initiate, direct, and manage all financial, operational and managerial aspects of the corporation. Create, negotiate and administer all lease, offer, purchase and sale, and financial agreements. Engage and implement local, government, community and legal relationships.

The Merchant Hotel, Salem

2015-Present

Owner/Developer

Constructed, designed, and developed Salem's first boutique hotel.

Responsible for development, financing, and operational success of the business.

Salem Self Storage Llc, Salem

1997-2013

Owner/Developer

Built, designed, and developed independent self-storage business.

Responsible for growth and profitability of self-storage business. Manage business development, construction, sales, purchase and operation of facilities.

US Department of State, US Embassy Yerevan, Armenia

2008-2009

GSO Aid

Assisted GSO Office with the management of the US Embassy, property and CMR.

Proposed and initiated acquisitions and leases of real property for US Embassy staff. Worked directly with the Ambassador to plan, develop, and execute a new CMR.

NAI Global Kiev, Ukraine

2005-2006

Director

Advised international investment funds on investment strategies for real estate acquisitions in Ukraine.

Responsible for success and performance in asset acquisition and negotiation as well as participating in high level meetings with fund directors and deal structuring acquisition for a portfolio of over \$400M.

Ogden Hawkes Construction Company, Beverly, MA

1990-1997

Partner

Started and managed a construction corporation in Massachusetts. Managed 30+ employees involved in all phases of commercial and residential construction.

Fred L. Woods Nautical Instruments and Supplies Marblehead MA

1990-2003

Owner

Owned and Managed a US Government Chart and Marine Supply Company.

Board and Committees

House of the Seven Gables, Trustee

2017-Present

Salem Chamber of Commerce, Director

2016-Present

Chamber of Commerce Development Committee

2017-Present

289 Derby St Park Designer Selection Committee

2018

Recent Awards

Paul and Niki Tsongas Award for Historic Preservation

2017

Salem Historic Preservation Award

2016

Salem Best New Business Nomination

2015

US Embassy Armenia Extra Mile Award

2009

Foreign Service Negotiation Certificate

2009

Education

Syracuse University, Syracuse NY, B. A., Political Science

1991

US Government Clearance

Top Secret Clearance

2008

Languages

English-Native, Russian 2/1, Spanish 2/1



CITY OF SALEM, MASSACHUSETTS

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February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Kerry Neenan of 331 Lafayette Street #1 to the Salem Disabilities Commission, for a three-year term to expire February 14, 2022. Ms. Neenan will take the seat previously filled by Mr. James Nowlan, who has stepped down from the Commission.

Ms. Neenan is the parent of a child with Down syndrome and, as a result, has become a volunteer and advocate in the Down syndrome community. She is a First Call Parent Volunteer with the Massachusetts Down Syndrome Congress (MDSC), serving as a critical point of contact and resource for others parents whose children are newly diagnosed with Down syndrome. She has also hosted New Family Socials for the MDSC and helped the organization raise funds through their annual Buddy Walk. Locally, Ms. Neenan is also an at-large board member for the Salem Special Education Parent Advisory Council.

I strongly recommend confirmation of Ms. Neenan's appointment to the Disabilities Commission. She will bring an important perspective, especially around matters related to the needs of our residents diagnosed with a developmental or cognitive disability. We are fortunate that she is willing to serve our community in this important role and lend her insights and dedication to the Commission and its work.

Very truly yours,

A handwritten signature in black ink that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

Volunteer Work

May 2016 – Present

Massachusetts Down Syndrome Congress (MDSC)

First Call parent volunteer

- First point of contact for parents who have received a new Down syndrome diagnosis for their child prenatally or at birth. Provide support and resources.

First Call Advisory Council

- Updated First Call parent information packets in 2017

Co-host, New Family Socials

- New Family Socials are an informal get together of parents and children with Down syndrome under the age of 4. I help new families connect with others for social and parental support and help answer questions about resources available to parents.

Buddy Walk team leader

- Raised over \$8,000 in 2018

2019 Buddy Walk Committee

November 2018 – Present

Salem Special Education Parent Advisory Council (SEPAC)

At-large board member

- Help to coordinate monthly events, answer parent questions, attend SEPAC group meetings.

December 2008 –
December 2014

Northeast Animal Shelter

Kennel Volunteer

- Weekly volunteer working with currently adoptable dogs. Walk dogs, clean kennels, socialize dogs, and assist patrons with questions about the dogs and adoption process.

Work Experience

December 2006 - Present

Continuing Education and Exhibitor Services Manager (Sept 2007 – Present)

Simplify Compliance (HCPro), Middleton, MA

- Coordinate the process of offering continuing education credits with all product lines (books, conferences, newsletters, webcasts, e-learning, etc.) from various healthcare education associations including ANCC, ACCME, AAPC, AHIMA, and others.
- Manage exhibit hall setup and pre-planning logistics for conferences ranging in size from 10-12 small tabletop exhibits to 50 booth halls with a contracted decorating company. This includes creating budget estimates, floorplan design, coordination of signage, marketing presence for show management booths, contracting with a decorating company, and coordinating sponsored promotional items.
- Manage logistics for 15-20 external tradeshow exhibits annually. This includes participation in meetings to discuss specific branding strategies, coordinate booth space, furniture, A/V rental, registration, and shipping of all materials and equipment.

Previous titles at HCPro:

Administrative Assistant, Live Events and Continuing Education (Dec 2006 – Aug 2007)

Skills

- Proficient in a variety of software including Microsoft Word, Excel, Power Point, Outlook, Filemaker, Access, as well as education evaluation tools such as Key Survey, Zoomerang, etc.
- Knowledgeable in English grammar rules and styles.

Education

University of Massachusetts Dartmouth, Dartmouth, MA – 2002

B.A. in English Writing/Communications, Magna Cum Laude



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Kimberley Driscoll
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February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Josh Gillis of 7 Union Street to the Bicycling Advisory Committee for a three-year term to expire February 14, 2022. Mr. Gillis will be taking the seat previously occupied by Dan Shuman, who has stepped down from the committee due to his work commitments. I hope you will join me in thanking Mr. Shuman for his many years of service to the committee and his continued engagement and advocacy for the cycling community.

Mr. Gillis holds a Bachelor's degree in political science from Bates College and volunteers as a coach with Salem Youth Soccer. He currently works as a reverse supply chain solutions manager for Converge, which is based in Peabody. Mr. Gillis routinely bikes to work as his daily commute and relies on his bike one of his primary modes of transportation. As a parent he is deeply interested in improving the bicycling accommodations and infrastructure in our community to make them for welcoming for riders of all ages and skill levels. As a cycling enthusiast and commuter, Mr. Gillis will bring an important perspective to the committee.

I strongly recommend confirmation of Mr. Gillis to the Bicycling Advisory Committee. We are fortunate that he is willing to serve our community in this important role and lend his dedication to the committee and its work.

Very truly yours,

A handwritten signature in black ink that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

Joshua Gillis

EDUCATION

Bates College, Lewiston, ME

Concentration in U.S. political processes

Bachelor of Arts in Political Science, June 1997

Received a 4.0/4.0 on Senior Thesis: *A Comparison of Public versus Private Production*; this paper was specifically cited in research done by the Lewiston-Auburn Together Commission Staff.

Honors: Deans' List

EXPERIENCE:

Converge:

Peabody, MA

Reverse Supply Chain Solutions Manager:

07/11-Current

- Led internal effort to reduce inventory reserve exposure by more than 40%
- Work with customers to identify inefficiencies in their reverse supply chain
- Create custom automation scripts for both planning and web scraping using PERL

Arrow Electronics: April, 2000 – July, 2010

Wilmington, MA

Oracle Implementation Functional/Technical Analyst:

01/07-07/11

- Aided in the design and implementation of the Demand Planning and Purchasing portions of Arrow's recent worldwide Oracle R12 rollout.
- Documented, enhanced & consolidated regional business processes in to a single global business flow.
- Focused on the technical/functional side including system monitoring via SQL reports, excel/access analysis, UI redesign, and daily troubleshooting of user issues.

Supply Chain Application Analyst:

01/04-01/07

- Utilized Focus and Visual Basic for Applications to create custom tools now used by over 1500 Arrow employees.
- Liaised with IT on new internal supply chain enhancements (i.e. No Touch order entry cleanup, managing inventory based on dollars as opposed to breadth of usage).
- Participated in cross-functional CPI Teams (Continuous Process Improvement) for two of Arrow's largest customers to analyze broken aspects of the supply chain (i.e. Excess inventory and Forecast inaccuracies).
- Exceeded our target KPIs which resulted in a 50% increase in turns for Arrow and 5% higher service levels to our customer.

Supply Chain Solutions Field Specialist:

04/02-01/04

- Helped to define newly created role.
- Trained 3 other Supply Chain Field Application Specialists
- Conducted Branch trainings with upwards of 100 Inside Sales Representatives for Arrow's Supply Chain initiatives (i.e. Manugistics and eCompass).
- Worked with Customers and local Supply Chain solution managers to develop custom solutions using Arrow's suite of supply chain tools.
- Worked with many of Arrow's In-Plant Store's to reduce low dollar shipments in the stores saving on both shipping costs and alleviating warehouse personnel workload.

Inside Sales:

04/00-04/02

- Selected to work with one of Arrow-Boston's largest accounts (Teradyne).
- Increased Gross Profit margins in a two-year period by 3.5% with a focus on the customer's "A" class parts.
- Worked to automate quoting process to enable quick turnarounds on semiannual customer quotes.

State Street Bank, Global Corporate Actions

Quincy, MA

Research Specialist:

09/98-02/99

- Utilized sub-custodians and various wire services to obtain information on upcoming corporate actions.
- Delegated completed corporate actions to processing specialists.
- Trained 6 new employees in the intricacies of the emerging markets.
- Spearheaded effort to implement a system that circumvents the sub-custodian and initiates claims directly with brokers.
- Extensively communicated with brokers resulting in the recovery of millions of outstanding shares.

PERSONAL:

Excel / VBA Power User and SQL. Six Sigma Greenbelt. Taught English in China.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Mr. Anthony O'Donnell of 35 Washington Square #1 to the Cemetery Commission for a term of three years to expire February 14, 2022.

I recommend confirmation of his reappointment to the Commission and ask that you join me in thanking Mr. O'Donnell for his continued dedicated service and commitment to our community.

Very truly yours,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council: _____

I reappoint, subject to City Council confirmation, Mr. Paul Viccica, of 35 Broad Street, to the Zoning Board of Appeals for a term of 1 year to expire 2/22/2020.

I recommend confirmation of his reappointment to the board and ask that you join me in thanking Mr. Viccica for his continued dedicated service and commitment to our community.

Very truly yours,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

February 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Christine Derby of 73 Tremont Street Salem, MA 01970 to serve as a Constable in the City of Salem for a term to expire February 1, 2022.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kimberley Driscoll".

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Christopher P. Chigas of 5 Tammie Lane, Peabody, MA 01960 to serve as a Constable in the City of Salem for a term to expire October 3, 2021.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll".

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

January 24, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Terrance M. Wilkins of 12 Intervale Road Salem, MA 01970 to serve as a Constable in the City of Salem for a term to expire January 19, 2022.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll", written in a cursive style.

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

February 14, 2019

Ordered:

That the sum of One Hundred and Ten Thousand Dollars (\$110,000.00) is hereby appropriated in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the negotiated 2 day sick leave buyback provision as needed in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

February 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of One Hundred and Ten Thousand Dollars (\$110,000.00) from the Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the negotiated 2-day sick leave buyback provision.

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll", written over the typed name.

Kimberley Driscoll
Mayor



KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

CITY OF SALEM MASSACHUSETTS

HUMAN RESOURCES
98 WASHINGTON STREET, 3RD FLOOR
TEL. 978-619-5630

February 4, 2019

Kimberley Driscoll, Mayor
City of Salem
93 Washington Street
Salem, MA 01970

RE: Retirement Stabilization

Dear Mayor Driscoll:

I am respectfully requesting the amount of one hundred and ten thousand dollars (\$110,000.00) be appropriated in the Retirement Stabilization Fund for sick leave buybacks submitted in accordance with collective bargaining agreements with our various unions.

Sick leave buy-back to be paid out under this particular appropriation request are for active employees, not retirees, who wish to take advantage of contractual language allowing members to buyback certain amounts of unused sick leave, on an annual basis. A lump sum request for this purpose will allow us to process those requests in a more efficient and timely manner.

Thank you for your attention and cooperation with this request, and if you have any questions, please do not hesitate to contact me.

Very truly yours,


Lisa B. Cammarata


Finance Director

cc: File

**City of Salem, Massachusetts
FY 2019 Retirement Stabilization - Fund 8311**

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
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FY 2018 Beginning Balance												
HR Buybacks	Contract buybacks	83113-5146	06/14/18		06/14/18	383	(12,000.00)	10,340.18		7/26/18	1,659.82	
							501,459.35					

FY 2019 Beginning Balance												
							157,586.63					

School	Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
School		Robert Strom	83113-5146	07/19/18		07/19/18	477	(15,960.00)	15,960.00		9/13/18	0.00
School		Sandra Roach	83113-5146	07/19/18		07/19/18	477	(15,579.60)	15,579.60		8/30/18	0.00
School		Perla Peguero	83113-5146	07/19/18		07/19/18	477	(35,771.20)	35,771.20		9/20/18	0.00
School		Kathleen Marchetti	83113-5146	07/19/18		07/19/18	477	(12,219.30)	12,219.30		10/4/18	0.00
School		Nancy Lincoln	83113-5146	07/19/18		07/19/18	477	(16,958.00)	16,958.00		8/30/18	0.00
School		Barbara Grab	83113-5146	07/19/18		07/19/18	477	(33,835.20)	33,835.20		8/30/18	0.00
School		Jan Fellows	83113-5146	07/19/18		07/19/18	477	(16,514.40)	16,514.40		8/30/18	0.00
School		Marc Darisse	83113-5146	07/19/18		07/19/18	477	(17,152.00)	17,152.00		11/29/18	0.00
School		Pamela Scharffenber	83113-5146	07/19/18		07/19/18	477	(35,560.25)	35,560.25		8/30/18	0.00
School		Joanne Griffin	83113-5146	07/19/18		07/19/18	477	(8,895.17)	8,895.17		8/30/18	0.00
School		Contract buybacks	83113-5146	07/19/18		07/19/18	480	(2,000.00)				2,000.00
Police		William Jennings	83113-5146	09/13/18		09/13/18	536	(36,770.00)	36,770.00		9/27/18	0.00
Police		Barry Driscoll	83113-5146	09/13/18		09/13/18	536	(16,767.12)	16,767.12		9/27/18	0.00
Police		Kevin O'Donnell	83113-5146	09/13/18		09/13/18	536	(43,508.80)	43,508.80		9/27/18	0.00
Police		James Walker	83113-5146	09/13/18		09/13/18	536	(56,828.40)	56,828.40		9/27/18	0.00
Police		Brian Norris	83113-5146	09/13/18		09/13/18	536	(38,960.00)	38,960.00		9/27/18	0.00
Police		Cynthia Jerzilo	83113-5146	09/13/18		09/13/18	536	(8,976.76)	8,976.76		9/27/18	0.00
Parking Garage		Joyce Stewart	83113-5146	09/13/18		09/13/18	536	(3,557.13)	3,557.13		9/27/18	0.00
Police		Thomas Cunningham	83113-5146	09/13/18		09/13/18	536	(42,785.60)	42,785.60		9/27/18	0.00
Police		Michael Page	83113-5146	09/13/18		09/13/18	536	(35,239.84)	35,239.84		9/27/18	0.00
Police		Robert Preszewski	83113-5146	09/13/18		09/13/18	536	(52,388.56)	52,388.56		9/27/18	0.00
School		Paul L'Heureux	83113-5146	10/11/18		10/11/18	614	(71,173.54)	71,173.54		10/4/18	0.00
School		Amy Grover	83113-5146	10/18/18		10/18/18	636	(32,584.64)	32,584.64		11/1/18	0.00
Engineering		John McCarthy	83113-5146	10/18/18		10/18/18	680	(8,753.00)	8,753.00		11/1/18	0.00
School		Edward Morse	83113-5146	11/15/18		11/15/18	13	(3,664.38)			12/31/18	3,664.38
Parking Garage		Mark Bates	83113-5146	01/10/19		01/10/19	10	(15,451.44)				15,451.44
Library		Victoria DellaMonica	83113-5146	01/10/19		01/10/19	12	(8,054.40)				8,054.40
DPS		John Murray	83113-5146	01/10/19		01/10/19						0.00
HR Buybacks		Contract buybacks	83113-5146	02/14/19	(110,000.00)							

Initial FY2019 Budget Transfer In CO 415.28
 Free Cash - CO # 675
 Interest earned through December
 Add Back Amounts not Used

Pending	(110,000.00)	2019 YTD Balance	541,798.59	Total Outs ->	30,830.04
	Balance Less Pending	431,798.59	Total Fund Bal		572,628.63



CITY OF SALEM

In City Council,

Ordered:

February 14, 2019

That the sum of Twenty-Six Thousand Seven Hundred and Eighteen Dollars and Eight Cents (\$26,718.08) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2019 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Brian Benson	Police Dept	26,718.08
		26,718.08



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

February 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Twenty-Six Thousand Seven Hundred and Eighteen Dollars and Eight Cents (\$26,718.08) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to fund the retirement buyback cost to be expended for the following employee.

NAME	DEPARTMENT	AMOUNT
Brian Benson	Police Department	\$26,718.08

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

HUMAN RESOURCES
120 WASHINGTON STREET
TEL. (978) 745-9595 EXT. 5630
FAX (978) 745-7298

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: February 5, 2019
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Police Department.
This former employee is contractually entitled to the following amount of sick leave and vacation buyback.

Brian Benson

Table with 2 columns: Description and Amount. Rows include 312 vacation hrs @ \$30.64 per hour (\$9,559.68), 560 sick hrs @ \$30.64 per hour (\$17,158.40), and Total (\$26,718.08).

In accordance with the July 2008 Policy, I am requesting you verify the availability of the funds from the Retirement Stabilization Fund, prepare the Council Order, and continue the process in order that my staff can input the information in MUNIS and issue payments to this former employee upon Council approval.

Thank you for your cooperation, and if you should have any questions, please do not hesitate to contact me.

Handwritten signature of Lisa B. Cammarata with initials LBC below it.

Handwritten signature of Laurie Giardella with title Finance Director below it.

**CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK**

From: Department: Police Date: 1/14/2019

Authorized Signature: *Mary E. Stull*
 Department Head/City or Business Manager/School

NAME: Officer Brian Benson

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>312</u>	@	<u>\$30.64</u>	= <u>\$9,560.87</u> <i>9,559.68</i>
<u>SICK HOURS</u>	#	<u>560</u>	@	<u>\$30.64</u>	= <u>\$17,160.53</u> <i>17,158.40</i>
<u>PRO-RATED STIPENDS</u>	#		@		= <u>\$0.00</u>
<u>OTHER</u> HOL x 1.5	#	<u>32</u>	@	<u>\$46.61</u>	= <u>\$1,491.64</u> <i>1,491.52</i>
	#		@		= <u>\$0.00</u>

Total Amount Due: \$28,213.04 *28,209.60*
 Please attach corresponding PAF or other backup to this sheet.

Reason: _____

For Human Resources Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

=> 70 max 8 x 70 = 560

Org and Object: 83113 - 5146

Recommendation: *[Signature]*
 Approved
 HR Director/City or Superintendent/Schools



CITY OF SALEM

In City Council,

February 14, 2019

Ordered:

That the sum of Twenty-Six Thousand Dollars (\$26,000.00) is hereby appropriated within the "Capital Outlay Fund 2000" to be expended for an HVAC system review for Witchcraft Heights Elementary School by the School Department in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

February 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Twenty-Six Thousand Dollars (\$26,000.00) within the Capital Outlay Fund 2000 account.

This transfer is to be expended for the HVAC system review at the Witchcraft Heights Elementary School.

I recommend passage of this accompanying order.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over the printed name.

Kimberley Driscoll
Mayor

Margarita Ruiz
Superintendent



City of Salem
Salem Public Schools

January 17, 2019

The Honorable Kimberley L. Driscoll
Mayor of Salem
93 Washington Street
Salem, Massachusetts 01970

RE: Request for Funding: Mechanical design study for the Witchcraft Heights Elementary School chiller unit.

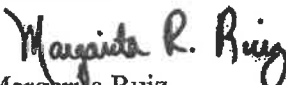
Dear Honorable Mayor Driscoll:

This request is for a Council Order to transfer \$26,000 of "Short-Term Capital Outlay" to the "Witchcraft Heights HVAC CIP" account.

During the summer of 2018, the Witchcraft Heights Elementary School's air conditioning system became inoperable. The school district engaged an HVAC contractor to assess the unit, and to attempt to make repairs that would allow the unit to be operated. However, through those assessments it became clear that the chiller unit was damaged beyond repair, and would need to be replaced.

Due to the age of the HVAC system at Witchcraft Heights Elementary School, it is recommended that the district engage a mechanical engineering firm to review the system and provide a design and recommendation for replacement of the chiller, and any other repairs that may be needed in order to ensure the system becomes operable.

Sincerely,


Margarita Ruiz
Superintendent of Schools

CITY OF SALEM
Capital Outlay Expenditure Request Form

To: MAYOR

From Department: Schools

Date: January 17, 2019

Expense Line To : New Account – Witchcraft Heights HVAC CIP

Amount:

\$26,000

Description:

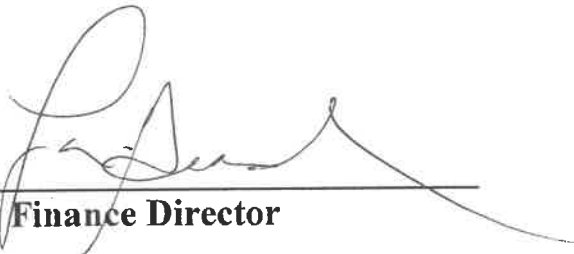
Due to the age of the HVAC system at Witchcraft Heights Elementary School, it is recommended that the district engage a mechanical engineering firm to review the system and provide a design and recommendation for replacement of the chiller, and any other repairs that may be needed in order to ensure the system becomes operable.

For Finance Dept and Mayor's Use Only:

City Council Approval

Recommendation:

Approved Denied



Finance Director

Processed: **Date:** _____ **By:** _____

CO # _____ **JE#** _____ **Trans #** _____

ORG: _____

OBJ: _____



CITY OF SALEM

In City Council,

February 14, 2019

Ordered:

Per MGL Chapter 44 Section 64 which allows for a municipality to pay for prior fiscal year invoices using current fiscal year appropriations by two-thirds vote of the City Council we request the sum of Two Hundred and Seventy-Nine Dollars and Ninety-Nine Cents (\$279.99) of outstanding Fiscal Year 2017 invoices are hereby allowed to be paid from the Fiscal Year 2019 Purchasing budget as listed below in accordance with the recommendation of Her Honor the Mayor.

Department	Vendor	Amount
Purchasing	CIT for Kinoka Minolta	\$ 279.99
Total		\$ 279.99



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

February 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Two Hundred and Seventy-Nine dollars and Ninety-Nine Cents (\$279.99) of outstanding Fiscal Year 2017 invoices to be paid from the Fiscal Year 2019 Purchasing budget as listed below.

Department	Vendor	Amount
Purchasing	CIT for Kinoka Minolta	\$279.99

This order is necessary to cover the costs to pay for an invoice from prior Fiscal Year for a printer in the Planning office. MGL Chapter 44 Section 64 allows for a municipality to pay for prior fiscal year invoices using current fiscal year appropriation by a two-thirds vote of the City Council.

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

THOMAS P. WATKINS
PURCHASING AGENT

CITY OF SALEM, MASSACHUSETTS PURCHASING DEPARTMENT

93 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970

TELE: 978-619-5695 ♦ FAX: 978-745-7461

EMAIL: TWATKINS@SALEM.COM

February 4, 2019

**Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts**

Dear Honorable Mayor Driscoll

It has recently come to the attention of the Purchasing Office that an invoice from a prior fiscal year (invoice date of December 3, 2016) was not paid by the Department of Planning & Community Development (DPCD). This invoice is in the amount of \$279.99 and it was for a monthly lease payment for a copy machine in that office. The vendor, CIT, is the leasing agent for Kinoka Minolta, and they are seeking payment for this past due invoice.

As the Purchasing Office now pays the invoices for this machine, I am respectfully requesting approval for the \$279.99 outstanding invoice to be paid from current fiscal year funds.

Best Regards,

Thomas P. Watkins
Purchasing Agent



CITY OF SALEM

In City Council, Feb. 14, 2019

Ordered: Pursuant to Massachusetts General Law Chapter 59, Section 5 Clause 41C, the City of Salem hereby reduces the requisite age of eligibility to any person age 65 years or older and increases the whole estate exemption for qualifying married persons to fifty-five thousand dollars, real and personal, provided that real property occupied as their domicile shall not be included.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am proposing today that we update and expand our current property tax exemptions for Salem seniors, in particular for older residents living on fixed incomes. Ultimately, I am hoping to raise the income requirements equal to that of the state's Senior Circuit Breaker Tax Program and provide seniors with a greater opportunity to offset annual property tax increases. We have worked hard to improve the financial position of the city over the last dozen years and as a result of those efforts, I believe we are in a better position to expand exemptions, particularly for senior property owners who have experienced increases in the value of their homes, but not necessarily in their incomes.

In order to do that, we will need to approve a home rule petition and have it adopted by the State Legislature. I expect to submit a proposed petition to you later this month. In the meantime, we hope to reduce the qualifying age to 65 or older and adjust the maximum personal and real property asset limits allowed under the current law for our existing "41C" exemption.

The enclosed Order reduces the qualifying age for the 41C exemption from the current 70 years of age down to 65 years of age and adjusts the maximum asset limit for Salem seniors who are married to qualify for the property tax exemption available to them pursuant to M.G.L. Chapter 59, section 5, clause 41C. We already have the maximum asset limit, which excludes the primary home, possible for unmarried seniors. The current maximum asset amount for married seniors is \$47,819; should this Order be adopted, that limit would increase to \$55,000, opening up this exemption opportunity to even more of our senior neighbors. Currently, single persons may earn an annual income of up to \$25,473 and married couples may earn \$31,040 to qualify for a 41C exemption. These income limits are already at the maximum allowed by law. The asset limits for personal and real property (except the domicile) is \$44,631 for a single and \$47,819 for a married couple. This Order will adjust the asset limit to enable more lower income couples to take advantage of 41C exemption. Because the deadline for taxpayers to file for exemptions is March 31, I hope you will act on this Order in a timely manner so that it can be in effect for this current tax year.

I strongly believe that this change is fair and warranted. Furthermore, as mentioned above we are developing special act legislation modeled on other provisions of section 5, and successfully implemented in other communities, that will even further expand the level of property tax reduction we can offer to Salem seniors on fixed and low incomes. I anticipate we will have that home rule petition prepared for your February 28 City Council meeting.

The proposal before you today would bring an added degree of progressivity and fairness to the otherwise rigid property tax structure, by allowing reductions for even more of our most needy residents on their property tax bills. Over the last few years we have worked to expand the amount available for these exemptions; this measure today will take that even further by expanding the number of Salem seniors who might qualify. While the balance of these exemptions is spread among the rest of the tax base, I believe this is an equitable and fair approach to helping older adults in Salem, many of whom are living on fixed incomes. It is, truly, a reflection of our dedication to being an even more age-friendly community – a goal best demonstrated through the continuing work of the Salem for All Ages initiative and many others.

I hope you will join me in approving this Council Order to help Salem seniors reduce their tax burden and I look forward to continuing our work together on the forthcoming proposal that we intend to file for your next meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll". The signature is fluid and cursive, with the first name "Kim" and last name "Driscoll" clearly distinguishable.

Kimberley Driscoll
Mayor
City of Salem

City of Salem

In the year two thousand and nineteen

An Ordinance amending an Ordinance relative to prohibited activities on Salem Common.

Be it ordained by the City Council of the City of Salem, as follows:

Section 1. Chapter 26 of the Code of Ordinances is hereby amended by deleting subsection (8) of Section 26-75.

Section 11. This Ordinance shall take effect as provided by City Charter.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed please find two Ordinances relative to the Haunted Happenings carnival. As you know, last year we were not able to reach consensus on a preferred site for the October carnival. I am writing to you today to request your assistance determining a preferred location for the carnival going forward.

The first, and preferred, site from a special events planning, parking impact, and public safety perspective is on Salem Common. The second option is within Riley Plaza. For both options I have enclosed diagrams prepared by Fiesta Shows outlining how the rides would be configured on each site. Even with an Ordinance amendment, at either location – as with any location in the City where a carnival is proposed – the final approval of the carnival permit lies with the City Council exclusively. Therefore, if the Council approves either of these changes, Fiesta Shows would still need to come back before you with the carnival permit application.

We are submitting this request to you now in the hopes that you will have sufficient time to take action one way or another. Last year the carnival alternative was presented to the Council in July; however, no meetings were held on it until September, at which point everyone felt it was quite late in the process. I ask that this year you not hold off on a meeting in such a manner and instead take this decision up at your earliest convenience.

As you know, the Common is currently home to temporary food options and a kiddie carnival during the month of October. Consolidating the carnival on this site, would mean that for the last two weeks of October we would work with Fiesta to place additional rides on this site. There was substantial support expressed for this site during the post-October resident survey.

Should the Council prefer the Riley Plaza option, our intention would be to hold a pilot of the carnival in that location from June 5-10, coinciding with the Salem Arts Festival, in order to evaluate the traffic and pedestrian patterns. If the Police and Fire Chief identify too many problems as a result of that trial, the Riley Plaza proposal would not be submitted to you for a carnival permit for October.

A carnival in Riley Plaza would take about roughly 43% of the lot, temporarily taking offline 50 of the 116 spaces in the lot for about one week: three handicapped spaces, which would be replaced by new temporary handicap spaces on the remaining portion of the lot, 36 Zone 1 monthly pass spaces, and 11 regular meter spaces. The total parking revenue possible from those 11 meters over a five day period would be \$275. 66 parking spaces would remain available for public parking. Most of those spaces would still be available for the Norman Street condominium residents, so those residents should not experience a loss of parking. The remaining spaces will be available for monthly pass holders parking, plus the relocated handicapped parking spaces. The 11 regular meter parking spaces taken offline for the week have been partially compensated for through the return of seven on-street unmetered parking spaces in Holyoke Square as a result of our marijuana host community agreement with CDX. That agreement also allows for public parking on weekends in the off-street parking deck at CDX.

Police would work with Fiesta to establish barricades and police personnel to direct pedestrians to a single accessible crosswalk and entry point into the site. Entry into the carnival would only be possible through this single point, to discourage pedestrians crossing outside the designated crossing areas. A preliminary site access and control map is also included for your information, though it is not finalized yet. We believe directing pedestrians to a single north/south crossing could reduce the probability of pedestrian/vehicle conflicts and also allow for easier management by the police detail.

I understand the carnival discussion has engendered much public debate and strong feelings from some individuals. I share the position of our Salem Police Department that this special event is an important part of our public safety operations in October, in that it provides a constructive, centrally located, and well-lit activity that police can easily monitor. Over the last thirteen years our Haunted Happenings celebrations have welcomed an increasing number of visitors to our community and yet, despite that, we have not had a comparable increase in the number of arrests or police calls for service in the month. Indeed, in the year the carnival was first instituted the number of Halloween arrests plummeted by 63%, from 40 the year prior to 15 the first year we utilized the carnival as part of our public safety planning. Last year, Salem Police made a total of just eight arrests on Halloween. This is not a coincidence, but is rather the result of intentional decisions related to programming, event logistics, public safety policies, and expanded law enforcement partnerships. Among those intentional decisions was the institution of the carnival, which provides fun, constructive activist for residents and visitors from 8 to 80.

I hope you will evaluate these options objectively and dispassionately, and arrive at a conclusion before the end of April, if possible. This timeline is particularly important for the Riley Plaza option, as it will allow us time to prepare for the potential June carnival trial. Either way, I urge you not to again delay this matter until after the summer. I look forward to continuing this discussion with you and, hopefully, reaching a satisfactory outcome in a reasonable timeframe.

Sincerely,


Kimberley Driscoll
Mayor

Kiddie Rides

- 1: Merry-Go-Round
- 2: Crazy Bus
- 3: Rock'n Tug
- 4: Spinning coaster
- 5: Super Slide

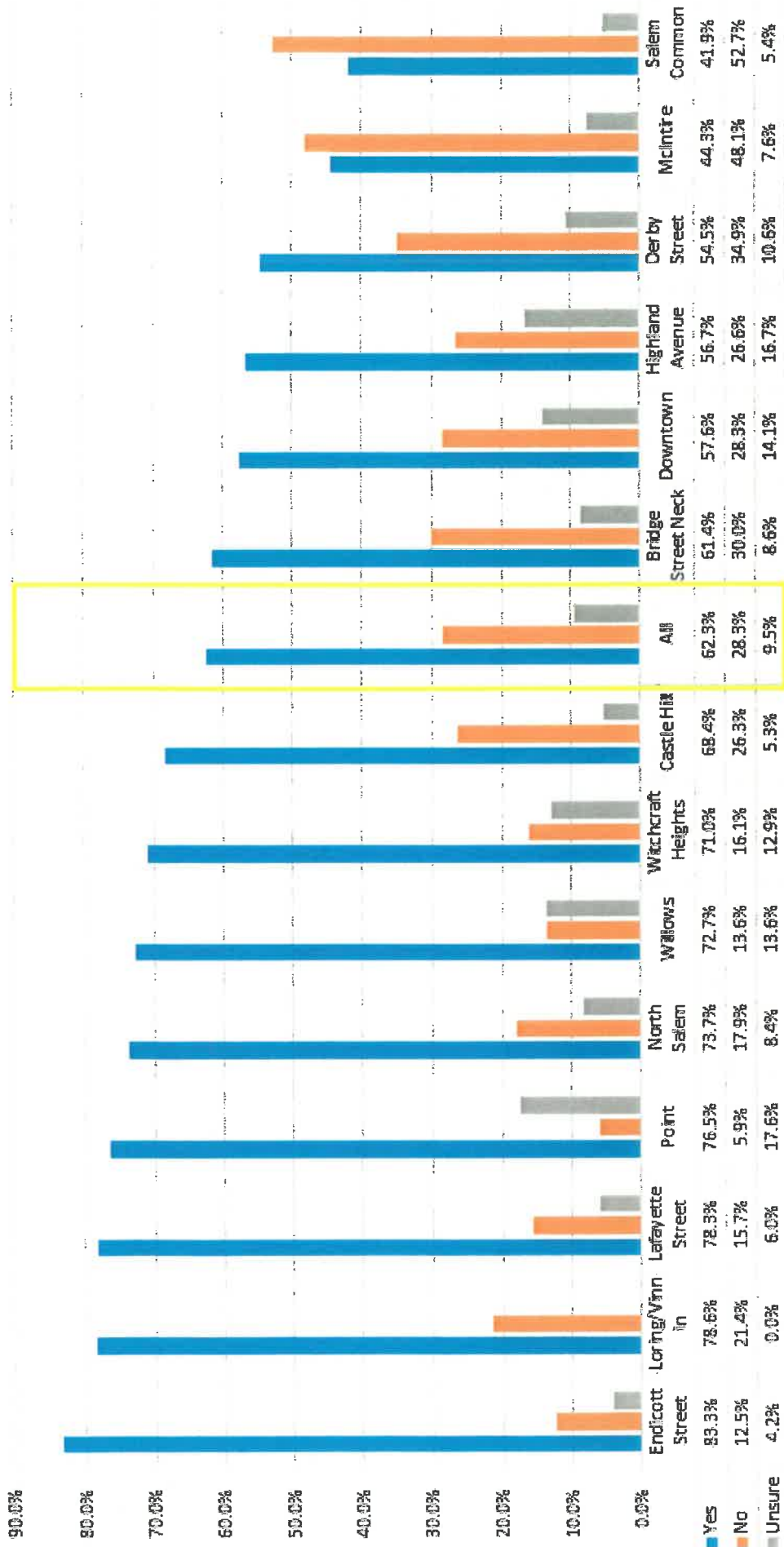
New Rides

- 6: Arctic Blast
- 7: Expo Wheel
- 8: Freakout
- 9: Hyperspin
- 10: Seven Seas
- 11: Magic Maze
- 12: Pharaoh's Fury

Yellow/red squares are game tents. Rides are not to scale; all walking paths will be open.



Carnival on Common?



2018 Haunted Happenings resident survey. N=826. November 1-16, 2018

City of Salem

In the year two thousand and nineteen

An Ordinance amending an Ordinance relative to circuses and carnivals within Riley Plaza.

Be it ordained by the City Council of the City of Salem, as follows:

Section 1. Chapter 24 of the Code of Ordinances is hereby amended by deleting Section 24-18.

Section 11. This Ordinance shall take effect as provided by City Charter.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

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We are submitting this request to you now in the hopes that you will have sufficient time to take action one way or another. Last year the carnival alternative was presented to the Council in July; however, no meetings were held on it until September, at which point everyone felt it was quite late in the process. I ask that this year you not hold off on a meeting in such a manner and instead take this decision up at your earliest convenience.

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I hope you will evaluate these options objectively and dispassionately, and arrive at a conclusion before the end of April, if possible. This timeline is particularly important for the Riley Plaza option, as it will allow us time to prepare for the potential June carnival trial. Either way, I urge you not to again delay this matter until after the summer. I look forward to continuing this discussion with you and, hopefully, reaching a satisfactory outcome in a reasonable timeframe.

Sincerely,



Kimberley Driscoll

Mayor



Fury

Zero Gravity

Mer IV

Maze

Vortex

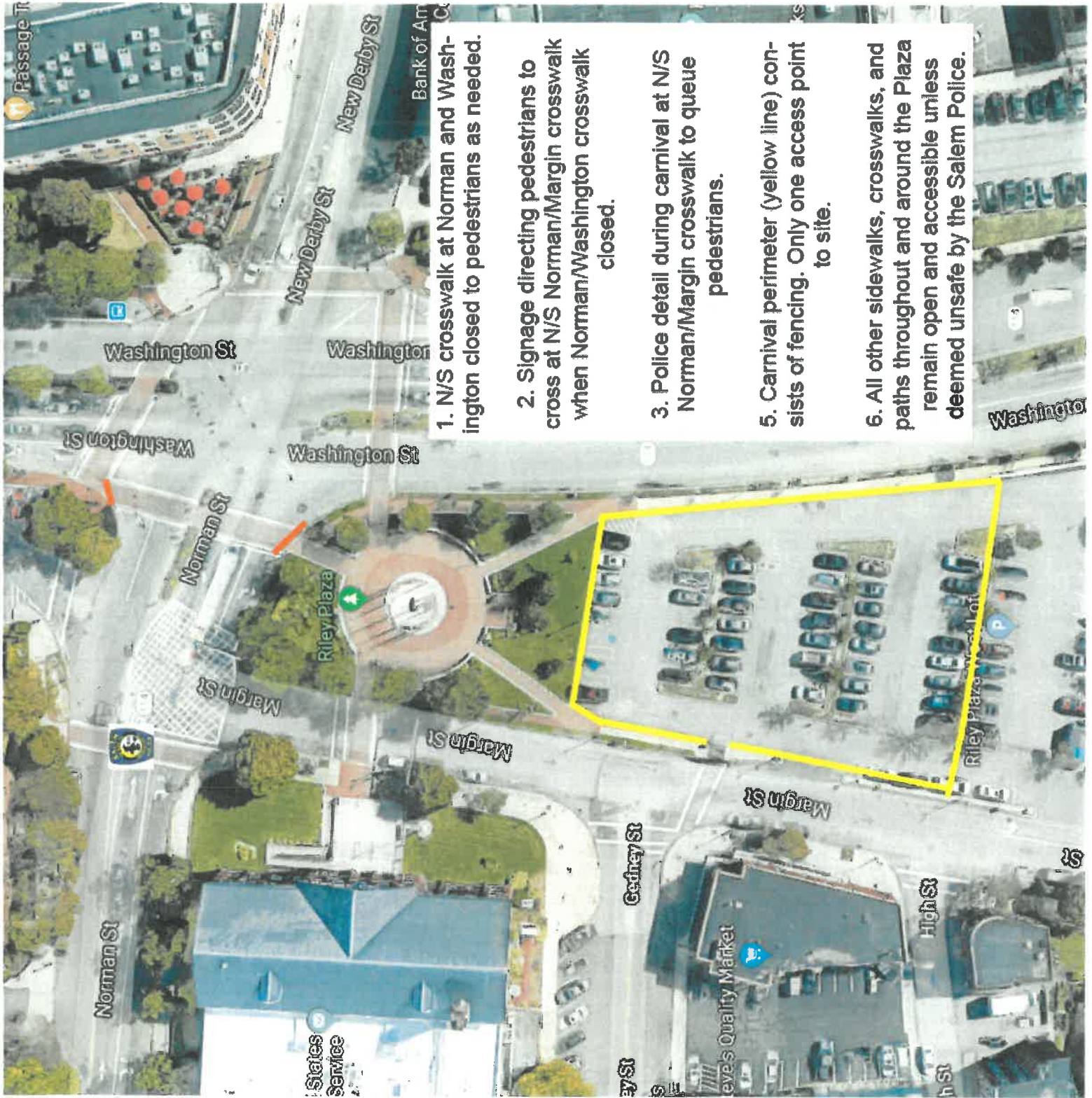
Crazy Bus

Hyper-Spin

Dizzy Drag on

Wheel

Fireball



1. N/S crosswalk at Norman and Washington closed to pedestrians as needed.
2. Signage directing pedestrians to cross at N/S Norman/Margin crosswalk when Norman/Washington crosswalk closed.
3. Police detail during carnival at N/S Norman/Margin crosswalk to queue pedestrians.
5. Carnival perimeter (yellow line) consists of fencing. Only one access point to site.
6. All other sidewalks, crosswalks, and paths throughout and around the Plaza remain open and accessible unless deemed unsafe by the Salem Police.



CITY OF SALEM, MASSACHUSETTS

In City Council, February 14, 2019

Resolved

A RESOLUTION APPROVING A STATEMENT OF INTEREST TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY

BE IT RESOLVED:

Having convened in an open meeting on February 14, 2019, prior to the SOI submission closing date, the City Council of Salem, Massachusetts, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 15, 2019 for the Bentley School located at 25 Memorial Drive, Salem, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Replacement of the boiler system to increase energy conservation and decrease energy related costs in a school facility.

And, hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City to filing an application for funding with the Massachusetts School Building Authority.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 14, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed resolution expresses support for the Superintendent of the Salem Public Schools to submit a formal Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA).

The SOI outlines and formalizes the City's intention to seek MSBA funding through the agency's accelerated repair program for the replacement of the boiler at the Bentley Academy Charter School. The SOI is a routine measure that the MSBA requires in order for the district to be eligible to apply for funding. The resolution must be approved by both the City Council and the School Committee. The School Committee provided their unanimous vote of approval for the resolution at their meeting of February 4.

While a SOI is a prerequisite condition for applying for funding, it in no way guarantees that our applications to MSBA will be approved or that funding will be provided. Neither does it commit the district or the City to budgeting or expending any funds for this project at this time. In the interest of keeping our school buildings and renovation program moving forward in a positive direction, I strongly encourage support for this resolution, which is a requirement for the MSBA to consider our SOI. The MSBA requires the SOI for the accelerated repair program be submitted before the close of business on February 15, therefore I am requesting the Council vote on this resolution at your meeting of February 14, which is the only meeting scheduled between the School Committee vote and the application deadline.

Sincerely,

A handwritten signature in black ink that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

PROCLAMATION

WHEREAS: The Dominican Flag Committee of Salem has called the Dominican community to Lafayette Park to Celebrate the raising of the Dominican flag that marks Dominican Republic's 175th anniversary of independence; and

WHEREAS: The Dominican Community has dedicated this celebration of independence to Dominican Republic's men and women who have distinguished themselves in different disciplines in the City of Salem; and

WHEREAS: The Dominican community has established itself through the efforts of many Dominicans in business, sports, politics, education and many other disciplines and have exhibited their pride, passion and love of family, religion and commitment to hard work; and

WHEREAS: The Dominican community enriches the City of Salem by promoting the rich Dominican culture through music, dances and the arts; and

WHEREAS: The City of Salem recognizes that supporting the Latinx community will lead to greater continued equality for all residents and help strengthen our City;

**NOW, THEREFORE, I, Kimberley Driscoll, Mayor of the City of Salem,
do hereby proclaim February 27th, 2019 as**

DOMINICAN REPUBLIC INDEPENDENCE DAY

**and call upon our public officials, educators, librarians, and all Salem Residents
to observe this month with appropriate ceremonies, activities and program
here in Salem and beyond the borders of our Commonwealth.**

Handwritten signature of Kimberley Driscoll in black ink.

Kimberley Driscoll
Mayor, City of Salem

Handwritten date "Feb. 27, 2019" in black ink.

Date

City of Salem, Massachusetts
Office of the City Clerk

Ilene Simons
City Clerk



Room 1
City Hall

February 14, 2019

The Honorable Salem City Council
Salem City Hall
93 Washington Street
Salem, MA 01970

Ladies and Gentlemen of the Council:

I hereby submit the City of Salem Election Calendar for the Municipal Election Year 2019. All dates listed are in accordance with the provisions of Massachusetts General Laws.

Nomination Papers will become available the beginning of March, for the following City offices: Councillor-at-Large, Councillors in all Seven Wards, and Three Members of the School Committee.

Very truly yours,


ILENE SIMONS
CITY CLERK

Enclosure

CITY OF SALEM
2019 PRELIMINARY & BIENNIAL CITY ELECTION
MINIMUM REQUIRED CERTIFIED SIGNATURES (WARD – 25) (CITY WIDE – 100)

Friday	JULY 26*	5:00 P.M.	Last day and hour for taking out Nomination Papers (C. 53, S. 9A) (48 weekday hours prior to last day to certify). Candidates or designee must file signed statement of intent. Nomination papers to candidates only or to their agents appointed in writing. (C. 53, S. 17)
Tuesday	JULY 30	5:00 P.M.	Last day and hour for filing all Nomination Papers and petitions with Board of Registrars of Voters for certification of signatures (Ch. 53, S. 7A). Registrars need not certify more names than required plus 20%. (14 days prior to last day to certify)
Tuesday	AUGUST 13**	5:00 P.M.	Last day and hour for filing certified nomination papers by the Board of Registrars of Voters with City Clerk (Ch. 53, S.10) (35 days prior to election)
Wednesday	AUGUST 14	-----	Post the list of names and addresses of candidates
Thursday	AUGUST 15	5:00 P.M.	Last day and hour for filing objections and/or withdrawals to nomination papers. (C. 55B, S. 7)
Thursday	AUGUST 15***	5:05 P.M.	Drawing for places on ballot, by lot, by City Clerk in the Council Chambers. Candidate or representative may be present.
Wednesday	AUGUST 28	8:00 P.M.	LAST DAY TO REGISTER VOTERS FOR PRELIMINARY (20 days prior to election) (MGL 51, Sec. 26, 28)
Tuesday	SEPTEMBER 10	-----	LAST DAY TO POST WARRANT
Monday	SEPTEMBER 16	12:00 P.M.	LAST DAY AND HOUR TO APPLY FOR AN ABSENTEE BALLOT

******TUESDAY SEPTEMBER 17 PRELIMINARY ELECTION******

Monday	SEPTEMBER 23	5:00 P.M.	LAST DAY & HOUR TO FILE FOR A RECOUNT. Last day & hour for filing withdrawals or objections to nominations made at preliminary and for filing written acceptances by write-in or sticker candidates who won in the preliminary with City Clerk (C. 55B, S. 7)
Monday	SEPTEMBER 23***	5:05 P.M.	Drawing for places on ballot, by lot, by City Clerk in the Council Chambers. Candidate or representative may be present.
Wednesday	OCTOBER 16	8:00 P.M.	LAST DAY TO REGISTER VOTERS FOR CITY BIENNIAL ELECTION (20 days prior to election) (MGL 51, Sec. 26, 28)
Tuesday	OCTOBER 29	-----	LAST DAY TO POST ELECTION WARRANT
Monday	NOVEMBER 4	12:00 P.M.	LAST DAY AND HOUR TO APPLY FOR AN ABSENTEE BALLOT

******TUESDAY NOVEMBER 5 BIENNIAL ELECTION******

Friday NOVEMBER 15 5:00 P.M. LAST DAY & HOUR TO FILE FOR A RECOUNT

- * Nomination forms to candidates only or their agents appointed in writing
- ** Registrars need not certify more names than required plus 20%
- *** Meeting held in Council Chambers. City Clerk will draw positions

ATTEST:


ILENE SIMONS, CITY CLERK

IMPORTANT: All Candidates Must Comply Fully With CAMPAIGN FINANCE LAW , (Ch. 55 of the General Laws)

ELIZABETH M. RENNARD

CITY SOLICITOR

93 WASHINGTON STREET

SALEM, MA 01970

TEL: 978.619.5633

FAX: 978.744.1279

EMAIL: BRENNARD@SALEM.COM



CITY OF SALEM

KIMBERLEY L. DRISCOLL, MAYOR

LEGAL DEPARTMENT

93 WASHINGTON STREET

SALEM, MASSACHUSETTS 01970

VICTORIA B. CALDWELL

ASSISTANT CITY SOLICITOR

93 WASHINGTON STREET

SALEM, MA 01970

TEL: 978.619.5634

FAX: 978.744.1279

EMAIL: VCALDWELL@SALEM.COM

February 14, 2019

Stephen Dibble, President

City Hall

Salem, MA

Dear Councilor Dibble:

I am writing to inform you that the Massachusetts Department of Environmental Protection has recently updated its Smart Recycling Guide and revised its list of recyclable material to exclude milk and juice cartons and black plastics. This change came about following reports from Materials Recovery Facilities (MRFs) that black plastic containers blend in with black conveyor belts which means the optical sorters that identify the type resin in plastic containers can't "see" the black plastic. MRFs sell plastic by resin type, separately baled PET, HDPE, polypropylene, etc. Black plastic in the wrong bale, e.g. PET or HDPE, is a contaminant. Until optical sorting technology evolves to be able to see black plastic, it will likely remain excluded from recycling. According to DEP, by conforming to the statewide Smart Recycling Guide, which doesn't include cartons and black plastic containers, Salem is helping to reduce contamination and provide a more marketable supply of materials to the MRF.

I am notifying you about this because recently a constituent raised the issue of whether or not the City Council should authorize an amendment to the Waste Management (WM) Contract and whether residents should be notified in writing by WM. In reviewing the contract, I do not believe either is required. First, Section 3-C of the Contract provides: "Communication with Residents - Unless otherwise agreed, the Contractor shall provide, at Contractor's expense, written notice of any changes in the route, schedule or collection of materials, made at the request of the Contractor, to all service recipients." Where, in this case, WM did not request the change, I do not believe they should be responsible for a direct mailing. City staff have changed the City's website, written publications and social media. Second, the contract requires WM to collect Recyclable Material and defines Recyclable Material as "Material that has the potential to be recycled and is identified, listed and accepted as such by WM and which is not commingled with non-recyclable solid waste or contaminated by significant amounts of toxic substances as per 310 CMR 19.006." As stated above, DEP has determined that these specific cartons and black plastics do not have the potential to be recycled. As such, I do not believe a contract amendment is necessary.

If you have any questions, please contact me.

Sincerely,

Elizabeth Rennard



CITY OF SALEM

In City Council,

February 14, 2019

Ordered:

In accordance with Massachusetts General Law, Chapter 268A, Section 20(b) the City Council hereby declares that Thomas Cunningham has met the requirements for exemption as set forth in this Section and may be retained as a Van Driver by the Park, Recreation and Community Services Department, not to exceed 500 hours in a calendar year.



CITY OF SALEM, MASSACHUSETTS
PARKS, RECREATION & COMMUNITY SERVICES
401 BRIDGE ST., SALEM, MA 01970
TEL: (978) 744-0180 OR (978) 744-0924
FAX (978) 744-7225
POBRIEN@SALEM.COM

KIMBERLEY DRISCOLL
MAYOR

PATRICIA O'BRIEN
DIRECTOR

February 1, 2019

Ladies and Gentlemen of the City Council,

The Council on Aging has been advertising publicly for the position of a part-time van driver, fairly consistently, since August of 2018. In addition, some staff changes have also occurred. Transportation Coordinator Fred Norton and the existing drivers have been covering expanded hours and weekend shifts in rotation. We have been attempting to fill this position ever since. At present, we have a very qualified applicant in the person of Thomas Cunningham, a former police officer in Salem who fills in on occasional details. Owing to a city ordinance preventing staff from working in two departments, we have had to place his training and start date on hold. While the ordinance generally makes sense, we have an excellent candidate for a part-time position that is critical to operations. In order to increase efficiencies in the Council on Aging Transportation Department, we respectfully ask for an exemption.

Respectfully,

A handwritten signature in cursive script that reads "Teresa Gove Arnold".

Teresa Gove Arnold
Director, Salem Council on Aging

CHAPTER 268A. CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

Chapter 268A: Section 20. Municipal employees; financial interest in contracts; holding one or more elected positions

Section 20. (a) A municipal employee who has a financial interest, directly or indirectly, in a contract made by a municipal agency of the same city or town, in which the city or town is an interested party of which financial interest he has knowledge or has reason to know, shall be punished by a fine of not more than three thousand dollars or by imprisonment for not more than two years, or both.

This section shall not apply if such financial interest consists of the ownership of less than one per cent of the stock of a corporation.

This section shall not apply (a) to a municipal employee who in good faith and within thirty days after he learns of an actual or prospective violation of this section makes full disclosure of his financial interest to the contracting agency and terminates or disposes of the interest, or (b) to a municipal employee who is not employed by the contracting agency or an agency which regulates the activities of the contracting agency and who does not participate in or have official responsibility for any of the activities of the contracting agency, if the contract is made after public notice or where applicable, through competitive bidding, and if the municipal employee files with the clerk of the city or town a statement making full disclosure of his interest and the interest of his immediate family, and if in the case of a contract for personal services (1) the services will be provided outside the normal working hours of the municipal employee, (2) the services are not required as part of the municipal employee's regular duties, the employee is compensated for not more than five hundred hours during a calendar year, (3) the head of the contracting agency makes and files with the clerk of the city or town a written certification that no employee of that agency is available to perform those services as part of their regular duties, and (4) the city council, board of selectmen or board of aldermen approve the exemption of his interest from this section.



CITY OF SALEM PLANNING BOARD

2018 JAN 29 AM 8:37

CITY CLERK
SALEM, MASS.

Report to City Council

January 28, 2018

At its meeting on January 17, 2018 the Planning Board discussed the proposed Zoning Ordinance amendments adding a Municipal and Religious Adaptive Reuse Overlay District to facilitate the appropriate reuse of eligible buildings and thereby protect and advance the general public welfare within Section 8.0 - Special District Regulations by adding Section 8.7 – Municipal and Religious Reuse Overlay District. This Ordinance Amendment includes sections 8.7.1 through 8.7.11 outlining respectively, Purpose, Location, Eligibility, Dimensional Requirements, Uses Allowed by Special Permit, Site Plan Review, Historical Commission and Design Review Board Review, Affordability, Parking and Loading, Conflict, and Severability.

The Ordinance Amendment provides a tool to allow for reuse of eligible buildings that will best serve the community but will minimize impacts to surrounding neighborhoods while also facilitating historic preservation, economic development, housing production and environmental sustainability and resilience.

The Planning Board voted in favor of recommending that the City Council approve the amendments as modified below:

The recommended modifications are shown in track changes herein:

An Ordinance to amend the zoning ordinance by adding a Municipal and Religious Adaptive Reuse Overlay District to facilitate the appropriate reuse of eligible buildings and thereby protect and advance the general public welfare.

Section 1. Section 8 - Special District Regulations of the City of Salem Zoning Ordinance (“Ordinance”) is hereby amended by adding the following new section:

8.7 Municipal and Religious Reuse Overlay District

8.7.1 Purpose.

In addition to that set out in Section 1.1 of the Ordinance, it is the intent of this Section 8.7 to allow for reuse of municipal properties (“Municipal”) and properties used for religious purposes and protected by G.L. c. 40A §3 (“Religious”). This overlay district provides zoning flexibility to allow for such redevelopment, ~~while also facilitating~~ historic preservation, economic development, housing production and environmental sustainability and resilience. When Buildings and Lots in Municipal or Religious use no longer serve such purposes, this Section envisions a

process and zoning to allow for reuse, either by a public or private entity, which will best serve the community but will minimize impacts to surrounding neighborhoods.

8.7.2 Location

The Municipal and Religious Reuse Overlay District shall apply in all zoning districts to eligible Lots as defined in Section 8.7.3 herein.

8.7.3 Eligibility

The Municipal and Religious Reuse Overlay District shall apply to:

1. Any Lot improved with one or more Buildings currently in Municipal or Religious use;
2. Where the Building(s) in Municipal or Religious use and for which a change of use is proposed and the Building(s) is at least 3,000 square feet;
3. Where one or more of the Building(s) in Municipal or Religious use and for which a change of use is proposed is at least fifty (50) years old at the time of application under this Section and
4. Where the applicant seeks to change the use of the Lot and/or Building from Municipal or Religious use to one or more of the uses identified in Section 8.7.5.
5. Public parks and cemeteries shall not be considered in Municipal use for the purpose of this ordinance.

A Building shall be considered currently in Municipal or Religious use if the Building was actively used for at least 20 continuous years, including some point in the last 20 years, for Municipal or Religious purposes immediately preceding an Application under this section.

8.7.4 Dimensional Requirements

Table of Dimensional Requirements

	<i>Residential Uses or Mixed Use— Existing Buildings</i>	<i>Residential Uses or Mixed Use— New Construction</i>
Minimum lot area (square feet)	2,000	2,000
Minimum lot area per dwelling unit (square feet)	—	500
Minimum lot width (feet)	30	30
Maximum lot coverage by all buildings (percent)	100	standard of the underlying zone 50
Minimum width of setbacks (feet)	—	standard of the underlying zone

Maximum height of buildings (feet)	—	standard of underlying zone 55
Maximum height of buildings (stories)	—	standard of underlying zone 5
Maximum height of fences and bordering walls (feet)	<u>As exists or 6 whichever is greater</u>	6
Minimum distance between buildings if more than 1 on a lot	standard of underlying zone	

Any rooftop construction needed for building circulation, drainage, ventilation, utilities, accessibility features or passive recreation shall be excluded from the calculation of building height. For the purpose of this ordinance, the height shall not exceed the ridge or parapet of the existing structure, whichever is greater and shall not include steeples or other ornamental features that are in no way used for living purposes.

To the extent that any eligible Lot and/or existing Building thereon does not conform to the applicable dimensional requirements, the non-conforming Lot and/or existing Building shall be considered legally existing nonconforming for purposes of an application under this Section 8.7. The Planning Board may grant a special permit pursuant to Section 9.4.1 in conjunction with an application made pursuant to this Section 8.7 to partially reconstruct, extend, alter or change a nonconforming Building if it determines that such reconstruction, extension, alteration, or change shall not be substantially more detrimental than the existing nonconforming structure to the neighborhood.

8.7.5 Uses Allowed by Special Permit

The Planning Board, upon a finding that a proposed use is in harmony with the purpose and intent of this Ordinance and Section 8.7, may grant a special permit pursuant to this Section 8.7 and Section 9.4 for one or more of the following uses on a Lot that meets the eligibility requirements of Section 8.7.3; provided, however that Commercial uses may only be located within a multifamily dwelling and may not exceed 30 percent of the gross floor area of said multifamily dwelling. In addition, for any Lot in the B2, B4, I and BPD Districts the Planning Board may grant such special permit only upon finding that the public good will be served and that (1) the residential use would not adversely affect the underlying ~~nonresidential~~ district and (2) the nonresidential uses permitted in the underlying ~~nonresidential~~ district are not noxious to the multi-family use. For any Lot in the R1, R2, R3, and RC Districts the Planning Board may grant such special permit that includes a Commercial use only upon finding that the public good will be served and that the Commercial use would not adversely affect the underlying residential district.

~~A project~~The Planning Board ~~proposed under this Section 8.7~~ may, in addition to a change in use of a Building currently in Municipal or Religious use, authorize the construction of new and expanded Buildings, pursuant to Section 8.7.

Special Permit Uses:

1. Dwelling, Multi-family.
2. Meeting and gathering space accessory to a principal use or for use by residents or tenants of a Lot.
3. Artist lofts and living space, studios, workrooms and shops of artists, artisans and craftsmen, where products of the artistic endeavor or craft activity can be for sale on the premises or by specific off-premises commission from a sponsor or client.
4. Banks and savings and loan institutions.
5. Barber shops and beauty parlors.
6. Books, stationery and gift stores.
7. Business and professional offices.
8. Crafts, related stores selling jewelry, crafts, etc. where production occurs on the premises.
9. Dwelling units above first floor retail, personal service, or office use.
10. Florist shops, but excluding greenhouses.
11. Galleries.
12. Laundromats/dry cleaning establishments, excluding onsite cleaning.
13. Medical and dental offices.
14. Specialty food stores, including candy store, meat market, delicatessen, or bakery, ~~but not those where food is served for consumption on the premises a restaurant or fast food establishment unless permitted by the underlying zone.~~
15. Tailor and custom dressmaking shops.
16. Daycares.
17. Not for profit museums.
- ~~15-18.~~
- ~~16-19.~~ All uses permitted as of right or by special permit in the underlying zone or R2 zone.

8.7.6 Site Plan Review

Each project submitted hereunder shall require site plan approval under Section 9.5. Absent special circumstances, applications under Section 8.7.5 for a special permit and under 8.7.6 for site plan approval should be filed together for contemporaneous consideration by the Planning Board.

8.7.7 Historical Commission and Design Review Board Review

At the time of, or before filing, an application under this Section 8.7, the applicant shall provide a copy of this application to the City of Salem Historical Commission and the Design Review Board. The Historical Commission and the Design Review Board shall review the application at a public meeting and shall provide advisory comments to the Planning Board. The Planning Board shall not take final action on an application under this Section 8.7 until it receives written comment on the

application from the Historical Commission and the Design Review Board, or at least ~~forty-fivesixty~~ (4560) days have passed since delivery by the application of the ~~application~~ to the Historical Commission and the Design Review Board. Said ~~forty-fivesixty~~ (6045) day period may be extended by written agreement between the Applicant and Planning Board. ~~For any project in which a new detached building is proposed to be constructed this paragraph shall apply to both the Historical Commission and City of Salem Design Review Board.~~

Nothing set forth in this Section 8.7.7 is intended to alter or amend the rights and obligations of the Historical Commission pursuant to the G.L. c. 40C.

Failure of an applicant hereunder to timely deliver a copy of the application to the Historical Commission or Design Review Board may be grounds for denial of the application.

8.7.8 Affordability

Ten (10%) percent of the total units in any project proposed under this Section 8.7 shall be SHI Eligible Housing as defined by the Massachusetts Department of Housing and Community Development being affordable to a household of one or more persons whose maximum income does not exceed 80% of the area median income, adjusted for household size, or as otherwise established by DHCD guidelines for a period of 99 years as secured by a duly recorded deed restriction. When calculation of the ten (10%) percent of the total units results in a partial unit, the number of required affordable units shall be rounded up to the next whole number.

8.7.9 Parking and Loading

For new residential dwelling uses provisions shall be made for not ~~less-fewer~~ than one (1) parking space per dwelling unit for existing buildings and one and one-half (1.5) parking spaces per dwelling unit for new construction.

In contrast to all other defined housing types built under the jurisdiction of the Salem Housing Authority for elderly and/or handicapped persons shall require one-third (1/3) parking space per dwelling unit.

Nonresidential uses shall provide parking in accordance with Section 5.1.8 Table of Required Parking Spaces.

In mixed-use developments, ~~applicants-the Planning Board may propose-consider~~ a reduction in total parking requirements based on an analysis of peak demand for non-competing uses provided by the applicant. In such cases the parking requirement for the largest of the uses (in terms of parking spaces required) shall be sufficient as determined by the Planning Board. An applicant may use the latest peak demand analyses published by the Institute of Traffic Engineers (ITE) or other source acceptable to the Planning Board.

The parking requirements may be accommodated by either one or a combination of on-site parking and/or parking at municipal or other parking facilities in the vicinity

of the Lot. All municipal or other parking facilities which are used to satisfy the parking requirement must meet the following criterion: The parking facility must be ~~less fewer~~ than one thousand (1,000) feet from the Lot as measured in a straight line from the two (2) closest points between the Lot and the parking facility. If using a municipal facility, the owner must purchase an annual parking pass to satisfy the parking requirement.

A new loading zone shall not be required if the existing Building does not have an existing loading zone.

8.7.10 Conflict

The provisions of this zoning overlay district are intended to modify the standards otherwise applied to the Lot and Buildings thereon by the underlying district. Unless specifically modified by this Section 8.7, all other existing standards shall apply to the Lot and Buildings.

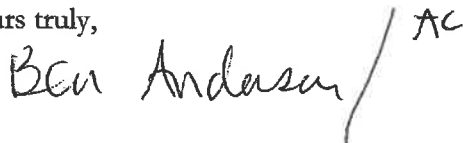
8.7.11 Severability

The provisions of this Section 8.7 are severable. The invalidity of any paragraph, subsection or provision of this Section 8.7 shall not invalidate any other paragraph, subsection or provision hereof.

The Planning Board directed staff to provide a clarification and a recommendation to the City Council regarding whether the ordinance should apply to eligible municipal and religious uses or eligible municipal and religious owners. The Planning Board recommends that the City Council discuss the eligibility in respect to "uses" versus "ownership".

If you have any questions regarding this matter, please feel free to contact Tom Daniel, AICP, Director of Planning & Community Development, at 978-619-5685.

Yours truly,

 AC

Ben J. Anderson, Chair

CC: Ilene Simons, City Clerk

Staff Addendum: Please note that in the accompanying cover letter from Tom Daniel dated January 29, 2019, staff recommended adding "Expansion or" before "New Construction" in the Table of Dimensional Requirements column header for new construction (8.7.4). Staff also noted in the cover letter that Daycares cannot be included under 8.7.5. These two points are not shown in track changes above because they are clarifications that occurred after the Planning Board meeting.



KIMBERLEY DRISCOLL
MAYOR

TOM DANIEL, AICP
DIRECTOR

CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

98 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970
TELE: 978-619-5685

January 29, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

RE: Municipal and Religious Adaptive Reuse Overlay District

Dear Ladies and Gentlemen of the City Council,

At its meeting on January 17, 2019, the Planning Board discussed the proposed Zoning Ordinance amendments adding a Municipal and Religious Adaptive Reuse Overlay District. As you will see in the attached Report to City Council, the Planning Board recommended the City Council adopt the ordinance with a number of edits that are shown in track changes. The Planning Board also directed staff to provide a clarification and make a recommendation on one item.

Planning Board Recommended Edits

Some of the Planning Board's recommended edits are wordsmithing and are self-evident. Other specific edits include:

- 8.7.3.5: The Planning Board's edit adds cemeteries to be clear they are not considered in Municipal use.
 - o Staff Comment: None.
- 8.7.4: In the Table of Dimensional Requirements for New Construction, the Planning Board recommended:
 1. Having the maximum lot coverage be 50 percent instead of the standard of the underlying zone;
 2. Having the maximum height of buildings (feet) be 55 feet instead of the standard of the underlying zone; and
 3. Having the maximum height of buildings (stories) be 5 instead of the standard of the underlying zone.
 - o Staff Comment: These three edits are consistent with the intent of what staff had originally proposed in the October 2018 draft submitted to the City Council. As you will recall, staff revised these three items in January in response to public comment. However, the Planning Board recommended returning to the original intent.

- 8.7.4: In the Table of Dimensional Requirements for Existing Buildings, the Planning Board recommended:
 1. Having the maximum height of fences and bordering walls (feet) be as exists or 6, whichever is greater.
 - o Staff Comment: The Planning Board's edit would allow existing fences that needed to be replaced or extended to remain at the existing height.

- 8.7.4: In the first paragraph after the Table of Dimensional Requirements, the Planning Board recommended additional language to clarify the height standard.
 - o Staff Comment: None.

- 8.7.5: In the list of Special Permit uses, the Planning Board recommended:
 1. Revising Laundromats/drying cleaning establishments by inserting, "excluding on site cleaning";
 2. Revising Specialty food stores by deleting, "those where food is served for consumption on the premise" and inserting, "a restaurant or food establishment unless permitted by the underlying zone";
 3. Adding not for profit museums; and
 4. Adding Daycares.
 - o Staff Comment: Daycares cannot be added. Per G.L. c. 40A §3, "No zoning ordinance shall...require a special permit for, the use of land or structures, or the expansion of existing structures, for the primary, accessory or incidental purpose of operating a child care facility."

- 8.7.7: The Planning Board recommended the Design Review Board review all applications and extended the comment period to 60 days.
 - o Staff Comment: None.

- 8.7.9: The Planning Board recommended adding a paragraph that restates the parking requirements for housing under the jurisdiction of the Salem Housing Authority.
 - o Staff Comment: This parking standard already exists in the Zoning Ordinance.

Staff Clarification and Recommendation

Use or Ownership

In considering the ordinance, the Planning Board informed staff that it was unclear whether the ordinance will apply to eligible buildings in which a religious and municipal use occurs or eligible buildings that are under a religious and municipal ownership.

Rather than providing a recommendation on whether use or ownership is preferred, the Planning Board directed staff to provide a recommendation to the City Council on whether the use or ownership should apply for the Council to consider during its discussion.

Staff recommends that the ordinance apply to use rather than ownership as currently drafted. Pursuant to Sec. 8.7.3. Eligibility, a building has to have been used actively for at least 20 continuous years to be considered a religious or municipal use. Staff advises that 20 years provides protection against unintended structures being eligible for this special permit. The 20 years also provides an incentive for religious and municipal institutions not to let buildings sit vacant.

As written, the ordinance applies to use not ownership. Section 8.7.1 of the proposed ordinance described the purpose of the ordinance as:

In addition to that set out in Section 1.1 of the Ordinance, it is the intent of this Section 8.7 to allow for reuse of municipal properties (“Municipal”) and properties used for religious purposes and protected by G.L. c. 40A §3 (“Religious”).

The statement “to allow for reuse...” means that eligible building must be a municipal or religious use. Further, religious properties protected by G.L. c. 40A §3 refers to religious purposes on land *owned or leased* by a religious sect or denomination. Thus, an eligible building has to be used for religious use; however, religious ownership is not required.

New Construction

Staff also recommends that the Table of Dimensional Requirements column header for new construction be revised to insert “Expansion or” before “New Construction”. As presented at the Joint Public Hearing, the intent is for the dimensional standards to apply to all new construction, whether it is free standing or an addition.

Lastly, staff would like to reiterate the importance of adopting this ordinance in order to provide a permitting path for the immediate and near-term reuse opportunities at the former Council on Aging building at 5 Broad Street and the Archdiocese’s school buildings. Without any zoning changes, the only residential uses allowed would be as a single-family or two-family residence.

Suggestions have been made that this overlay is not needed because applicants could apply for a special permit to change a non-conforming use to another or apply for a use variance. Neither of these suggested options is possible.

- Change in non-conforming use: Although the current municipal and religious uses are exempt uses, they are listed in the Table of Principal Uses as allowed by right in every zoning district in the City. As such, a special permit to change the non-conforming use is not possible because the use is, in fact, conforming. It is not possible to change a conforming use to a non-conforming use.
- Use variance: Per Mass General Law, use variances are only permitted when they are explicitly allowed by city ordinance. Salem does not allow use variances.

Reusing historic properties rather than tearing them down is part of what makes Salem the great place it is. The zoning overlay provides a means to allow the reuse of a subset of historic properties to proceed.

We look forward to your consideration of the recommendations and are happy to answer questions.

Sincerely,

Tom Daniel
Director

City of Salem

In the year two thousand and nineteen

An Ordinance amending an Ordinance relative to mooring permits.

Be it ordained by the City Council of the City of Salem, as follows:

Section 1. Chapter 10 is hereby amended by striking the third sentence of Section 10-24(d) in its entirety and replacing it with the following:

“Renewal applications received or postmarked after April 15 shall result in a late fee of \$30.00 being assessed.”

Section 11. This Ordinance shall take effect as provided by City Charter.

In City Council January 24, 2019
Adopted for first passage

ATTEST:

ILENE SIMONS
CITY CLERK

CITY OF SALEM

In the year Two Thousand and Nineteen

An Ordinance to amend an Ordinance relative to Traffic, Chapter 42 Section 50B –
“Handicap Parking, Limited Time”

Be it Ordained by the City Council of the City of Salem, as follows

SECTION 1. Amending Ch. 42, Section 50B, by adding:

Grove Street, beginning approximately 20 feet east-southeast from the corner where
Grove Street turns southwest in front of #73 Grove St., running for a distance of forty
(40) feet, 2 spaces

SECTION 2. This ordinance shall take effect as provided by City Charter

In City Council January 24, 2019
Adopted for first passage

ATTEST:

ILENE SIMONS
CITY CLERK

CITY OF SALEM

In the year Two Thousand and Nineteen

An Ordinance to amend an Ordinance relative to Traffic, Chapter 42 Section 50B –
“Handicap Parking, Limited Time”

Be it Ordained by the City Council of the City of Salem, as follows

SECTION 1. Amending Ch. 42, Section 50B, by adding:

Hathorne Street, in front of #70 for a distance of twenty feet, Handicap Parking Tow
Zone

SECTION 2. This ordinance shall take effect as provided by City Charter

In City Council January 24, 2019
Adopted for first passage

ATTEST:

ILENE SIMONS
CITY CLERK