



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

February 28, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Christian Bednar of 17 Beacon Street to the Affordable Housing Trust Fund Board for a one-year term to expire February 28, 2020.

Mr. Bednar is a member of the Bridge Street Neck Neighborhood Association steering committee and currently serve as the Assistant Dean of Liberal Studies at North Shore Community College. He holds a Bachelor's degree from Saint Anselm College and earned a Master's degree and his PhD from the University of Massachusetts in Boston. Mr. Bednar will bring the perspective of a neighborhood resident to the board and add another thoughtful voice to their work around housing issues in our community.

I strongly recommend confirmation of Mr. Bednar's appointment to the Affordable Housing Trust Fund Board. We are fortunate that he is willing to serve our community in this important role and lend his 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

CHRISTIAN M. BEDNAR
Cbednar01@gmail.com
17 Beacon Street, Salem, MA 01970
(978) 979-2052

EDUCATION

DOCTOR OF PHILOSOPHY IN HIGHER EDUCATION, expected May 2020
University of Massachusetts Boston, Boston, MA

Working dissertation title: "Talking White: The Role of Whiteness, Discursive Positioning, and Relationship Formation in Cross-Racial Faculty-Student Interactions"

MASTER OF ARTS IN ENGLISH, May 2013
University of Massachusetts Boston, Boston, MA

MASTER OF ARTS IN TEACHING ENGLISH, May 2006
Boston University, Boston, MA

BACHELOR OF ARTS IN ENGLISH, May 2005
Saint Anselm College, Manchester, NH

HIGHER EDUCATION ACADEMIC AND ADMINISTRATIVE EXPERIENCE

ASSISTANT DEAN OF LIBERAL STUDIES, North Shore Community College, Danvers, MA (September 2016-present)

- Oversee, evaluate, and collaborate with Liberal Studies full-time and part-time faculty in the department of English as a Second Language, Gender and Women's Studies, Interdisciplinary Studies, Environmental Studies, and First Year and Foundational Literacy
- Work with Department Chairs and Program Coordinators to address program and departmental needs, including program redesign and development, course scheduling, appropriate staffing, professional development, and resource allocation
- Oversee program review and evaluation for the departments of English as a Second Language, Gender and Women's Studies, Interdisciplinary Studies, Environmental Studies, and First Year and Foundational Literacy
- Collaborate with the Dean of Strategic Partnerships to develop Early College/Dual Enrollment programs in the Liberal Arts.
- Manage student issues relative to division-related issues
- Work with Center for Teaching, Learning, and Innovation (CTLI) to provide professional development for faculty
- Collaborate with Division Deans, Student Support Center, Accessibility Services, Dean of Students, and the CTLI to ensure quality instruction and faculty development
- Redesign of student placement testing to support equity and inclusion

INTERIM CHAIR OF ENGLISH AS A SECOND LANGUAGE DEPARTMENT, North Shore Community College, Danvers, MA (September 2017-present).

- Assume ESL chair responsibility, including course review, syllabi review, scheduling, and hiring
- Develop integrated reading and writing models for ESL students

CENTER FOR TEACHING, LEARNING AND ASSESSMENT FACULTY COORDINATOR, North Shore Community College, Danvers, MA (September 2015-September 2016)

- Coordinated the Center for Teaching, Learning and Assessment
- Facilitated and supported comprehensive program review for all credit departments and programs
- Developed and organized mentoring program for all new part-time faculty
- Supported Division Deans with Early College/Dual Enrollment professional development
- Designed and facilitated institutional professional development days
- Created and organized teaching circles for faculty professional development

ASSISTANT PROFESSOR, North Shore Community College, Danvers, MA (September 2007-2016)

- Designed, implemented, and worked to scale accelerated learning for developmental English students
- Redesigned and taught the Introduction to Interdisciplinary Studies Course (IDS101)

FIRST YEAR AND FOUNDATIONAL LITERACY LYNN FACULTY CONTACT FOR CONTINGENT FACULTY, North Shore Community College, Danvers, MA (September 2012-September 2016)

- Met regularly with part-time faculty to answer questions, discuss syllabi, provide curricular resources, share assessment materials, and review program design
- Assisted department chair in distributing curricular materials to part-time faculty
- Supported department chair in outreach efforts to part-time faculty

INTERIM FIRST YEAR AND FOUNDATIONAL LITERACY DEPARTMENT CHAIR, North Shore Community College, Danvers, MA (September 2014-December 2014)

- Assumed chair responsibilities, including course review, syllabi review, scheduling, and making hiring recommendations
- Assisted in the expansion of the accelerated learning model
 - Worked on cross-college collaborative efforts to ensure seamless implementation
 - Redirected eligible students to college credit-bearing pathways
- Researched and proposed integrated reading and writing models.

K-12 ACADEMIC AND ADMINISTRATIVE EXPERIENCE

Co-owner, Boston Scholastic, Marblehead, MA (September 2007-present)

- Created and co-direct K-12 academic tutoring company
- Manages administrative duties related to hiring, scheduling, program review, assessment design, billing, and social medial outreach

MCAS PATHWAYS TO SUCCESS WINTER PROGRAM, North Shore Community College, Danvers, MA (January 2011)

- Tutored the English section of the MCAS to high school students

ENGLISH TEACHER, Masconomet Regional High School, Topsfield, MA (September 2006-June 2008)

- Taught English 9 and English 10 honors and college preparation courses

ALIGNMENT, PATHWAYS, AND CURRICULUM DEVELOPMENT

FIRST-YEAR EXPERIENCE REVIEW, DESIGN, AND PROFESSIONAL DEVELOPMENT, North Shore Community College, Danvers, MA (December 2014-present)

- Collaborate with administrators and faculty to develop first-year experience course to support student transition to college
- Support professional development for First-Year Experience faculty

ENGLISH AS A SECOND LANGUAGE PROGRAMATIC REDESIGN, North Shore Community College, Danvers, MA (December 2017-present)

- Lead the development and implementation of comprehensive ESL program redesign to support access to college-level courses for ELL students.

GENDER AND WOMEN'S STUDIES, North Shore Community College, Danvers, MA (December 2017-present)

- Lead the development and implementation of the new Gender and Women's Studies Department at NSCC
- Currently overseeing the development and implementation of courses in masculinity studies, GLTBQ studies, and gender and women's studies.

MASTER ACADEMIC PLANNING COMMITTEE, North Shore Community College, Danvers, MA (November 2014-May 2015)

- Participated in cross-college planning team to articulate educational priorities of academic programs

ACCELERATED LEARNING DESIGN, North Shore Community College, Danvers, MA (June 2013-June 2014)

- Created contextualized and accelerated reading and writing courses for developmental students to support greater equity and inclusion

DEPARTMENT OF LABOR GRANT-FUNDED SOCIAL PSYCHOLOGY SUPPORT PROJECT, North Shore Community College, Danvers, MA (July 2014-September 2014)

- Developed student support interventions to enhance academic performance and persistence
- Researched interventions for improving faculty-student relationships through perspective taking and social belonging

ADULT LEARNING CENTER, North Shore Community College, Danvers, MA (August 2014)

- Collaborated with Adult Basic Education (ABE) instructors to develop curriculum for ABE program redesign

MASSACHUSETTS COMMUNITY COLLEGE TRANSFORMATION AGENDA DESIGN TEAM, Massachusetts Community College System (June 2012-August 2014)

- Appointed to the Transformation Agenda Design Team. Statewide initiative was funded through the \$20 million United States Department of Labor grant to contextualize and accelerate developmental and Adult Basic Education curricula

EARLY COLLEGE HIGH SCHOOL, North Shore Community College, Danvers, MA (June 2012-August 2014)

- Developed vertical curricular alignment for secondary students enrolled in post-secondary coursework
- Collaborated and built relationships with administrators and teachers in the Lynn Public School System as part of the Raising the Rigor initiative

ADULT BASIC EDUCATION INSTRUCTOR TRAINING, North Shore Community College, Danvers, MA (September 2013-April 2014)

- Conducted contextualized learning workshops for adult basic education instructors
- Collaborated with instructors to adapt Transformation Agenda modules for ABE program

SERVICE-LEARNING CHILDREN'S LITERACY DESIGN, North Shore Community College, Danvers, MA (January 2012)

- Created curricula for developmental reading and writing students to meet college-level proficiency requirements through community-based literacy program

PROJECT GRAD, North Shore Community College, Danvers, MA (September 2011-May 2012)

- Developed, taught, and piloted hybrid, contextualized developmental reading and writing courses funded through North Shore Community College's 2009 \$500,000 FIPSE grant award

CONFERENCES AND PRESENTATIONS

ASSOCIATION FOR THE STUDY OF HIGHER EDUCATION 43rd ANNUAL CONFERENCE, Tampa, FL (November 2018)

- Paper on Critical Whiteness Studies and Critical Discourse Analysis in Higher Education accepted

CONFERENCE ON COLLEGE COMPOSITION AND COMMUNICATION 66th ANNUAL CONFERENCE, Tampa, FL (March 2015)

- Presentation on the development and implementation of a rhetorically-orientated basic writing program accepted

THE NATIONAL ASSOCIATION FOR DEVELOPMENTAL EDUCATION 39th ANNUAL CONFERENCE, Greenville, SC (February 2015)

- Presented on literacy assessment and instruction in open-access institutions

MASSACHUSETTS COALITION FOR ADULT EDUCATION'S NETWORK 2014 ANNUAL CONFERENCE, Marlborough, MA (April 2014)

- Presented on bridging the gap between traditional liberal arts curricula and career-focused, contextualized learning

TEACHING, LEARNING AND STUDENT DEVELOPMENT CONFERENCE, Northern Essex Community College, Haverhill (March 2014).

- Presented on service-learning and persistence in developmental education

CONTEXTUALIZED CURRICULUM FOR DEVELOPMENTAL AND ADULT BASIC EDUCATION WEBINAR (March 2014)

- Presented on contextualized curriculum for Adult Basic Education and developmental education

MASSACHUSETTS COMMUNITY COLLEGE WORKFORCE DEVELOPMENT TRANSFORMATION AGENDA'S LEARNING SUMMIT CONFERENCE, Marlborough, MA (January 2014)

- Presented framework for providing college-level credit to developmental students through online instruction, contextualization, and traditional liberal arts approaches

MIDDLESEX COMMUNITY COLLEGE ENGLISH DEPARTMENT'S GUEST SPEAKER, Bedford, MA (January 2014)

- Presented contextualized curricular modules to the English Department at Middlesex Community College

LEARNING ASSISTANCE ASSOCIATION OF NEW ENGLAND 2013 CONFERENCE, Greenfield Community College, Greenfield, MA (October 2013)

- Presented on combining contextualization and traditional approaches to liberal arts instruction in developmental reading and writing courses

STATEWIDE CONTEXTUALIZED CURRICULUM WEBINAR, Massachusetts Community Colleges (June 2013)

- Led webinar for administrators and instructors of Adult Basic Education and developmental education interested in incorporating contextualization in literacy instruction

NEW ENGLAND FACULTY DEVELOPMENT CONSORTIUM 2013 CONFERENCE, Westford, MA (May 2013)

- Presented on service-learning and community-based partnerships in developmental reading and writing

THE NATIONAL ASSOCIATION FOR DEVELOPMENTAL EDUCATION 37th ANNUAL CONFERENCE, Denver, CO (February 2013)

- Presented an extended institute and workshop on contextualization for pre-conference registrants

TEACHING, LEARNING, AND STUDENT DEVELOPMENT 2013 CONFERENCE, Middlesex Community College, Lowell, MA (March 2013)

- Presented on service-learning, children's literacy, and developmental reading and writing instruction

THE NATIONAL ASSOCIATION FOR DEVELOPMENTAL EDUCATION 36th ANNUAL CONFERENCE, Orlando, FL (February 2012)

- Presented FIPSE-funded Project GRAD curriculum

THE AMERICAN SOCIETY FOR EIGHTEENTH-CENTURY STUDIES 42nd ANNUAL MEETING, Vancouver, BC (March 2011)

- Presentation on teaching Voltaire's *Candide* and Alexander Pope's *Essay on Man* accepted

BRITISH SOCIETY FOR EIGHTEENTH CENTURY STUDIES ANNUAL CONFERENCE, St. Hughes College, Oxford University, Oxford, UK (January 2006)

- Presented paper on Samuel Johnson's *Rasselas*

RESEARCH EXPERIENCE

SOCIAL PERSPECTIVE TAKING AND TEACHER-STUDENT RELATIONSHIPS, North Shore Community College, Danvers, MA (June 2014- September 2016)

- Co-investigator in social psychology research project designed to support student persistence and retention through faculty-student interactions

ASSESSMENT RESEARCH PROJECT, North Shore Community College, Danvers, MA (June 2013-May 2014)

- Co-led research project to investigate assessment measures for developmental reading and writing instruction

RESEARCH ASSISTANTSHIP, University of Massachusetts Boston, Boston, MA (September 2010-May 2011)

- Worked with rare books and manuscripts in the Boston Public Library's Rare Books and Manuscript Department
- Researched eighteenth-century interreligious dialogue

PROFESSIONAL WRITING EXPERIENCE

MCCWDTA (March 17, 2015)

- Manuscript on non-academic support and student retention and completion, "Socially Situated: Student Success and Classroom-based Psychosocial Interventions"

Education Week (April 8, 2009)

- Manuscript on school reform, "Education as Ritual: Uncovering Standardization's Depths"

The Salem News (March 26, 2008)

- Article on window replacement, "To Replace or Restore: Character, Efficiency among Considerations when Fixing Old Windows"

The Salem News (January 21, 2008)

- Article on the reaction of North Shore fans to the New England Patriots playoff victory, "North Shore Devoted to the Patriots"

The Salem News (January 11, 2008)

- Article on Wenham train show, "Wenham Museum's Railroad Hobby Show Woo-Woos Train Fans"

The Salem News (December 6, 2007)

- Article on holiday road race, "Runners Dress and Play the Part for Y's 'Reindeer Run'"

The Salem News (November 13, 2007)

- Article on Middleton chef appearing on ABC's Family Channel, "Middleton Chef/Author/Educator to Cook on National TV"

The Salem News (October 8, 2007)

- Article on Topsfield Fair, "Crowning Achievement: Special Ed Assistant Named Mrs. Essex County at Topsfield Fair"

Gloucester Daily Times (July 23, 2007)

- Article on Cape Ann rental market, "Summer Rental Market Going Strong"



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 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 Cynthia Nina-Soto, of 6 Laurent Road, to a vacant seat on the Affordable Housing Trust Fund Board for a one-year term to expire March 14, 2020.

Ms. Nina-Soto earned her degree in business administration from Salem State and today owns her own real estate brokerage. In her professional work, Ms. Nina-Soto has been focused on helping first-time homebuyers and Latino families especially. She is deeply committed to building a strong community here in Salem. Ms. Nina-Soto is the President-elect of the North Shore Association of Realtors and currently volunteers on the City's Scholarship & Education Committee.

I strongly recommend confirmation of Ms. Nina-Soto to the Affordable Housing Trust Fund Board. We are fortunate that she is willing to serve our community in this important role and lend her time and dedication to this board.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem

CYNTHIA NINA-SOTO

6 LAURENT RD, SALEM, MA 01970 || C: (978) 836-0868 | CYNTHIA@NINASOTO.COM

Executive Summary

Local Real Estate Broker focused on providing a high level of service and education. Helping others achieve success and independence through real estate.

Core Qualifications

- Local Director at North Shore Assoc. of Realtors Board of Directors
- Member of the HBEC Steering Committee at NSAR
- Experienced Real Estate Investor
- Raised in Salem, MA
- Experienced helping Latino family become homeowners
- Fluent in English & Spanish
- Licensed Real Estate Broker 11/2010

Professional Experience

Broker Owner May 2014 to Present
Nina-Soto & Company

- Started my own Real Estate Brokerage offering Residential Real Estate services to Massachusetts customers
- Specialize in helping first time buyers break through barriers and become home owners.
- Highly focused on helping the Latino buyer fully understand the home buying process and helping them achieve ownership success.
- Partnered with my husband and created a successful flipping company. Since 2015 we have successfully rehabbed 10+ homes all of which have been sold to first time buyers

Call Center Team Manager Oct 2013 to May 2014
Dealerfocus/Strold

- Became a founding member of a start-up company in which we provided a high level of customer service for those looking to purchase a vehicle.
- Managed and trained a group of 11 employees handling calls and Internet leads for various dealerships.
- Maintained constant communication with team members and store management team to ensure proper handling of customers' requests.

Call Center Asst. Manager Sep 2009 to Sep 2013
Group1Auto

- Started as BDC sales agent and received several promotions until becoming part of the BDC management team.
- Managed over 20 sales agents handling sales call and Internet requests for several dealerships on the east coast.
- Maintained high accountability and consistency to ensure all metrics were accurate and always available to anyone.
- Became a trainer and mentor for many agents helping them obtain higher promotions within the department.

Load Captain/Material Handler
FedEx Express

Jul 2007 to Dec 2009

- Responsible for loading and unloading of FedEx flights and trucks arriving at Logan Airport.
- As a load captain I was responsible for the correct handling of the freight and supervised a group of 3 to 5 material handlers per night.
- Worked in a high volume and fast paced group environment Maintained 97% on time flight departure schedule

Agent Partner
Keller Williams Realty

Feb 2005 to Dec 2011

- Helped many first time buyers find and purchase their first home.
- Maintained high level sales performance.
- Member of ALC (Agent Leadership Council) became a mentor to many agents in an effort to help them expand their knowledge and understanding of the market.

Housing Specialist / Case Worker
NSCAP

Jan 2005 to Sep 2006

- Provided housing assistance to customers needing emergency funds, shelter, or court representation.
- Visited several shelters to aid customers in obtaining permanent housing.
- Networked with various non-profit organizations in effort to secure funding for customers in need

Human Resources Assistant
Salem Hospital

May 2001 to Dec 2004

- Maintained Marketing budget.
- Created and organized recruitment events such as job fairs, open houses, etc.
- Scheduled Travel RN interviews with the appropriate recruiter and department manager.
- Created detailed executive reports summarizing all recruitment, and marketing activities.
- Managed the HR Temp pool along with all external clerical temporary assignments.
- Conducted new hire orientation and coordinated any job specific training needed.

Member Service Rep. / Loan Underwriter
St. Joseph Credit Union

Mar 1998 to May 2001

- Responsible for providing excellent customer service to all current and potential members.
- Worked in conjunction with the lending department during the underwriting of credit card and various loan.

Education

Associate of Arts, Business Administration
North Shore Community College

May 2004

Business Administration
Salem State College

Interests/Hobbies

- Running
- Dancing
- Cooking
- Spending time with family



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 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 Susan DameGreene of 1 Broad Street #7 to the Salem Cemetery Commission for a three-year term to expire February 28, 2022. Ms. DameGreene will take the seat previously held by Gordon Wilkins, who had to step down from the Commission due to work conflicts. I hope you will join me in thanking Mr. Wilkins for his time and service to the Commission.

Ms. DameGreene is the President of Friends of Broad Street Cemetery and holds a Bachelor's degree from Ithaca College and a Master's degree in library science from the University of Rhode Island. She worked for over four decades in estate and trust planning, planned giving, and end of life planning for a wide variety of nonprofits, including the Rhode Island Hospital Trust, ALSAC/St. Jude Children's Research Hospital, Childreach, and the American Red Cross. In 1995 she established her own company to assist nonprofits with bequest development and management. Locally, Ms. DameGreene has volunteered for Salem Main Streets and at our own Council on Aging.

I strongly recommend confirmation of Ms. DameGreene to the Cemetery Commission. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to the commission and its work.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll". The signature is written in a cursive, flowing style.

Kimberley Driscoll
Mayor
City of Salem

SUSAN DAMEGREENE
PO BOX 3022 Salem, MA 01970
978-744-3180

PRIVATE PRACTICE

2012 - PRESENT

Salem Center for Healing

Addictions Counseling – all kinds of addictions

<https://www.pastliferegressionsalem.com/>

Past Life Regression - Ever sensed you've lived another life before this one? Understanding past lives can be key to personal transformation. Guided by a Certified Past Life Regression Therapist, discover all about Your own Past Life Regression. 20 Five Star reviews on Google, including one from Jim McAllister.

OWNER/PRESIDENT

1995 - PRESENT

BIPSTER International LLC <http://www.bipster.com/>

Design sell and support BIPS®, software for non-profits to process realized bequests. BIPS Introduced new concept for collecting Realized Bequests to the Planned Giving Community. Worked with hundreds of nonprofit professionals. MIT, Tufts, UCLA, University of Colorado, U of Rochester, U of Arizona, etc. Much smaller since semi-retirement.

SENIOR ASSOCIATE DIRECTOR, GIFT PLANNING

1994 - 1997

American Red Cross National Headquarters

Support and train 700 chapters in planned giving effort, managing budget for department and internal staff of 7. Actively work to raise funds and cultivate support nationwide, raising income from \$35 M to \$75 M for NHQ. Reorganize Estate Settlement work, as well as reorganized CGAs. Created nationwide Ad Campaign for ANRC Planned Giving.

DIRECTOR OF MAJOR AND PLANNED GIFTS

1992-1994

Childreach, Warwick, Rhode Island

Develop, expand and manage Major and Planned Gift Department. Started nationwide cultivation program. Manage staff of three. Brought in 370% of department income goal in under one year. Created efficiency - saving \$50,000 in administration costs. Increased Bequest Society membership by 188%. Started Planned Giving Council of RI

ASSOCIATE DIRECTOR OF PLANNED GIVING

1987 - 1992

ALSAC/St. Jude Children's Research Hospital, Memphis, Tennessee

Promoted and solicited planned gifts. Supported 15 Planned Giving Representatives nationwide for a total result of \$16 Million - moved that up to \$23 Million. Created new efficiency improvement systems - saving \$70,000. Managed direct mail campaign, budget and staff of five. Started PG donor recognition program. Planned and executed major study of bequest income. Reorganized CGA program. Started the Planned Giving Council of Memphis.

VICE PRESIDENT AND SENIOR TRUST OFFICER

1985-1987

First National Bank, Litchfield, Connecticut

Manage \$50 million Trust Department, staff of five. Raised profitability 540%. Commended by Board of Directors. President noted my ability to work well with older clients. Planned Giving work and seminars.

TRUST PLANNING OFFICER/TRUST VICE PRESIDENT

1972-1985

Rhode Island Hospital Trust National Bank, Providence, Rhode Island

Began as Trust Planning Officer, promoted to Trust Vice President, managing staff of 10, settling about 3,000 estates per year.

EDUCATION

Certified Past Life Regression Therapist - Woolger Training International 2012

NSCC AS Drug and Alcohol Counseling 2014 High Honors Certificate

NSCC Certificate of Substance Abuse Therapy 2014

NCPG Annual Educational Conferences 1992, 93, 94, 95, 96, 97, 98, 99

Wharton School, 1998, Management Certificate

Many Planned Giving Courses, including R&R Newkirk Seminar, 1996, CASE Planned Giving Course, 1992, R. Sharpe Planned Giving Seminar, 1989

M.L.S. University of Rhode Island, Kingston, Rhode Island, 1977

BA Ithaca College, Ithaca, New York, 1969



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 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. John Young of 126 Boston Street to the Disabilities Commission for a term of three years to expire March 24, 2022

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

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 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. Fred Atkins, of 3 Neptune Road, to the Salem Harbor Port Authority for a term of 3 years to expire 3/23/2022.

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

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

March 14, 2019

Ordered:

That the sum of Nineteen Thousand Five Hundred and Eighty-Seven Dollars (\$19,587.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Fire Educational Training" Account (12202-5317) in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Nineteen Thousand Five Hundred and Eighty-Seven Dollars (\$19,587.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Fire Educational Training" Account (12202-5317).

This request is necessary to cover continuing education and EMT certification expenses as stated in the contract.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

FIRE DEPARTMENT

48 LAFAYETTE STREET
SALEM, MASSACHUSETTS 01970-3695
PHONE 978-744-1235 FAX 978-745-4646

FIRE PREVENTION
BUREAU
978-745-7777

JOHN G. GIUNTA
CHIEF
978-744-6990
JGGIUNTA@SALEM.COM

February 1, 2019

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

I am respectfully requesting the amount of nineteen thousand five hundred and eighty seven dollars (\$19,587) be transferred from the General Fund Balance Reserved from Free Cash to the Fire Department Educational Training account to cover costs for educational incentives and EMT certification requirement reimbursements for members on the department as stated in the contract. This year we have seen an increase in interest from our members enrolling in continuing education courses. This request will cover the costs through June 30, 2019.

Please let me know if you need any further information.

Regards,

John G. Giunta
Chief of Department

CITY OF SALEM - Finance Department

Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: Fire Department Department Head Authorizing Signature: [Signature] Date: 2.1.19

Budget or R/Res Transfers

To: _____ (Org/Object) Desc: _____ Budget Amt: _____
 Balance: _____

From: _____ Desc: _____ Budget Amt: _____
 Balance: _____

(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or Retained Earnings (W/S) To: 12202 - 0317 Desc: Educational Training Budget Amt: \$ 22,600
 (Org/Object) Balance: \$ 10.41

Please circle one

Amount Requested: \$ 19,587.00

Reason (Be Specific) To cover continuing education and EMT certification expenses as stated in the contract.

For Finance Department and Mayor's Use Only:

- Budget Transfer Mayor Approval City Council Approval
- Free Cash Appropriation - City Council Approval - Gen Fund \$ 956,214.00
Free Cash Balance
- R/E Appropriation - Water \$ _____ R/E Appropriation Sewer \$ _____
R/E Balance R/E Balance
- Receipts Reserve - City Council Approval \$ _____
R/Res Fund Balance
- Raise & Appropriate Other _____

Recommendation: Approved Denied

[Signature]
 Finance Director

Completed: Date: _____ By: _____ CO # _____ JE# _____ Transfer #: _____

Last	First	School	Semester 2019	Amount	Books	Grades
Encarnacion Hebert	Johnny Sean	NSCC Salem State	Spring	\$ -	\$ 128.54	
Lohnes	Philip	NSCC	Spring	\$ -	\$ 237.90	
Lohnes	Philip	Salem State	Spring	\$ 695.00		
Potvin	Benjamin	NSCC	Winter/Spring	\$ 7,075.72	\$ 343.33	
Sanville	Douglas	NSCC	Spring	\$ 1,994.00	\$ 204.11	
Silva	Wayne	Iowa University	Spring	\$ 1,349.00	\$ 223.50	
Thomas	Richard W.	NSCC	Winter	\$ 1,297.24	\$ 60.00	Y
Twomey	Steven	NSCC	Spring	\$ 2,630.00	\$ -	
			Spring	\$ 1,994.00	\$ 194.25	
EMT			Recertification	\$ 1,160.00		
				\$ 18,194.96	\$ 1,391.63	
					\$ 19,586.59	

MILITARY PAYS FOR SCHOOL NOT BOOKS
 *course completed and passed
 BOOKS PD. WITH OPEN PD FROM PREVIOUS SEMESTER

8 @ \$145



CITY OF SALEM

In City Council,

March 14, 2019

Ordered:

That the sum of Fourteen Thousand Dollars (\$14,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Inspectional Services Electricity" Account (11962-5211) in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is an order for Fourteen Thousand Dollars (\$14,000.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Inspectional Services Electricity" Account (11962-5211).

This request is necessary to cover the costs associated with the increase in electric and Constellation bills.

I recommend passage of the accompanying Order.

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, MASSACHUSETTS

BUILDING DEPARTMENT
98 WASHINGTON STREET, 2ND FLOOR
TEL. (978) 745-9595

KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTY/BUILDING COMMISSIONER

February 1, 2019

Mayor Kimberley Driscoll
Mayor, City of Salem

RE: Free Cash

Dear Mayor Driscoll:

The Department of Inspectional Services requests an appropriation of free cash in the amount of \$14,000.00 to cover our Electric Account for the remainder of our fiscal year.

The electric bills as well as the Constellation bills have increased this year as we are responsible for paying the following bills:

93 Washington Street 401 Bridge Street
98 Washington Street 5 Broad Street

Thank you in advance for your cooperation in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas St. Pierre".

Thomas St. Pierre
Director of Inspectional Services

Cc: City Councillors
Laurie Giardella, Finance Director
Nina Bridgeman, Assistant Finance Director

CITY OF SALEM – Finance Department
Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: Public Property Gregg M. Price Feb. 4, 2019
Department Department Head Authorizing Signature Date

Budget or R/Res
Transfers To: _____ Desc: _____ Budget Amt: _____
(Org/Object) Balance: _____

From: _____ Desc: _____ Budget Amt: _____
(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines) Balance: _____

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or Retained Earnings (W/S) To: 11962-5211 Desc: Electricity Budget Amt: 56,000.00
Please circle one (Org/Object) Balance: 10,037.39

Amount Requested: \$ 14,000.00

Reason (Be Specific) Increase in Electric and Constellation bills.

Letter Attached

For Finance Department and Mayor's Use Only:

Budget Transfer Mayor Approval City Council Approval

Free Cash Appropriation – City Council Approval – Gen Fund \$ 956,214.00
Free Cash Balance

R/E Appropriation –Water \$ _____ R/E Balance R/E Appropriation Sewer \$ _____ R/E Balance

Receipts Reserve – City Council Approval \$ _____ R/Res Fund Balance

Raise & Appropriate Other _____

Recommendation: Approved Denied

[Signature]
Finance Director

Completed: Date: _____ By: _____ CO # _____ JE#: _____ Transfer #: _____



CITY OF SALEM

In City Council,
March 14, 2019

Ordered:

That the sum of Ten Thousand Dollars (\$10,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "City council Advertising" Account (11112-5306) in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 14, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is an order for Ten Thousand Dollars (\$10,000.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "City Council Advertising" account (11112-5306).

This request is necessary to cover expenses for the advertising account in the City Clerks office.

I recommend passage of the accompanying Order.

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, Massachusetts
Office of the City Clerk

Ilene Simons
City Clerk



Room 1
City Hall

February 23, 2019

The Honorable Kimberley Driscoll
Mayor of Salem
City Hall
Salem, MA 01970


Dear Mayor Driscoll:

I respectfully request an appropriation in the amount of \$10,000.00 to the "City Council Advertising" Account (#11112-5306). This appropriation is necessary to fund the advertising account for the remainder of the fiscal year. The advertising budget has almost been depleted and there are 4 ½ months left in FY19.

As you know, the Salem City Charter, as well as Massachusetts General Laws, requires that all Ordinances, Bond Orders and Public Hearings be advertised in a newspaper of general circulation within the city. The current balance in the account (\$1,678.50) is too low to sustain us through to the end of June. For example, as you know, we are in the process of adopting the Municipal and Religious overlay Zone. Zoning Ordinances must be advertised twice; once after first passage and then again after second passage.

Thank you for your consideration.

Very truly yours,


ILENE SIMONS
CITY CLERK

CITY OF SALEM - Finance Department

Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: City Council
Department

Jane Simons
Department Head Authorizing Signature

2-23-19
Date

Budget or R/Res Budget Amt: _____
Transfers To: _____ Desc: _____ Balance: _____
(Org/Object)
 From: _____ Desc: _____ Balance: _____
(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)
 Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or To: 1112-5306 Desc: Advertising Budget Amt: \$ 25,000
Retained Earnings (W/S) (Org/Object) Balance: 4,678.50
Raise & Appropriate
 Please circle one

Amount Requested: \$ 10,000.00
Reason (Be Specific) Advertising for remainder of fiscal year -
Zoning ordinances, general ordinances & traffic ordinances

For Finance Department and Mayor's Use Only:

Budget Transfer Mayor Approval City Council Approval
 Free Cash Appropriation - City Council Approval - Gen Fund \$ 956,214.00
Free Cash Balance
 R/E Appropriation - Water \$ _____ R/E Balance R/E Appropriation Sewer \$ _____ R/E Balance
 Receipts Reserve - City Council Approval \$ _____ R/Res Fund Balance
 Raise & Appropriate Other

Recommendation: Approved Denied

L. J. Daniel 3/5/19
Finance Director

Completed: Date: _____ By: _____ CO # _____ JE#: _____ Transfer #: _____



CITY OF SALEM

In City Council,

Ordered:

March 14, 2019

That the sum of Three Thousand Eight Hundred and Seventy-Three Dollars and Ninety-Three Cents (\$3,873.93) 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
Sheila Bedard	School Dept	3,873.93
		3,873.93



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

March 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 Three Thousand Eight Hundred and Seventy-Three Dollars and Ninety-Three Cents (\$3,873.93) 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
Sheila Bedard	School	\$3,873.93

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in black ink 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 26, 2019
RE: Retirement Stabilization Fund

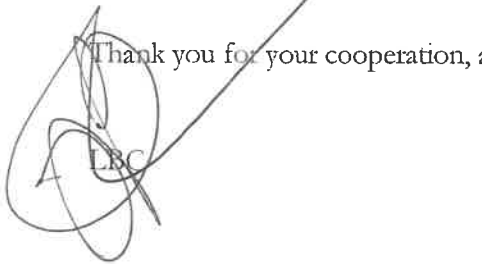
Attached you will find a retirement buy back for a former employee of the Salem School Department
This former employee is contractually entitled to the following amount of sick leave and vacation buyback.

Sheila Bedard

20.25 vacation days @ \$111.48 per day	\$2,257.47
14.50 sick days @ \$111.48 per day	\$1,616.46
Total:	\$3,873.93

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.


LBC


3/3/19
Finance Director

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

From: Department _____ School _____ Date 2/15/19

Authorized Signature: *Justin Hava*
Department Head/City or Business Manager/School

NAME: Sheila Bedard

CALCULATION

VACATION DAYS # 20 1/4 @ \$ 111.48 = \$ 2257.47

SICK DAYS # 14 1/2 @ \$ 111.48 = \$ 1616.46

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 3873.93

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- VACATION DAYS
- SICK DAYS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83/13 - 5/46

Recommendation:

Approved

H R Director/City or Superintendent/Schools

**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	
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	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	Peria 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 Schaffenber	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	
HR Buybacks	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 Jerzylo	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	538	(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	637	(8,753.00)	8,753.00		11/1/18	0.00	
School	Edward Morse	83113-5146	11/15/18		11/15/18	680	(34,304.00)	34,304.00		12/31/18	0.00	
Parking Garage	Mark Bates	83113-5146	01/10/19		01/10/19	13	(3,664.38)	3,664.38		1/24/19	0.00	
Library	Victoria DellaMonica	83113-5146	01/10/19		01/10/19	10	(15,451.44)	15,451.44		1/24/19	0.00	
DPS	John Murray	83113-5146	01/10/19		01/10/19	12	(8,054.40)	8,054.40		1/24/19	0.00	
HR Buybacks	Contract buybacks	83113-5146	02/14/19		02/14/19	96	(110,000.00)				110,000.00	
Police	Brian Benson	83113-5146	02/14/19		02/14/19	97	(26,718.08)				26,718.08	
School	Sheila Bedard	83113-5146	03/14/19	(3,873.93)							0.00	

Initial FY2019 Budget Transfer In CO 415.28 600,000.00
 Free Cash - CO # 675 500,000.00
 Interest earned through January 6,571.41
 Add Back Amounts not Used -

Pending	(3,873.93)	2019 YTD Balance	407,227.23	Total Outs ->	140,377.90
	Balance Less Pending	403,353.30	Total Fund Bal		547,605.13

time. All inspections are to be at cost to the owner. The inspections shall be performed by the commonwealth registry of motor vehicles or an inspection station, licensed by the commonwealth, designated by the police traffic division. If a taxicab licensed by the city fails to meet safety requirements imposed by the commonwealth registry of motor vehicles, mechanical requirements or general appearance requirements, the taxicab license shall be subject to immediate suspension at the discretion of the police traffic division. The suspension shall remain in effect until the taxicab has been repaired and re-inspected or until a hearing before the city council committee on licenses, ordinances and legal affairs reinstates the license.

- b. Any vehicle licensed as a vehicle for hire shall be subject to immediate inspection of the vehicles required log books and/or contracts for services by any police officer or licensing authority.

(7) *Name; logo.*

- a. All trade names and/or logos used by licensed owners shall be approved by the city council.
- b. All licensed taxicabs must have permanently affixed lettering and numbers showing the company name and phone number visible during daylight hours from a distance of 100 feet on both sides of the vehicle.
- c. All licensed taxicabs shall have a permanently affixed yellow or white roof beacon attached to their taxicab roof. Roof beacon shall be lettered "TAXI" and shall be illuminated when vehicle's exterior lights are on.

- (8) *Annual grant; decal.* The city council shall, in accordance with law, annually grant taxicab licenses to suitable persons who are owners of such vehicles. At all time the company shall maintain a dispatch

office center in an area zoned for such use. Dispatch office center will be manned during all hours of operation and contain a business phone, VHF or digital base radio, and fare spread sheets, and adequate private parking for each licensed taxicab. The owner or one member of the firm or corporation shall also, at all times, carry a valid city taxicab operator's license. No license granted under this article shall apply to any vehicle except the particular one designated on the license. A license decal shall be issued with the license, which shall be affixed to the rear of the vehicle, the license decal shall display information particular to the vehicle to which it is issued.

- (9) *Storage of vehicles.* No license pursuant to this article shall be issued to any vehicle that is not stored on properly zoned, private property.
- (10) *Sale or junking of vehicles.* Upon the sale or junking of a licensed vehicle, the owner of the vehicle shall contact the police traffic division, which shall remove the decal from the vehicle, and the owner shall forthwith surrender the license.
- (11) *Tampering with decal.* No person, other than an officer of the police traffic division, shall remove a license decal from a licensed vehicle, nor shall any person alter, deface, or modify such decal or the license.
- (12) *Revocation of license or decal* The police traffic division shall be empowered to forthwith revoke or seize any license or decal for violation of any of the sections of this article or of the commonwealth general laws. The police traffic division shall forthwith notify the city council of any revocation. Any license or license decal seized under any conditions shall only be reinstated pending a hearing before the city council committee on ordinances, licenses and legal affairs.

(Ord. of 6-14-2012, § I; Ord. of 1-10-2013, § I)



**City Of Salem, Massachusetts
City Council
93 Washington Street
Salem, MA 01970**

Police Use Only
19-72

Vehicle for Hire Application

To apply: You must be over 18 years of age and have held a valid drivers license for 1 year
To the City Council, the undersigned respectfully applies for a license to operate the following within the limits of the City of Salem:

Name: Khris Lara Date Of Birth 12/10/93
159 Boston St Salem Ma 01970
 Street Address City State Zip Code
034768384
 Social Security Number Resident Alien Number
9783320926
 Home/Cell Telephone Number Business Telephone Number
 Male Female _____ Height 5'10 Weight 210 Eyes BN Hair BLK

Application for: Motor Vehicle for Hire (Taxi Cab, Livery Car) Pedi-Cab _____ Trolley _____
 Horse Drawn Carriage _____ Other (Define) _____

If applying for Vehicle For Hire (includes Taxi, Livery, & Trolley): Must be over 18 yrs old and have held a valid drivers license for at least 1 year
 MA License #: 943708803 Expiration Date: _____
 Company employed by: Americab Telephone 9787447440
 Has your Driver's License ever been suspended or revoked? Yes No _____
 if so, the state(s) suspending/revoking license: Expired/Suspended

Have you ever been convicted of a felony in any state? Yes _____ No
 If so, State _____ Date _____ Offense(s) _____

U.S Citizen? Yes No _____ Naturalized Citizen# _____ Alien# _____

The following City Departments must endorse the application prior to final approval by the City Council: Any & all property tax liens, water/sewer liens, excise tax, parking tickets, City Ordinance violations, and & all fines/fees owed to the City of Salem must be paid in full prior to processing.

Collector's Office: Gracis Myer Clear Date 12/17/2018

Applicant, by signing this application allows the Salem Police Department to conduct, discuss and disclose background information, including but not limited to C.O.R.I., R.M.V. & out-of-state criminal records & make recommendations to the Salem City Council prior to issuing of license sought. No refunds given if license is denied or ordinance requirements not met.

[Signature]
Signature of Applicant

All licenses expire December 31st of current year 12/31/18

PAID

FALSE STATEMENTS ON THIS APPLICATION ARE GROUNDS FOR DENIAL.

FEE: _____
 In City Council _____
 GRANTED [] DENIED []

THIS BOX: POLICE DEPARTMENT USE ONLY.
 Interviewed by: [Signature] Date 2/19/19
 FINGER PRINT FEE 30
 CHECK # 17-88782178

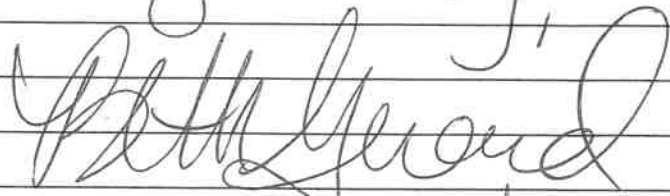
28 Feb 19

Dear Madame City Clerk -

Under our rules, Section 14

Motion for reconsideration, I
move for reconsideration on
the zoning ordinance of the
municipal and religious reuse
overlay district to be taken
up ~~at~~ at the next meeting on
March 14, 2019.

Sincerely,



Beth Gerard
Ward 6 councillor

2019 FEB 28 PM 10:28

CITY CLERK
SALEM, MASS.

City of Salem

In the year two thousand nineteen

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 and properties used for religious purposes and protected by G.L. c. 40A §3. This overlay district provides zoning flexibility to allow for such redevelopment, historic preservation, economic development, housing production and environmental sustainability and resilience. When Buildings and Lots currently 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. The City of Salem Zoning Map shall be amended to depict the Municipal and Religious Reuse Overlay District

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) currently in municipal or religious use and for which a change of use is proposed and the Building(s) is at least 4,000 square feet;
3. Where one or more of the Building(s) currently 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 Building from currently in municipal or religious use to one or more of the uses identified in Section 8.7.5.

Public parks and cemeteries shall not be considered currently in municipal use for the purpose of Section 8.7.

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

A Building shall be considered currently in religious use if substantially all of that Building was actively used for religious purposes and protected by G.L. c. 40A §3 for at least 20 continuous years, including some point in the last 20 years immediately preceding an Application under this section.

8.7.4 Dimensional Requirements

Any rooftop construction needed for Building circulation, drainage, ventilation, utilities, accessibility features or passive recreation shall be excluded from the calculation of Building height. Existing fences and bordering walls on an eligible Lot may be replaced and/or extended to a height equal to the existing fence or bordering walls or 6 feet whichever is greater.

To the extent that any eligible Lot and/or existing Building thereon currently in municipal or religious use and for which a change of use is proposed does not conform to applicable dimensional requirements, the Planning Board may, in issuing a special permit hereunder, allow structural extensions and alterations to that existing Building where the Planning Board finds that: (1) those changes are necessary for purposes of public health and safety, access for disabled persons, utilities, mechanical equipment or similar concerns and (2) those extensions and alterations shall not be substantially more detrimental than the existing nonconformity.

Any other structural extensions or alterations and any structural reconstruction or changes to any nonconforming Building located on an eligible Lot shall be subject to Section 3.3.3 of this Ordinance.

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 district and (2) the nonresidential uses permitted in the underlying district are not noxious to the multifamily 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.

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 dry cleaning.
13. Medical and dental offices.
14. Specialty food stores, including grocer, candy store, meat market, delicatessen, or bakery, but not a restaurant or fast food establishment unless permitted by the underlying zone.
15. Tailor and custom dressmaking shops.
16. Not for profit museums.
17. 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 sixty (60) days have passed since delivery of the application to the Historical Commission and the Design Review Board. Said sixty (60) day period may be extended by written agreement between the Applicant and Planning 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

A minimum of ten (10%) percent of the total units in any project proposed under this Section 8.7 shall be Subsidized Housing Inventory (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 60% 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 fewer than one (1) parking space per dwelling unit for existing buildings.

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, the Planning Board may 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 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.

Such properties will not be eligible for resident parking permits to fulfill these requirements.

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.

In City Council October 11, 2018

Referred to the Planning Board to hold a Joint Public Hearing with the City Council

Joint Public Hearing held on December 13, 2018 and continued to January 9, 2019

Revised Ordinance submitted by City Planner on January 8, 2019

Continuation of Joint Public Hearing January 9, 2019

Joint Public Hearing Closed

Referred to the Planning Board as amended for review and recommendation

In City Council February 14, 2019

Referred to the Committee on Ordinances, Licenses and Legal Affairs co-posted with the Committee of the Whole as amended

In City Council February 28, 2019

Adoption for first passage as amended failed by a roll call vote of 7 yeas, 4 nays and 0 absent

Motion for immediate reconsideration in hopes it does not prevail was granted

Notice of Intent for Reconsideration submitted after the meeting on February 28, 2019

ATTEST:

ILENE SIMONS
CITY CLERK