



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", is written in a cursive style.

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/Strolid

- 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



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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 that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

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

PRIVATE PRACTICE

Salem Center for Healing

2012 - PRESENT

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



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March 28, 2019

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Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Dr. Tayla Rose of 4 Nurse Way to the Scholarship and Education Committee for a three-year term to expire March 28, 2022.

Dr. Rose holds a Doctor of Pharmacy degree from the University of Connecticut and has been an Assistant Clinical Professor at Northeastern University's School of Pharmacy since 2014, where she also co-chairs the School's Admissions Committee. I believe her background will be very beneficial to the Scholarship and Education Committee and their work. When it comes to admissions and financial aid, Dr. Rose has first-hand experience from the perspective of institutions of higher education. Such a perspective will further the Committee's efforts to expand the scholarship fund's utilization and usefulness in supporting Salem students' post-secondary education.

I strongly recommend confirmation of Dr. Rose to the Scholarship and Education Committee. We are fortunate that she is willing to serve our community in this important role and lend her insights and expertise to the Committee and its work.

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

Tayla N. Rose, PharmD, RPh, BCACP, CDE

CONTACT INFORMATION

University: Northeastern University 360 Huntington Avenue, X120TF Boston, MA 02115 Tel: 617-373-3189 Email: t.rose@northeastern.edu	Practice Site: Lynn Community Health Center 269 Union St Lynn, MA 01901 Tel: 781-715-6204 Email: trose1@lchcnet.org
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EDUCATION & PROFESSIONAL TRAINING

Master in Education – eLearning and Instructional Design Northeastern University, Boston, MA	Anticipated June 2019
Doctor of Pharmacy University of Connecticut, Storrs, CT	May 2013
Bachelor of Science in Pharmacy Studies University of Connecticut, Storrs, CT <i>Summa cum laude</i>	May 2011
ASHP-Accredited Post-Graduate Year-1 Residency Northeastern University School of Pharmacy Federally Qualified Health Centers and PACE Boston, MA Program Director: Jenny Van Amburgh, PharmD, FAPhA, BCACP, CDE	June 2013-June 2014

EMPLOYMENT

Assistant Clinical Professor Northeastern University Bouvé College of Health Sciences School of Pharmacy Department of Pharmacy and Health Systems Sciences Boston, MA	July 2014-Present
Ambulatory Care Clinical Pharmacist Lynn Community Health Center Lynn, MA	July 2014-Present

PROFESSIONAL CREDENTIALS & DEVELOPMENT

Board Certified Ambulatory Care Pharmacist (BCACP) # 6150520	2016-Present
Certified Diabetes Educator (CDE) CDE # 21520521	2015-Present
Community Pharmacy-Based Point-of-Care Testing Certificate Program National Association of Chain Drug Stores (NACDS)	2015
Registered Pharmacist Massachusetts Board of Pharmacy License # PH234602	2013-Present
Tobacco Treatment Specialist Massachusetts Department of Public Health	2013
Certified Pharmacist Immunizer APhA Pharmacy-Based Immunization Delivery	2015-Present
ACPE-Accredited Practice-Based Activity	2011-Present
American Heart Association Basic Life Support	2011-Present

TEACHING/ADVISING EXPERIENCE
Clinical Teaching: Advanced Pharmacy Practice Experiences (APPE)

APPE Rotation	Site	Students
Ambulatory Care	Lynn Community Health Center Lynn, MA	2018-2019: 11* 2017-2018: 14 2016-2017: 14* 2015-2016: 17 2014-2015: 6
Ambulatory Care	Neponset Health Center Dorchester, MA	2013-2014: 9

*load reduction due to small class size

Didactic Teaching: Lectures

Course No. & Title	Semester	Semester Hours	Topics	Lectures/ Total Hours	Years Taught: # Students
PHMD 4611 Comprehensive Disease Management (CDM) 1	Spring	6	<ul style="list-style-type: none"> • Respiratory assessment • Cough • Cold • Allergic rhinitis • Smoking cessation 	3/6	2018: 138 2017: 137 2016: 154
PHMD 4631 CDM 3	Fall	6	<ul style="list-style-type: none"> • Oral health • Otic health • Ophthalmic health • Therapeutic Integration (2015 and 2016) 	3/6	2018: 134 2017: 135 2016: 154 2015: 123 2014: 136
PHMD 4641 CDM 4	Spring	6	<ul style="list-style-type: none"> • Substance abuse 	1/2	2015: 136

Didactic Teaching: Small Group Facilitation

Course No. & Title	Semester	Semester Hours	Role	Years Taught # Students
PHMD 4880 Self-Care & Nonprescription Medications: TBL*	Spring	2	Facilitator	2019: 14 2015: 9 2014: 14
PHMD 5675 Ambulatory Care Pharmacy Practice in Urban Health*	Fall	2	Course Instructor Facilitator	2018: 22 2017: 17 2016: 9
PHMD 4611 CDM 1 Seminar	Spring	1	Facilitator	2018: 17 2017: 17 2015: 17 2014: 17
PHMD 5600 Pharmacy Capstone	All	4	Advisor Co-Advisor Advisor Co-Advisor Co-Advisor	2018: 4 2018: 2 2017: 4 2017: 4 2016: 1
PHMD 1000 College: An Introduction	Fall	1	Facilitator	2015: 13
PHMD 4621 CDM 2 Seminar	Summer	1	Facilitator	2015: 18

PHMD 6223 Drug Information & Evaluation	Summer	2	Evaluator	2015: 5
PHMD 4633 CDM 3 Skills Lab	Fall	0.5	Facilitator	2014: 17
PHMD 6376 Pharmaceutical Care Lab 2	Spring	0.5	Facilitator	2014: 17

* = New course developed in collaboration with colleagues

Advising

American Pharmacist's Association Academy of Student Pharmacists (APhA-ASP) Co-Advisor	2015-Present
Pharmacy Portfolio Advisor	2014-Present
Postgraduate letters of recommendation for numerous students	2014-Present

SCHOLARSHIP/CREATIVE ACTIVITY

Publications: Refereed Articles

1. Lee P, Pham L, Oakley S, Eng K, Freydin E, Rose T, Ruiz A, Reen J, Suleyman D, Altman V, Keating Bench K, Lee A, Mahaniah K. Using lean thinking to improve hypertension in a community health centre: a quality improvement report. *BMJ Open Quality*. 2019; 8:e000373. doi: 10.1136/bmjopen-2018-000373.
2. Carlson AA, Rose TN, Margulis A. Rheumatoid arthritis: partnering for optimal care. *Drug Topics*. October 2016; 41-49.*
3. Miller DM, Rose T, Van Amburgh JA. Behavioral interviewing: techniques to improve patients' medication adherence. *Consultant*. 2016;56(8):702-705.
4. Carlson AA, Rose TN, Gelinis A. The run down: Management of acute and chronic diarrhea. *Drug Topics*. June 2016; 55-64.*
5. Rose TN, Carlson AA. Recognition of drug-induced pulmonary disease and management of idiopathic pulmonary fibrosis. *Drug Topics*. November 2015; 54-63.
6. Miller DM, Rose TN. MTM essentials for cold, flu, and sinusitis management. *Drug Topics*. October 2015; 36-45.
7. Van Amburgh JA, Thompson (Rose) T, Juengel KE, Ofodile CC. Are medication overuse headaches associated with use of nonsteroidal anti-inflammatory drugs? Ask the Expert about Pharmacotherapy from Medscape Pharmacists. April 23, 2014. Available at: <http://www.medscape.com/viewarticle/823780>. [Accessed on April 23, 2014].

Publications: Refereed Abstracts

1. Rose TN, Jacobs ML, Reid DJ, Bouwmeester CJ, Conley MP, Fatehi B, Matta TM, Barr JT. Impact of Adding a GLP-1 Receptor Agonist to the Medication Regimen. Poster presented at the American Diabetes Association's 79th Scientific Sessions, June 9, 2019. San Francisco, CA.
2. Prout K, Rose T. Examining pharmacists' interventions in allergic rhinitis: a systematic review of the literature. Poster presented at RISE: 2019. April 4 2019. Boston, MA.*
3. Kim H, Kim S, Teklu Y, Miller D, Rose T. An Analysis of Patients with Twenty-Five or More Medications from a Federally Qualified Health Center's Electronic Health Record. Poster presented at RISE: 2019. April 4 2019. Boston, MA.*
4. Zhang J, Kim C, Rose T, Miller D. Pharmacist-led de-prescribing of proton pump inhibitors in a Federally Qualified Health Center. Poster presented at the 53rd Annual American Society of Health-System Pharmacy Midyear Clinical Meeting in Anaheim, CA; 2018.*
5. Alfond KM, Balsamo BC, Miller DM, Rose TN. Pharmacist-led assessment of medication appropriateness in HIV patients at a Federally Qualified Health Center. Poster presented at the 53rd Annual American Society of Health-System Pharmacy Midyear Clinical Meeting in Anaheim, CA; 2018.*

6. Rose T, Gallant K, Moy T, Miller DM. An analysis of self- assessed confidence pre- and post- APPE rotation in the ambulatory care setting. 119th Annual Meeting of the American Associate of Colleges of Pharmacy, July 21 – 24, 2018. Boston, MA.*
 - Poster also presented at RISE: 2018. April 5, 2018. Boston, MA.
7. Miller DM, Rose TN, Van Amburgh JA. The status of nonprescription medication and self-care education at Northeastern University. Nonprescription medicine academy/American Association of Colleges of Pharmacy Interim Meeting. February 23, 2018. Long Beach, CA.
8. Chang S, Melanson K, Nguyen N, Wu N, Rose T. Interdisciplinary collaboration to improve standardized hypertension management at Lynn Community Health Center. Poster presented at the 52nd Annual American Society of Health-System Pharmacy Midyear Clinical Meeting in Orlando, FL; 2017.*
 - Poster also presented at RISE: 2017. April 13, 2017. Boston, MA.*
9. McManus A, Reid DJ, Jacobs M, Conley MP, Matta TM, Bouwmeester CJ, Barr J, Rose T. Impact of adding a GLP-1 receptor agonist to a diabetes medication regimen in an ambulatory care setting. Poster presented at the Resident/Fellow poster session of the 2017 American College of Clinical Pharmacy Annual Meeting, Phoenix, AZ, October 7-10, 2017.†
10. Miller D, Jacobs M, Reid D, Matta T, Conley M, Rose T. Pre- and Post- Assessments to Evaluate Student Competency in Ambulatory Care Advanced Pharmacy Practice Experiences. Poster presented at the 118th Annual Meeting of the American Association of Colleges of Pharmacy, Nashville, TN, July 15-19, 2017. AJPE. 2017; 81(5) Article S5.
11. Chikwendu O, Antonelli R, Miller DM, Rose TN, Van Amburgh JA. The status of nonprescription medication and self-care education at Northeastern University. Presented at RISE: 2017. April 13, 2017. Boston, MA.*
12. Rose TN, Conley MP, Clark HA, Roberts R, Jacobs M, Stanley KN, Zgarrick DP. Building a direct-entry pathway into a doctor of pharmacy program. Poster presented at the school poster session of the American Association of Colleges Pharmacy Annual Meeting. July 23, 2016; Anaheim, CA.
13. Motto M, Carlson A, Rose T. A literature review examining the use of combination inhaler tiotropium/olodaterol in COPD. Poster presented at the student poster session of the Research Innovation and Scholarship Expo (RISE): 2016 at Northeastern University. April 7, 2016; Boston, MA.*
14. Rose, T. Pharmacist Managed Cardiovascular Risk Assessment Program for Patients with Diabetes in an Urban Patient Centered Medical Home. Poster presented at the Contributed Papers Poster Session at the American Pharmacists Association (APhA) Annual Meeting & Exposition. March 4-7, 2016; Baltimore, MD.
15. Conley MP, Rose TN, Matta TM, Van Amburgh JA. Efficacy of controlling blood pressure in patients taking metoprolol tartrate once daily study in three federally qualified community health centers. Poster presented at the Professional Poster Session of the 50th Annual American Society of Health-System Pharmacy Midyear Clinical Meeting. December 6-10, 2015; New Orleans, LA.
16. Patel B, Manning M, Russell E, Rose T. Design and implementation of a cardiovascular risk assessment program for patients with diabetes in a patient-centered medical home. Poster presented at the Student Poster Session of the 50th Annual American Society of Health-System Pharmacy Midyear Clinical Meeting. December 6-10, 2015; New Orleans, LA.*
17. Bungay K, Bouwmeester C, Conley MP, Furtek K, Jacobs M, Matta T, Miller DM, Reid DJ, Thompson (Rose) T, Van Amburgh J. A portfolio of innovative community activities from Northeastern University School of Pharmacy (NUSOP). American Association of Colleges of Pharmacy Annual Meeting. July 2014. Grapevine, TX.

18. Thompson (Rose) TN, Ofodile CC, Juengel K, Conley MP, Reid DJ, Bouwmeester CJ, Van Amburgh JA, Bungay K. Pharmacist-led intervention to increase hepatitis B vaccination rates in adults with diabetes in two patient-centered medical homes. Poster presented at:

- 19th Annual Massachusetts Adult Immunization Conference. May 20, 2014; Worcester, MA.
- New England Institute of Ambulatory Care Pharmacists Spring Forum. April 5, 2014; Boston, MA.
- Resident Poster Session of the 48th Annual American Society of Health-System Pharmacy Midyear Clinical Meeting. December 8-12, 2013; Orlando, FL.

* = Co-authored with Doctor of Pharmacy student(s)

† = Co-authored with Postgraduate Fellow(s)

Publications: Other/Invited/Not Peer Reviewed

1. Nicodemo, Allie. Allergies got you down? Well, there's hope – next year. News@Northeastern (Interviewed). May 18, 2018. Available at: <https://news.northeastern.edu/2018/05/18/allergies-got-you-down-well-theres-hope-next-year/>. [Accessed May 18, 2018]

2. Singer, T. EpiPen's pricing debacle and its impact on patients, insurers. News@Northeastern (Interviewed). August 26, 2016. Available at: <http://www.northeastern.edu/news/2016/08/epipens-soaring-price-increase-and-rebate-and-what-both-mean-for-healthcare-economics-and-policy/>. [Accessed August 26, 2016]

3. Weaver, E. Could Advil be causing your headaches? Men's Health (Interviewed). September 22, 2015. Available at: <http://www.menshealth.com/health/can-advil-cause-headache>. [Accessed September 23, 2015]

Presentations (Peer Reviewed): National Forums

1. Hritcko P, Burgess K, Rose T. Building Pipelines for Underrepresented Students and Recruitment Strategies. Presented at the American Association of Colleges of Pharmacy Admissions Workshop, Chicago, IL, July 13, 2019.

Presentations (Invited): Regional/Local

1. Rose T. Keynote speaker: Professionalism Ceremony. University of Connecticut School of Pharmacy. Storrs, CT. October 13, 2018.

2. Miller DM, Rose TN. "ABC's of Ambulatory Care Advanced Pharmacy Practice Experiences (APPEs)". Northeastern University, Boston, MA.

- February 14, 2018
- February 15, 2017
- February 17, 2016
- February 25, 2015

3. Miller DM, Thompson (Rose) TN, Matta TM. "Applying to a residency." Presented at the APPE midpoint meeting. Northeastern University, Boston, MA, October 17, 2014.

Presentations: Continuing Education

1. Rose T, Nguyen M. "An Update on the Management of Type 2 Diabetes in the Primary Care Setting" [1 hr CME program]. Presented at Lynn Community Health Center. Lynn, MA. April 2019.

2. Rose T, Miller DM, Kirwin J. "APhA Immunization training" [8 hr program]. Office of Continuing Education Northeastern University – School of Pharmacy. Boston, MA.

- September 7, 2018
- July 13, 2018
- June 9, 2017
- May 12, 2017
- March 3, 2017
- February 17, 2017
- February 26, 2016

3. Rose T, Miller D, Nguyen M. "An Update on the Management of Type 2 Diabetes in the Primary Care Setting" [1 hr CME program]. Presented at Lynn Community Health Center. Lynn, MA. January 2019.
4. Lee P, Rose T. "Hypertension Care Pathway" [1 hr CME program]. Presented at Lynn Community Health Center. Lynn, MA. December 2016.
5. Rose T. "Adult Immunization Update: Influenza, Pneumococcal Disease, and Hepatitis B Vaccines" [1 hr program]. Invited presentation for the Council of Boston Teaching Hospitals (COBTH). Presented at Northeastern University School of Pharmacy. Boston, MA. January 2015.
6. Rose T. "Guideline Review: JNC-8 and ACC/AHA Cholesterol Management" [1 hr CME program]. Presented at Lynn Community Health Center. Lynn, MA. September 2014.
7. Thompson (Rose) T. "Influenza" [1hr program]. Invited presentation at Northeastern University School of Pharmacy. Boston, MA. September 2013.

Grants/Funding

External

1. 2017 AACP Walmart Scholars Program Recipient*
 Role: Faculty Mentor
 Agency: American Association of Colleges of Pharmacy
 Funded: \$1000
2. 2016 AACP Walmart Scholars Program Recipient*
 Role: Faculty Mentor
 Agency: American Association of Colleges of Pharmacy
 Funded: \$1000

Internal

1. Conference Funding Recipient*
 Role: Faculty Mentor
 Agency: Northeastern University Graduate Student Government
 Funded: \$350 each, n=2

* = Co-authored with Doctor of pharmacy student(s)

SERVICE

Service to the Institution

Department of Pharmacy and Health Systems Sciences Service

Formulary/Co-Curricular Ad Hoc Committee member	2015-2017
Scholarship/Research Key Priority Task Force member	2014-Present
Northeastern University School of Pharmacy Society for Ambulatory Care member	2014-Present

School of Pharmacy Service

APhA-ASP Faculty Co-Advisor	2015-Present
Admissions Committee	2015-Present
Co-Chair	2018-Present
Chair	2016-2017
Member and Second year student progression interview organizer	2015
Faculty Research, Development and Mentoring Committee member	2014-2016
APhA-ASP Annual Local Patient Counseling Competition Faculty Judge	2015-Present

Rho Chi/APhA/LKS/IPHO Residency/Fellowship Interview Prep Event Speaker	January 19, 2016
PGY-1 Residency Experience Portfolio Event speaker	December 3, 2015
Health Science Day Participant	2015-Present
Phi Lambda Sigma Leadership Series Panelist	February 24, 2015
Rho Chi Auction Participant	2015, 2016
White Coat Ceremony volunteer	2015
Rho Chi Wars Faculty Participant	2014
Face of Pharmacy group leader	2014, 2015
Annual School of Pharmacy Awards Ceremony Attendee	2014-Present
<i>Bouve College of Health Sciences Service</i>	
Spring Graduate Open House	
School of Pharmacy Faculty Representative	March 10, 2018 March 11, 2017
Annual Bouve College Health Science Fair	2013-Present
Northeastern University, Boston, MA	
Immunization clinic co-organizer	2016-Present
Seasonal Immunizer	2013-Present
<i>Northeastern University Service</i>	
Faculty Marshal	
Graduate Commencement Ceremony	May 6, 2016
Matthews Arena, Northeastern University, Boston, MA	
Undergraduate Commencement Ceremony	May 8, 2015
TD Garden, Boston, MA	
Service to the Discipline/Profession	
<i>Professional Memberships</i>	
American Association of Diabetes Educators (AADE) – Massachusetts Coordinating Body (MACB)	2018-Present
Programming Co-Chair	2019-Present
Diabetes Advances Network Access (DANA) Champion	2018-Present
Council of Boston Teaching Hospitals (COBTH) Steering Committee Member	2016-2017
New England Institute of Ambulatory Care Pharmacists (NEIAP) Steering Committee Member	2013-2018
Communications Officer	July 2014-2018
Resident Liaison	June 2013-June 2014
American Pharmacists Association (APhA), member	2012-Present
Ambulatory Care Literature Review Field Tester	2018-Present
Alternate poster judge at the APhA Annual Meeting	March 2015
Media Advisor	2016-Present
American Association of Colleges of Pharmacy (AACCP), member	2015-Present
Self-Care Therapeutics/Nonprescription Medicines SIG Mentoring Task Force	2018-Present
Nonprescription Medicines Academy (NMA) Networking Committee	2016-2018

Tabled at APhA-ASP Region 1 Midyear Regional Meeting	November 2015
American Society of Health System Pharmacists (ASHP), member	2012-Present
Rho Chi Honor Society, Alpha Gamma Chapter	2012-Present
Phi Delta Chi, Alpha Lambda Chapter	2011-2013
<i>Service as a Peer Reviewer</i>	
Journal of Pharmacy Practice	2017-Present
Currents in Pharmacy Teaching and Learning (CPTL)	2017-Present
Journal of Healthy-System Pharmacy Residents	Oct 2013



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 28, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Benjamin Winthrop to the Salem Housing Authority for a five-year term to expire March 28, 2024. Mr. Winthrop will take the seat previously filled by Mr. Frank Milo, who has stepped down from the board.

This seat is required by statute to be held by a representative of organized labor and Mr. Winthrop's appointment comes with the recommendation by the National Labor Council, AFL-CIO. Mr. Winthrop is a business representative with the New England local of the Screen Actors Guild-American Federation of Television and Radio Artists (SAG-AFTA), a union representing 160,000 journalists, artists, and other media professionals across the world. Previous to that he was an organizer with the American Federation of Teachers and the United Food and Commercial Workers. From 2003 to 2006 he was a community organizer for the Florida Association of Community Organizations for Reform Now, where he was actively engaged in tenants' rights and organizing efforts, particularly in low-income communities of color.

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

Very truly yours,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive, flowing style.

Kimberley Driscoll
Mayor
City of Salem

NORTH SHORE LABOR COUNCIL, AFL-CIO

“Union Cities: Where No Union And No Worker Stands Alone.”

President
JEFFREY CROSBY, IUE-CWA

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Futures Representative
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WAKEFIELD
WENHAM

112 EXCHANGE STREET • LYNN, MASSACHUSETTS 01901 • 781-595-2538 • FAX 781-595-8770 • WEB www.nslaborcouncil.org

To Whom It May Concern,

March 25, 2019

We would like to submit Ben Winthrop for your consideration as the North Shore Labor Council's appointment to the Salem Housing Authority. We believe a strong affordable housing initiative is vital to the well-being of working families in Salem and across the North Shore.

Thank you for your consideration. Please do not hesitate to call if there is anything more we can do. You can reach Katie at (304) 685-1384

Candidate for Appointment:

Benjamin Winthrop

3 Essex St #3

Salem, MA

In Solidarity,

A handwritten signature in cursive script that reads "Katie Cohen".

Katie Cohen, Executive Director

A handwritten signature in cursive script that reads "Jeff Crosby".

Jeff Crosby, President

Benjamin W. Winthrop

3 Essex St, #3, Salem MA 01970

Bwinthrop.meceu@gmail.com

2012-Today, Business Representative SAG-AFTRA New England: Screen Actors Guild – American Federation of Television and Radio Artists AFL-CIO. (www.sagaftra.org) Duties include on set representation, commercials and non-broadcast contracts, and organizing.

2009-2012 Organizer American Federation of Teachers AFL-CIO, Northeast Regional Organizing Project: (www.aft.org). Organized Charter Schools in Massachusetts, worked with Early Childcare Educators in Massachusetts to secure more funding for various programs, assisted with representation of Probation Officers with the State of Connecticut, and organizing initiatives in Texas and New Orleans.

2006-2009 Organizer, United Food and Commercial Workers: (www.ufcw.org) Organized various packing houses throughout the United States, mostly in the South. Assisted with organizing the first union at the Smithfield Packing house in Tar Heel NC, now represented by UFCW Local 1208. Also worked with efforts to organize retail workers in Florida, California, and Massachusetts.

2003-2006 Community Organizer, Florida Association of Community Organizations for Reform Now: Worked on initiatives to increase voter registration and participation in low-income communities of color. Worked on initiatives to combat predatory lending practices and foreclosures in low-income communities of color. Worked on various tenant organizing initiatives, leadership development, and statewide ballot initiatives throughout the state of Florida and partially in Ohio in 2006.

2000-2003: Worked several jobs simultaneously while attending night school (University of Central Florida, major in Education, minor in Environmental Anthropology) as follows;

Florida Park Service: Duties included maintenance and management of Bulow Plantation Ruins State Historic Site and Bulow Creek State Park.

Rescare Ormond Beach Florida: Caregiver at a group home for non-verbal adults with severe developmental disabilities

Volusia County Schools: Paraprofessional Deland High School

PACE School for Girls Daytona Beach, Florida Department of Juvenile Justice:
Substitute Teacher

Prior to 2000: Attended Florida State University (Major in Anthropology), Tallahassee Community College (Associates Degree Tallahassee, Florida), Finger Lakes Community College (Canandaigua, NY).



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 28, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint David Desrosiers of 25 Foch Street, Cambridge, MA to serve as a Constable in the City of Salem for a term to expire November 20, 2021.

Very truly yours,

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

Kimberley Driscoll

Mayor



CITY OF SALEM

In City Council,

Ordered:

March 28, 2019

That the sum of Nineteen Thousand and Seventy-Two Dollars and Forty Cents (\$19,072.40) 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
Jane Kelly	School Dept	19,072.40
		19,072.40



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

March 28, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:


Enclosed herewith is a request for an appropriation of Nineteen Thousand and Seventy-Two Dollars and Forty Cents (\$19,072.40) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

This transfer is necessary to fund the retirement buyback for School Department employee.

Name	Department	Amount
Jane Kelly	School Department	\$19,072.40
	TOTAL:	\$19,072.40

I recommend passage of the accompanying Order.

Very truly yours,


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: March 14, 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 buyback.

Jane Kelly

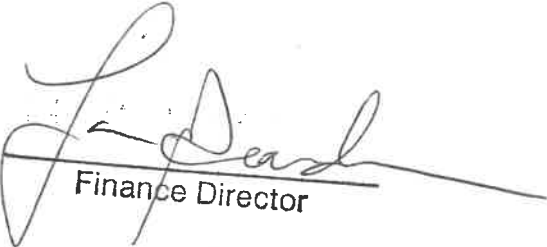
40 sick days @ \$476.81 per day \$19,072.40

Total: \$19,072.40

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


Finance Director

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

From: Department _____ School _____ Date 3/12/19

Authorized Signature: [Signature]
Department Head/City or Business Manager/School

NAME: Jane Kelly

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 40 @ \$ 476.81 = \$ 19,072.40 ✓

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 19,072.40
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: 83113 - 5146

Recommendation:

Approved

H R Director/City or Superintendent/Schools



CITY OF SALEM

In City Council,

March 28, 2019

Ordered:

That the sum of Eight Thousand Two Hundred and Fifty Dollars (\$8,250.00) is hereby appropriated within the "Capital Outlay Fund 2000" to be expended for two (2) garage doors for the Electrical Department in accordance with the recommendation of Her Honor the Mayor.

Further 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 Fiscal Year 2018 invoices are hereby allowed to be paid from the Fiscal Year 2019 Capital Outlay Fund 2000 as listed above in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

March 28, 2019

To the City Council
City Hall
Salem, Massachusetts

Gentleman of the Council:

Enclosed herewith is a request to transfer Eight Thousand Two Hundred and Fifty dollars (\$8,250.00) within the "Capital Outlay Fund 2000."

This transfer is requested to be expended for the installation of (2) garage doors for the Electrical Department.

I recommend passage of the accompanying Order.

Very truly yours,
Kimberley Driscoll

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

JOHN J. GIARDI
CITY ELECTRICIAN

CITY OF SALEM, MASSACHUSETTS

ELECTRICAL DEPARTMENT
44 LAFAYETTE STREET
TEL (978) 745-6300
FAX (978) 745-4638
JGIARDI@SALEM.COM

November 30, 2018

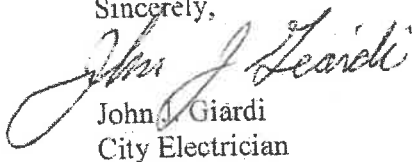
Mayor Kimberly Driscoll
93 Washington Street
Salem, Mass. 01970

Dear Mayor Driscoll,

I am requesting an appropriation from CIP account in the amount of \$8,250.00 for the installation of two Garage doors and hardware for the Electrical department. The reason for this request is that the contractor, Salem Overhead Door Company, did not submit the prevailing wage forms to the purchasing agent in time. I asked the contractor several times for them and finally he brought them over to the Electrical Department after months of asking for them. Heather Lyons has since brought them over to purchasing.

The original appropriation for this work was in the FY 2018 budget however we weren't able to pay the invoices until now due to the prevailing wage forms not being submitted. Therefore, we are requesting the additional money to pay for the doors in FY 2019.

Sincerely,


John J. Giardi
City Electrician

CITY OF SALEM
Capital Outlay Expenditure Request Form - FY 2019

From Department: Electrical Date: 11/30/18

Amount:

Description:

Payment for Salem Overhead Door invoice from FY18. Have been waiting on prevailing wages

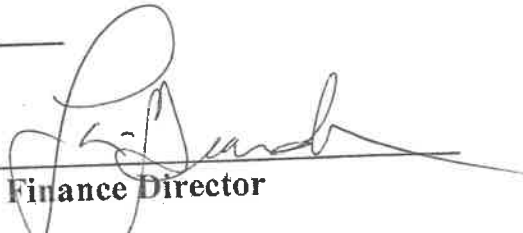
For Finance Department Use Only:

City Council Approval

CIP Balance: _____

Recommendation:

Approved Denied


Finance Director

Processed: Date: _____ By: _____

CO # _____ JE# _____ Trans # _____

Org: _____ Obj: _____



CITY OF SALEM

In City Council,

Ordered:

March 28, 2019

That the sum of Five Thousand Three Hundred and Forty-Four Dollars and Eighty-Eight Cents (\$5,344.88) 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
Arlene Wilson	School Dept	5,344.88
		5,344.88



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 28, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Five Thousand Three Hundred and Forty-Four dollars and Eighty-Eight cents (\$5,344.88) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

This transfer is necessary to fund the retirement buyback for School Department employee.

Name	Department	Amount
Arlene Wilson	School Department	\$5,433.88
	TOTAL:	\$5,433.88

I recommend passage of the accompanying Order.

Very truly yours,

Kimberley 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: March 19, 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.

Arlene Wilson

46.25 vacation hours @13.82 per hour	\$639.17
340.50 sick hours @ \$13.82 per hour	\$4,705.71
Total:	\$5,344.88

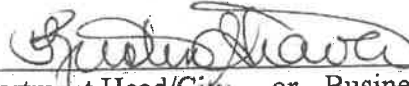
In accordance with the July 2008 Policy, I am requesting you verify the availability of the funds from the Retirement Stabilization Fund, prepare the Council Order, and continue the process in order that my staff can input the information in MUNIS and issue payments to this former employee upon Council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

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

Finance Director

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

From: Department _____ School _____ Date 3/13/19

Authorized Signature: 
Department Head/City or Business Manager/School

NAME: Aelene Wilson

CALCULATION

VACATION DAYS # 46 1/4 @ \$ 13⁸² = \$ 639.17 -
SICK DAYS ~~Days~~ # 340 1/2 @ \$ 13⁸² = \$ 4705.71 -
PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____
OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 5344.88 -


Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources' Use Only:

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

Org and Object: 83113 - 5146

Recommendation: 
 Approved
HR Director/City or Superintendent/Schools



CITY OF SALEM, MASSACHUSETTS

In City Council, March 28, 2019

Resolved

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

BE IT RESOLVED:

Having convened in an open meeting on March 28, 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 April 12, 2019 for the Salem High School located at 77 Willson Street, 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 or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
- Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
- Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.

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

March 28, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed resolutions express support for the Superintendent of the Salem Public Schools to submit formal Statements of Interest (SOI) to the Massachusetts School Building Authority (MSBA).

The SOIs outline and formalize the City's intention to seek MSBA funding for two projects: Phase 2 of the Salem High School work and a variety of necessary work at the Bates Elementary School, including façade repairs, HVAC and boiler systems, energy management equipment, roof repairs, and other related work. Each project requires a separate SOI and, therefore, separate Council resolutions are necessary. As you know, the SOI is a routine measure that the MSBA requires from both the School Committee and the City Council in order for the district to be eligible to apply for funding.

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 be submitted before the close of business on April 11; therefore, I am requesting the City Council vote on these resolutions at your meeting of March 28.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

In City Council, March 28, 2019

Resolved

A RESOLUTION APPROVING A STATEMENT OF INTEREST TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY FOR THE BATES ELEMENTARY SCHOOL IN SALEM

BE IT RESOLVED:

Having convened in an open meeting on March 28, 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 April 12, 2019 for the Bates Elementary School located at 53 Liberty Hill Avenue, 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 or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
- Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, 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

March 28, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed resolutions express support for the Superintendent of the Salem Public Schools to submit formal Statements of Interest (SOI) to the Massachusetts School Building Authority (MSBA).

The SOIs outline and formalize the City's intention to seek MSBA funding for two projects: Phase 2 of the Salem High School work and a variety of necessary work at the Bates Elementary School, including façade repairs, HVAC and boiler systems, energy management equipment, roof repairs, and other related work. Each project requires a separate SOI and, therefore, separate Council resolutions are necessary. As you know, the SOI is a routine measure that the MSBA requires from both the School Committee and the City Council in order for the district to be eligible to apply for funding.

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 be submitted before the close of business on April 11; therefore, I am requesting the City Council vote on these resolutions at your meeting of March 28.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem

City of Salem, Massachusetts
Office of the City Clerk

Ilene Simons
City Clerk



Room 1
City Hall

March 26, 2019

Salem City Council
93 Washington Street
Salem, MA 01970

RE: City Council Appointment to the Tree Commission

Dear Councillor Flynn:

Per Council Order #170, I am submitting to you, as the Chairperson of the Committee on Government Services, the applications and resumes I received by the deadline of March 25, 2019 of any Salem resident interested in filling the above vacancy.

I further understand that you will hold a committee meeting co-posted with the Committee of the Whole to review these submittals and make recommendations back to the full Council on via a Committee Report.

If you or any Councillors have any questions, please feel free to contact me.

Sincerely,

Ilene Simons
City Clerk

Ilene Simons

From: Curt Dragon <curt@earthlandscape.com>
Sent: Thursday, February 07, 2019 2:38 PM
To: Ilene Simons
Subject: Application Tree Commission
Attachments: SKM_C36819013115070 - PDF Fill.pdf; Contemporary Letter City of Salem Council.docx; CJD EL Bio Mission Resume - Copy.pdf

Hello, Salem City Council,

I am applying for the Tree Commission Board Director, see the attached files, thanks.

Curt
Curtis Dragon Earth Landscape 6 Tulip Street Salem, MA 01970
978-744-1475
<http://www.earthlandscape.com> <http://www.curt@earthlandscape.com>
<http://www.igreencare.com>



CITY OF SALEM, MASS.

Office of the City Council
City Hall
93 Washington Street
Salem, MA 01970

City Council Application for Board/Commission/Committee Member

Please send this form, along with a current resume, to the above address or to isimons@salem.com

Name: Curtis Dragon

Address: 6 Abbott Street, Salem MA 01970-1102

Email: curt@earthlandscape.com

Cell Phone: 978-744-1475

Home Phone: 978-741-0213

How long have you lived in Salem? 50 + Years

Current Occupation Earth Landscape / Owner Operator

Board/Commission/Committee you are interested in: Tree Commission Board Director

Why are you interested in serving on this Committee? (Please use additional pages if necessary)

See attached resume and narrative. I was asked to consider a tree commission appointment

from a Salem citizen I met during a city wide tree planting event, that we got funded from a grant for the city from TD Bank North through Salem Sound Coast Watch.

Being a lifelong resident this great city has provided me with many services, opportunities, learning, and recreation through various departments.

As a certified Horticulturist / Arborist I can give back, expertise for stainability in the environment we all share. See attached resume and narrative.

In addition to the experience listed on your resume what other specific skills or expertise do you believe you can bring to this commission? (Please use additional pages if necessary) Attached resume & narrative.

I have been in the green industry for over fifty years, went to an agricultural high school, then to college, studies in Forestry, Horticulture, Arboriculture, Organic Land Care.

I also started my own business in 1971 in landscaping specializing in Horticulture / Arboriculture using these skills in the field servicing commercial, industrial, and residential clients.

Early in my career we did a lot of subcontracting installing, renovating of other city parks including trees, shrubs, lawns, play areas, tennis courts, basketball courts, baseball fields, etc.

Realizing back then being taught conventional methods, especially the use of chemicals, a bell went off, and I went toward a "Sustainable Organic system" that did not exist.

If you currently serving on other boards, including City Boards, please indicate which one(s) North Shore Community College advisory board, Full Circle Earth, board director.

Essex North Shore Agricultural & Technical School, advisory board Environmental Technology.

Signature Curtis Dragon

Digitally signed by Curtis Dragon
DN: cn=Curtis Dragon, o=Earth Landscape, ou=essex@earthlandscape.com, c=US
Date: 2019.02.07 11:10:40 -0500

Date 2/6/2019

My speciality is "Sustainable Organic Land Care", and modern tree care involves all of the Flora, and Fauna, related to on this Earth we all share!



Curtis Dragon
Home 6 Abbott St., Garage 6 Tulip St., Salem, MA
01970-1102
Home 978-741-0213 Business 978-744-1475, 978-
319-6235
E-mail: curt@earthlandscape.com
Web: <http://www.earthlandscape.com>

EARTH LANDSCAPE

February 7, 2019

City of Salem, Mass.
Office of the City Council
City Hall
93 Washington Street
Salem, MA 01970
isimonsw@salem.com

Dear, Council Members,

I am writing this narrative for consideration of an appointment for the Tree Commission Board Director, to help in your understanding of what my qualifications can bring to the city.

My outline is from four areas:

1. Section: Why interested in the Tree Commission.
2. Section: Relevant skills and experience.
3. Section: Business relevant skills and experience.
4. Section: Business explanation overview.

1. Section: Why interested in the Tree Commission.

I was asked by a Salem citizen to consider applying for an appointment to the Tree Commission, and being a lifelong resident of Salem, has given me many opportunities growing up in this great city, especially through the Parks and Recreation department. This is a way for giving back as doing my civic duty. The open spaces that are in the city are jewels to be cherished in perpetuity, and that space that we all share is where I have great knowledge, expertise in modern tree care, more specific "Sustainable Organic Land Care". This expertise is why I am interested in an appointment to the Tree Commission.

2. Section: Relevant skills and experience.

Associates of Applied Science Degree in Horticulture (AAS), Accredited Organic Land Care Professional (AOLCP), Massachusetts Certified Arborist (MCA), Massachusetts Certified Horticulturist (MCH).
I have been in the green industry for over fifty years with that experience in Horticulture / Arboriculture and in Landscaping, worked with trees as a climber for many years as a tree practitioner

3. Section: Business relevant skills and experience.

I am now outlining the areas to push as strong points of the service/products:

From the business

Specialties

We Consult - Design - Install - Maintain - using - iGreenscape Sustainable Methods and - Organic Earth Care Service / Products -. Service we provide are:

ORGANIC EARTH CARE

Consult - Design - Install - Maintain - ORGANIC - Sustainable - Plantings - Trees - Shrubs - Lawns - Perennials - Annuals - Gardens - Drives - Walks - Walls - Patios - Bluestone - Brick - Cobblestones - Stone - Steps - Drainage - Irrigation - Ponds - Wetlands Mitigation - Organic Lawn, Tree & Shrub Care - 3-5 & 7 Step Plans - Soil & Compost Testing & Analysis - Compost Topdressing & Compost Tea - Organic Fertilizer - Weed - Insect - & Disease Control.

Over fifty years' experience.

Products we provide are:

Plant Nutrients and Supplements - Natural & Organic Pest control (Insect, Weed, & Disease) - Natural & Organic Fertilizers - Organic Lawn & Plant Care - Organic Lawns - Compost, Compost Tea, Vermicomposting -

Home & Yard Products that promote "Sustainability".

History

Established in 1995.

I started this business as a sustainable organic service and product company, to fill a need in the green industry as a holistic provider. As an Arborist, Horticulturist and Organic Land Care Professional, as certified with a degree, can truly be effective in the environment we all share.

4. Section: Business explanation overview.

Here at Earth Landscape, we strive to simplify the restoration and care of your outdoor property. We also want to give you an easy way to participate in this process. These two things can be achieved by beginning with our **Organic Land Care** tri-fold pamphlet. Beneath our letter head are three areas of service we offer **Design, Consult, and Installation**. Your part is simple here. Just chose which of the areas fit your needs. Each has its own set of prices, but they are individualized to your expectations.

Consulting; consists of two main parts: analysis of existing conditions, and conferring about the desired improvements. Analysis is mostly up to us. We test your soil for biological and structural aspects, inspect your lawn, plants, and land configuration, etc. The other part is where you come in. Since you live with the space, we need your requests, ideas, and expectations, as well as your questions. Then, as certified land care experts, we can give our impressions of the property's condition and our suggestions for achieving what you want. We would also like to introduce you to some of the progressive concepts comprising Organic Land Care.

Offered with a fee to compile a property analysis for "**Sustainable Organic Yard Health Care File**" including a premeeting list of to do in advance of the meeting, answering all of the clients wants, needs, concerns, pointing out other areas of concern, and covering all the hardscape, and Softscapes, taking pictures, a soil test with analysis with recommendations documenting the property to show improvement, etc., this is a file just like when you go to your Doctors, or Dentist office where they have a health care record, then our information is compiled into electronic format have on file, and to send confidentially to the client! We could offer this for a limited time free, by signing up for the estimate/proposal and just paying for the soil test portion of the service, this ranges from \$198.99 to \$298.99, and the soil test portion being \$38.00. Also working on making it a product for iGreenCare where we mail them a kit for the soil test or they provide the soil test, and we can create the service electronically for a reduced rate.

Design; involves working with the outlay of your existing property as a template, and overlaying an improved plan based on our recommendations and your vision, or overall concept, of a better outdoor living environment. For this step, a copy of your "plot plan" is needed. In all cases, a soil test is required, along with plant and lawn analysis. Your part is then to know how your plot relates to North and South, areas of excessive watershed, any hazards, and shady or sunny areas. As well as locating and coping your plot plans for our work, etc.

Installation; is also in multiple steps: Often the removal of some existing material is necessary before building or replacing a structure or landscape. Usually, constructing the newly planned environment takes the most time of the project, but proposals are predetermined including labor time, equipment and materials. Once again, a Plot Plan, Soil Test, and Analysis are

ORGANIC EARTH CARE

integral parts of our practice. Most building projects will require these procedures before we begin. So, first tell us what kind of service your project is

After selecting your needed area of service, the real "Land Care" planning can start. You are encouraged to help us decide how to develop the optimal outdoor living space for your future (even if it means keeping to your present arrangement of plants and land shape). Inside the pamphlet, is a page marked "Price List." This three-column list is part of four Land Care planning form. In order to care for your property correctly, we must know all we can about your property layout, soil, climate, and existing plant life, etc. This means we need a copy of your "**Plot Plan**," which should be in your records (normally with your deed or blueprints). Next, since everyone's soil is a little different, we will test your **Soil**. A set price applies to this, based on our cost to analyze it using the current techniques. Some of the results are immediate upon our first visit: others take about two weeks. Another part of the initial visit is a "**Site Survey**," including some measurements and **Analysis of your Plants and Lawn**. These help us diagnose any existing or arising problems and prescribe healthy treatments. The next three sections of the price list apply only after your plan has been carefully evaluated and follow-up recommendations prescribed. These materials are priced according to their market costs, labor and equipment used to apply them. Your Long-Term Seasonal Care Scheme consists of choosing one or more Land Care Plans.

JumpStart; Organic lawn jumpstart is a one-time lawn repair of all the turf areas where we fix all the problems at one time, by addressing any weed or insect problems, top-dressing with fine organic compost to cover about one quarter to one half inch, rake to even out rough areas, then install drought resistant seed mix, organic fertilizer, granular lime and roll. This process gets the turf further along to a "Sustainable Organic System" sooner rather than later, takes about three to five years to transition from the standard to Organic by just using a six-step plan.

The **8-Step Turf Management Plan** puts your lawn under close supervision and allows feed, rehabilitating, and monitoring your turf in a series of 7 scheduled visits each year. For details on this plan, please refer to our comprehensive "**Organic Turf Management Calendar**" in the pamphlet.

A **6 Step Turf Management Plan** is available for those whose lawns require less attention. Prices for these vary according to the square footage of managed space, optional applications, and our analysis and documentation of the lawn's improvement over time

The other choices are a **3 Step Plant Health Care Plan**, for monitoring and treating your trees, shrubs, Gardens, and a **5Step Plant Health Care Plan**, which uses the same basic formula of practices, but is more deeply involved and requires two more visits within the pertinent season (some properties may require this intensive care plan). Our specialized organic systems are individually suited to the soil and plant health needs of each specific natural environment; therefore, we take extraordinary measures to document and improve your landscape. We anticipate your call this season. Thank you.

Writing the content to be relevant, honest, unique to my services and products.

Sincerely,

Curtis Dragon, AAS, AOLCP, MCA, MCH
Earth Landscape
Home 6 Abbott Street, Business 6 Tulip Street
Salem, MA 01970
Home 978-741-0213, Business 978-319-6235, 978-744-1475
Email: curt@earthlandscape.com
Website: <http://www.earthlandscape.com>

ORGANIC EARTH CARE

Curtis Dragon

BIOGRAPHY

Curtis Dragon, AAS, AOLCP, MCA, MCH: Arborist / Horticulturist, Owner of Earth Landscape & Construction. Curtis holds an Associate Degree of Applied Science in Horticulture with Honors Certificate, and has been in the Landscaping / Construction business for over fifty years. Curtis is a consultant and advisor for the Greenscapes Program, is on the advisory board of North Shore Community College, and is on the board of directors of Full Circle Earth, Essex North Shore Agricultural & Technical School Advisory Board Environmental Technology. Provides Sustainable Greenscapes consulting, workshops and presentations, e-book, CD / DVD's, Video.



MISSION STATEMENT

Earth landscape & Construction (EL&C) produce and provide Consulting, Design, Installation, Organic Land Care products, and service. The mission of our business is to produce products, and services that deliver superior value, offer outstanding quality, for the best price, are the most technologically advanced. We provide highly personalized solutions, specifically designed for the needs of Organic Earth Care, are individually tailored for the needs of each customer, for a specific market niche..., will build a brand name franchise, will lead their markets, are the most innovative in the industry, are professional in every way. We intend to fulfill this mission by giving extra effort to customer service, sales, production, research, and customer's needs, changes in the market, superior workmanship, and customer satisfaction.

RESUME

About Our Company

The EARTH LANDSCAPE & CONSTRUCTION HISTORY

CURTIS J. DRAGON

6 Tulip Street

Salem, Mass 01970-1102

Phone: (978)744-1475

Home: (978)741-0213

E-mail: curt@earthlandscape.com

Web site service: [www.http://earthlandscape.com](http://www.earthlandscape.com)

Web site products: [www.http://igreencare.com](http://www.igreencare.com)

Summary of Qualifications

2018 Earth Landscape & Construction / iGreenCare, Salem, MA
Owner, AAS, AOLCP, MCA, MCH
Natural Landscape, Design & Install, Plant Health Care
Practitioner, Organic Land Care.

Education

2003 North Shore Community College, Danvers MA
Wetlands Law Enforcement
Wetlands Plants, Soils & Regulations

2002 North Shore Community College, Danvers MA
Associate in Applied Science Horticulture
Honors Certificate

1970 High School, Essex Agricultural & Technical Institute
Hathorne, MA
Major Forestry

Professional Experience

1995 Marblehead Garden Center, Marblehead, MA
Manager
Head of Landscape Operations/Design/Sales

1982 Dragon Construction & Landscape, Salem, MA
Owner/Operator
Design/Build Company

1975 Commercial Contracting & Landscape, Salem, MA
Owner
General Contractor & Landscape

1971 Artistic Landscape, Salem, MA
Owner
Landscape Maintenance & Installation

1970 United States Navy Sea Bee's
Construction Mechanic
Equipment Maintenance

ACCREDITATIONS, LICENCES, & MEMBERSHIPS:

Bioneers

Environmental Defense (e)

Environmental Protection Agency (EPA) Greenscapes Partner

Essex North Shore Agricultural & Technical School, Advisory Board Environmental Technology

Full Circle Earth, Board of Directors

Greenscapes.org Adviser & Committee

Northeast Organic Farming Association (NOFA) Accredited Organic Landcare Professional (AOLCP)

Massachusetts Audubon Society

Massachusetts Certified Arborist (MCA)

Massachusetts Home Improvement Contractor (HIC)

Massachusetts Farm Bureau

Massachusetts Nursery & Landscape Association, Massachusetts Certified Horticulturist, (MCH)

Massachusetts Pesticide License

National Wildlife Federation, Certified Backyard Wildlife Habitat (NWF)

National Resources Defense Council (NRDC)

North Shore Community College (NSCC) Advisory Board, Adjunct Teacher

Salem Sound Coast Watch (SSCW)

Salem Access Television (SATV)

The National Arbor Day Foundation

UMASS Extension Landscape, Nursery, & Urban Forestry

Union of Concerned Scientists (UCS)

OBJECTIVE:

Provide a healthy Sustainable Organic Natural Environment that we all share!

AREAS OF INTEREST:

Hiking, Camping, Bicycling, Inventing, Arts & Crafts

References furnished upon request:

Ilene Simons

From: David Rowand <rowandde19@gmail.com>
Sent: Monday, January 28, 2019 7:15 PM
To: Ilene Simons
Cc: Steve Dibble
Subject: Tree Commission nomination
Attachments: Scan_20190128.pdf

Dear Ms. Simons,

I am interested in applying for one of the general public positions on the Tree Commission. Please find attached an application form.

Thank you for your consideration.

Dave Rowand



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

**City of Salem Application for Appointment to
Boards and Commissions**

Name: DAVID ROWAND

Address: 109 COLUMBUS AVE

Email: ROWANDDE19@GMAIL.COM

Daytime Phone: 978-778-8606 Evening Phone: SAME

How long have you lived in Salem? 65 YRS

Current occupation: RETAIL

Committee/Board you are interested in: TREE COMMISSION

Why are you interested in this Committee or Board? HAVE FOLLOWED
LORAX + TREE ORDINANCE FROM BELKIRKING -
WOULD LIKE TO BE PART OF IMPLEMENTATION

Please list any relevant skill or experience (or provide a resume) you will bring to
this committee assignment: BA IN BIOLOGY + CHEMISTRY -
LONGTIME GARDENER + NATURE ENTHUSIAST -
5 YRS W/ SALEM ALLIANCE FOR ENVIRONMENT
- GOOD ORGANIZATIONAL, COMMUNICATION +
MANAGEMENT SKILLS

If you are currently serving on any City Board(s) or Commission(s), please indicate
which one(s): NONE

Signature: David Rowand Date: 1.28.19

Ilene Simons

From: Lisa Lavoie <lisa_lavoie@emerson.edu>
Sent: Thursday, March 14, 2019 10:32 PM
To: Ilene Simons
Subject: candidate Lisa Lavoie for Tree Commission
Attachments: Lisa_Lavoie_Tree_Commission.pdf; Lisa_Lavoie_Mar_2019_resume.pdf

Hello,

I am interested in serving on the Tree Commission.

I am attaching the form from Salem.com website and my resume.

Best,
Lisa Lavoie

ORDERED: That any Salem Resident interested in applying to be a City Council Appointed member of the Tree Commission, submit an application (found on-line or at the City Clerk's office) along with a resume to the City Clerk by March 25, 2019 and that the Committee on Government Services co- posted with the Committee of the Whole, meet to review such applications and resumes and bring forward a recommendation to the full Council for this appointment.



CITY OF SALEM, MASS.

Office of the City Council
City Hall
93 Washington Street
Salem, MA 01970

City Council Application for Board/Commission/Committee Member

Please send this form, along with a current resume, to the above address or to isimons@salem.com

Name: Lisa Lavoie

Address: 10 Savoy Road

Email: lisa_lavoie@emerson.edu

Cell Phone: 617/461-6321 Home Phone: 978/594-0685

How long have you lived in Salem? almost 10 years

Current Occupation linguist and English as a second language teacher

Board/Commission/Committee you are interested in: Tree Commission


Why are you interested in serving on this Committee? (Please use additional pages if necessary)
I love trees.

My neighborhood trees lovingly frame the flowers I plant each year. I want to be sure that today's trees of Salem receive the care they deserve and that we plan for the trees of tomorrow.

In addition to the experience listed on your resume what other specific skills or expertise do you believe you can bring to this commission? (Please use additional pages if necessary)

I am an excellent planner and I love to look ahead. Since I don't get overwhelmed easily, I can plan for the future. I have noticed in my own neighborhood that we ignore the life cycles of trees at our own peril. In my professional life, I always balance art and science, and the trees will appreciate that.

If you currently serving on other boards, including City Boards, please indicate which one(s) I am Clerk and Board Member of the Salem Education Foundation.

Signature 

Date March 16, 2019

LISA LAVOIE, PhD
Linguist and Teacher

★ 10 Savoy Road, Salem MA 01970 USA ★ 617/461-6321 ★ lisa_lavoie@emerson.edu ★

TEACHING EXPERIENCE

Phonetics Instructor 2004 – current

Emerson College, Boston MA

- ★ Train future speech therapists to analyze and transcribe speech in various domains.
- ★ Motivate students to develop and refine their perception of speech sounds in varieties of English.
- ★ Create online modules for active learning between class meetings.

Workplace Teacher of English as a Second Language 2017 – current

North Shore Community College Corporate and Professional Education, Danvers MA

- ★ Balance employer needs with student needs and interests to improve workplace communication.
- ★ Create thriving learning communities with different ages, cultures, personalities, proficiency levels.
- ★ Build confidence and skills to integrate English language learners fully into their workplaces.
- ★ Classes at Millipore Sigma, Brooksby Village, Salem Hospital, and Lynn Shelter Association.

Weekend Ski Instructor 2017 – current

Okemo Mountain Resort Ski and Ride School, Ludlow VT

- ★ Teach adults and children to ski, focusing on those who have never been on skis before.

Substitute Teacher of English as a Second Language November & December 2017

Center Elementary School, Peabody MA

- ★ Planned and taught ESL to 2nd–5th graders, mostly pull-out with some push-in instruction.

Teacher of English via WeChat for Chinese Children Summer 2017

CiNE Education, North Andover MA and Shanghai China

- ★ Designed and delivered courses on *The Magic Tree House* books via social media platform.

Substitute Teacher of English as a Second Language January 2017

Horace Mann Laboratory School, Salem MA

- ★ Taught ESL to 3rd–5th graders, supported math class. Administered WIDA's ACCESS tests.

Assistant Professor of English as a Second Language Fall 2016

Berklee College of Music, Boston MA

- ★ Taught Berklee's ESL levels 2 and 3 to international music students.
- ★ Focused on academic writing and discourse to integrate students fully into the core curriculum.

Adult Career Pathways, English for Employment, and ESOL Instructor 2015 – 2016

NSCAP (North Shore Community Action Programs), Peabody MA

- ★ Prepared skilled adult immigrants to resume their careers here in the US.

Student Teacher of English as a Second Language, K through 2 Fall 2014
Witchcraft Heights Elementary School, Salem MA
★ Public portfolio at <https://sites.google.com/site/lisalavoieportfolio>

Phonetics and Speech Science Instructor 2006 – 2011
Boston University, Boston MA
★ Engaged pre-Masters students in intensive summer Phonetics. Taught Speech Science courses.

Lecturer in Linguistics 1999 – 2001, 2003 – 2004
Harvard University, Cambridge MA
★ Taught Phonology, Phonetics, Field Methods, Language & Gender. Led one-on-one tutorials.

Graduate Student Instructor 1993 – 1998
Cornell University, Ithaca NY
★ Taught Introductory French, French for Reading and Research, and Freshman Composition.

TECHNOLOGY AND/OR HEALTHCARE EXPERIENCE

Writer and Research Consultant 2015 – current
Decision Point Healthcare, Boston MA
★ Write scripts for live and robo calls to engage and encourage health plan members.
★ Create detailed personas to predict behavior in preventive care, hospital use, plan disenrollment.

Voice Interaction Writer Fall 2016
Samsung Research America, Mountain View CA
★ Cooperated with South Korean TV Team to create master interaction scripts for translation.
★ Implemented new persona Bixby in Samsung household products, including the smart fridge.
★ Anticipated user interactions to ensure that speech recognition will accommodate.

Linguist 2012 – 2014
Amazon – Amazon Echo/Alexa Team, Cambridge MA
★ Developed efficient and consistent system to transcribe data; hired and trained 20+ transcribers.
★ Wrote preliminary grammars for user commands.
★ Categorized errors and built truth-based test sets to benchmark Alexa software releases.

Voice, Speech, and Audio Principal 2004 – 2012
Eliza Corporation, Danvers MA
★ Improved all aspects of voice-activated healthcare conversations.
★ Optimized inbound and outbound calling routines to enable more members to complete calls.
★ Recruited and trained voice talent; supervised audio recording; planned audio strategy.
★ Maintained and augmented repository of a million+ audio recordings, of names, drugs, businesses.

Phonetician 2010 – 2011
EnglishCentral.com, Arlington MA
★ Built error profiles for Japanese, Korean, Spanish learners of English based on pronunciation.

Senior Scientist On Call 2009 – 2011
 BAE Systems, Burlington MA
 ★ Segmented speech for DARPA project to recognize speech from muscle activation.

Speech Synthesis Developer 1996 – 1998
 Eloquent Technology, Ithaca NY
 ★ Derived formant parameters to build synthetic Mexican Spanish and Canadian French voices.

EDUCATION

Salem State University	MAT in English as a Second Language	2015
MIT	Post Doctoral Trainee in The Speech Group	2001 – 2003
Cornell University	MA and PhD in Linguistics	1996, 2000
Harvard University	AB in Linguistics with French	1989

CREDENTIALS

Professional Ski Instructors of America	PSIA Certified Level 1 Ski Instructor	2019
Breathe for Change Yoga	Certified Yoga Teacher & Wellness Champion – 200 Hours	2018
Massachusetts DESE	Public School Educator, Initial License ESL PK-6	2015
USA Hockey	Level 4 Coach, American Development Model	2013

PATENT

U.S. Patent 8,380,519	Lead Inventor Systems and Techniques for Producing Spoken Voice Prompts	2013
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SELECT PUBLICATIONS

Book Chapter	Testing Consonant Weakness Phonetically. In <i>Studies in Phonological Weakness in English</i> . Donka Minkova (Ed.)	2009
Dissertation	Published in <i>Garland Outstanding Dissertations in Linguistics</i> <i>Phonetic & Phonological Manifestations of Consonant Weakening</i>	2001

LANGUAGES

French	Full professional proficiency; or Superior
Spanish	Working proficiency; or High Intermediate
German	Limited working proficiency; or Intermediate

COMMUNITY & POLITICAL

Salem Education Foundation	Board Member & Clerk	2014 –
	★ Planned first city-wide Adult Spelling Bee	Winter 2018
	★ Created “Write On! Your Name in Different Alphabets”	May 2016 & 17
	★ Created Bilingual Story Walk of <i>Niño Wrestles the World!</i>	May 2015
Salem School Committee	Appointed Member	2012 – 2014
Salem/Swampscott Youth Hockey	Director of Learn to Skate	2009 – 2016
	★ Brought Learn to Skate program back in house and revitalized it	
	★ Contributed new curriculum to USA Hockey’s published materials	

Ilene Simons

From: Susan Yochelson <susany@edenstreet.com>
Sent: Monday, March 25, 2019 11:06 PM
To: Ilene Simons
Subject: Tree Commission Application
Attachments: Tree Commission Application.pdf; Tree Commission Application Addendum.pdf; Resume-Mar2019.pdf

I am very interested in serving on new Tree Commission and have attached the application, an addendum page with answers to the questions and a resume.

Thank you for considering this application.

Susan Yochelson
5 Eden Street
Salem, MA 01970
978-821-3212



CITY OF SALEM, MASS.

Office of the City Council
City Hall
93 Washington Street
Salem, MA 01970

City Council Application for Board/Commission/Committee Member

Please send this form, along with a current resume, to the above address or to isimons@salem.com

Name: Susan Yochelson

Address: 5 Eden St. Salem, MA

Email: SUSANY@edenstreet.com

Cell Phone: 978-821-3212 Home Phone: 978-741-7518

How long have you lived in Salem? 22 years

Current Occupation Retired

Board/Commission/Committee you are interested in: _____

Why are you interested in serving on this Committee? (Please use additional pages if necessary)

See Addendum

In addition to the experience listed on your resume what other specific skills or expertise do you believe you can bring to this commission? (Please use additional pages if necessary)

See Addendum

If you are currently serving on other boards, including City Boards, please indicate which one(s) Salem Recycles

Signature Susan Yochelson

Date 3/25/19

City Council Application for Board/Commission/Committee Member

Addendum, Susan Yochelson

Question: Why are you interested in serving on this Committee?

I am very excited about the creation of Salem's new Tree Commission. I have always loved trees and soon realized when I moved to here, that as a heterogeneous urban community, the quantity and quality of the trees are part what makes Salem so special. There is much to do to improve, protect and manage this vital community and environmental resource. I would like to be a part of this process.

In addition to the experience listed on your resume what other specific skill or expertise you believe you can bring to this commission?

I am aware of the importance of trees to our local environment. In my work at Salem Sound Coastwatch, I played a critical role in implementing the Greenscapes program: conducting presentations and creating materials to encourage environmentally friendly landscaping practices. I am an avid environmentalist, a good communicator with extensive community experience, a problem solver, and a clear thinker.

Susan Yochelson

5 Eden Street

Salem, MA 01970

susany@edenstreet.com

Cell: 978-821-3212; Home: 978-741-7518

Synopsis

Committed environmentalist. Community oriented and experienced working on local issues. Good interpersonal and communication skills. Excellent writing skills. Strategic

Employment

Salem Sound Coastwatch, Salem, MA; 2006-2018 — Outreach Coordinator
Facilitated communication between Salem Sound Coastwatch, a local environmental nonprofit organization, and the general public.

AFL-CIO Community Services, Baltimore, MD; 1983-1996 — Executive Director
Created and managed nonprofit human services agency affiliated with Central Labor Council

Education

Community Environmental Studies Graduate Certificate, Tufts University, Urban and Environmental Policy and Planning, 2005 (Note: completed all requirements, never applied for certificate)

Masters in Social Work with concentration in Social Strategy, University of Maryland, 1979.

Relevant Community Activities

Member of **SalemRecycles** since its inception. Produce monthly newsletter
Board member of **SAFE**, Salem Alliance for the Environment.

Questions contact – Dan Milligan 781-907-1908

Petition of the NATIONAL GRID
Of NORTH ANDOVER, MASSACHUSETTS
For Electric conduit Location:

To City Council of Salem, Massachusetts

Respectfully represents the NATIONAL GRID of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked: Front St - Salem - Massachusetts.

The following are the streets and highways referred to:

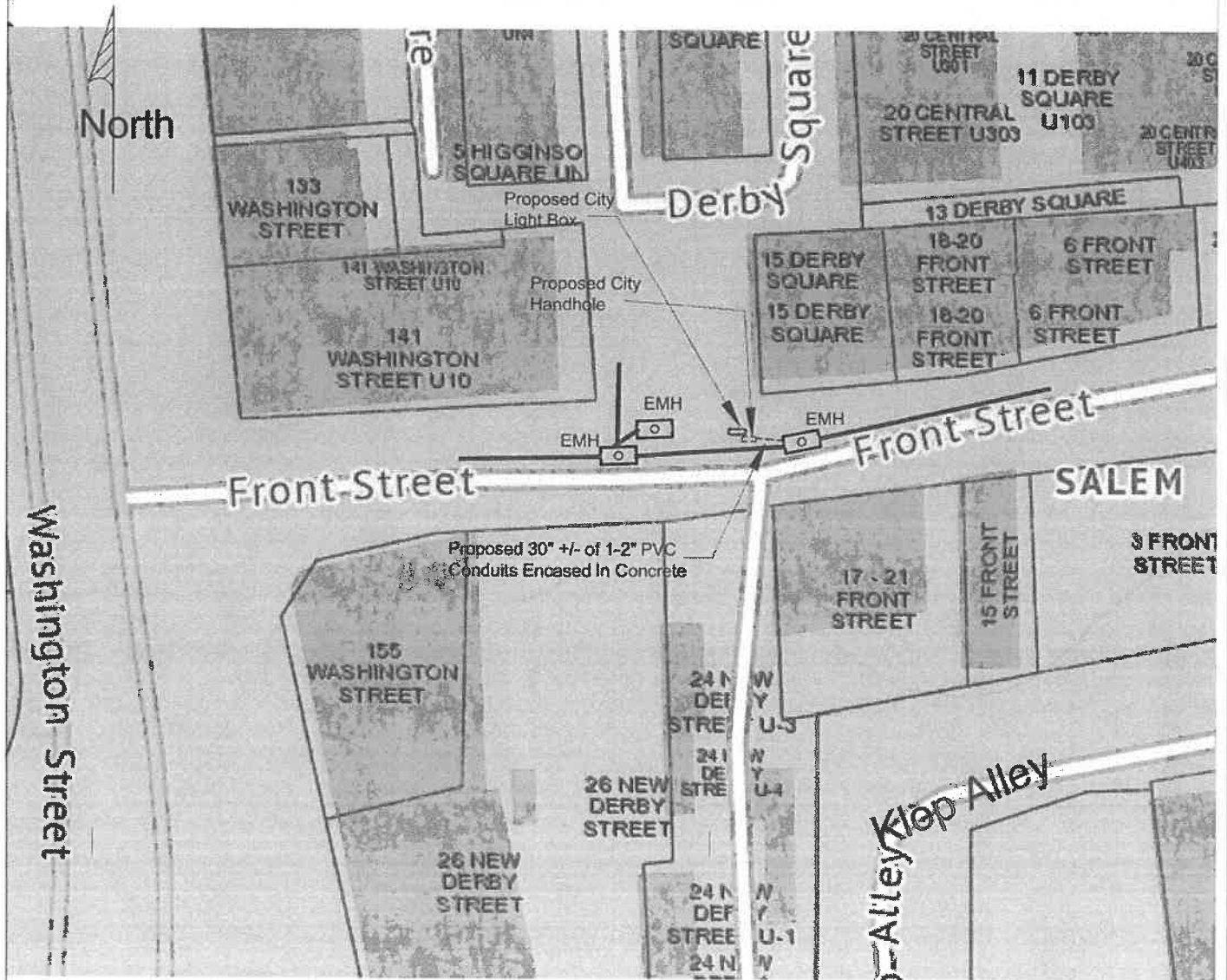
Plan # 27883110 Front St - National Grid to install beginning at a point approximately 272 feet East/Northeast of the centerline of the intersection of Washington St at Front St and continuing approximately 30 feet in a West/Northwest direction. National Grid is petitioning to install 1-2" PVC conduits encased in concrete from existing electric MH to proposed city owned handhole in Front St.

Location approximately as shown on plan attached






NATIONAL GRID
BY _____
Engineering Department

Robert Coulter

Dated: March 20, 2019



UNDERGROUND PETITION

-  (EXISTING) ELECTRIC MANHOLE
-  (EXISTING) ELECTRIC DUCTBANK
-  PROPOSED CONDUIT 1-2"
-  PROPOSED CITY HANDHOLE
-  PROPOSED CITY LIGHT BOX

nationalgrid

Sketch to Accompany Petition for the Installation of 1-2" PVC Conduits Encased in Concrete from Existing Electric MH to Proposed City Owned Handhole in Front Street, Salem, MA 01970.

Date: 03-20-2019

WORK REQUEST: 12-19-27883110

To The: City Of Salem

For Proposed: Conduit Location: Front Street

Drawn By: Sibhita Mahabier-Sheehy

DISTANCES ARE APPROXIMATE



CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICE

401 Bridge Street, Salem MA 01970

Tel. (978) 744-0180/(978) 744-0924

pobrien@salem.com

Kimberley Driscoll
MAYOR

Trish O'Brien
Superintendent

Road Bike/Race/Walk/Parade Application

PLEASE SUBMIT PAYMENT OF \$200 WITH THIS PERMIT APPLICATION TO THE CITY OF SALEM
PARK, RECREATION AND COMMUNITY SERVICES DEPARTMENT NO LATER THAN 45 DAYS

PRIOR TO THE EVENT.

Registered Non-Profit Fee \$150

ANY FOR PROFIT EVENTS WILL REQUIRE AN ADDITIONAL 5% FROM THE
REGISTRATION FEES POST EVENT.

We, the undersigned, respectfully apply for permission to host a road race/walk in the City of Salem as follows:

Applicant's Name: Salem Ymca - Cheryl Ierama

Organization Name: Salem Ymca

Name of Race/Walk/Parade: Salem Road Race - Notch

Contact #: 978-740-9622 E-Mail Address: ieramac@northsharymca.org

Address: 1 Sewall St

City/State/Zip: Salem, MA 01970

Organization Tax Status (please include Tax ID Number): 042 104 913

What Charities Will This Race/Walk Be Benefiting? Salem Ymca

Approximately How Much of the Race/Walk/Parade Proceeds Will Be Donated to Each Charity(s)

Day of Race/Walk Contact Information:

Name: Ed O'Connor Contact #: 978-235-3397

Date of Event: 9/8 Estimated Number of Participants: 1,500

Time of Event: 10:00 am Estimated Finish Time of Event: 12:00 pm

Start Location: Courtesy St Finish Location: Courtesy St.

Distance of Event: 10K

Has This Event Been Held Before? Yes No

All Races/Walks/Parades Are Required to Recycle and Remove Trash.

Please Explain Your Plan (Will You Bring to North Shore Recycled Fiber on 53 Jefferson Ave, Open M-F; Bring to Your Home Curbside, or Other?) If You Have Questions about Recycling, Please Contact Julie Rose for More Information 978-619-5679

Onsite EMT/Ambulance Service (Required): initial

Please Attach a Map of Route With the Following Items:

1. Race/Walk Course
2. Direction of Runners Through the Race/Walk course
3. Starting and Finishing Points
4. Meeting Points For Racers Before and After the Race/Walk
5. Last year's race financials

Certificate of Insurance Attached? Yes No

A certificate of insurance for general liability naming the City of Salem as primary additional insured for amount not less than \$1,000,000 combined single limit for injury or death or property damages (including loss of use) in any one occurrence, and \$1,000,000 general aggregate coverage. (The City of Salem reserves the right to increase coverage minimum if event presents extraordinary risk).

RELEASE & INDEMNITY AGREEMENT APPLICANT'S SIGNATURE The undersigned Sponsor, by signature below, shall defend, indemnify, and hold the City of Salem, its officers, agents and employees, harmless against all liability, loss, or expenses, including attorney's fees, and against all claims, actions or judgments based upon or arising out of damage or injury (including death) to persons or property caused by any act or omission of an act sustained in any way in connections with the performance of this event or by conditions created thereby, or based upon violation of any statute, ordinance or regulation. This contractual indemnity provision does not abrogate common law or statutory liability and indemnification to the City of Salem, but is in addition to such common law or statutory provisions

Applicant's signature

Date: 2/13/2019

Name of applicant

A copy of this permit will be sent to the applicant upon approval. Please call Park, Recreation & Community Services if you have any questions. 978-744-0924

CITY USE ONLY

Payment Received: chk# 11032 Date Permit Issued: 2/27/19 Date Permit Mailed to Applicant:

Approved By:

Director (Or Designee) of Salem Park, Recreation & Community Services

Salem Police Department

Effective date of form: 2/8/12

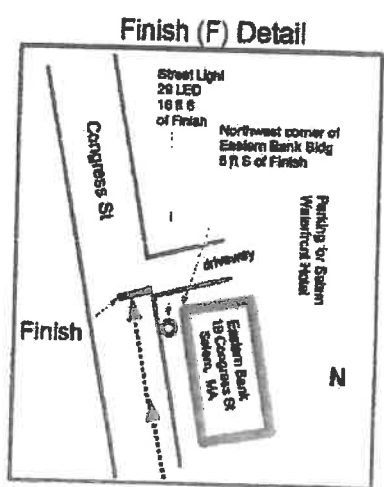
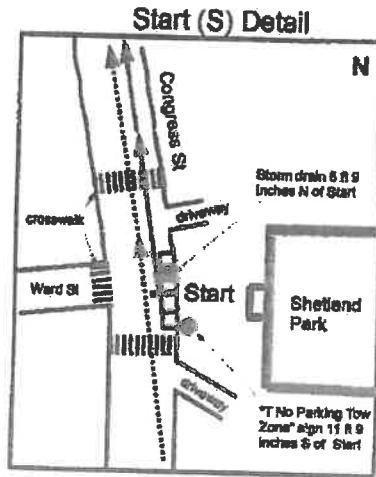
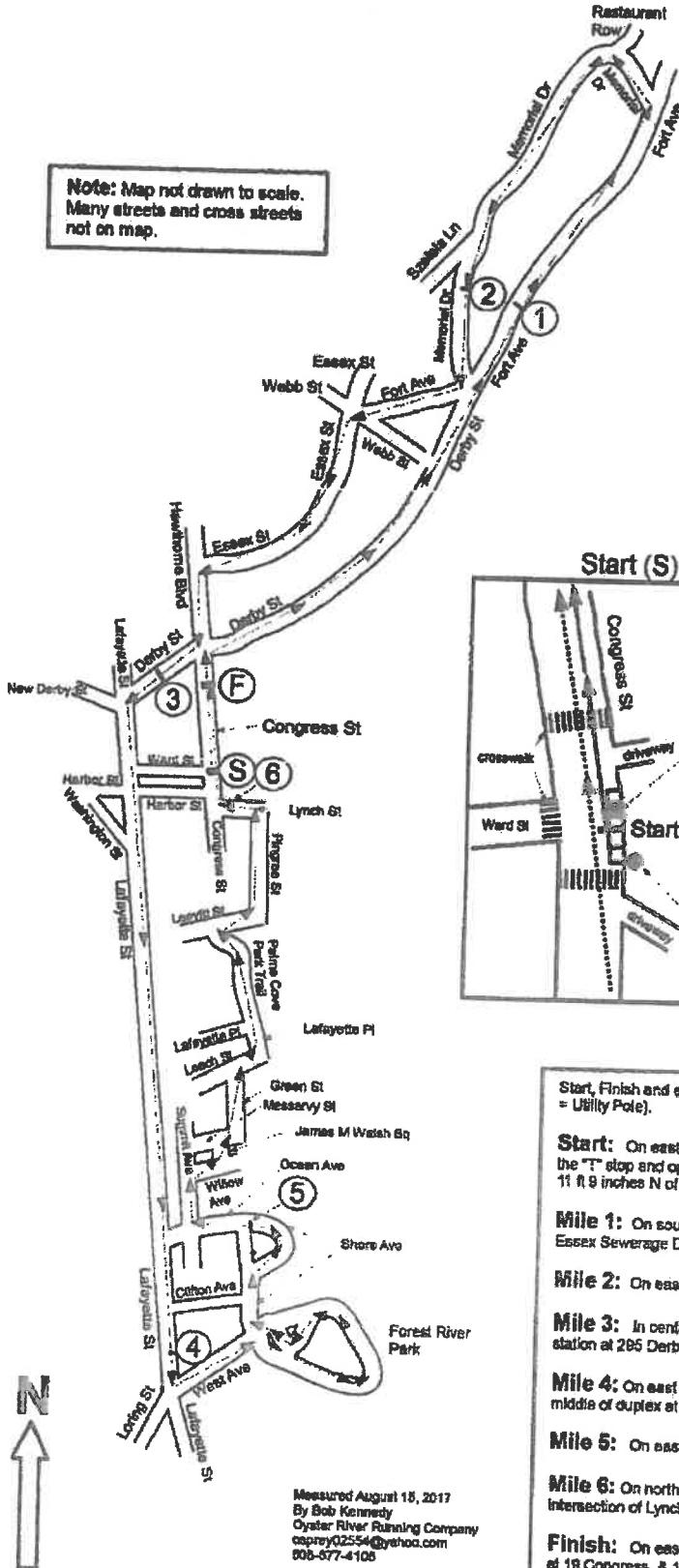
Revised date of form: 1/1/18

Salem Road Race 10K Salem, Massachusetts

USATF Certificate MA17006BK
Effective Aug 25, 2017 to Dec 31, 2027



Note: Map not drawn to scale.
Many streets and cross streets
not on map.



- Start, Finish and all miles marked with a P-K nails and a white spot of paint unless noted (UP = Utility Pole).
- Start:** On east side of Congress St in front of Shetland Park at 27-24 Congress and within the "T" stop and opposite intersection of Ward St & Congress, 6 ft 9 inches S of storm drain & 11 ft 9 inches N of "T No Parking Tow Zone" sign both on same side.
 - Mile 1:** On southeast side of Fort Ave at beginning (southwest side) of entrance to South Essex Sewerage District at 50 Fort Ave.
 - Mile 2:** On east side of Memorial Dr even with property line between 18 & 22 Memorial Dr.
 - Mile 3:** In center of Derby St (Rt 1A) even with street lamp in front of the Speedway gas station at 295 Derby St.
 - Mile 4:** On east side of Lafayette St in middle of driveway for 327 Lafayette & even with middle of duplex at 326 & 328 Lafayette across the street.
 - Mile 5:** On east corner of intersection of Shore Ave & Ocean Ave.
 - Mile 6:** On north side of Lynch St 13 ft W of UP 3 19 366 2 on same side, & about 100 E of intersection of Lynch and Congress.
 - Finish:** On east side of Congress St 6 ft N of northwest corner of the Eastern Bank Bldg at 19 Congress, & 18 ft N of Street Light 29 LED.

Measured August 18, 2017
By Bob Kennedy
Oyster River Running Company
bobkennedy@orrc.com
905-577-4108



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CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICE
 401 Bridge Street, Salem MA 01970
 Tel. (978) 744-0180/(978) 744-0924
 pobrien@salem.com

Kimberley Driscoll
 MAYOR

Trish O'Brien
 Superintendent

Road Bike/Race/Walk/Parade Application

**PLEASE SUBMIT PAYMENT OF \$200 WITH THIS PERMIT APPLICATION TO THE CITY OF SALEM
 PARK, RECREATION AND COMMUNITY SERVICES DEPARTMENT NO LATER THAN 45 DAYS
PRIOR TO THE EVENT.
 Registered Non-Profit Fee \$150
 ANY FOR PROFIT EVENTS WILL REQUIRE AN ADDITIONAL 5% FROM THE
 REGISTRATION FEES POST EVENT.**

We, the undersigned, respectfully apply for permission to host a road race/walk in the City of Salem as follows:

Applicant's Name: Tom Mistretta
 Organization Name: Wicked Running Club
 Name of Race/Walk/Parade: Miles Over The Moon
 Contact #: 978-239-4012 E-Mail Address: thomasmistretta@gmail.com
 Address: PO Box 601
 City/State/Zip: Salem MA 01970
 Organization Tax Status (please include Tax ID Number): 27-1340155

What Charities Will This Race/Walk Be Benefiting?
Wicked Youth Running Fund - supports "wicked kids" children's race - Also *Track program For Students*

Approximately How Much of the Race/Walk/Parade Proceeds Will Be Donated to Each Charity(s) 100%

Day of Race/Walk Contact Information:

Name: Tom Mistretta Contact #: 978-239-4012
 Date of Event: 7/12/2019 Estimated Number of Participants: 400
 Time of Event: 8:00 PM Estimated Finish Time of Event: 9:15 PM
 Start Location: Bentley School Finish Location: Bentley School
 Distance of Event: 4 miles
 Has This Event Been Held Before? Yes No

All Races/Walks/Parades Are Required to Recycle and Remove Trash.

Please Explain Your Plan (Will You Bring to North Shore Recycled Fiber on 53 Jefferson Ave, Open M-F; Bring to Your Home Curbside, or Other?) If You Have Questions about Recycling, Please Contact Julie Rose for More Information 978-619-5679

Home curbside in Danvers

Onsite EMT/Ambulance Service (Required): TMM initial

Please Attach a Map of Route With the Following Items:

1. Race/Walk Course
2. Direction of Runners Through the Race/Walk course
3. Starting and Finishing Points
4. Meeting Points For Racers Before and After the Race/Walk
5. Last year's race financials

Certificate of Insurance Attached? Yes No Will send later

A certificate of insurance for general liability naming the City of Salem as primary additional insured for amount not less than \$1,000,000 combined single limit for injury or death or property damages (including loss of use) in any one occurrence, and \$1,000,000 general aggregate coverage. (The City of Salem reserves the right to increase coverage minimum if event presents extraordinary risk).

RELEASE & INDEMNITY AGREEMENT APPLICANT'S SIGNATURE The undersigned Sponsor, by signature below, shall defend, indemnify, and hold the City of Salem, its officers, agents and employees, harmless against all liability, loss, or expenses, including attorney's fees, and against all claims, actions or judgments based upon or arising out of damage or injury (including death) to persons or property caused by any act or omission of an act sustained in any way in connections with the performance of this event or by conditions created thereby, or based upon violation of any statute, ordinance or regulation. This contractual indemnity provision does not abrogate common law or statutory liability and indemnification to the City of Salem, but is in addition to such common law or statutory provisions.

Thomas M. Missetter

Date: 2/19/2019 Rec'd

Applicant's signature

Thomas (Tom) Missetter

Name of applicant

A copy of this permit will be sent to the applicant upon approval. Please call Park, Recreation & Community Services if you have any questions. 978-744-0924

CITY USE ONLY

Payment Received: _____ Date Permit Issued: _____ Date Permit Mailed to Applicant: _____

Approved By: _____

[Signature]
Director (Or Designee) of Salem Park, Recreation & Community Services

[Signature]
Salem Police Department

Effective date of form: 2/8/12

Revised date of form: 1/1/18

150 → 75

Create a New Route

Instructions Select location: Massachusetts

Toolbar

- Draw map
- Add water
- Undo
- To start
- Out & back
- Clear all

Distances:
4.03 miles
6.49 km

Actions

-
-

Map

Map data ©2018 Google Terms of Use Report a map error

Meridian Miles



Thomas Mistretta <thomas.mistretta@gmail.com>

MOTM 2019 update and approval

Mark Losolfo <mlosolfo@salempd.net>
To: Thomas Mistretta <thomas.mistretta@gmail.com>

Wed, Feb 13, 2019 at 2:52 PM

Hello Thomas. As per our phone conversation, I do give my approval for July 12, 2019 for your event. As previously mentioned by Capt. Stephens, we will post temporary no parking signs on the streets directly adjacent to the Bentley School. Please advise contestants to utilize parking at Salem Willows in the area of Dead Horse Beach. Thank you.

CAPTAIN MARK LOSOLFO**95 MARGIN STREET****SALEM, MA 01970****978-744-0171 X 50261****mlosolfo@salempd.net**

From: Thomas Mistretta [thomas.mistretta@gmail.com]**Sent:** Wednesday, February 13, 2019 2:36 PM**To:** Mark Losolfo**Cc:** Thomas Mistretta**Subject:** MOTM 2019 update and approval

[Quoted text hidden]

Please note the Massachusetts Secretary of State's office has determined that most emails to and from municipal officials are public records. For more information please refer to: <http://www.sec.state.ma.us/pre/preidx.htm>. Please consider the environment before printing this email.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/23/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Management Group 959 E. 4th St. P.O. Box 1600 Marion IN 46952		CONTACT NAME: Margaret Mayers PHONE (A/C, No, Ext): (260) 338-2925 E-MAIL ADDRESS: mmayers@insmgt.com FAX (A/C, No):	
INSURED Road Runners Club of America/2019 and Its Member Clubs 1501 Lee Highway Suite 140 Arlington VA 22209		INSURER(S) AFFORDING COVERAGE INSURER A: National Casualty Company INSURER B: Nationwide Life Insurance Co. INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 11991 66869	

COVERAGES **CERTIFICATE NUMBER:** 2019 \$1M A.I. **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

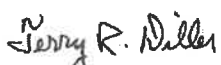
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Legal Liability to Participant \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		KRO0000007654500	12/31/2018	12/31/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Fa occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ Unlimited PRODUCTS - COMP/OP AGG \$ 1,000,000 Abuse and Molestation \$ 500,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		KRO0000007654500	12/31/2018	12/31/2019	EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			Excess Medical \$10,000 AD & Specific Loss \$2,500
B	Excess Medical & Accident (\$250 Deductible/Claim)		SPX0000030282400	12/31/2018	12/31/2019	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Salem its officers, agents and employees are NAMED AS AN ADDITIONAL INSURED AS RESPECTS THEIR INTEREST IN THE OPERATIONS OF THE NAMED INSURED. DATE OF EVENT(S): 07/12/19 Miles Over the Moon INSURED RRCA CLUB/EVENT MEMBER: Wicked Running Club, Inc., Attn: Kristin Bary, PO Box 601, Salem, MA 01970 Attached: KRGL56 & KRGL79

CERTIFICATE HOLDER

CANCELLATION

07/12/19 City of Salem 93 Washington Street Salem WA 01970	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CITY OF SALEM, MASSACHUSETTS PARK, RECREATION & COMMUNITY SERVICES

401 Bridge street, Salem, Mass.
Tel. (978) 744-0180/(978) 744-0924
pobrien@salem.com

Kimberley Driscoll
MAYOR

Patricia O'Brien
DIRECTOR

Salem Park, Recreation & Community Services Permit Request Form

1) Name of the Applicant/ Organization/ Group: Tom Mistrretta / Wicked Running Club
 Street Address of App/ Org/ Group: PO Box 601 City: Salem State: MA
 Phone number of App/ Org/ Group: 978-239-4012
 Email Address of App/ Org/ Group: thomas.mistrretta@gmail.com
 Contact Person: Tom Mistrretta Phone#: 978-239-4012 Email: thomas.mistrretta@gmail.com
 Is the Applicant a Non-Profit Group? YES NO Non-Profit Doc/ Fed. EIN # 271340155
 Park/ Field/ Beach/ Venue requested: Salem Common
 Date(s) Requested: July 12 2019
 Event times: Set up 7:00 PM Start 8:00 PM / End 8:45 PM / breakdown finished 9:30 PM
 Electricity requested (if available): YES NO Electricity times: ON _____ OFF _____
 Lighting requested (if available): YES NO Lighting Times: ON _____ OFF _____
 Describe Event: Road race: miles 2.5 - 2.75 through Salem Common

2) Information Required For EVENTS

Is the Non-Profit Salem based? YES NO Is the Event staff all Volunteers? YES NO
 Does the Non-Profit hire an outside group to manage this event? YES NO
 If yes, please provide the name & contact information: _____
 Estimated number of attendees / participants: 400 Is there a fee to attend/ participate? YES NO
 Request for Amplified Sound: YES NO Sound Set Up/ Removal by: Applicant or Others (circle one)
 Request for Amusements/ Bouncy House, Etc.: YES NO Amusement Set Up/ Removal by: Appl. or Others (circle one)
 Amenities provided by Applicant: Food: YES NO Water YES NO Is Food provided by Outside Group (caterer?) YES NO
 Tent(s) YES NO How Many Tents? _____ Tent size (Sq. Ft) _____ Portable restroom: YES NO
 Vendors: YES NO if Yes, How Many? _____
 Parks and Rec. approved trash removal plan: YES NO N/A

Applicant Signature: [Signature] Date 2-19-2019
 If the event is approved, a Certificate of Insurance, if required, must be provided before the final approval by the City Council.

For Office Use Only
 Date Received: 2/20/2019 Date Available: Fee: \$75.00
 Date Fee Paid: _____ Fee Received by: _____
 Director Approval: _____ Date Permit Issued: _____

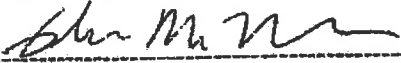
Commission decision, if needed: **APPROVED / DENIED**
 Comments/ Restrictions: _____

0

ACKNOWLEDGEMENT OF RECEIPT OF POLICY

The undersigned, an applicant of a permit, for use of a playing field, court, beach, venue, and/or related facilities, acknowledges that the undersigned has received and read a copy of the City of Salem "Field/Court and Facility Permit Policy", and understands and will fully abide by the terms, conditions and provisions contained or referred to therein.

The undersigned, in agreeing to rent and/or reserve the City of Salem's Parks and Recreation fields and/or facilities, and in consideration for permission to do so, I/we agree to forever release, discharge, and covenant to hold harmless the City of Salem, and its successors, departments, officers, employees, servants, and agents of and from any and all actions, causes for actions, claims, demands, damages, or costs of any kind which may result, directly or indirectly, from the use of City-owned recreational fields and facilities, and agreeing not to bring suit against the City for any claim arising in any way from their use. I/we also agree to defend and INDEMNIFY the City of Salem, and its successors, departments, officers, employees, servants and agents, against any actions brought in law or equity for damages arising out of use of the fields, playgrounds, beaches and/or facilities, including attorney's fees.



Signature

Thomas M. Nistretta

Print name

2-19-2014

date

Race Director, Wicket Running Club

org. position

CHECKLIST FOR PERMIT APPLICATION: No action will be taken on permit application until all aspects are complete.

CHECKLIST FOR TEAMS/LEAGUES APPLYING FOR SALEM FIELD USE

- 1) Completed application with signed acknowledgement of "Receipt of Policy" statement.
- 2) Rosters for every youth team, signed by league administrator/director, authenticating residency requirements for Tier 2 and 3 users.
- 3) Copy of Drivers licenses of all adults that are participating in a team/league, as supporting the residency requirements of Tiers 2-5.
- 4) For all youth organizations using Salem Fields/courts, a list of all volunteers and a letter from the organization's administrators stating that all volunteers have been CORI checked as required by Mass. State laws and a copy of the letter from the States CORI office stating that your CORI Administrator has been approved by the state.

NOTE: This form is to be returned with the permit application indicating that the applicant has read and agrees to the terms listed in this document.

MOTM 2019 Salem Common Request

Hello,

The Wicked Running Club has requested to hold "Miles Over The Moon", a 4-mile road race in Salem MA on the evening of July 12, 2019. This race will begin at the Bentley School at 8PM and end around 9:15PM.

Part of the race route goes through Salem Common. Runners will be heading South-West on Essex Street, and take a Right onto Washington Square East. The runners will enter the Common at the South East Common Entrance, at the intersection of South Washington Square and Washington Square East. The runners will then take a clockwise route on the outermost path of the Common, circling around to run in parallel first with South Washington Square, then with North Washington Square. Runners will exit the Salem Common at the North East Corner, taking a left onto Pleasant Street.

We expect runners to arrive at the Common starting at 8:15PM, with the last runner going through by 8:45PM.

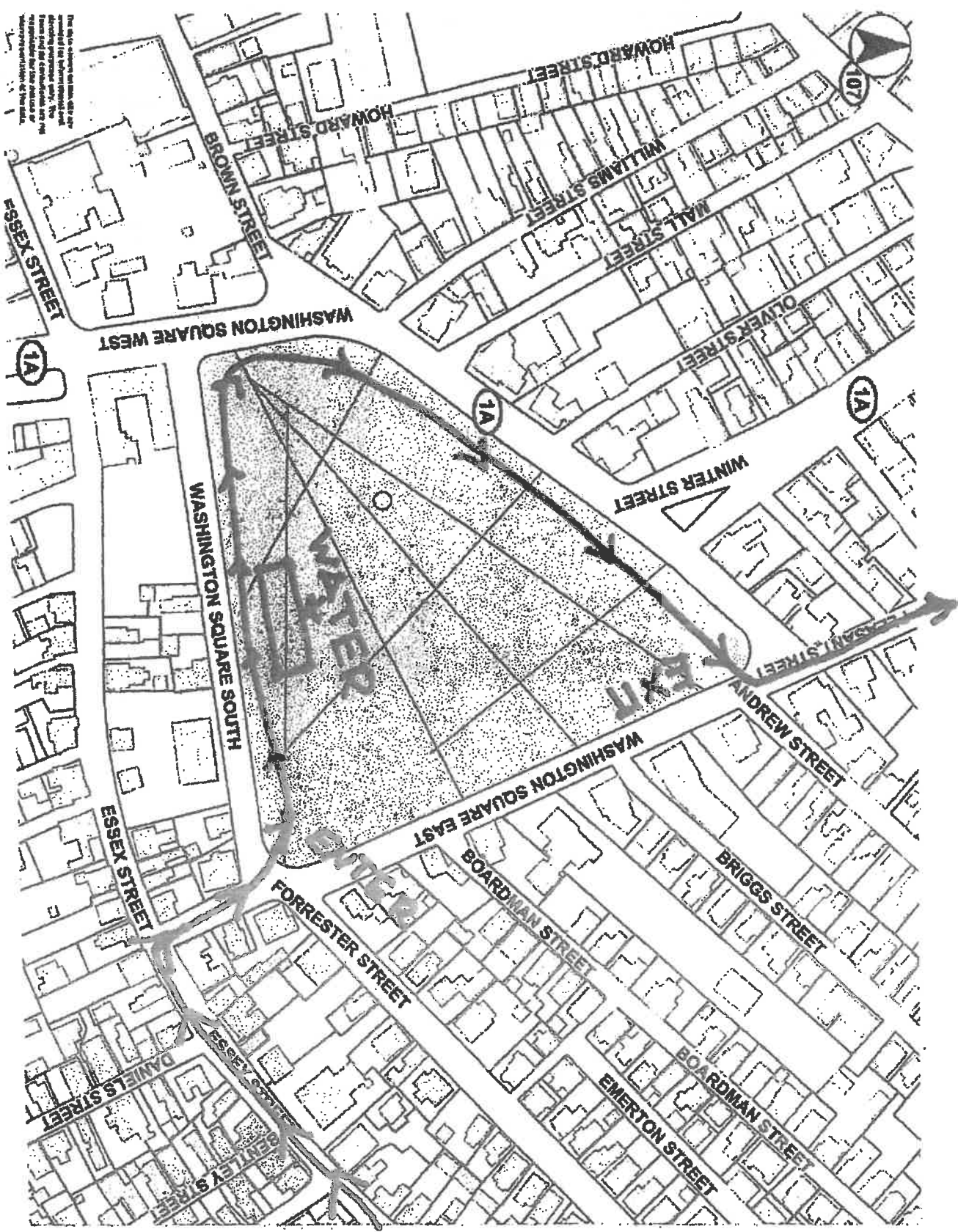
In addition to this running route around the Salem Common, the race volunteers will set up a water station along the path by the Washington Square ~~East~~ ^{South} side. The water station will be set up around 7:40PM and be torn down by 8:45PM.

Please see the attached diagram.

Thank you

Tom Mistretta
Wicked Running Club

The City of Cambridge has been authorized by the Board of Public Works to issue bonds for the purpose of financing the construction of the proposed project. The City of Cambridge is not responsible for the accuracy or completeness of the information provided on this map.





March 18, 2019

Dear City Council of Salem,

Please allow this letter to serve as a request for the approval of the route and execution of the MLK Freedom March on Thursday, April 4, 2019. Salem State University's MLK Planning Committee in partnership with the City of Salem's No Place for Hate Committee is currently planning a MLK Freedom March that will occur on Salem State's campus at 5:30 PM in the Ellison Campus Center. Immediately following a short program at approximately 6:00 PM we will begin the Freedom March starting on College Drive leading to Loring Avenue which will take us back on campus to Viking Hall for refreshments and conclude the Freedom March. For further detail, please see the campus map that is enclosed. As a representative of the MLK Planning Committee and the No Place for Hate Committee, I have been in touch with Chief Mary Butler of the City of Salem Police Department and Captain Richard Riggs of Salem State University's Campus Police Department, and both University Police and the City of Salem Police Department have agreed to support our efforts. Both departments have been gracious enough to support us in past years in hopes of making sure that our marchers are safe.

On behalf of Salem State University's MLK Planning Committee and the No Place for Hate Committee we are looking forward to maintaining this partnership, and see great potential in continuing to make the Freedom March an annual occurrence in our community for the MLK Holiday. Please feel free to reach out to me directly if you have any questions regarding our request, I will be serving as the primary contact for the MLK Vigil and Freedom March. I look forward to hearing from you.

Sincerely,

RDC

Rebecca D. Comage
Interim Chief Diversity Officer
Inclusive Excellence Office
Salem, MA 01970

978.542.2404 phone
978.542.8307 fax

rcomage@salemstate.edu



End

Start



CITY OF SALEM

In City Council,

March 14, 2019

Ordered:

That the City Council Elect Councillor Dominguez and Councillor Sargent to the Affordable Housing Trust Fund Board of Trustees per ordinance Ch. 2, Sec. 1002: "The city council shall annually elect two members of the city council to serve for a term of one year. The city council president or his or her designee shall serve for a term of one year." And that their terms are from April 12, 2019 to April 12, 2020.

In City Council March 14, 2019

Matter Tabled until the next meeting on March 28, 2019

ATTEST:

ILENE SIMONS
CITY CLERK



CITY OF SALEM

In City Council,

March 14, 2019

Ordered:

That Section 36 of the Rules and Orders of the City Council be amended by deleting the reference to "Cushing's Manual" and inserting in place thereof "Roberts Rules of Order"

In City Council March 14, 2019

Held under the rules until the next meeting on March 28, 2019

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 51 –
"Parking Prohibited on Certain Streets"

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

SECTION 1. Amending Ch. 42, Section 51, as follows:

Repealing:

Whaler's Lane, southbound, on the westerly side, starting one hundred and sixty-five (165) feet from First Street and extending to Fortune Way. "No Parking Anytime"

And Replacing With:

Whaler's Lane, southbound, on the westerly side, from First Street to Good Hope Lane.
"No Parking Anytime"

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

In City Council March 14, 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 51 –
“Parking Prohibited on Certain Streets”

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

SECTION 1. Amending Ch. 42, Section 51, by adding the following:

Whaler’s Lane, southbound, on the westerly side, from First Street to Majestic Way;
westbound, on the northly side, from Majestic Way to Queensberry Drive;
northbound, on the easterly side from Queensberry Drive to Captain’s Lane;
northbound, on the easterly side, from the driveway serving 162-168 Whaler’s Lane to
the driveway serving 170-176 Whaler’s Lane. “No Parking Anytime”

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

In City Council March 14, 2019
Adopted for first passage

ATTEST:

ILENE SIMONS
CITY CLERK