



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

Office of the Mayor

February 27, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Kristin Macek of 48 Webb Street #1 to the Salem Council on Aging Board to a three-year term to expire February 27, 2023. Ms. Macek will take the seat previously held by Ms. Alison Thibodeau, who has stepped down from the board.

Ms. Macek has worked in elder care for fifteen years and is a licensed social worker. She currently is employed as a high risk social worker at Addison Gilbert Hospital. Previously she has worked as Director of Client Services for Senior Whole Health in Cambridge, site director for Element Care/PACE in Lynn, and a social worker for Care Dimensions of Danvers. Ms. Macek earned her Bachelor's degree from Syracuse University and her Masters of Social Work from Salem State University. She volunteers locally as a member of the Salem Farmers Market committee and as a volunteer with Salem Main Streets.

I recommend confirmation of Ms. Macek to the Council on Aging Board. We are fortunate that Ms. Macek is willing to serve our community in this important role and lend her insights and commitment to the Commission and its work.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem

SUMMARY:

Multi-faceted, professional with breadth of experience in hospital care, elder care, federal and state funded managed healthcare programs, community services and supports and marketing communications. Leader in operations management skilled in strategic, analytical thinking, consensus building and interpersonal communication.

- **Leadership & Mentoring** – Director of Client Service at Senior Whole Health; Manage 40+ FTE from multiple disciplines; Site Director of Element Care/PACE, Medical Practice Management and Adult Day Health Center Management; Training and mentoring new managers and students; Supervising LCSWs
- **Operations management**– Program development, execution and evaluation; Lead departmental reorganization; Facilitate office move; Oversee facility maintenance and repair, safety and infection control
- **Community outreach & alliance building** – Build coalition with local and state agencies and service providers to support individuals’ needs; Collaborate with inter-generational, culturally disparate, community, non-profit organizations; develop network of community services and supports to address needs of high-risk population
- **Clinical** – Provide assessment, crisis intervention, case management and therapeutic care for underserved, low income, elderly, disabled, medically complex, behavioral health and high-risk populations; founder of a private practice focused on in-home therapy
- **Fiscal & budget responsibilities** – Forecast and manage \$4 million department budget; Well-versed in Medicare and MassHealth services, State waiver programs and MassHealth eligibility review process; Manage medical practice inventory and ordering
- **Regulatory** – Maintain compliance with CMS – Medicare/Medicaid and State of Massachusetts regulations; Prepare for CMS on-site audits for PACE and SCO; Develop annual audits for State waived programs; Develop quality improvement programs, execute, monitor and report results
- **Marketing communication** – Strategic planning, needs assessment, market analysis and brand development; Development of member communication materials including member newsletter, annual calendar and member handbook

HUMAN SERVICES EXPERIENCE:

Beth Israel Lahey Health

High Risk Social Worker, Addison Gilbert Hospital, Gloucester, MA

January 2018-present

- Work to reduce unnecessary acute care utilization for high-risk patients, increase cost efficiency, enhance patient access to social services, improve clinical interventions, and optimize coordination to provide patient care in the most appropriate setting in order to effectively engage patients and their families
- Lead hospital embedded, social work centered team, partnering with pharmacists, nurses, and inpatient medical teams to develop safe discharge plans and follow up care
- Provide intensive, outreach case management, coordinating with primary care, specialists, VNA, skilled nursing facilities, inpatient psychiatric and detox facilities, housing authorities, community providers, elder services agencies, mental health providers, city police departments and court clinicians to promote the health and welfare of patients and provide better continuity of care

- Address gaps in the care of patients with complex social, behavioral and medical needs in the community, working to reduce impact and reduce barriers to care
- Core participant of High Risk Task Force in Gloucester, MA

Grant funded Social Work Navigator, Beverly Hospital, Beverly, MA

January 2017-January 2018

- Assess high utilizing patients of the Emergency Department to identify needs and connect patients to appropriate clinical and community resources and assist patients in connecting with any and all available resources with the goal of improving the patient's quality of life and reducing emergency room presentations
- Participate in weekly roundtable discussions and case reviews with psychiatric team
- Manage team of Community Health Workers

Senior Whole Health (Senior Care Options), Cambridge, MA

Director of Client Services

February 2013-November 2016

- Provided departmental oversight including planning, coordination and implementation of day-to-day operations and new initiatives, initiate interdepartmental collaboration efforts to work toward corporate goals
- Restructured Client Service department through aligning skills to better focus efforts on member care coordination and partner relationships including revisions to job descriptions and internal interviews
- Initiated revision to corporate policies and procedures template, developed gap analysis and structured roll-out training to all areas of the company
- Developed tracking tools for Member Services Call Center to manage call volumes, language capabilities and gaps in coverage as indicators for staffing needs
- Participated in Risk Adjustment efforts, HEDIS initiatives, STARS ratings
- Forecasted and managed \$4 Million budget, planning department needs through projected membership growth and corporate goals
- Oversaw partnerships with 24 Aging Service Access Points (ASAP), hosting quarterly ASAP Advisory Board meetings
- Planned biennial conferences for partner agencies with 150+ participants, developed curriculum, contracted speakers and vendors for vendor expo
- Developed formal on-boarding schedule for new staff, conducted customer service training program for all company staff through curriculum development and facilitator coordination; prepared ongoing trainings and in-services for department staff
- Made presentations to EOHHS SCO Advisory Committee and Executive Office of Elder Affairs (EOEA)

Element Care/PACE, Lynn, MA

Site Director

March 2010-January 2013

- Oversaw daily operations of a multi-disciplinary medical practice and a 20,000 square foot adult day health center serving 175 low-income, culturally diverse, elderly patients
- Managed 30 FTE, volunteers and interns from multiple disciplines. Interviewed, hired and oriented/trained and evaluated staff. Ensured highest level of quality while supporting all members to prioritize workloads.
- Facilitated complete renovation of nurses' station, including temporary relocation, without interruption in daily service
- Member of the project leadership task force for the planning, selection and implementation of an agency wide EHR solution. Oversaw end user groups' integration to EHR, first site go-live with NextGen
- Managed an annual site budget of \$4 million, oversaw all purchasing of supplies and utilization of contracted services. Analyzed spending trends and generate monthly reports for CFO.
- Initiated community outreach plan to partner with local non-profits, developing mutually beneficial, intergenerational programs. Engaged RawArts to work with participants

- Ensured all activities are in compliance with State and Federal laws and regulations. Managed site operations through biennial CMS audits. Oversaw compliance with medical chart documentation. Maintained high safety and infection control standards. Developed and implemented QI programs.
- Developed Wellness program for patients, involving multiple agency disciplines

Social Worker

December 2007-March 2010

- Provided case management, individual and family therapy for a caseload of 80+ participants
- Performed psychosocial and clinical assessments, worked with interdisciplinary team to outline medical and therapeutic needs and develop individualized care plans addressing those needs
- Collaborated with other community resources and government agencies such as DTA, Social Security Administration, Department of Mental Health, Department of Developmental Services, housing authorities, first responders, linking elder/families with resources

Care Dimensions, Danvers, MA

Social Worker

September 2008-September 2011

- Assessed terminally ill patients and families for psychosocial, educational and bereavement needs; addressed those needs through direct services and/or consultation with interdisciplinary team in accordance with the hospice plan of care

SeniorCare Inc. (Aging Service Access Point), Gloucester, MA

Elder Protective Service Investigator/Social Worker

July 2006-December 2007

- Responded to elder abuse referrals, continually assessing immediate risks to elder's safety and their needs, determined elder's capacity and employ appropriate crisis interventions
- Conducted investigations; interviewed elders, their families and collateral contacts, guardian; consulted with medical and mental health professionals, facilities, housing authorities, Board of Health, Police, Fire Department, EMS, Probate Court, District Attorney, etc.
- Developed individualized service plan to alleviate substantiated abuse, counselled elders on their options and arranged for services, worked with families
- Ensured risk mitigation through ongoing counsel, case management and consultation with elder, family and outside resources

Case Manager

April 2005-July 2006

- Conducted biopsychosocial and needs assessment, developed individualized service plans and supportive networks with the client and family, coordinated and monitored the services with direct service agencies and other community health and social service agencies

Addison Gilbert Hospital, Geriatric Psychiatry Unit, Gloucester, MA

Social Work Intern

May 2005-August 2005

PRIOR PROFESSIONAL EXPERIENCE:

- Marketing Communications & Advertising Executive- Developed integrated marketing communication plans outlining the situation analysis, market analysis, program goals and objectives, communications strategies, and a range of tactical programs for execution, employing measurement tracking devices to test effectiveness. Wrote and produced product branding collateral materials for sales force and trade shows
- Program management for production – managed budget, schedule, and outsourced vendors

EDUCATION:

Masters of Social Work, SALEM STATE UNIVERSITY, Salem, MA , Graduated with Honors
Bachelor of Science, Journalism/English, SYRACUSE UNIVERSITY, Syracuse, NY

PROFESSIONAL HIGHLIGHTS:

- ❖ National PACE Association, Annual Conference, October 11-13, 2011 - Speaker
 - “When Traditional Interventions Aren’t Enough for Chronic Conditions: A Holistic Approach to Fill The Hole.”
- ❖ Fatherhood absence advertising campaign presentation to Lieutenant Governor Paul Cellucci

BOARDS:

Vice President of Outreach, Friends of the School of Social Work, Salem State University; Alumni Association Board of Directors, Salem State University

VOLUNTEERING:

Salem Farmers Market Committee Member and Volunteer, Salem Main Streets Volunteer



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 12, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Filipe Zamborlini to the Affordable Housing Trust Fund Board for a one-year term to expire March 12, 2021. Mr. Zamborlini will take the seat previously filled by Mr. Christian Bednar, who has chosen to step down from the board. I hope you will join me in thanking Mr. Bednar for his volunteer service on this board and his commitment to our community.

Mr. Zamborlini is the public policy director for Rosie's Place and, prior to that, worked as a career navigator for Jewish Vocational Services and an investigator in the Attorney General's Fair Labor Division. He is a strategic thinker with a decade of experience in advocacy and public policy. Mr. Zamborlini earned a Bachelor's degree from Harvard University's Extension School and volunteers locally as a member of the Point Neighborhood Association.

I recommend confirmation of Mr. Zamborlini to the Affordable Housing Trust Fund Board. We are fortunate that he is willing to serve our community in this important role and lend his insights and expertise to the Board and its work.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem

FILIPE ZAMBORLINI

62 Perkins St #3, Salem, MA 01970 | 617-319-7333 | filipe.zamborlini@gmail.com | www.linkedin.com/in/fzamborlini/en

SUMMARY OF QUALIFICATIONS

Community oriented government & non-profit relations professional with 10 years of experience in organizing, lobbying and advocacy, and direct services. Well versed in government affairs, program development, strategic analysis, research methods, and data analytics. Strong presentation skills and capable of exceeding projected goals both independently and in diverse teams. Native Portuguese and fluent Spanish.

PROFESSIONAL EXPERIENCE

Rosie's Place

Public Policy Director

Boston, MA

Aug. 2018 – Present

- Create and fight for legislative agenda focused on the well-being of poor and homeless women.
- Collaborate with coalitions to advance social justice driven policies through budgetary and legislative lobbying.
- Engage historically disenfranchised communities in the electoral system through civics education, voting, and census.
- Lobby MA Legislature and Executive offices on legislative and regulatory issues.

Jewish Vocational Services

Career Navigator

Boston, MA

Aug. 2016 – Aug. 2018

- Guide 50+ clients with professional and academic skill building through personalized planning and coaching.
- Create and implement short and long-term individualized plans and guide job seekers to achieve sustainability.
- Re-engaged all participants who had not seen any progress for over 1 year of program enrollment.

Mass. Attorney General Office – Fair Labor Division

Investigator

Boston, MA

Mar. 2016 – Aug. 2016

- Recovered unpaid wages for Portuguese and Spanish speaking immigrant workers.
- Supported the enforcement of wage, hour, and child labor laws through payroll audits and financial analysis.
- Responded to consumer inquiries regarding applicable laws, codes, rules, and regulations.

Office of State Senator Sonia Chang-Díaz

Bilingual Senior Assistant

Boston, MA

Jul. 2013 – Feb. 2016

- Managed all staff, interns, Senator's schedule, office operations, and acted as first-line of interaction for all major office inquiries from elected officials, advocates, constituents, and other stakeholders.
- Reduced Senator's scheduling time by 66% (3h/week to 1h/week) by improving tracking and staff coordination.
- Merged 4 years of scheduling data from 2 systems (Outlook & Google), into 1 system (Google for Business).
- Developed online district map tool to improve constituent service intake and address search.
- Digitized legislative session note binder via OneNote to facilitate interoffice communications with Senator.

Service Employer International Union 32BJ/Local 615

Political Organizer

Boston, MA

Apr. 2012 – Jul. 2013

- Implemented advocacy activities as a registered legislative and executive lobbyist, and managed field issue based/electoral campaigns in Greater Boston.
- Trained and managed 2 teams of 15 Member Political Organizers in 2012 and 2013 elections.
- Raised 2012 election turnout by 5% in East Boston and Chelsea compared to 2008.
- Led effort to have 25% of MA Legislature co-sponsor 2 priority bills for 2013-2014 Session, and achieved 38% of legislative support through co-sponsorships (S1472/H2883 50 Legislators, S847/H1712 65 Legislators).

Mass. Immigrant & Refugee Advocacy Coalition (MIRA)

Community Organizing Consultant

Boston, MA

Sept. 2009 – Feb. 2012

- Coordinated implementation of multiple campaigns supported Policy, Communications, and Development teams through research, trainings, web management, and grant writing support.
- Led efforts in DC and MA to advocate for National and Statewide policy agendas.

- Organized 700-900 constituents to lobby MA Legislature during annual lobby days.
- Led voter registration and outreach of 10,000 New Americans, and recruited a volunteer base of 300 new volunteers.
- Trained high school principals, guidance counselors, teachers and students, and undergraduate and graduate students on access to higher education, immigrant rights, and civic engagement.

**Mass. Immigrant & Refugee Advocacy Coalition (MIRA)
Redistricting Consultant**

**Boston, MA
Mar. 2011 – Oct. 2011**

- Provided organizational support to draw proposed Federal and State lines of representation.
- Analyzed 2010 Census data to determine immigrant population across MA and proposed changes in district lines.
- Assisted to create proposed maps that would increase Majority Minority Senate and House seats with strong foreign-born voting age citizen representation.

**Mass. Immigrant & Refugee Advocacy Coalition (MIRA)
Census Outreach Consultant**

**Boston, MA
Jan. 2010 – Jul. 2010**

- Led 2010 US Census work in historically undercounted immigrant communities.
- Oversaw 2 Outreach Teams (10 people) in Fitchburg/Leominster and key Boston Neighborhoods.
- Achieved goal of 5% (7% Boston, 9% Fitchburg/Leominster) increase in Census count compared to 2000 Census.

VOLUNTEER EXPERIENCE

Ty Hapeworth for Salem City Council – Canvasser	2019
Lydia Edwards for Boston City Council – Web, policy, field, and messaging	2017
Marcony Almeida-Barros for Everett School Committee – Canvasser	2017
Lydia Edwards for State Senate – Field strategy adviser, and canvasser	2016

SUMMARY OF SKILLS

Languages: Bilingual Portuguese, Fluent Spanish

Policy: Policy Research, Writing, and Analysis, Executive & Legislative Lobbying

Engagement: Community Organizing, Campaign Organizing, Facilitation, NGPVAN, VoteBuilder

Technical: Stata, SPSS, & R Proficiency, MS Office Suite Expertise, MS Excel (PowerPivot & Statistical Analysis), Basic Multimedia Editing, Basic Joomla/WordPress & HTML

EDUCATION

Harvard University Extension School **Cambridge, MA**
Bachelor of Liberal Arts (ALB) **May 2018**
Major: Government
Minor: Quantitative Analysis & Economics

Boston Latin Academy **Boston, MA**
High School Diploma

AFFILIATIONS

- The Alray Taylor Second Chance Scholarship – Mentor and Program Graduate**
- The Point Neighborhood Association (PNA) – Web and Social Media Manager**
- Massachusetts Alliance of Portuguese Speakers (MAPS) – Board Member, Former Board Vice President**
- Neighborhood Assistance Corporation of America (NACA) – Member**
- Jane Doe Inc. – 2017 White Ribbon Day Ambassador**
- Association of Latino Professionals in Finance and Accounting (ALPFA) – Member**
- BLA/GLS Alumni Association – Former Board Member**



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 12, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, William Simons of 79 School Street to the Cable Television and Technology Commission for a term of 2 years to expire March 10, 2022.

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

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 12, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Kevin Walker of 6 Moulton Avenue to the Cable Television and Technology Commission for a term of 2 years to expire March 10, 2022.

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

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 12, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Olle Duijvesteijn of 57 Dearborn Street to the Cable Television and Technology Commission for a term of 2 years to expire March 10, 2022.

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

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 12, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed bond Order approves borrowing \$1,565,000 over a 20-year period in order to fund the replacement of the boiler at the Bentley School. This boiler is approximately 20 years old; it is now reaching the end of its functional life and is scheduled for replacement.

Through the Massachusetts School Building Authority, the City will be reimbursed for most of the project cost, or \$1,129,030, meaning the net cost to the City for this project will be only \$433,981. As the MSBA program is a reimbursement, we are required to authorize the bonding of the full amount of the project.

As with many school capital projects, we try to coordinate the timing of the work so it will minimally interfere with dates when school is in session. Therefore, we are seeking this capital bond authorization now instead of through the regular budget process later this spring. If the Council approves this bond Order by the end of March, we can advance this work over the summer months to reduce the amount of disruption to the school as the project takes place.

I recommend adoption of the enclosed Order and invite you to contact Jenna Ide or Kristin Shaver should you have any questions about this project or Laurie Giardella with any questions specific to the bonding itself.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem

Salem Public Schools - Bently Academy _ Boiler Replacement Budget
 Budget Summary Per Kristen Shaver Template
 Prepared 03/02/20

	Estimated Budget	Scope Items Excluded from the Basis of Estimated Total Facilities Grant or Otherwise Ineligible	Basis of Estimated Total Facilities Grant1	Estimated Maximum Total Facilities Grant1	City Contribution
Feasibility Study Agreement Subtotal	38,530.00	-	38,530.00	29,040.06	9,489.94
Administration Subtotal	118,000.00	-	118,000.00	88,936.60	29,063.40
Architectural/Engineering Subtotal	94,080.00	-	94,080.00	70,908.10	23,171.90
Construction Budget	1,182,344.00	-	1,182,344.00	891,132.67	291,211.33
Alternates Subtotal3	-	-	-	-	-
Misc. Project Costs Subtotal	-	-	-	-	-
FF&E Subtotal	-	-	-	-	-
Sub-total before Contingency	1,432,954.00	-	1,432,954.00	1,080,017.43	352,936.57
Construction Contingency	118,234.40		59,117.00	44,556.48	73,677.92
Owners Contingency	11,823.00		5,912.00	4,456.87	7,367.13
Total Contingency	130,057.40		65,029.00	49,012.36	81,045.04
Total Proposed Budget	1,563,011.40			1,129,029.79	433,981.61



CITY OF SALEM

In City Council, March 12, 2020

Ordered:

**City of Salem, Massachusetts
Bentley Academy Boiler Replacement Bonds**

Ordered: That the sum of One Million Five Hundred Sixty-Five Thousand Dollars (\$1,565,000) is hereby appropriated to pay costs of replacing the boiler at Bentley Academy, including the payment of all costs incidental and related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the City of Salem Massachusetts, School Department; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to G.L. c.44, §7(1) and/or G.L. c.70B, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City, and the City further acknowledges that any grant that the City may receive from the MSBA for the Project shall not exceed the lesser of (1) seventy-five and thirty-seven hundredths percent (75.37%) of eligible approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; that the amount of the borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the City and the MSBA; and that any premium received by the City upon the sale of any bonds or notes approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this order in accordance with G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.



CITY OF SALEM

In City Council,

Ordered:

March 12, 2020

That the sum of One Hundred Seventy-Five Thousand Dollars (\$175,000.00) is hereby appropriated and transferred from the Capital Outlay Fund 2000” to the ST DPS Roof Repair account to be expended by the Engineering Department to repair the Main DPS facility roof due to extensive rain damage in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 12, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$175,000 from our short term capital fund to carry out necessary repairs to the roof at the Department of Public Services building on Jefferson Avenue.

While we are in the process of studying the various options available to the City in regards to this building, which was built around 1950, the roof has now reached the end of its useful life maintenance is required in order to keep it in good and weather-tight order. This facility houses offices and work space for the department and, even as the study is carried out, it is used daily by our staff of over 20 employees in that department, which necessitates this work be done.

I recommend adoption of the enclosed Order and invite you to contact David Knowlton should you have any questions about this request.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem




**Kimberley Driscoll
Mayor**

CITY OF SALEM
SALEM, MASSACHUSETTS
ENGINEERING DEPARTMENT
98 WASHINGTON STREET, 2ND FLOOR
SALEM, MA 01970
Phone: (978) 619-5673
Fax: (978) 745-0349

DAVID H. KNOWLTON, P.E.
CITY ENGINEER / DPS DIRECTOR

MEMORANDUM

February 3, 2020

To: Dominick Pangallo, Chief Administrative Aide to the Mayor
From: David H. Knowlton, P.E., City Engineer / DPS Director 
RE: Request for \$175,000.00 Short Term Capital for DPS Roof Repairs

This memo has been prepared to request short term capital outlay funds, in the amount of \$175,000, to fund the roof replacement project at 5 Jefferson Avenue. Recent leaks have developed in the roof of the main DPS facility that has allowed rain to enter the building in multiple locations. The City recently bid Contract 20-29-230 for repairs to contractors and bids were opened on January 14, 2020.

The lowest responsible and responsive bidder (see attached) was MDM Engineering (MDM), with a 5% contingency, we hereby request \$175,000 from ~~free cash~~ ^{capital} to enter into an agreement with MDM to make the necessary roof improvements.

If you have any questions, or require additional information, please call. The Public Services Department will be available to meet with the City Council to discuss this request.

Cc: Laurie Giardella, Finance Director

CITY OF SALEM
ST Capital Outlay Expenditure Request Form - FY 2020

From Department: 230 - Public Services **Date:** 2-19-2020

Department Head Name: david knowlton

Authorization Signature: 

Amount: \$175,000

Description:
roof replacement at 5 Jefferson Avenue (see attached)

For Finance Department Use Only:

City Council Approval Needed (Y/N)

CIP Balance: \$ 1753,346.30

Recommendation:
 Approved Denied



Finance Director

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

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

Org: _____ **Obj:** _____



CITY OF SALEM

In City Council,

Ordered:

March 12, 2020

That the sum of Forty-Nine Thousand Five Hundred Ten Dollars and Sixty-Seven Cents (\$49,510.67) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2020 contractual buyback as listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Karen Padeck-Sprei	School	\$ 33,333.60
Richard Cavallaro	School	16,177.07
		\$ 49,510.67



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 12, 2020

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Forty-Nine Thousand Five Hundred Ten Dollars and Sixty-Seven Cents (\$49,510.67) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

This transfer is necessary to fund the retirement buybacks for School Department employees.

Name	Department	Amount
Karen Padeck-Sprei	School	\$33,333.60
Richard Cavallaro	School	\$16,177.07
	TOTAL:	\$49,510.67

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: February 26, 2020
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 entitled to the following amount of sick leave buy back.

Karen Padeck-Sprei

80 sick days @ \$ 416.67 per day \$33,333.60

Total: \$33,333.60

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.

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

From: Department School Date 2/14/2020

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

NAME: KAREN Fadedek-Sprei

CALCULATION

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

SICK DAYS # 80 @ \$ 416.67 = \$ 33,333.60

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 33,333.60

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

[Signature]
HR Director/City or Superintendent/Schools



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: February 26, 2020
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 entitled to the following amount of sick leave and vacation buy back.

Richard Cavallaro

349 sick hours @ \$26.39 per hour \$9,210.11
264 vacation hours @ \$26.39 per hour \$6,966.96

Total: \$16,177.07


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

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

Handwritten signature of Lisa B. Cammarata

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

From: Department School Date 2/3/2020

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

NAME: Richard Cavallaro

		<u>CALCULATION</u>		
<u>VACATION DAYS</u>	<u>Hours</u> # <u>264</u>	@ \$ <u>26³⁹</u>	= \$	<u>6,966.96</u>
<u>SICK DAYS</u>	<u>Hours</u> # <u>349</u>	@ \$ <u>26³⁹</u>	= \$	<u>9,210.11</u>
<u>PRO-RATED STIPENDS</u>	# _____	@ \$ _____	= \$	_____
<u>OTHER</u>	# _____	@ \$ _____	= \$	_____

Total Amount Due: \$ 16,177.07
 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
 HR Director/City or Superintendent/Schools



CITY OF SALEM

In City Council,

Ordered:

March 12, 2020

That the sum of Thirty Thousand Dollars (\$30,000) is hereby appropriated and transferred from the Capital Outlay Fund 2000" to a ST DPS Salt Shed Study account to be expended for engineering services for a new fabric-type portable salt shed structure in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 12, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$30,000 from our short term capital fund to carry out engineering services required for the construction of a new salt shed structure for the Department of Public Services. The design being developed is portable, in the event the DPS facility is relocated during the functional life of the structure.

As you may know, our ability to respond effectively and timely to major snow storms and freezing weather is often based directly upon DPS' ability to have access to sufficient amounts of road salt. During inclement weather, demand for road salt can escalate substantially throughout the region, as different communities compete with each other to purchase enough quantity to treat their roadways. Having a shed facility will enable the City to purchase what we need in advance of storms, saving on the unit cost and also ensuring there will not be a shortage during snow storms.

I recommend adoption of the enclosed Order and invite you to contact David Knowlton should you have any questions about this request.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



Kimberley Driscoll
Mayor

CITY OF SALEM
SALEM, MASSACHUSETTS
ENGINEERING DEPARTMENT
98 WASHINGTON STREET, 2ND FLOOR
SALEM, MA 01970
Phone: (978) 619-5673
Fax: (978) 745-0349

DAVID H. KNOWLTON, P.E.
CITY ENGINEER / DPS DIRECTOR

MEMORANDUM

February 19, 2020

To: Dominick Pangallo, Chief Administrative Aide to the Mayor
From: David H. Knowlton, P.E., City Engineer / DPS Director
RE: Request to Appropriate \$30,000 for Salt Shed

This memo has been prepared to request a transfer of \$30,000 from ~~General Fund Free Cash~~ ^{ST Capital Fund} to fund the engineering services for a new fabric-type salt shed structure to be supported on precast blocks at 5 Jefferson Avenue. The new salt shed will be portable, so it may be relocated in the future.

The construction cost of the salt shed will be requested in the upcoming FY2021 CIP budget process.

If you have any questions, or require additional information, please call. The Public Services Department will be available to meet with the City Council to discuss this request.

Cc: Laurie Giardella, Finance Director

CITY OF SALEM
ST Capital Outlay Expenditure Request Form - FY 2020

From Department: 230 - Public Services **Date:** 2-19-2020

Department Head Name: David Knowlton

Authorization Signature: 

Amount: \$30,000

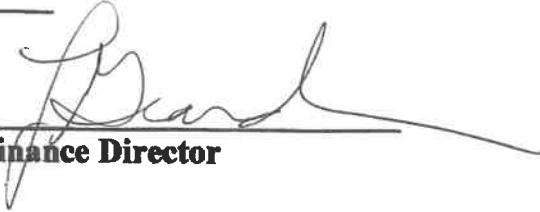
Description:
engineering services for a portable salt shed at 5 Jefferson Avenue (see attached)

For Finance Department Use Only:

City Council Approval Needed (Y/N)

CIP Balance: \$ 1,753,346.30

Recommendation:
 Approved Denied


Finance Director

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

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

Org: _____ **Obj:** _____



CITY OF SALEM

In City Council,

Ordered:

March 12, 2020

That the sum of Two Thousand Five Hundred Dollars (\$2,500.00) is hereby transferred and appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to General Fund Part-Time Salary 15411-5113 to cover costs associated with providing social work as part of an internship program in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

Office of the Mayor

March 12, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you may recall, when the Mayor Jean Levesque Community Life Center opened, we also announced the establishment of a new internship named in honor of Salem resident Kay Walsh. Kay has touched the lives of so many, as a nurse, as the Chair of North Shore Elders Services, and as a member of the Salem for All Ages Task Force. She was also a vocal advocate on behalf of the Community Life Center's construction.

The Kay Walsh Internship through the Salem Council on Aging is available to college and university students studying nursing, social work, gerontology, and health sciences. The program's goal is to provide these students with the opportunity to receive hands-on experience working with and helping older adults at the Community Life Center, the facility that Kay helped to make a reality.

The Council on Aging team is now prepared to award the first Kay Walsh Internship and this funding request will provide the stipend for that position. In future years this new opportunity will be an item in the Council on Aging regular budget.

I recommend adoption of the enclosed Order and invite you to contact Terry Arnold should you have any questions about this request or the Kay Walsh Internship.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



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

KIMBERLEY DRISCOLL
MAYOR

PATRICIA O'BRIEN
DIRECTOR

March 4, 2020

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

Dear Mayor Driscoll,

I am writing to request an appropriation from the general fund free cash for \$2500 to the Council on Aging personnel account, #15411-5113 for the purposes of supporting the Kay Walsh social work internship as part of the 2020 Budget Year.

Sincerely,

Teresa Gove Arnold
Teresa Gove Arnold
Director, Salem Council on Aging

Cc: P. O'Brien
L. Giardella

CITY OF SALEM - Finance Department

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

From: Council on Aging Department Jessica Gore Upfold Department Head Authorizing Signature 3/5/20 Date

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

Free Cash or Retained Earnings (W/S) To: 15411- 5713 Desc: stipend for intern Balance: 2,500.00
 (Org/Object) COA part-time personnel
Raise & Appropriate Please circle one

Amount Requested: \$ 2,500.00
Reason (Be Specific) Stipend for Salem State University social work intern
Internship has been established in honor of retired nurse practitioner
Key Walsh. Mrs. Walsh was active with Salem for All Ages, the Council
on Aging and North Shore Elder Services

For Finance Department and Mayor's Use Only:

_____ Budget Transfer _____ Mayor Approval _____ City Council Approval
 Free Cash Appropriation - City Council Approval - Gen Fund \$ 201955337
 Free Cash Balance
 _____ R/E Appropriation - Water \$ _____ R/E Appropriation Sewer \$ _____
 R/E Balance R/E Balance
 _____ Receipts Reserve - City Council Approval \$ _____
 R/Res Fund Balance
 _____ Raise & Appropriate _____ Other

[Signature]
 Finance Director

Recommendation: _____ Approved _____ Denied

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



City of Salem

In City Council March 12, 2020

RESOLUTION

WHEREAS, the young people of *Salem, Massachusetts* are tomorrow's leaders; and

WHEREAS, many young people need professional youth services to help them achieve their full potential; and

WHEREAS, the Boys & Girls Club of Salem, Massachusetts serves more than 700 young people annually; and

WHEREAS, Boys & Girls Clubs do whatever it takes to ensure every young person in America has the skills needed to graduate high school and be well prepared for life and work. Through programs like Power Hour, Diplomas to Degrees, Torch Club and Keystone Club, *Boys & Girls Club of Greater Salem* helps youth to develop the soft skills and hard skills need to close the jobs skills gap.

WHEREAS, *Boys & Girls Club of Greater Salem* will celebrate National Boys & Girls Club Week with some 4,000 Clubs and over 2 million more children and teens nationwide.

NOW, THEREFORE, We the City Council *for the City of Salem* do hereby proclaim March 30 – April 3, 2020, as Boys & Girls Club Week in *Salem, Massachusetts*.

Furthermore, I encourage all citizens to join me in recognizing and commending our 150-year-old Boys & Girls Club of Greater Salem for doing whatever it takes to build great futures for youth in our communities.



CITY OF SALEM

In City Council, March 12, 2020

Ordered: Pursuant to Section 37 of the Rules and Orders of the City Council, the City Council hereby authorizes, by majority vote, the scheduling of a joint meeting of the City Council and the Park and Recreation Commission on March 24, 2020 at 6:00 p.m. at the Jean Levesque Community Life Center, 401 Bridge Street, Salem relative to land in dispute at 20 Franklin Street.



CITY OF SALEM
LEGAL DEPARTMENT

93 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970
TEL: 978-745-9595 ♦ FAX: 978-744-1279

KIMBERLEY DRISCOLL
MAYOR

ELIZABETH RENNARD, ESQ.
CITY SOLICITOR
brennard@salem.com

VICTORIA CALDWELL, ESQ.
ASST. CITY SOLICITOR
vcaldwell@salem.com

March 12, 2020

Salem City Council
City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order, pursuant to Section 37 of the Rules and Orders of the City Council, to hold a joint meeting of the City Council and Park and Recreation Commission on March 24, 2020 at 6:00 p.m. at the Jean Levesque Community Life Center, 401 Bridge Street, Salem.

The purpose of this meeting is to inform and hear from the public about a 25,000+/- square foot parcel of land adjacent to Furlong Park on Franklin Street, title of which has been the subject of a dispute between the City and the Ferris family for many decades, and for each body to deliberate and vote on actions relative to this land including the potential surplus and sale of all or a portion of this land in dispute.

Once the Order has been adopted, I will immediately work with the City Clerk to prepare and post an agenda and make documents and plans relative to the matter available for the public. Please contact me if you have any questions or concerns. Thank you.

Sincerely,

Elizabeth Rennard



CITY OF SALEM

In City Council, March 12, 2020

Ordered:

WHEREAS, the City of Salem is the recipient of Federal and State funds to undertake a Safe Routes to School Project to improve pedestrian and vehicular safety in the neighborhood of the Bates School, including the reconstruction of sidewalks, installation of ADA-compliant curb ramps, grading land, constructing, operating, improving, maintaining, repairing, replacing, relocating, realigning and/or reconstructing slopes of excavation and/or embankment, driveway aprons, landscaping, loaming, planting trees, seeding, and installing rapid flashing beacons and flashing school zone signs; and

WHEREAS, a condition of the Federal and State funding is that the City acquire easements and dedication of land necessary to implement the Safe Routes to School Project, specifically, a certain dedication and permanent and temporary easements as shown on the plans entitled "Easement Plan of Land, Bates Elementary School, Liberty Hill Avenue, Salem, Massachusetts" dated March 4, 2020, prepared by Nitsche Engineering ("the Plans"); and

WHEREAS, in order to acquire the permanent and temporary easements, the City must appropriate the sum of \$14,880.00 to compensate property owners upon whose properties said easements are located.

NOW, THEREFORE, BE IT ORDERED, that the Salem City Council may by purchase and/or eminent domain, for public way purposes, including but not limited to enhancements of pedestrian and vehicular safety, in the neighborhood of the Bates School, permanent easements in, on, over and under and along certain parcels of land shown as PE-2 through PE-7, inclusive, and temporary construction easements in, on, over, under and along certain parcels of land shown as TE-1 through TE-7, inclusive, TE-13 and TE-15 on the Plans, which parcels are described in the Order of Taking of the Salem City Council to be recorded with the Essex South District Registry of Deeds.

AND, BE IT FURTHER ORDERED, that the Salem City Council acknowledge the allocation of the sum of \$14,880.00 from so-called Chapter 90 funds received by the City for the purpose of paying compensation to property owners for the acquisition of the permanent and temporary easements;

AND, BE IT FURTHER ORDERED, that the City Council dedicates the parcel of land shown as PE-1 on the Plans for the purpose of constructing an ADA curb cut and sidewalk and all purposes for which public ways are used in the City of Salem, including, without limitation, for the purpose of undertaking the Safe Routes to School Project for the Bates School.

AND, BE IT FURTHER ORDERED, that the City Council authorizes the City Council President Robert McCarthy to sign, on its behalf, an Order of Dedication and Taking and the City Solicitor is authorized to record said Order of Taking with the Essex South District Registry of Deeds.

ELIZABETH M. RENNARD
CITY SOLICITOR
93 WASHINGTON STREET
SALEM, MA 01970
TEL: 978.619.5633
FAX: 978.744.1279
EMAIL: BRENNARD@SALEM.COM



CITY OF SALEM
KIMBERLEY L. DRISCOLL, MAYOR

LEGAL DEPARTMENT
93 WASHINGTON STREET
SALEM, MASSACHUSETTS 01970

VICTORIA B. CALDWELL
ASSISTANT CITY SOLICITOR
93 WASHINGTON STREET
SALEM, MA 01970
TEL: 978.619.5634
FAX: 978.744.1279
EMAIL: VCALDWELL@SALEM.COM

March 12, 2020

Salem City Council
City Hall
Salem, Massachusetts

Re: Bates Elementary School - Safe Routes to School Project
MassDOT Project File No. 608743

Ladies and Gentlemen of the Council:

Enclosed herewith is an Order of Taking and Dedication related to the Federal and State funded Bates School Safe Routes to School Project. The taking of certain temporary and permanent easements and the dedication of City land is necessary to implement the project the City, in conjunction with Massachusetts Department of Transportation, has designed to improve the streets and sidewalks leading to the Bates School.

This project, aimed at improving pedestrian safety for children walking to and from school, has included public hearings about the design, received its 100% design approval and is scheduled to be advertised for bid on March 28, 2020. Construction, which is scheduled to begin this summer, will include the reconstruction of sidewalks, installation of ADA-compliant curb ramps, constructing driveway aprons, landscaping, planting trees, seeding, and installing rapid flashing beacons and flashing school zone signs. The attached plans show the permanent and temporary easements as well as the dedication of a portion of the sidewalk in front of the Bates School. A list of the property owners from which easements will be taken is also attached. Each impacted property owner has been informed about these takings and easements, and we have been in communication with them in order to answer any questions they have. The permanent easements are not significant, equaling only 52 square feet in total among all eight impacted properties, for the entire length of the project. Compensation to the homeowners for the taking of permanent and temporary easements, appraised at the sum of \$14,880.00, is to be paid with Chapter 90 funds.

Time is of the essence on this project as the Commonwealth expects to put it out to bid this month. Therefore, I wholeheartedly endorse the adoption of the attached Order.

Sincerely,

A handwritten signature in black ink, appearing to read "ER", with a long horizontal line extending to the right.

Elizabeth Rennard, Esq.

SAFE ROUTES TO SCHOOL PERMANENT AND TEMPORARY EASEMENTS

Property Owner: MICHAEL R. MCLAUGHLIN
Property Address: 33 LIBERTY HILL AVENUE
Deed Reference: Book 14754, Page 470
Temporary Easement Interest in square feet: 386
Permanent Easement Interest in square feet: 7

Property Owner: JORDAN RYAN
Property Address: 27 LIBERTY HILL AVENUE
Deed Reference: Book 38100, Page 289
Temporary Easement Interest in square feet: 123
Permanent Easement Interest in square feet: 1

Property Owner: MARY E. & JOHN G. MEYER
Property Address: 35 APPLETON STREET
Deed Reference: Book 18034, Page 462
Temporary Easement Interest in square feet: 273
Permanent Easement Interest in square feet: 6

Property Owner: PATRICIA A. WALKAMA
Property Address: 37 APPLETON STREET
Deed Reference: Book 31283, Page 421
Temporary Easement Interest in square feet: 111
Permanent Easement Interest in square feet: 1

Property Owner: RICHARD H. GRABOWSKI
Property Address: 32 NURSERY STREET
Deed Reference: Book 33991, Page 421
Temporary Easement Interest in square feet: 130
Permanent Easement Interest in square feet: N/A

Property Owner: THOMAS RACE
Property Address: 36 NURSERY STREET
Deed Reference: Book 29092, Page 240
Temporary Easement Interest in square feet: 182
Permanent Easement Interest in square feet: N/A

Property Owner: STEVEN A. & SUSAN M. MORGENSTERN
Property Address: 36 APPLETON STREET
Deed Reference: Book 16776, Page 3
Temporary Easement Interest in square feet: 514
Permanent Easement Interest in square feet: 37

Property Owner: MADELYN D. & JOHN W. FIRTH
Property Address: 24 LIBERTY HILL AVEUNE
Deed Reference: Book 31983, Page 313
Temporary Easement Interest in square feet: 684
Permanent Easement Interest in square feet: N/A



FOR REVISION USE ONLY



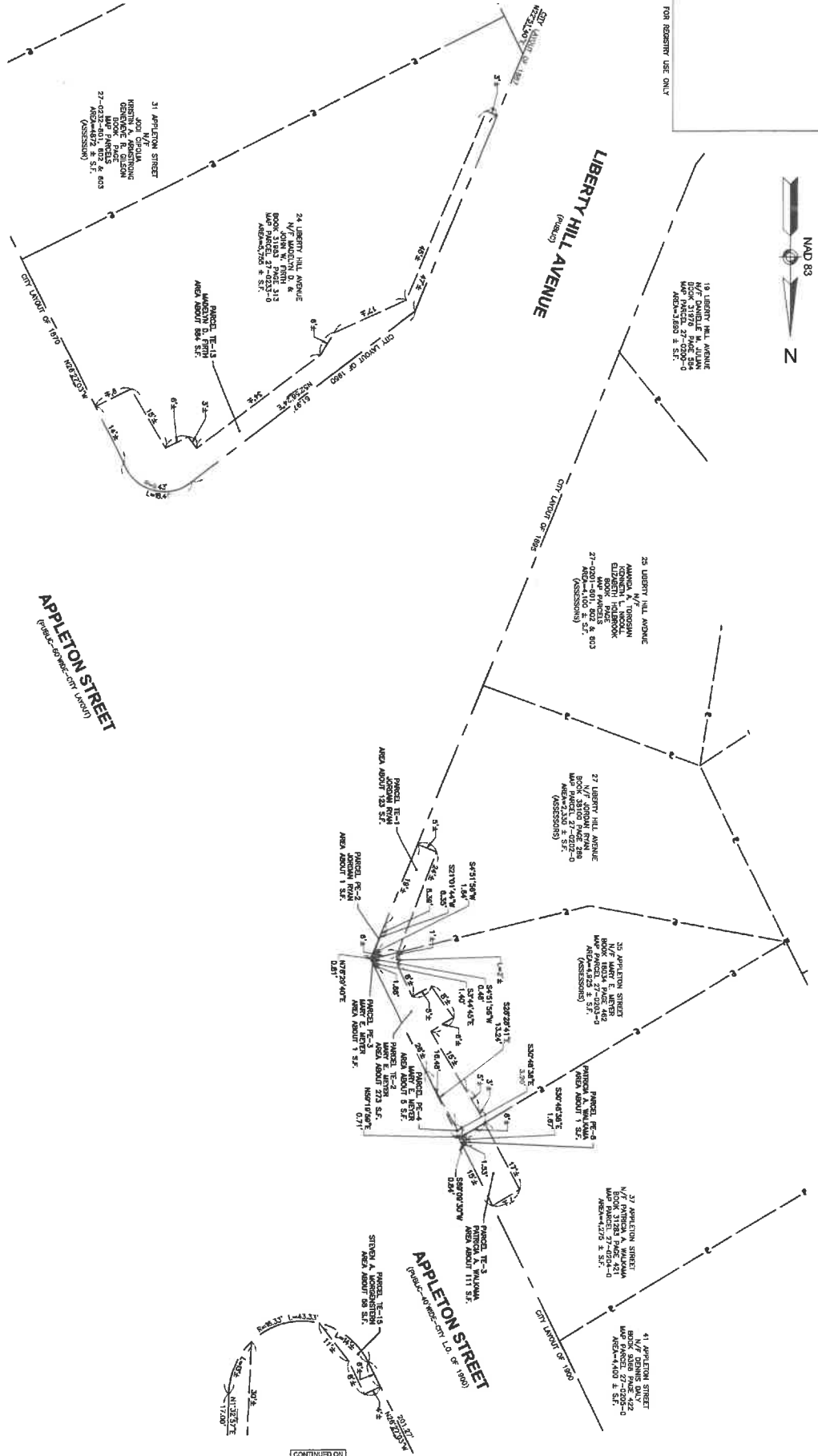
REV.	COMMENTS	DATE
1	REVISIONS TO EASEMENT PLAN	3-4-2020



PREPARED BY:
 NITCH ENGINEERING
 100 STATE ST. 2ND FL.
 SALEM, MA 01970
 978/752-0000

EASEMENT PLAN OF LAND
 BATES ELEMENTARY SCHOOL
 LIBERTY HILL AVENUE
 SALEM, MASSACHUSETTS
 SCALE: 1" = 10'

DATE: DECEMBER 23, 2019
 SHEET 1 OF 7



CONTINUED ON
 SHEET NO. 2



FOR REVISION USE ONLY

CONTINUED ON SHEET NO. 1

CONTINUED ON SHEET NO. 3



REV.	DATE	COMMENTS
1	3-4-2020	REVISIONS TO EXHIBIT PLAN

Nisch Engineering

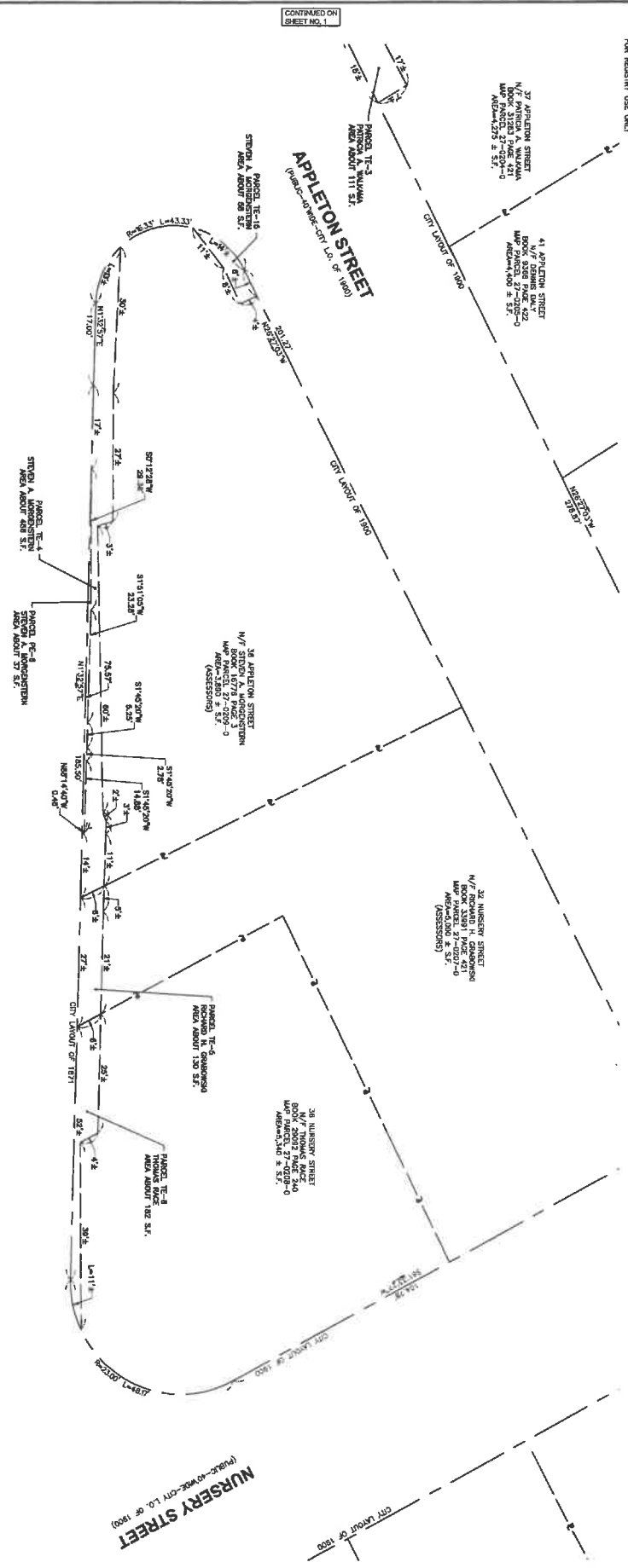
PREPARED BY:
 NISCH ENGINEERING
 75 CENTRE STREET
 SALEM, MASSACHUSETTS 01970

DATE: DECEMBER 24, 2019

EASEMENT PLAN OF LAND
 BATES ELEMENTARY SCHOOL
 LIBERTY HILL AVENUE
 SALEM, MASSACHUSETTS
 SCALE: 1" = 10'

SHEET 2 OF 7

LIBERTY HILL AVENUE
 (Public-30'WIDE-CITY LAYOUT OF 1871)

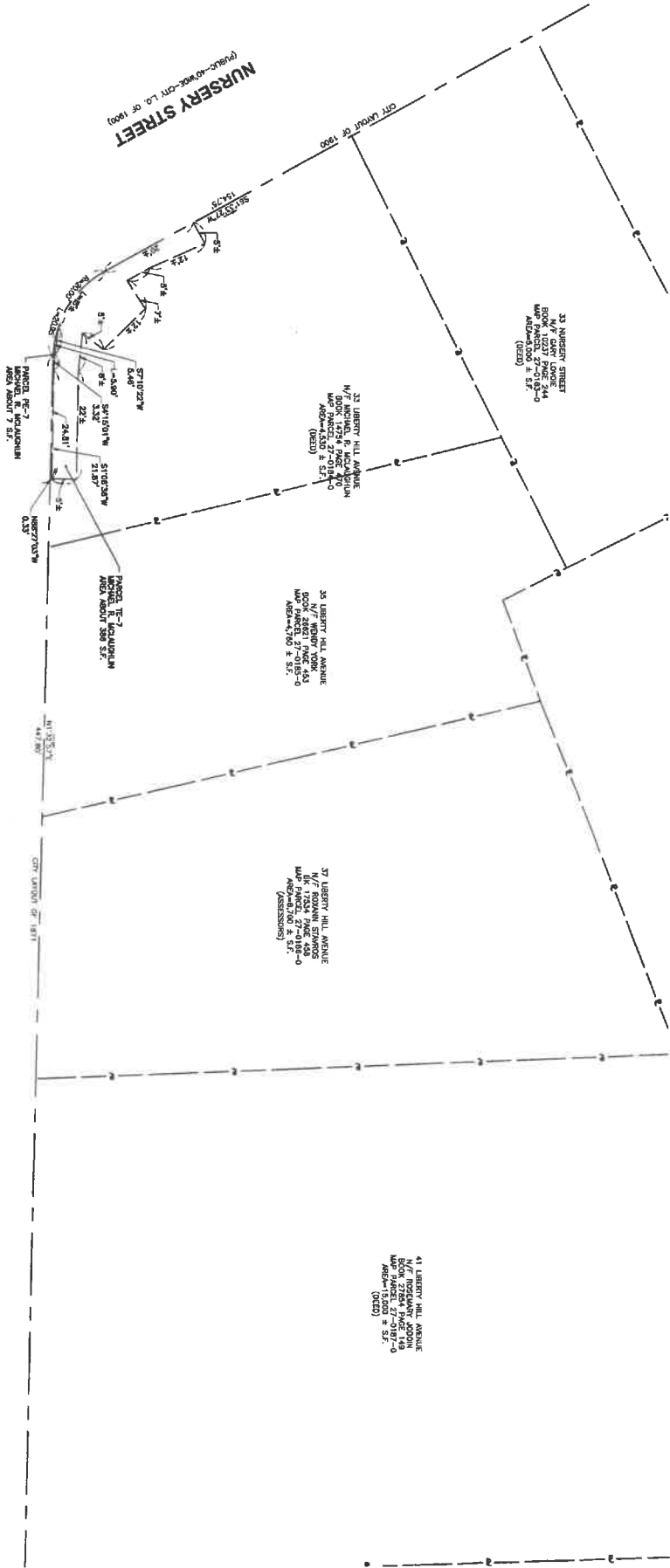


FOR RESERVATION USE ONLY



CONTINUED ON SHEET NO. 2

NURSERY STREET
(Public-60'wide-City L.O. of 1960)



LIBERTY HILL AVENUE
(Public-50'wide-City Limit of 1871)

REV.	COMMENTS	DATE
1	RESPONSE TO EASEMENT PLAN	3-4-2020

Nitch Engineering

PREPARED BY:
NITCH ENGINEERING
2 CENTER STREET, 2ND FLOOR
ROCKPORT, MA 01966
PH: 978/326-0000

EASEMENT PLAN OF LAND
BATES ELEMENTARY SCHOOL
LIBERTY HILL AVENUE
SALEM, MASSACHUSETTS
SCALE: 1" = 10'

DATE: DECEMBER 23, 2019

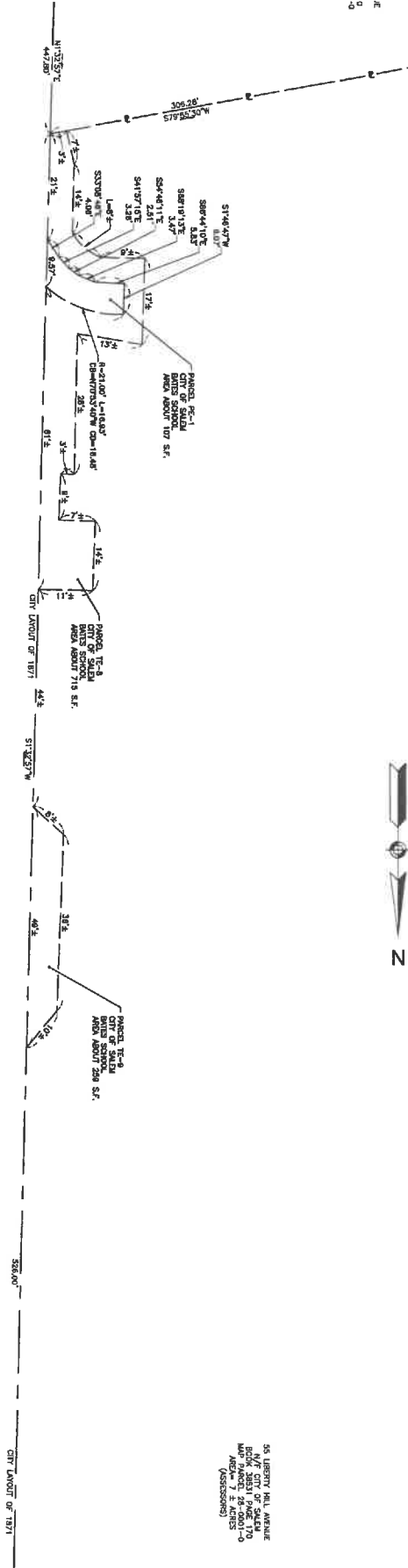
SHEET 3 OF 7

FOR REVISION USE ONLY



LIBERTY HILL AVENUE

(Public-Sewer-City Landlot of 1871)



SS LIBERTY HILL AVENUE
W/ THE CITY OF SALEM
BOOK 12831 PAGE 170
MAP AREA 7 ± ACRES
(ASSESSORS)

CONTROLLED ON SHEET NO. 5

REV.	COMMENTS	DATE
1	REVISIONS TO EASEMENT PLAN	3-4-2020

Prepared by:

Nichols Engineering
Nichols Engineering
1250 State St. #100
Boston, MA 02111
PH 617-252-5000

EASEMENT PLAN OF LAND BATES ELEMENTARY SCHOOL LIBERTY HILL AVENUE SALEM, MASSACHUSETTS SCALE: 1" = 10'

DATE: DECEMBER 23, 2019 SHEET 4 OF 7

FOR REGISTER USE ONLY

53 LIBERTY HILL AVENUE
BATES ELEMENTARY SCHOOL
BOOK 3503 PAGE 770
APRIL 2, 1971
AREA ABOUT 29 S.F.
(ASSESSORS)



CONTINUED ON
SHEET NO. 6

CITY LAYOUT OF 1871

31,135.07'±
32,100'

141'±

31,135.07'±
32,100'



LIBERTY HILL AVENUE

(PUBLIC-50-WIDE-CITY LAYOUT OF 1871)

CITY LAYOUT OF 1871

2025.96'
37'±

60'±

74'±

8'±

0'±

57 ORISKANY STREET
1/2 CITY OF SALEM
LIBRARY
AREA-36 ± ACRES (ASSESSORS)

PARCEL 10-111
BATES ELEMENTARY SCHOOL
GREENMANN CHANGERY
AREA ABOUT 41 S.F.



REV.	COMMENTS	DATE
1	REVISIONS TO EXHIBIT PLAN	3-4-2020

PREPARED BY



Nitsch Engineering
NITSCH ENGINEERING
300 STATE STREET
BOSTON, MA 02108
P: 617.552.8200

EASEMENT PLAN OF LAND
BATES ELEMENTARY SCHOOL
LIBERTY HILL AVENUE
SALEM, MASSACHUSETTS
SCALE: 1" = 10'

DATE: DECEMBER 23, 2018

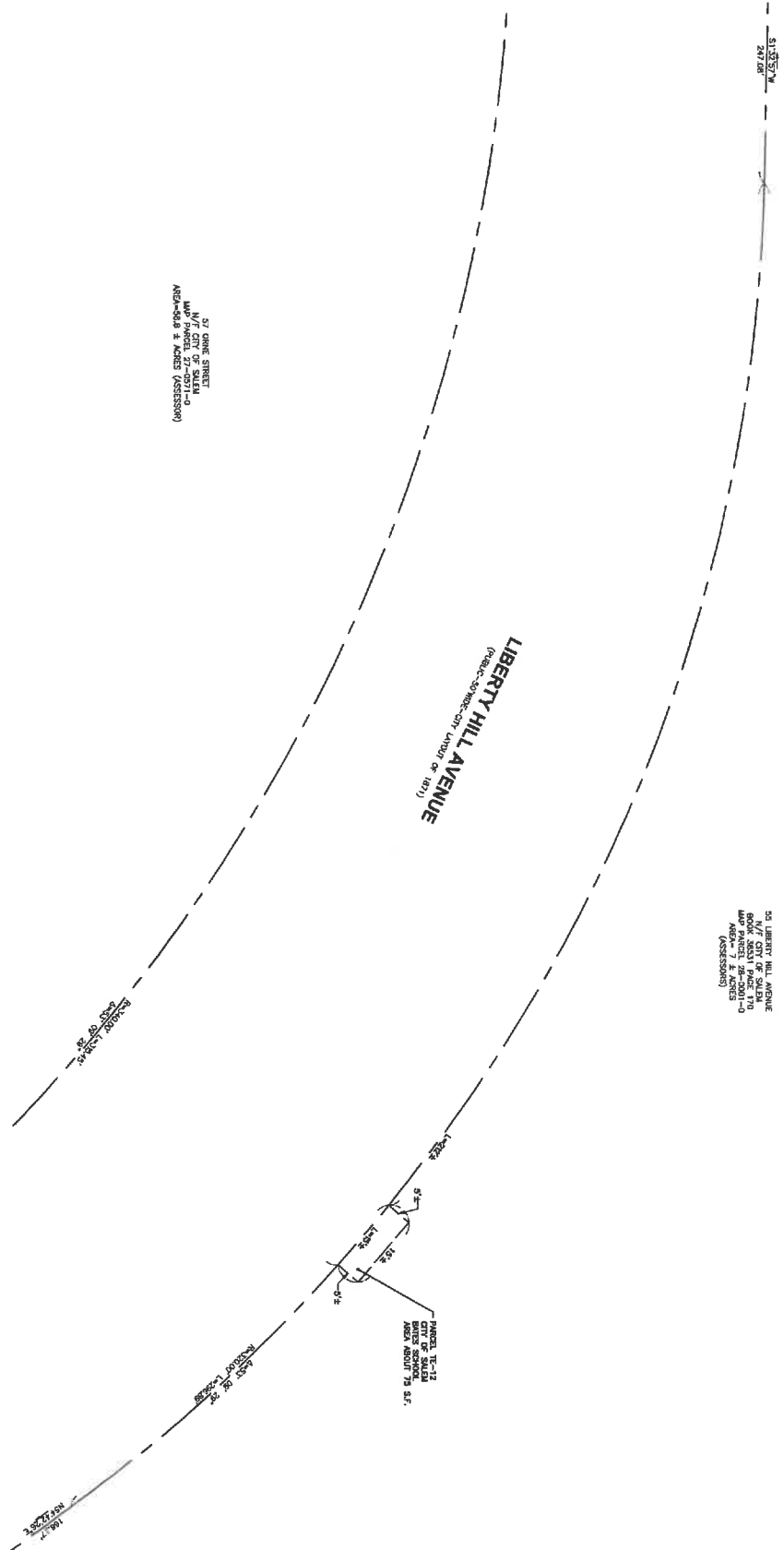
SHEET 5 OF 7



FOR REGISTRY USE ONLY

LIBERTY HILL AVENUE

(Public-500C-500C-077 (AVENUE OF 100))



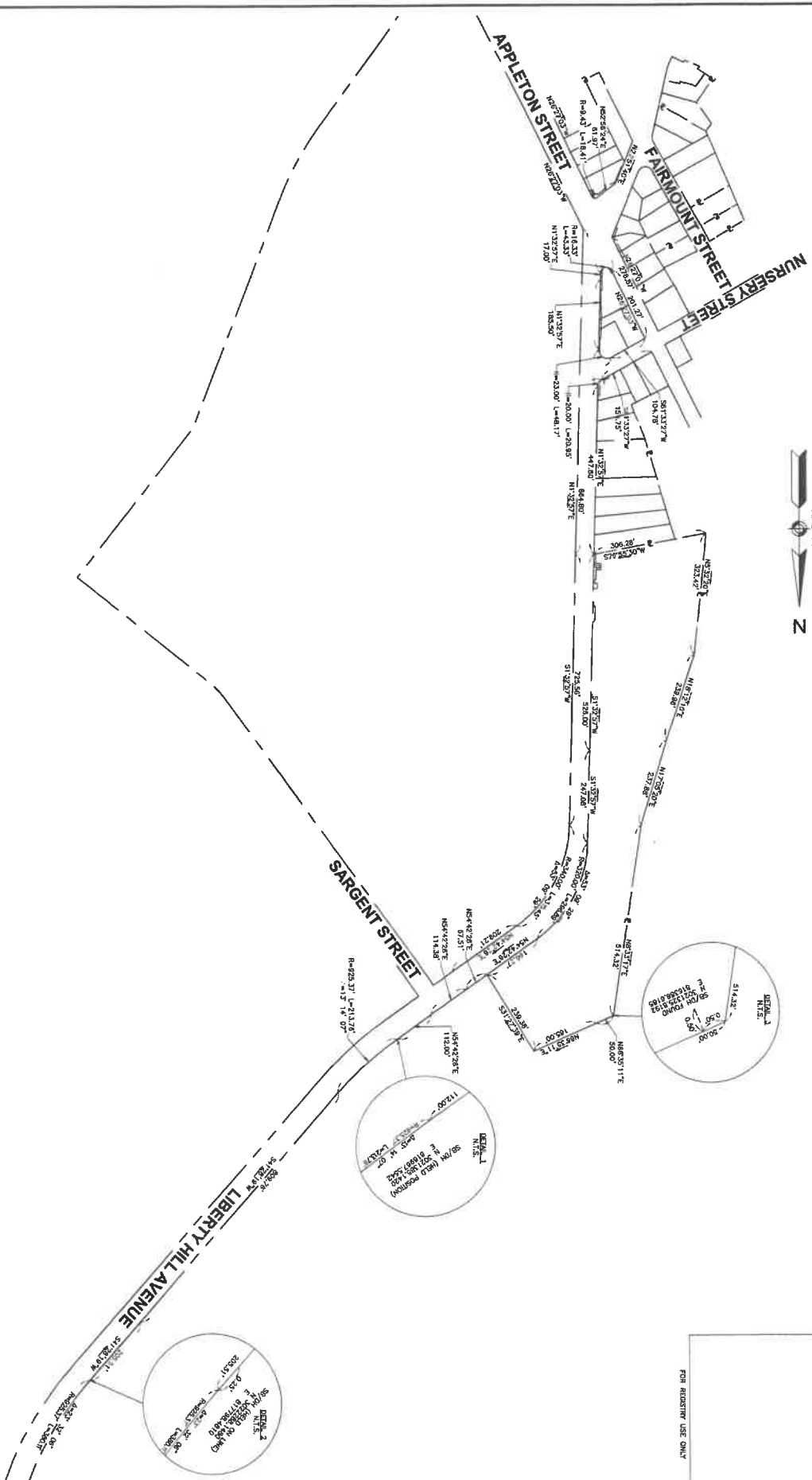
REV.	COMMENTS	DATE
1	REVISION TO EASEMENT PLAN	3-4-2020

PREPARED BY:
 NITSOCH ENGINEERING
 2 CENTER PLAZA, STE 400
 SALEM, MA 01970
 978.713.2333

EASEMENT PLAN OF LAND
 BATES ELEMENTARY SCHOOL
 LIBERTY HILL AVENUE
 SALEM, MASSACHUSETTS
 SCALE: 1" = 10'

DATE: DECEMBER 29, 2019

SHEET 6 OF 7



REV.	COMMENTS	DATE
1	REVISIONS TO EASEMENT PLAN	3-4-2020

Nitchol Engineering

PREPARED BY:
NITCHOL ENGINEERING
200 STATE ST. 2ND FL.
ROSELAND, MA 02168
PH: 978-282-9200

**EASEMENT PLAN OF LAND
BATES ELEMENTARY SCHOOL
LIBERTY HILL AVENUE
SALEM, MASSACHUSETTS
SCALE: 1" = 120'**

DATE: DECEMBER 23, 2018

2/26/20



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: Charity Lezama

Organization Name: Salem Ymca

Name of Race/Walk/Parade: Salem Road Race

Contact #: 978-740-9622 E-Mail Address: lezamac@northshoreymca.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

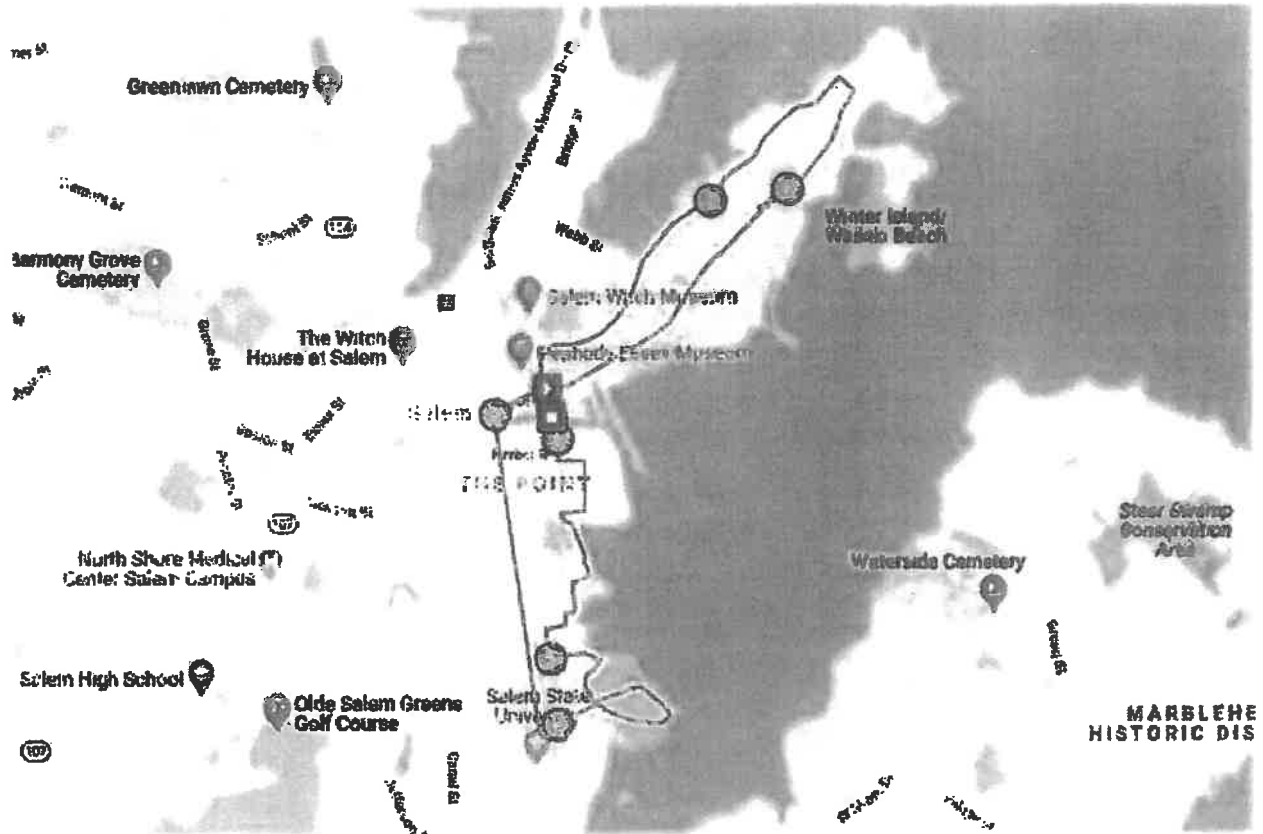
Date of Event: 9/13/2020 Estimated Number of Participants: 1,500

Time of Event: 10:00 AM Estimated Finish Time of Event: 11:30

Start Location: Congress St Finish Location: Congress St.

Distance of Event: 10K

Has This Event Been Held Before? Yes No



4th Annual Salem Road Race

Sunday, Sept 13, 2020 @ 10:00AM

The race starts and finishes on Congress St (near Notch Brewing). Runners line up on Congress St then turn right on Derby St, continue to Fort Ave, turn left [on the driveway after the tennis courts], left on Restaurant Row, bear right on Memorial Dr, right on Szetela Ln, continue straight to Essex St, left on Hawthorne Blvd, right on Derby St, left on Lafayette St, left on West Ave, right on Forrester River Park loop, right on Shore Ave to Ocean Ave, right on Summit Ave, right on Willow Ave, left on JM Walsh Sq, right on Messervy St, left on Green St, right on Leach St, left on Lafayette Pl, continue to Palmer Cove Park footpath, right on Leavitt St, left on Pingree St, left on Lynch St, right on Congress St then continue to finish near Congress & Derby.

<https://www.salemroadrace.com/course>

INC



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: CAROL A. MEYER

Organization Name: SALEM YMCA

Name of Race/Walk/Parade: WITCH CITY 5K

Contact #: 781-990-7034 E-Mail Address: meyercc@northshoreymca.org

Address: 1 SEWELL

City/State/Zip: SALEM, MA 01970

Organization Tax Status (please include Tax ID Number): NON-PROFIT 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)
100%

Day of Race/Walk Contact Information:

Name: CAROL A. MEYER Contact #: 978 804 8170

Date of Event: 10.17.20 SAT Estimated Number of Participants: 600

Time of Event: 9:00AM Estimated Finish Time of Event: 11:30 AM

Start Location: SALEM WILLOWS @ RESTAURANT ROW Finish Location: SALEM WILLOWS @ BEACH

Distance of Event: 5K

Has This Event Been Held Before? Yes No

No Amplification 8:30 am
before

Witch City 5K

Salem MA

Measured 7/23/17 By Steve Valtones



Start: Restaurant Row at intersection of Fort Ave. heading NW
89° SE of pole 1841 on parking lot side
277° SE of Hydrant on Willows Park side
28° SE of curb along park at intersection

West on Restaurant Row, merge into Memorial, merge into Szezela

Cross Webb onto Essex

1 Mile: 2 1/2 Essex at trees between two windows after door

Continue on Essex, Left on Hawthorne Blvd access street closest to buildings

Left on Derby, East on Derby

2 Mile: In front of #90 Derby, 4' before front steps

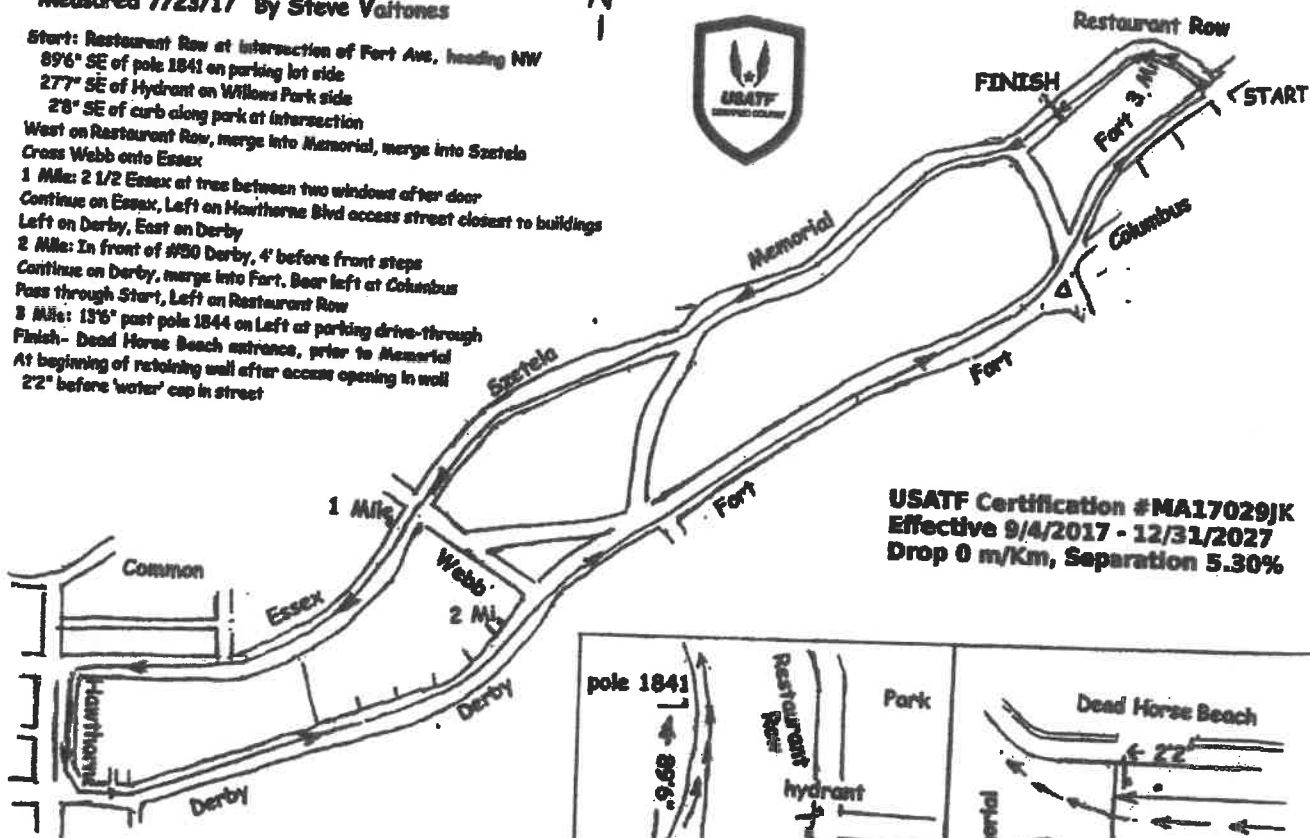
Continue on Derby, merge into Fort, Bear left at Columbus

Pass through Start, Left on Restaurant Row

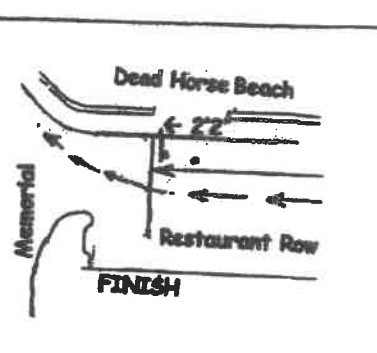
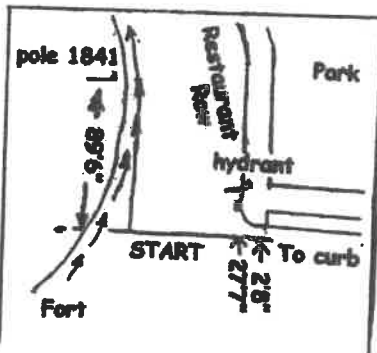
3 Mile: 13° past pole 1844 on Left at parking drive-through

Finish- Dead Horse Beach entrance, prior to Memorial

At beginning of retaining wall after access opening in wall
22° before 'water' cap in street



USATF Certification #MA17029JK
Effective 9/4/2017 - 12/31/2027
Drop 0 m/Km, Separation 5.30%



CITY OF SALEM

In the year Two Thousand and Twenty

An Ordinance to amend an Ordinance relative to Traffic

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

Section 1. Amending Chapter 42, Section 50B – “Handicapped Zones, Limited Time” is hereby amended by adding the following:

Hazel Street – One Handicapped Parking Space to be added in front of #38 Hazel Street, beginning four (4) feet North of the driveway at 38 Hazel Street, running north for twenty (20) feet.

Section 2. This Ordinance shall take effect as provided by City Charter.

In City Council February 27, 2020
Adopted for first passage

ATTEST:

ILENE SIMONS
CITY CLERK

CITY OF SALEM

In the year Two Thousand and Twenty

An Ordinance to amend an Ordinance relative to Traffic

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

Section 1. Amending Chapter 42, Section 49 – “Obedience to Isolated Stop Signs” is hereby amended by adding the following:

Wheatland Street, at the intersection with Lawrence Street, add one stop sign, easterly bound traffic on Wheatland Street.

Section 2. This Ordinance shall take effect as provided by City Charter.

In City Council February 27, 2020
Adopted for first passage

ATTEST:

**ILENE SIMONS
CITY CLERK**

CITY OF SALEM

In the year Two Thousand and Twenty

An Ordinance to amend an Ordinance relative to Traffic

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

Section 1. Amending Chapter 42, Section 49 – “Obedience to Isolated Stop Signs” is hereby amended by adding the following:

Pingree Street, northerly bound traffic on Pingree Street at Lynch Street.

Section 2. This Ordinance shall take effect as provided by City Charter.

In City Council February 27, 2020
Adopted for first passage

ATTEST:

ILENE SIMONS
CITY CLERK