



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** **Boston, MA**
Public Policy Director **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** **Boston, MA**
Career Navigator **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** **Boston, MA**
Investigator **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** **Boston, MA**
Bilingual Senior Assistant **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** **Boston, MA**
Political Organizer **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)** **Boston, MA**
Community Organizing Consultant **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 Bachelor of Liberal Arts (ALB) Major: Government Minor: Quantitative Analysis & Economics | Cambridge, MA May 2018 |
| Boston Latin Academy High School Diploma | Boston, MA |

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 26, 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, the following Department heads, for the terms specified below:

| NAME | TITLE | TERM | EXPIRES |
|---------------------|------------------------------------------------|---------|-----------|
| Laurieann Giardella | Finance Director/Auditor | 3 years | 31-Jan-23 |
| Lisa Cammarata | Director of Human Resources | 2 years | 31-Jan-22 |
| John Giardi | City Electrician | 2 years | 31-Jan-22 |
| Thomas Daniel | Director of Planning and Community Development | 2 years | 31-Jan-22 |
| David Knowlton | City Engineer | 2 years | 31-Jan-22 |
| Thomas St. Pierre | Director of Inspectional Services | 2 years | 31-Jan-22 |
| Kathleen Winn | Assistant Planning Director | 2 years | 31-Jan-22 |

I recommend confirmation of these reappointments and thank these seven employees for their continued service to the people of Salem.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 26, 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, Sara Moore of 34 Leach Street to the Board of Health for a term of 3 years to expire March 26, 2023.

I recommend confirmation of her reappointment to the Board of Health and ask that you join me in thanking Prof. Moore for her continued dedicated service and commitment to our community.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 26, 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, Sumner Jones of 8 Osborne Hills Drive to the Board of Trust Fund Commissioners for a term of 12 years to expire March 26, 2032.

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

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

March 26, 2020

Ordered:

That the sum of Two Hundred Fifty Thousand Dollars (\$250,000) is hereby transferred and appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the General Fund Mayor's COVID-19 Emergency Funds Account to cover costs associated with mitigating local COVID-19 emergency expenses as they arise in accordance with the recommendation of Her Honor the Mayor.

| Description | Fund | Amount |
|-------------|-------------|----------------------|
| Mayor | 11212-5780A | \$ 250,000.00 |
| | | \$ 250,000.00 |



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 26, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you are aware, our community is responding to an unprecedented public health crisis. We should be enormously proud of the outpouring of compassion and volunteerism from Salem residents, the capacity and responsiveness of our partner agencies and nonprofits, and the dedication and commitment from our first responders, healthcare workers, and City emergency response personnel.

Unfortunately, we are also facing a significant need for funding to respond to this emergency in a manner that will help protect public health and ensure the delivery of essential services and resources. We fully expect, given the local, state, and national emergency declarations, that federal reimbursement for costs incurred to respond to this crisis will be forthcoming in the future. Despite that, however, there is an immediate need for expenditures to be made to support critical agencies and services in a timely manner.

The enclosed Order establishes and appropriates funds to an emergency account to enable the City to respond quickly to financial needs as they occur during the response effort. Having this account will allow the City to expend funds to respond quickly to emergency needs. I recommend adoption of this Order and welcome any questions you may regarding it. Because this is a rapidly evolving public health emergency, I am requesting that the Council Rules be suspended so that this Order is not referred to committee and that you vote to adopt it at your regular meeting of March 26, 2020.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem

CITY OF SALEM - Finance Department

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

From: Mayor Department Department Head Authorizing Signature Kim Driscoll Date 3/23/20

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

| | | | |
|----------------------------------|---------------------------------------|-------------|-------|
| Free Cash or | | Budget Amt: | _____ |
| To: <u>1122-5780A</u> | Desc: <u>COVID 19 Emergency funds</u> | Balance: | _____ |
| Retained Earnings (W/S) | (Org/Object) <u>New Acct</u> | | |
| Raise & Appropriate | | | |
| <small>Please circle one</small> | | | |

Amount Requested: \$ 250,000.00

Reason (Be Specific) _____
To Cover Expenses Related to COVID 19 Emergency Costs

For Finance Department and Mayor's Use Only:

| | | |
|------------------------------------------------------------------------------------------------|-----------------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Mayor Approval | <input type="checkbox"/> City Council Approval |
| <input checked="" type="checkbox"/> Free Cash Appropriation - City Council Approval - Gen Fund | \$ <u>2107948.18</u> | |
| | <small>Free Cash Balance</small> | |
| <input type="checkbox"/> R/E Appropriation - Water \$ _____ | <input type="checkbox"/> R/E Appropriation Sewer \$ _____ | |
| <small>R/E Balance</small> | <small>R/E Balance</small> | |
| <input type="checkbox"/> Receipts Reserve - City Council Approval | \$ _____ | |
| | <small>R/Res Fund Balance</small> | |
| <input type="checkbox"/> Raise & Appropriate | <input type="checkbox"/> Other _____ | |

Recommendation: Approved Denied

[Signature]
Finance Director

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



CITY OF SALEM

In City Council,

Ordered:

March 26, 2020

That the sum of Fifty-Four Thousand, Three Hundred Fifty Dollars and Forty-Six Cents (\$54,350.46) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2020 contractual buyback listed below in accordance with the recommendation of Her Honor the Mayor.

| Name | Department | Amount |
|-----------------|------------|--------------|
| Richard Brennan | Fire | \$ 54,350.46 |
| | | <hr/> |
| | | \$ 54,350.46 |



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 26, 2020

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Fifty-Four Thousand Three Hundred Fifty Dollars and Forty-Six Cents (\$54,350.46) appropriated within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

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

| Name | Department | Amount |
|-----------------|-------------------|--------------------|
| Richard Brennan | Fire | \$54,350.46 |
| | TOTAL: | \$54,350.46 |

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: March 5, 2020
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Fire Department.

This former employee is entitled to the following amount of sick leave and vacation buyback.

Richard Brennan

Table with 2 columns: Description and Amount. Rows include 90 sick days @ \$447.33 per day (\$40,259.70), 24 vacation days @ \$391.41 per day '2020' (\$9,393.84), and 12 vacation days @ \$391.41 per day '2019' (\$4,696.92).

Total: \$54,350.46

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/initials (LBC)

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

From: Department Fire

Date 2.27.2020

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

NAME: Richard Brennan

CALCULATION

2020 ^{TOURS} VACATION HOURS # 24 @ \$ 391.41 = \$ 9,393.84 ✓

^{TOURS} SICK HOURS # 90 @ \$ 447.33 = \$ 40,259.70 ✓

smv ⁽¹⁰⁷⁾ 12201-5150 PRO-RATED STIPENDS # 53 @ \$ 13.28 = \$ 703.84 ✓

OTHER ²⁰¹⁹ VACATION ^{TOURS} # 12 @ \$ 391.41 = \$ 4,696.92 ✓
\$ 2,000 ✓

Education incentive (12201-5145)
Total Amount Due: \$ 57,054.30

Please attach corresponding PAF or other backup to this sheet.

Reason: Retired 2.23.2020 @ 0800hrs.

For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

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



CITY OF SALEM

In City Council,

Ordered:

March 26, 2020

That the sum of Six Thousand Six Hundred Three Dollars (\$6,603.00) is hereby transferred and appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to Public Property Building Inspection Clean/Lien account 12412-5713C to cover costs associated with the removal of light poles located in the Palmer Cove Park which was determined to be necessary to eliminate the risk any possibility of structural failure in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 26, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$6,603 from free cash to fund the emergency actions undertaken to address a damaged light pole at Palmer Cove park earlier this month. Following that pole's failure, the Public Property and Public Services departments responded to remove the other poles to prevent them from falling. As this was an unanticipated matter, funds do not exist for it in the current FY2020 City budget.

I recommend adoption of the enclosed Order and invite you to contact Tom St. Pierre should you have any questions about this matter.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



KIMBERLEY DRISCOLL
MAYOR

CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT
120 WASHINGTON STREET, 3RD FLOOR
TEL. (978) 745-9595
FAX (978) 740-9846

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTY/BUILDING COMMISSIONER

March 16, 2020

Honorable Kimberley Driscoll-Mayor
City of Salem
93 Washington Street
Salem Ma. 01970

RE; Cash request : Emergency action at Palmer Cove Park

Dear Mayor Driscoll,

The Public Property Department respectfully requests an appropriation of 6,603. dollars to cover an invoice from North Shore Marine. Earlier this month, March 4th, I was notified of a light pole that had blown down in the heavy wind condition that day. Fortunately, no one was injured. This was the second pole to fail. We immediately inspected the remaining pole and consulted with a structural Engineer and all agreed that the condition of the poles' bases warranted immediate removal of the remaining poles. This was completed on 3/6 /20 via 70-ton crane

The Public Services Department was able to cut up the seventy-foot poles and recycle in the City's metal dumpster.

Sincerely,

A handwritten signature in cursive script, appearing to read "Thomas St. Pierre".

Thomas St. Pierre

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

From: Building Dept. Department 3/18/20 Date
 Department Head Authorizing Signature

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

Free Cash or To: 12412 Desc: 5713C Budget Amt: 9737.-
Retained Earnings (W/S) (Org/Object) Balance: 916.24
Raise & Appropriate Clean It / Lien It
 Please circle one

Amount Requested: \$ 6,603.00
Reason (Be Specific) Removal of light Pole
Palmer Cove

For Finance Department and Mayor's Use Only:

Budget Transfer Mayor Approval City Council Approval
 Free Cash Appropriation - City Council Approval - Gen Fund \$ 2,114,551.18
 Free Cash Balance
 R/E Appropriation - Water \$ _____ R/E Balance R/E Appropriation Sewer \$ _____ R/E Balance
 Receipts Reserve - City Council Approval \$ _____ R/Res Fund Balance
 Raise & Appropriate Other _____

Recommendation: Approved Denied

[Signature]
 Finance Director

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



CITY OF SALEM, MASSACHUSETTS

In City Council, March 26, 2020

Resolved,

A RESOLUTION AUTHORIZING THE SUBMISSION OF A STATEMENT OF INTEREST TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY

Resolved: Having convened in an open meeting March 26, 2020 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 no later than May 6, 2020 for the Salem High School located at 77 Willson Street, Salem, MA 01970 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 of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
- 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 Salem, MA to filing an application for funding with the Massachusetts School Building Authority.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 26, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

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

The SOI outlines and formalizes the City's intention to seek MSBA funding for Phase 2 of the Salem High School project. 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 application 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 May 6th. If you have any questions, please feel free to contact Kristin Shaver.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem

City of Salem

In the year Two Thousand and Twenty

An Ordinance

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

Section 1. Section 88 – Speed Zone Regulations of Article VIII be amended by repealing the following:

Valley Street – eastbound, beginning at the junction of Gallows Hill Road, thence easterly 0.15 miles at twenty-five (25) miles per hour, 0.18 miles at thirty-five (35) miles per hour, 0.18 miles at twenty-five (25) miles per hour, ending at the junction of Route 107, Highland Avenue; the total distance being 0.51 miles. (2/25/76 DPW 1019)

And replacing it with:

Valley Street – eastbound, beginning at the junction of Gallows Hill Road, thence easterly 0.15 miles at twenty-five (25) miles per hour, 0.18 miles at thirty-five (30) miles per hour, 0.18 miles at twenty-five (25) miles per hour, ending at the junction of Route 107, Highland Avenue; the total distance being 0.51 miles. (2/25/76 DPW 1019)

Section 2. Section 88 – Speed Zone Regulations of Article VIII be further amended by repealing the following:

Valley Street – west bound, beginning at the junction of Highland Avenue, Route 107, thence westerly, 0.18 miles at twenty-five (25) miles per hour, 0.18 miles at thirty-five (35) miles per hour, 0.15 miles at twenty-five (25) miles per hour, ending at the junction of Gallows Hill Road; the total distance being 0.51 miles. (2/25/75 DPW 1019)

And replacing it with:

Valley Street – west bound, beginning at the junction of Highland Avenue, Route 107, thence westerly, 0.18 miles at twenty-five (25) miles per hour, 0.18 miles at thirty-five (30) miles per hour, 0.15 miles at twenty-five (25) miles per hour, ending at the junction of Gallows Hill Road; the total distance being 0.51 miles. (2/25/75 DPW 1019)



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 26, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Ordinance reduces the existing posted speed limit on a portion of Valley Street from 35MPH to 30MPH. We strongly believe the reduction in speed will improve safety for all roadway users and for the neighborhood.

Currently this portion of this roadway is governed by MassDOT's Special Speed Regulation Number 1019, adopted in 1976. Since that time, the area surrounding Valley Street has significantly changed and, as such, the speed limit should account for those changes. In 1976, the 35MPH stretch of Valley Street had ten residential units. Since that time the number of units has doubled. In addition, commercial development along Highland Avenue has grown since then, including the expansion of North Shore Medical Center.

All these changes have contributed to further altering conditions from when the speed limit was fixed and increasing volumes along this stretch of roadway. Ironically, at the current 35MPH, Valley Street has a higher posted speed than Highland Avenue, which is an urban principal arterial and has a posted speed limit of 30MPH.

Over the past few years efforts have been made to curtail speeds both city wide and along roadways like Valley Street, where residents have reported speeding. In 2017, Salem's City Council voted to adopt Section 17C of MGL Chapter 90 reducing the statutory speed from 30MPH to 25MPH. Along Valley Street, police have increased enforcement as well as purchased and installed radar feedback signs. City staff are also currently exploring other measures that could be implemented to help reduce vehicular speeds on this stretch of roadway.

Reducing posted speed limits has been found to be one of the most effective ways to reduce severe injury or death in the event of a crash involving a pedestrian. We believe a reduction in

speed would consider the multiple changes which have occurred since this speed limit was originally established as well as improve the safety for all users on this roadway. This request is fully supported by the community and City staff including the Ward Councillor, Chief of Police, and DPS Director.

Last year the City petitioned MassDOT to amend Special Speed Regulation Number 1019 to reduce the limit to 30MPH and MassDOT has agreed to this request. The final step in this process is a vote of the City Council. I recommend adoption of the enclosed Ordinance to enact this needed public safety measure. If you have any questions about this request, please feel free to contact David Kucharsky or Lieutenant David Tucker.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator



March 5, 2020

Honorable Kimberly Driscoll
Mayor
City of Salem
Salem City Hall
93 Washington Street
Salem, MA 01970

Dear Mayor Driscoll:

Attached are two copies of Special Speed Regulation No. 1019-A for the city way noted on the Regulation.

Please have two copies of each Regulation signed by the City Council, attested by the City Clerk and returned to the Massachusetts Department of Transportation, Highway Division, Traffic and Safety Engineering, 10 Park Plaza, Boston, Massachusetts 02116-3973, for further processing.

Sincerely,

Neil E. Boudreau
Assistant Administrator for Traffic and Safety

RFW/
Att.



MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

**CITY OF SALEM
SPECIAL SPEED REGULATION # 1019-A**

Highway Location: SALEM
Authority In Control: CITY OF SALEM
Name of Highway (s): VALLEY STREET

In accordance with M.G.L. c. 90, § 18, the following Special Speed Regulation is

Hereby Adopted

by the City Council

of the City of Salem

Special Speed Regulation number 1019, dated February 25, 1975 is hereby amended as follows:

That the following speed limits are established at which motor vehicles may be operated in the areas described:

VALLEY STREET - WESTBOUND

By striking out the clause reading:

0.18 miles at 35 miles per hour

And inserting in place thereof:

0.18 miles at 30 miles per hour

VALLEY STREET - EASTBOUND

By striking out the clause reading:

0.18 miles at 35 miles per hour

And inserting in place thereof:

0.18 miles at 30 miles per hour

Operation of a motor vehicle at a rate of speed in excess of these limits shall be prima facie evidence that such speed is greater than is reasonable and proper.

The provisions of this regulation shall not, however, abrogate M.G.L. c. 90, § 14

Date of Passage:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

CITY COUNCIL

Attest _____
CITY CLERK

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

SPECIAL SPEED REGULATION NO. 1019-A

The Massachusetts Department of Transportation does hereby certify that this regulation is consistent with the public interest.

Standard signs must be erected at the beginning of each zone.

REGISTRY OF MOTOR VEHICLES
DIVISION

HIGHWAY DIVISION

BY: _____
Registrar

BY: _____
Traffic Engineer

DATE:



MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

**CITY OF SALEM
SPECIAL SPEED REGULATION # 1019-A**

Highway Location: SALEM
Authority In Control: CITY OF SALEM
Name of Highway (s): VALLEY STREET

In accordance with M.G.L. c. 90, § 18, the following Special Speed Regulation is

Hereby Adopted
by the City Council
of the City of Salem

Special Speed Regulation number 1019, dated February 25, 1975 is hereby amended as follows:

That the following speed limits are established at which motor vehicles may be operated in the areas described:

VALLEY STREET - WESTBOUND

By striking out the clause reading:
0.18 miles at 35 miles per hour

And inserting in place thereof:
0.18 miles at 30 miles per hour

VALLEY STREET - EASTBOUND

By striking out the clause reading:
0.18 miles at 35 miles per hour

And inserting in place thereof:
0.18 miles at 30 miles per hour

Operation of a motor vehicle at a rate of speed in excess of these limits shall be prima facie evidence that such speed is greater than is reasonable and proper.

The provisions of this regulation shall not, however, abrogate M.G.L. c. 90, § 14

Date of Passage:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

CITY COUNCIL

Attest _____
CITY CLERK

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

SPECIAL SPEED REGULATION NO. 1019-A

The Massachusetts Department of Transportation does hereby certify that this regulation is consistent with the public interest.

Standard signs must be erected at the beginning of each zone.

REGISTRY OF MOTOR VEHICLES
DIVISION

HIGHWAY DIVISION

BY: _____
Registrar

BY: _____
Traffic Engineer

DATE:



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

March 26, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I would to request the opportunity to address you at your meeting of March 26th to provide the public and the City Council with an update on the City's response to the COVID-19 outbreak. Thank you.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



City Clerk's Office
Attn: Council President Robert McCarthy
Salem City Hall
93 Washington Street
Salem, MA 01970

Cc: Ward 2 Councillor, Christine Madore

March 6, 2020

Executive Director

Kylie Sullivan

Dear Councillor McCarthy,

Steering Committee

John Andrews
Creative Collective
John A. Boris
Boris & Associates
Beth Debski
Salem Partnership
Gina Flynn
Eastern Bank
Kate Fox
Destination Salem
Carol McLaughlin
Design Committee Chair
Rinus Oosthoek
Salem Chamber of Commerce
Mira Rigglin
LEAP for Education
Jill Thompson Beach

Salem Main Streets respectfully requests permission to close Front Street to vehicular traffic during the Salem Arts Festival on Saturday, June 6, 10:00 a.m. to 9:00 p.m., and Sunday, June 7 from 10:00 a.m. to 7:00 p.m. The Salem Arts Festival, a Salem Main Streets project, is a free, family-friendly festival celebrating the arts and includes an art show in Old Town Hall, a street fair, live performances, and collaborative art-making activities.

The majority of our activities this year will take place in Derby Square, Front Street, and Artists' Row. Closing the street allows us to increase performance activity and street fair vendors on Derby Square and Artists Row without worrying about crowds crossing the street safely (with good weather, we can see 8,000+ visitors over the course of the weekend). This will be the seventh year we have closed Front Street during the festival, and every year it has been hugely successful for the downtown.

Every year, we have continued to improve activation along Front Street and provide support to the businesses on the street during the weekend, and the majority of businesses have given us positive feedback about the festival, but we always feel that we could do better. We will be reaching out to Front Street businesses in early May to discuss ways to ensure that the increased foot traffic from the festival continues benefitting them as intended. We also hope to continue improving communications to impacted residents this year.

If our proposal is approved, we will again work with the Police and Fire departments to implement any security measures that they recommend. We are also proceeding through Licensing to get our usual licenses for the festival weekend.

Thank you for your consideration of this request. If you have any questions or concerns, please contact me at (978)744-0004 x115 or via email kylie@salemmainstreets.org.

Sincerely,

Kylie Sullivan
Executive Director, Salem Main Streets



CITY OF SALEM, MASSACHUSETTS

**CARNIVAL, CIRCUS, CONCERT OR
SPECIAL EVENT PERMIT APPLICATION**

Pursuant to City Ordinance c. 6, Art. IV

Date: 3-11 2020

Please complete Section A and return to the City Clerk, City Hall, 93 Washington Street, Salem, for submission to the City Council for approval. Section B shall be completed upon approval of the City Council and prior to the issuance for a permit.

Section A:

TYPE OF EVENT: CARNIVAL

NAME OF BUSINESS, ORGANIZER OR SPONSOR: WREATHS ACROSS AMERICA

NAME OF APPLICANT/RESPONSIBLE PARTY: MARK LOVELY (COSHING AMUSEMENTS)

APPLICANT STREET ADDRESS: 14 TANGLEWOOD LANE

CITY: Salem STATE: MA

TELEPHONE #: 978-587-5021 EMAIL ADDRESS: NSWAAD@Cloud.com

EVENT DATES AND TIME: JUN-18-JUNE-21 - THURS-FRI - 6PM-10PM
SAT-12PM-10-PM - SUN-12PM-6PM

Setup - June-19th-18th - TEAR DOWN - JUNE-21-22

EVENT LOCATION: Salem Willows Field

(Please attach a site map indicating location of any stages, concessions, amusements, and the like)

PLEASE GIVE A DESCRIPTION OF THE NATURE OF THE EVENT AND INCLUDE A LIST OF ANY CONCESSIONS, AMUSEMENTS OR MECHANICAL RIDES:

CARNIVAL FOR WREATHS ACROSS AMERICA -

PROVIDE LAST 3 CITIES OR TOWNS IN WHICH THE APPLICANT HELD EVENTS
(Include contact information and letter of recommendation from all three)

CHIEF OF POLICE RECOMMENDATION (See Sec. 6-121 of Ordinance)

COMMENTS: _____

APPROVE

DENY


POLICE CHIEF

FIRE CHIEF RECOMMENDATION (See Sec. 6-121 of Ordinance)

COMMENTS: _____

APPROVE

PLEASE SEE ATTACHED CONDITIONS

DENY


FIRE CHIEF

Signature of Applicant: 

ANY FALSE STATEMENT MADE ON THIS APPLICATION IS GROUNDS FOR DENIAL

Total Fee: _____


Before the City Council on _____

APPROVED

DENIED

CITY CLERK

Section B: Following the approval of the City Council, applicant must circulate the application to the departments listed below for approval. Applicant must also submit a certificate of insurance to the City clerk.

| <u>DEPARTMENT</u> | <u>SIGNATURE</u> | <u>DATE</u> |
|----------------------------------------------------|--------------------------------------------------------------------------------------|-------------|
| BUILDING/PLUBMING (See Sec. 6-122 of Ordinance) | _____ | _____ |
| BOARD OF HEALTH | _____ | _____ |
| ELECTRICAL | _____ | _____ |
| FIRE |  | 3.18.2020 |
| SEALER OF WEIGHTS/MEAS. | _____ | _____ |
| CITY CLERK – INSURANCE ON FILE | _____ | _____ |



CITY OF SALEM, MASSACHUSETTS

FIRE DEPARTMENT

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

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

FIRE PREVENTION
BUREAU
978-745-7777

March 11, 2020

Conditions for Cushing Amusement/ Wreaths Across America June 2020
Salem Willows
Salem, MA 01970

I have approved the Cushing Amusement/ Wreaths Across America event for the Salem Willows with the following conditions:

- The amusement operator shall not provide nor allow the housing of their workers in retrofitted box trailers or any other temporary means of housing including mobile homes, campers, or motor vehicles.
- State inspection shall be performed at least one day prior to the scheduled opening of the carnival. Cushing Amusement shall give notice to the local Building and Fire Departments as to the date and time the State inspectors will be on site.
- Cushing Amusement shall make inspection appointments with Building, Health, and Fire Departments one week prior to the opening of the carnival.
- A site drawing listing rides, concessions, and games along with a site safety plan, including contact information for the daily site manager, shall be approved one week prior to the opening of the carnival.
- All necessary permits will be obtained from the City of Salem and displayed in plain sight.
- Rides with mechanical components, such as motors or other moving parts, which are exposed must be blocked or protected so they are not accessible by the public.
- For information and/or questions, please contact Chief Giunta at 978-744-6990.

Signed,

John G. Giunta
Chief of Salem Fire Department



CITY OF SALEM

In City Council,

Ordered:

March 12, 2020

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 12, 2020

No Action Taken until the next meeting on March 26, 2020 under the rules

ATTEST:

ILENE SIMONS
CITY CLERK