



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the Council:

I am pleased to appoint Stephen Cortes of 200 Leisure Lane #89, Stoneham, to the position of Director of Assessing for the City of Salem for a one-year term to expire January 31, 2023.

Mr. Cortes joined the Salem's Assessors office in 2012 as an Assistant Assessor. Prior to that he served as an Assistant Assessor in the City of Worcester, as well as a customer service representative for the Worcester Treasurer and Collector's Office. Mr. Cortes is certified by the Massachusetts Association of Assessing Officers and is deeply familiar with Salem and our Assessing Department. In 2020, when the previous Director of Assessing retired, Mr. Cortes was named Acting Director of the department. In his time as Acting Director Stephen has ably led the office with professionalism and skill, including managing the process of our FY2022 tax classification hearing and rate setting.

I recommend confirmation of Mr. Cortes's appointment to this position and hope you will join me in welcoming him into his new role.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint two individuals to the Cemetery Commission for three-year terms to expire January 13, 2025. Ms. Kate Hanson, of 130 Boston Street #2, will fill the seat previously held by Jennifer Ratliff, who has stepped down from the Commission. Mr. Jacob St. Louis, of 34 Buffum Street #4, will fill a vacant seat reserved by ordinance for an arborist, horticulturist, or similarly qualified individual.

Ms. Hanson is the Director of Research and Prospect Management, providing development support for Facing History and Ourselves and, prior to that, she served for a decade doing similar work at the Museum of Science. Ms. Hanson holds both a Bachelor's degree and Master's degree in art history from Pennsylvania State University.

Mr. St. Louis is a certified arborist and currently works as the climbing foreman for SavaTree of Middleton. Before that he worked for Tree Fellers and Hamilton Tree & Landscape. He has been an engaged community volunteer, offering his services to the Friends of the Salem Woods, the Friends of Fort Lee, and the Audubon Society.

I strongly recommend confirmation of Ms. Hanson and Mr. St. Louis' appointments to the Cemetery Commission. We are fortunate that they are willing to serve our community in this important role and lend their insights and dedication to the Commission and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Joe McEvoy of 5 Beacon Street #2 to the Board of Trust Fund Commissioners to complete the remainder of a 12-year term previously held by the late Judge Thaddeus Buczko, to expire March 1, 2026.

Mr. McEvoy is currently the Chief Strategy Officer for Action Inc, a non-profit human service agency located in Cape Ann that serves over 5,500 individuals each year with housing, energy assistance, education, and workforce development programs. Prior to being named the agency's CSO, Mr. McEvoy served as its Director of Planning and Development for six years. Before joining Action Inc., Mr. McEvoy was a program manager for Cambridge Education and a public sector management consultant for Mott MacDonald. He earned his Bachelor and Master's degrees in Economics and Social History from the University of Glasgow and volunteers locally on the board of the Boys and Girls Club of Greater Salem and on the "Next Generation Cape Ann Committee" of the Cape Ann Chamber of Commerce.

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

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Laurence Spang of 125 Columbus Avenue to the Historical Commission for a term of 3 years to expire January 10, 2025.

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

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Grace Harrington of 45 Valley Street to the Salem Redevelopment Authority for a term of 5 years to expire January 26, 2027.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Harrington for her continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Rebecca Curran of 14 Clifton Avenue to the Affordable Housing Trust Fund Board for a term of 2 years to expire January 25, 2024.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Curran for her continued dedicated service and commitment to our community.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Kate Zuraw of 9 South Pine Street #2R to the Commission on Disabilities for a term of 3 years to expire January 14, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Zuraw for her continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Norene Gachignard of 16 Buchanan Road to the Public Art Commission for a term of 2 years to expire January 11, 2024.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Gachignard for her continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Emily Larsen of 65 A Wharf Street #B2 to the Public Art Commission for a term of 2 years to expire January 11, 2024.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Larsen for her continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Eric Papetti of 11 Symonds Street #1 to the Bicycling Advisory Committee for a term of 3 years to expire January 14, 2025.

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

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Kylie Sullivan of Salem Main Streets, Essex Street to the Bicycling Advisory Committee for a term of 3 years to expire January 14, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. Sullivan for her continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to reappoint the following City employees to the positions and terms specified below. I recommend confirmation of these reappointments and hope that you will join me in thanking all of these dedicated staff members for their commitment to public service and to our community.

NAME	TITLE	TERM	EXPIRES
Lisa Cammarata	Director of Human Resources	2 years	January 31, 2024
John Doyle	Sealer of Weights & Measures	3 years	January 31, 2025
John Giardi	City Electrician	2 years	January 31, 2024
Thomas Daniel	Director of Planning & Community Development	2 years	January 31, 2024
David Knowlton	City Engineer	2 years	January 31, 2024
Kathleen McMahon	City Treasurer	3 years	January 31, 2025
Thomas St. Pierre	Director of Inspectional Services	2 years	January 31, 2024
Amanda Chiancola	Assistant Planning Director	2 years	January 31, 2024
David Kucharsky	Director of Traffic & Parking	2 years	January 31, 2024

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

January 13, 2022

Ordered:

That the sum of Seven Million, Four Hundred Forty-Eight Dollars and Twenty-Five Cents (\$7,400,048.25) is hereby appropriated from General Fund Balance Reserved for Free Cash (1-3245) to the following special revenue funds. The amount of free cash to be transferred is per the City's Financial Policies and in accordance with the recommendation of Her Honor the Mayor.

Description	Amount
Stabilization Fund (8301) 20%	3,288,910.60
Capital Improvement Fund (2000) 20%	3,288,910.60
Other Post Employ Benefits (OPEB) (8313) 5%	822,227.65
Total	7,400,048.25



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am writing to inform you that the Department of Revenue has certified Free Cash for the City of Salem for the current fiscal year. Free Cash is derived from unexpended budget dollars and/or higher than anticipated revenues from prior fiscal years. Our available Free Cash balance for FY2022 is \$17,444,553.

Over the last decade the City of Salem has successfully built up our reserve accounts and is in a strong financial position due, in large part, to responsible budgeting practices and professional fiscal policies. It was not that many years ago when our Free Cash account held next to nothing, putting a significant strain on our ability to appropriately save for the future.

Prior to the recommended allocations here, our reserve accounts currently total just under \$15.5 million. These include our Stabilization Fund, our Capital Outlay Fund, our Retirement Stabilization Fund, and our OPEB Trust Fund. It is as critical as ever for the City to continue to save wisely and plan appropriately for these upcoming challenges. In addition to building up our rainy-day fund balance, we have continued to implement routine regular financial forecasting and improved our operational and capital budget procedures.

Evidence of our success in these efforts can be found in the recognition we have received annually over the last 16 years in a row through the Government Finance Officials Association "Certificate of Excellence" for Salem's Comprehensive Annual Financial Report and receipt of the organization's "Distinguished Budget Presentation Award." Salem is one of only a handful of communities in the Commonwealth to be recognized annually for both distinctions. It is also apparent from Standard & Poor's recent affirmation of our current AA bond rating, the highest credit rating on record in the City's history. In explaining what prompted the rating, the agency has specifically cited our strong financial management practices and conservative budgeting. The

hard work of our finance team has been supported by the City Council's foresight and adoption of sound fiscal policies, in particular the goals we set for growing our stabilization, capital, retirement, and OPEB accounts specifically.

Therefore, consistent with our previously adopted fiscal policy, I am submitting the enclosed Order to appropriate \$7.4 million of free cash to our City's reserve funds: \$3,288,910.60 to the Stabilization Fund, \$3,288,910.60 to the Capital Improvement Program Fund, and \$822,227.65 to the OPEB Fund. In all, these appropriations increase the total amount in these funds by 51% and bring them collectively to a very healthy \$23.2 million in all, the largest amount our City has ever had in our stabilization and reserve funds, positioning the City strongly for the future.

Thank you for your consideration of these important requests and for your continued commitment to supporting sound fiscal policies for our City. I respectfully request your adoption of the accompanying Order, which will continue our positive work together in this regard. If you have any questions, please feel free to contact Finance Director Anna Freedman.

Respectfully,

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

Kimberley Driscoll
Mayor
City of Salem



City of Salem, Massachusetts

Finance Department
93 Washington Street
Salem, MA 01970
www.salem.com

Kimberley L. Driscoll, Mayor

Anna Freedman, Finance Director

January 5, 2022

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to transfer \$7,400,048.25 from certified Free Cash pursuant to Salem's Free Cash Policy. Of this total amount, \$3,288,910.60 (20%) will be transferred to the Stabilization Fund, \$3,288,910.60 (20%) to the Capital Improvement Fund (2000), and \$822,227.65 (5%) to the Other Post-Employment Benefits (OPEB) Fund (8313).

The Massachusetts Department of Revenue – Division of Local Services certified the city of Salem's FY2021 Free Cash at \$17,444,553. Of that amount, \$1,000,000 has since been appropriated to reduce the FY22 tax rate. After the requested transfers enclosed herewith, the balance remaining would be \$9,044,504.15.

The balance of the city's Stabilization Fund as a result of the requested transfer would be \$12,104,826.62 (approximately 8% of the current year operating budget), the balance of the OPEB Fund would be \$4,910,953.73, and the cash balance of the Capital Improvement Fund would be \$6,172,999.25.

Separately, please note, as a result of Salem's Free Cash Policy, other sound financial practices, and properly conservative revenue estimates (particularly during COVID-19), the city's reserve funds are funded at levels in line with best practice. I recommend that the city evaluate adjusting its Free Cash Policy going forward to direct a higher percentage (e.g. 30%) of Free Cash to the Capital Improvement Fund and slightly lowering the amount dedicated to the Stabilization Fund (e.g. to 10-15%). This would allow the city to utilize more "pay-as-you-go" funding for capital improvements and reduce the amount needed for future debt service while still maintaining regular investments into its "rainy-day" fund.

Please let me know if you would like to discuss further.

Sincerely,

A handwritten signature in black ink, appearing to read "Anna Freedman".

Anna Freedman
Finance Director



CITY OF SALEM

In City Council,

January 13, 2022

Ordered:

That the sum of Two Million, Sixty-Three Thousand, Eight Hundred Eighteen Dollars and Sixty-Two Cents (\$2,063,818.62) is hereby appropriated from General Fund Balance Reserved for Free Cash (1-3245) to the Stabilization Fund (8301) to replenish appropriations made prior to the certification of fiscal year 2021 free cash in accordance with the recommendation of Her Honor the Mayor.

Description	Amount
Stabilization Fund (8301)	\$2,063,818.62
Total	\$2,063,818.62



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

With the certification of the City's free cash by the Department of Revenue, we are now able to restore monies to the stabilization fund that had been appropriated out last year. The five specific instances of when this took place are detailed in the enclosed letter from the Finance Director.

The enclosed Order appropriates the full amount of these, \$2,063,818.62, from our now available free cash fund back into the stabilization fund to make that reserve account whole.

I respectfully request your adoption of the accompanying Order. If you have any questions, please feel free to contact Finance Director Anna Freedman.

Respectfully,

Kimberley Driscoll
Mayor
City of Salem



City of Salem, Massachusetts

Finance Department
93 Washington Street
Salem, MA 01970
www.salem.com

Kimberley L. Driscoll, Mayor

Anna Freedman, Finance Director

January 5, 2022

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to transfer \$2,063,818.62 from Free Cash to the General Stabilization Fund to replenish amounts previously appropriated from the General Stabilization Fund prior to the certification of Free Cash. The amounts appropriated from the General Stabilization Fund were:

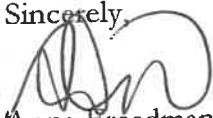
- Council Order 196 (\$1,135,872) which restored cuts in FY2021;
- Council Order 430 (\$114,732.58) which funded the AFSCME retro wage associated with its FY2021 contract;
- Council Order 425 (\$41,614.72) which funded school Medicaid invoices;
- Council Order 421 (\$612,511.83) which transferred to the Transportation Enhancement Fund (TEF) an amount equal to the payments that the city received in FY19, FY20, and FY21 for 1% of retail marijuana sales that had not yet been transferred to the TEF; and,
- Council Order 590 (\$159,087.49) which funded the Patrolmen retro wage associated with its FY2021 contract.

The Massachusetts Department of Revenue – Division of Local Services certified the city of Salem's FY2021 Free Cash at \$17,444,553. Of that amount, \$1,000,000 has since been appropriated to reduce the FY22 tax rate. After the requested transfer enclosed herewith, in addition to the transfers also currently requested per Salem's Free Cash Policy, the balance remaining would be \$6,980,685.53.

The balance of the city's Stabilization Fund as a result of the requested transfer would be \$14,168,645.27 (approximately 9% of the current year operating budget).

Please let me know if you would like to discuss further.

Sincerely,



Anna Freedman
Finance Director

Phone – 978.619.5625

Fax 978.741.3348



CITY OF SALEM

In City Council,

Ordered:

January 13, 2022

That the sum of Six Hundred Fifty Thousand (\$650,000.00) is hereby appropriated and transferred from the "Capital Outlay Fund 2000" to ST CIP Harbormaster-Ferry Repairs (20002211-5846DF) for necessary capital maintenance to the city-owned ferry, the *Nathaniel Bowditch*, in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 13, 2022

Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the Council:

The *Nathaniel Bowditch*, Salem's ferry between our waterfront and Boston, has served our community well since 2006. Over the last decade it has provided transportation to nearly 550,000 passengers. In the average season (before the pandemic) the ferry normally travels enough passenger miles to circumnavigate the globe. As we prepare for the 16th year of service from the vessel, it is now due for a scheduled overhaul to both its engines, its gears, and its mufflers in order to be able to continue operating. The enclosed Order appropriates \$650,000 from our short-term capital fund to carry out this necessary work:

- Remove/replace deck hatches, engines, and gear packages.
- Overhaul of port and starboard main engines.
- Connection of piping, electrical, engine and gear alignment, muffler packages for both engines, and sea trial.
- Inspection and reconditioning of drive train, control, steering, and plumbing components.
- Shipyard fees, emergency spare/repair parts, top side painting and finish.

Deferring or avoiding this scheduled maintenance could result in engine failures in the coming year, which would both take the ferry out of service for a period of time and also result in additional costs to the City. To ensure the maintenance can be completed in a timely manner to allow the ferry to return to service for the upcoming season, I recommend adoption of the enclosed order as soon as possible. If you have any questions, please feel free to reach out to Harbormaster Bill McHugh and Port Authority Deputy/Planner Seth Lattrell.

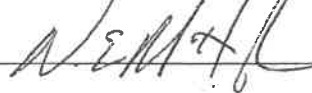
Very truly yours,

Kimberley Driscoll
Mayor
City of Salem

CITY OF SALEM
ST Capital Outlay Expenditure Request Form - FY 2022

From Department: Harbormaster Date: 1/5/2022

Department Head Name: William E. McHugh

Authorization Signature: 

Amount: \$650,000

Description:
See attached letter and enclosures

For Finance Department Use Only:

City Council Approval Needed (Y/N)

CIP Balance: \$ 6,172,999.25

Recommendation:
 Approved Denied


Finance Director

Processed: Date: _____ By: _____

CO # _____ JE# _____ Trans # _____

Org: _____ Obj: _____



SALEM HARBOR PORT AUTHORITY

98 WASHINGTON STREET, SALEM, MASSACHUSETTS 01970
(978) 619-5685 | PLANNING
(978) 741-5685 | HARBORMASTER

January 4, 2022

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

Dear Mayor Driscoll:

I am writing to respectfully request approval by the Salem City Council for the release of funding to perform necessary capital maintenance to the City-owned ferry, the *Nathaniel Bowditch*. Since beginning service in 2006, the Bowditch has proven to be a comfortable, efficient, and extremely reliable vessel for its seasonal run between Salem and Boston. As we begin preparing for the 16th year of ferry service, the vessel is due for scheduled overhaul to both engines. Since this capital maintenance was not contemplated during the creation of the FY2021 budget, we are requesting the release of funds from the City's remaining free cash.

The anticipated scope of work to be performed prior to the beginning of the 2022 season and estimated costs are provided in the table below. Preliminary quotes for the proposed work are attached, however the final scope of work and cost is to be determined by City staff in coordination with the vessel operator, Boston Harbor Cruises.

Engine Overhauls	\$400,000
Gear Overhauls	\$90,000
Mufflers	\$40,000
Shipyard Costs	\$120,000
Total	\$650,000

The schedule for this maintenance is based upon the hours of operation on the engines as specified by the manufacturer. In consultation with the Port Engineer for Boston Harbor Cruises, they highly recommend that we complete this recommended overhaul this winter to minimize the risk of future engine failure and associated downtime during the 2022 operating season. Accordingly, I am respectfully requesting the allocation of approximately \$650,000 from the City's free cash reserves for the proposed work.

Thank you for your consideration of this request. Should you or the councilmembers have any questions or need any additional information, please don't hesitate to contact me or Harbormaster McHugh.

Respectfully,

Seth Lattrell

Seth Lattrell
Port Authority Deputy/Planner

Cc: Capt. Bill McHugh, Harbormaster



CITY OF SALEM

In City Council,

Ordered:

January 13, 2022

ORDERED: That the order of the City Council passed on July 9, 2020 and approved by the Mayor on July 13, 2020 authorizing an appropriation and borrowing in the aggregate amount of \$9,638,451 to fund the Fiscal Year 2021 General Fund Capital Improvement Program and allocating such authorized amount among various capital projects in specified amounts (“the FY21 CIP Loan Order”), is hereby amended to replace the project designated in the FY21 CIP Loan Order as “School – Salem High Bathroom renovations - \$200,000” with the following project: “School – Salem Public Schools bathroom renovations - \$200,000”; and that the FY21 CIP Loan Order is otherwise ratified and confirmed in all respects.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

In July 2020 the City Council approved our annual general fund capital improvement bond, which included \$200,000 in funding to carry out bathroom renovations at Salem High School. As that project moved forward it became apparent that \$200,000 was more than would be required.

Therefore, last month the School Committee voted to request the reprogramming of the funding from the previously authorized "School – Salem High Bathroom renovations" to the broader "School – Salem Public Schools bathroom renovations," with the intention of using \$100,000 for the High School bathroom project and the remaining \$100,000 for other schools' bathroom facilities.

The language of the enclosed Order has been provided through the City bond counsel, who has reviewed and approved of this reprogramming arrangement. I respectfully request adoption of the accompanying Order and invite you to contact Finance Director Anna Freedman and Superintendent Dr. Stephen Zrike should you have any questions regarding it.

Respectfully,

Kimberley Driscoll
Mayor
City of Salem

Stephen Zrike, Jr., Ed.D.
Superintendent



City of Salem
Salem Public Schools

December 13, 2021

Dear Mayor Driscoll:

At its meeting on December 6, 2021, the School Committee voted unanimously to accept the recommendation of the Building and Grounds Subcommittee to reallocate the existing Salem High School Bathroom Capital Improvement Project funds to fund bathroom renovation work at any and all Salem Public School bathroom facilities. It is the intent of the school department to utilize approximately \$100,000 for Salem High School and the remaining \$100,000 for bathrooms at our other school facilities.

Please let me know if you need any additional documentation from us to submit this request for City Council approval.

Thank you for your support of this request.

Sincerely,

A handwritten signature in cursive script that reads "Stephen K. Zrike, Jr.".

Stephen K. Zrike, Jr., Ed.D.
Superintendent of Schools



CITY OF SALEM

In City Council,

January 13, 2022

Ordered:

That the sum of Forty-Five Thousand Five Hundred Thirty-Two Dollars and Seventy-Eight Cents (\$45,532.78) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
John Roth	Salem Fire Department	\$45,532.78
		\$45,532.78



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

January 13, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Forty-Five Thousand Five Hundred Thirty-Two Dollars and Seventy-Eight Cents (\$45,532.78) appropriated within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

This transfer is necessary to fund the retirement buyback for the following Firefighter:

Name	Department	Amount
John Roth	Salem Fire Department	\$45,532.78
	TOTAL:	<u>\$45,532.78</u>

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
98 WASHINGTON STREET, 3RD FLOOR
SALEM, MASSACHUSETTS 01970
TEL. 978-619-5630
FAX 978-745-7298

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: October 28, 2021
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.

John Roth

90 sick days @ \$385.87 per day	\$34,728.30
18 vacation days (2021) @ \$337.64 per day	\$ 6,077.52
14 vacation days (2020) @ \$337.64 per day	\$ 4,726.96

Total: \$45,532.78

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 Five

Date 10.4.21

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

NAME: John Roth

CALCULATION

²⁰²¹
VACATION ^{TOURS} HOURS # 18 @ \$ 337.64 = \$ 6,077.52 ✓

SICK ^{TOURS} HOURS # 90 @ \$ 385.87 = \$ 34,728.30 ✓

^{smv}
PRO-RATED STIPENDS # 273 @ \$ 13.28 = \$ 3,625.44

OTHER ⁻²⁰²⁰ ^{vacation} ^{tours} # 14 @ \$ 337.64 = \$ 4,726.96 ✓

Total Amount Due: \$ 49,158.22

Please attach corresponding PAF or other backup to this sheet.

Reason: FF Roth has retired on a line of duty medical injury.

For Human Resources's Use Only:

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

Org and Object: 83/13 - 5/46

Recommendation:

Approved


H R Director/City or Superintendent/Schools



CITY OF SALEM

In City Council,

Ordered:

January 13, 2022

That the sum of Eleven Thousand Six Hundred Dollars (\$11,600.00) is hereby transferred from the Assessing Department's "Full-Time Salaries" account (11411-5111) to the Assessing Department's "Contract Services" account as provided below to cover temporary assistance for FY2022 due to department personnel turnover in accordance with the recommendation of Her Honor the Mayor.

Description	Fund	Amount
Contract Services	11412-5308	\$ 11,600.00
		\$ 11,600.00



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

January 13, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for a transfer of Eleven Thousand Six Hundred Dollars (\$11,600.00) from the Assessing Department's "Full-time" Salaries account (11411-5111) to the Assessing Department's "Contract Services" account.

Description	Fund	Amount
Contracted Services	11412-5308	\$11,600.00

This transfer is necessary to cover temporary assistance for FY2022 due to department personnel turnover.

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

ASSESSING DEPARTMENT

93 WASHINGTON STREET

SALEM, MA 01970

TEL. (978) 619-5608

FAX (978) 744-2069

MAYOR

KIMBERLEY DRISCOLL

ACTING DIRECTOR

STEPHEN CORTES

BOARD OF ASSESSORS

RICHARD W. JAGOLTA, JR.

ROBERT MILLERICK

TINA ZELANO

Date: December 27, 2021

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

Dear Mayor Driscoll,

I respectfully request a transfer in the amount of \$11,600 from Payroll Account (11411-5111) to Contract Services Account (11412-5308). There are funds available due to the retirement of the former Director of Assessing and the Assistant Assessor's position still being vacant at this time. Funds are being requested to cover contracts with Patriot Properties CAMA system as well as services provided on a contract basis for temporary assistance (legal counsel) with ATB cases, also temporary assistance with issuance of the tax bills.

Thank you for your consideration.

Very truly yours,

Stephen Cortes
Acting Director of Assessing

CITY OF SALEM - Finance Department

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

From: Assessing Department Stephen Corbett 12/27/21
Department Department Head Authorizing Signature Date

Budget or R/Res Budget Amt: \$ 35,000.00
Transfers To: 11412-5308 Desc: Contract Services Balance: \$ 128.50
(Org/Object)
 From: 11411-5111 Desc: Payroll Account Balance: \$ 198,846.44
(*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: _____ Desc: _____ Budget Amt: _____
Retained Earnings (W/S) (Org/Object) Balance: _____
Raise & Appropriate
Please circle one

Amount Requested: \$ 11,600

Reason (Be Specific) I respectfully request a transfer in the amount of \$11,600 from Payroll Account to Contract Services Account. There are funds available due to the retirement of the former Director of Assessing and the vacant Assistant Assessor positions. Funds are requested for contracts with Patriot Properties CAMA system as well as temporary assistance providing help with ATB cases (legal) & tax bill assistance.

For Finance Department and Mayor's Use Only:

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

Recommendation: Approved _____ Denied

[Signature]
 Finance Director

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



CITY OF SALEM

In City Council,

Ordered:

January 13, 2022

That the sum of Eleven Thousand Dollars (\$11,000.00) is hereby transferred and appropriated from the Receipts Reserved funds listed below to the Department of Public Services Burial Account (14112-5383) in accordance with the recommendation of Her Honor the Mayor.

From		To		Amount
2430-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$ 7,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	4,000.00
Total				\$ 11,000.00



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

January 13, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for a transfer of Eleven Thousand Dollars (\$11,000.00) appropriated within the Department of Public Services Burial Account (14112-5383).

FROM		TO	AMOUNT
2430-4800	R/Res Sale of Lots	DPS Burial	\$7,000.00
2431-4800	R/Res Sale of Vaults	DPS Burial	\$4,000.00
			<u>\$11,000.00</u>

This transfer will allow for the burial services and operations for the second quarter of Fiscal year 2022.

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

DAVID KNOWLTON P.E.
DIRECTOR OF PUBLIC SERVICES

CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PUBLIC SERVICES
5 JEFFERSON AVENUE - FACILITY LOCATION
98 WASHINGTON STREET - MAILING ADDRESS
SALEM, MASSACHUSETTS 01970
TEL. (978) 744-3302
FAX (978) 744-6820
DKNOWLTON@SALEM.COM

November 29, 2021

The Honorable Mayor Kimberly Driscoll
City of Salem
93 Washington Street
Salem, Massachusetts 01970

Subject: Burial Services for Q2 FY22

Dear Mayor Driscoll,

We respectfully request an appropriation of funds in the amount of Fifteen Thousand, (\$11,000) from the following account:

24301-4800: Sale of Lots – \$7,000
24311-4800: Sale of Vaults - \$4,000

to be transferred into the Public Service Burial Services line – 14112-5383. This appropriation will allow for the burial services and operations for the second quarter of Fiscal year 2022.

Respectfully yours,

A handwritten signature in dark ink, appearing to read "David", written over a horizontal line.

David Knowlton
Director of Public Services

Cc: Anna Freedman
Robert LeBlanc
File Copy

CITY OF SALEM – Finance Department

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

From: DPS Department [Signature] Department Head Authorizing Signature 11/30/21 Date

Budget or R/Res Transfers
 To: 1412-5383 (Org/Object) Desc: Burial Services Budget Amt: 0
 Balance: 3906.94

From: 24311-4800 (Org/Object) Desc: Sale of vaults Budget Amt: 0
 Balance: 4276.39
 (*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: _____ Desc: _____ Budget Amt: _____
 (Org/Object) Balance: _____
Raise & Appropriate
 Please circle one

Amount Requested: \$ 4,000
 Reason (Be Specific) Transfer of funds needed for burial services at greenlawn cemetery

For Finance Department and Mayor's Use Only:

Budget Transfer Mayor Approval City Council Approval
 Free Cash Appropriation – City Council Approval – Gen Fund \$ _____ 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 [Signature]

Recommendation: Approved Denied

[Signature]
 Finance Director

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

CITY OF SALEM – Finance Department

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

From: DPS Department [Signature] Department Head Authorizing Signature 11/30/21 Date

Budget or R/Res Transfers To: 14112-5383 (Org/Object) Desc: Burial Services Budget Amt: 0 Balance: 3906.94

From: 24301-4800 (Org/Object) Desc: Sale of lots Balance: 7268 Budget Amt: 0

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

Raise & Appropriate
Please circle one

Amount Requested: \$ 7,000

Reason (Be Specific) Transfer of funds needed for burial services at cemetery

For Finance Department and Mayor's Use Only:

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

Recommendation: Approved Denied

[Signature]
Finance Director

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

City of Salem

In the year Two Thousand and Twenty-Two

An Ordinance to expand the safety enhancement zone.

Section 1. Section 1-11(b) *Definitions* of Chapter 1, Sec. 1-11 *Safety Enhancement Zone; Violations and Penalties* is hereby amended by deleting paragraph (1) in its entirety and replacing it with the following:

“Safety enhancement zone is defined as the B-5 Central Business District of the City of Salem’s Zoning Ordinance and all areas of the City within one mile of the border of the B-5 Central Business District.”

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

In October 2008 the City adopted Section 1-11 of our Code of Ordinances allowing for the levying of treble fines in the B-5 downtown zone on the week surrounding Halloween. This measure was an important part of our early efforts to better regulate and manage public safety challenges that were arising around this time of year, and, over time, it has been a very useful part of our October public safety operations.

In the last few years, as the scope of activities has grown in duration, the City Council, at the request of the Police Chief, has altered the effective dates of this measure. However, the Council is not authorized in the Ordinance to temporarily alter the geographic area of the safety zone and, as we all are aware, the impacted area now greatly extends beyond the B-5 zones.

The enclosed Ordinance amends Section 1-11 to expand the safety zone area to include those parts of the City up to one mile from the B-5 zone border. A map is enclosed showing expanding buffers of one-quarter mile each from the B-5 zone border, to illustrate the areas that would be included within the new safety zone. I recommend adoption of the enclosed Ordinance and invite you to reach out to Chief Lucas Miller with any questions that you may have.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem

City of Salem

In the year Two Thousand and Twenty-Two

An Ordinance to amend the zoning ordinance regarding buffer zones relative to marijuana establishments.

Section 1. Section 6.10.6 *General Provisions* of Chapter 6, Section 6.10 *Marijuana Establishments* is hereby amended by deleting paragraph (5) in its entirety and replacing it with the following:

“5. Pursuant to M.G.L.A. c. 94G, § 5(b)(3), a marijuana establishment shall not be located within five hundred (500) feet of a pre-existing public or private school providing education in kindergarten or any of grades 1 through 12.”

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Ordinance amends our Zoning Code to alter the buffer zones required around marijuana establishments. Our current Zoning prohibits these establishments within 500 feet of schools, houses of worship, and funeral homes, and 1,000 feet of Salem State University. The state law regulating this industry, however, only speaks to such buffers for schools, and none of the other categories.

Now that this industry has been in our community for some time, it is clear that the additional buffer zones are unnecessary and, in fact, may do more harm by reducing the number of potentially available properties for this industry and inadvertently concentrating them in a handful of a specific locations instead.

I believe it is appropriate to modify our Zoning in this regard so that it aligns with the state law. I recommend adoption of the enclosed Ordinance and welcome the opportunity to discuss it with you and the members of the Planning Board at a Joint Public Hearing.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem

Part I ADMINISTRATION OF THE GOVERNMENT

Title XV REGULATION OF TRADE

Chapter 94G REGULATION OF THE USE AND DISTRIBUTION OF MARIJUANA NOT MEDICALLY PRESCRIBED

Section 5 LICENSING OF MARIJUANA ESTABLISHMENTS

Section 5. Licensing of marijuana establishments

(a) Upon receipt of a complete marijuana establishment license application and the application fee, the commission shall forward a copy of the application to the city or town in which the marijuana establishment is to be located, determine whether the applicant and the premises qualify for the license and has complied with this chapter and shall, within 90 days:

(1) issue the appropriate license; or

(2) send to the applicant a notice of rejection setting forth specific reasons why the commission did not approve the license application.

(b) The commission shall approve a marijuana establishment license application and issue a license if:

(1) the prospective marijuana establishment has submitted an application in compliance with regulations made by the commission, the applicant satisfies the requirements established by the commission, the applicant is

in compliance with this chapter and the regulations made by the commission and the applicant has paid the required fee;

(2) the commission is not notified by the city or town in which the proposed marijuana establishment will be located that the proposed marijuana establishment is not in compliance with an ordinance or by-law consistent with section 3 of this chapter and in effect at the time of application;

(3) the property where the proposed marijuana establishment is to be located, at the time the license application is received by the commission, is not located within 500 feet of a pre-existing public or private school providing education in kindergarten or any of grades 1 through 12, unless a city or town adopts an ordinance or by-law that reduces the distance requirement; and

(4) an individual who will be a controlling person of the proposed marijuana establishment has not been convicted of a felony or convicted of an offense in another state that would be a felony in the commonwealth, except a prior conviction solely for a marijuana offense or solely for a violation of section 34 of chapter 94C of the General Laws, unless the offense involved distribution of a controlled substance, including marijuana, to a minor.

City of Salem

In the year Two Thousand and Twenty-Two

An Ordinance to amend an ordinance relative to zoning.

Section 1. Amend Section 3.1 *Table of Principal and Accessory Use Regulations* by inserting the following uses within *C. Commercial Uses* and *E. Accessory Uses*:

<i>C. Commercial Uses</i>	RC	R1	R2	R3	B1	B2	B4	B5	BPD	NRCC	I
Medium-Scale Ground Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Large-Scale Ground Mounted Solar Energy System	PB	PB	N	Y	Y	Y	Y	Y	Y	Y	Y
<i>E. Accessory Uses</i>											
Roof-Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Small-Scale Ground Mounted Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Medium-Scale Ground Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Section 2. Amend Section 4.1.2 *Notes to Table of Dimensional Requirements* by inserting the phrase “roof-mounted solar energy systems” immediately following the word “ventilators” as it appears in paragraph 7 and further amend this Section by inserting the following new paragraphs:

“8. Small- and medium-scale ground mounted solar energy systems accessory to principal use may be located no closer than ten (10) feet from the front, side, or rear lot line.

9. Lot Coverage-Ground mounted solar energy systems shall not count towards building coverage as defined in Section 10.0 definitions.”

Section 3. Amend Section 5 *General Regulations* by adding the following new sections:

“5.4. BICYCLE PARKING

5.4.1 Purposes. Bicycling infrastructure in Salem is a basic necessity to residents, visitors, and employers and can provide a key “last mile” connection to destinations throughout the city. The purpose of this section is to provide specific guidelines to project proponents to determine the type, location, and amount of bicycle parking required for each development project. The

intended result is to require development projects to include bicycle parking that enhances the project's value and helps to make Salem a more desirable place to live, work, and visit.

5.4.2. Requirements.

The required minimum quantity of bicycle parking spaces is as outlined below. Additional bicycle spaces are encouraged but are not required beyond the minimum stated.

Single-family and two-family residential: none

Residential with three or more units: 1 long-term bicycle space per unit, 1 short-term space per 4 units

Commercial/Industrial/Exempt or Institutional: 1 long-term space per 4 employees.

Number of short-term spaces to be determined by the Planning Board, but shall not be less than 2.

5.4.3 Additional Notes. Fractions of spaces shall be rounded up to a whole number. Minimum bicycle storage consists of one double-sided rack. Total employees for this purpose is the maximum number of employees present on premises at one time.

Section 5.5 ELECTRIC VEHICLE CHARGING STATIONS

5.5.1 Purposes. In line with the Massachusetts Decarbonization Roadmap to reduce carbon emissions by at least 85% by 2050 and the City of Salem's Resilient Together Mobility Goals, the City will encourage use of electric vehicles by further enabling electric vehicle charging. As of 2017, the transportation sector accounted for 42% of greenhouse gas emissions in the Commonwealth and 43% of greenhouse gas emissions in the City of Salem. Electric Vehicles offer the most promising option for replacing internal combustion engine vehicles.

5.5.2 Requirements. New developments of 5,000-square-foot or larger shall have 25% of parking spaces be installed with Electric Vehicle Supply Equipment; and the remaining 75% of parking spaces shall be Electric Vehicle-Ready for future installation."

Section 4. Amend Section 6 Special Regulations by adding the following new section:

"Section 6.12-Solar Energy Facilities

6.12.1 Purpose. The purpose of this section is to accommodate solar energy facilities in appropriate locations, while minimizing any adverse visual, safety, and environmental impacts of the facilities.

6.12.2 Applicability. This section applies to all uses identified as requiring a site plan review per Section 9.5.2 or a special permit for ground mounted solar energy facilities per Section 3.1, Table of Uses.

6.12.3 Siting Preferences. Where a solar facility is sited, as well as placement on the site once selected, is an important consideration. The City strongly discourages locations that result in significant loss of land and natural resources, including farm and forest land, and encourages

rooftop siting, as well as locations in industrial and commercial districts, or on vacant, disturbed land. Significant tree cutting is problematic because of the important water management, cooling, and climate benefits trees provide.

6.12.4 Dimensional Regulations

1. Height- For primary uses see Section 4, Table 4.1.1. For accessory uses see Section 4.1.2.7
2. Setbacks- For primary uses see Section 4, Table 4.1.1. For small- and medium-scale ground mounted solar energy systems accessory to principal use may be located no closer than ten (10) feet from the front, side, or rear lot line. All ground-mounted solar energy systems in residential districts shall be installed either in the side yard or rear yard to the extent practicable.
3. Lot Coverage-Ground mounted solar energy systems shall not count towards building coverage as defined in Section 10.0 definitions.

6.12.5 Special Permit.

1. The Planning Board is hereby designated the Special Permit Granting Authority (SPGA) for solar energy systems. The SPGA shall adopt rules relative to the application for special permits for ground mounted solar plan approval and file a copy with the City Clerk. After notice and public hearing and after due consideration of the reports and recommendations of other city boards, commissions and or departments, the SPGA may grant such a permit. The SPGA shall also impose, in addition to any applicable conditions specified in this section, such applicable conditions as the SPGA finds reasonably appropriate to improve the site design to serve the purposes of this section.
2. The Planning Board shall include as part of its special permit review and proceedings all the provisions and requirements of the Site Plan Review standards applicable to large-scale ground-mounted solar energy systems. See Section 9.4 for additional Special Permit Requirements.

6.12.6 Large and Medium Scale Ground Mounted Solar Energy System Site Plan Review

1. Site Plan Documentation Required. In addition to the requirements of Section 9.5, the following items shall be included:
 - (a) Blueprints or drawings of the solar energy system showing the proposed layout of the system, any potential shading from nearby structures, the distance between the proposed solar collector and all property lines and existing on-site buildings and structures, and the tallest finished height of the solar collector;
 - (b) Documentation of the major system components to be used, including the panels, mounting system, and inverter(s);

- (c) Additional requirements for large scale ground mounted solar energy systems
- (i) One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all Massachusetts Electric Code (527 CMR 12.00) compliant disconnects and overcurrent devices;
 - (ii) Documentation of actual or prospective access and control of the project site (see also Solar Design Guideline Document);
 - (iii) An operation and maintenance plan (see Solar Design Guideline Document);
 - (iv) Proof of liability insurance; and

6.12.7 Large and Medium Scale Ground Mounted Solar Energy System Maintenance, Removal, and Abandonment

1. Monitoring and Maintenance.

- (a) Solar Energy System Installation Conditions - The ground-mounted solar energy system owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Building Commissioner. The owner or operator shall be responsible for the cost of maintaining the solar energy system and any access road(s), unless accepted as a public way.
- (b) Modifications - All material modifications to a ground-mounted solar energy system made after issuance of the required building permit shall require approval by the Site Plan Review Authority.

2. Abandonment or Decommissioning

- (a) Removal Requirements-Any ground-mounted solar energy system which has reached the end of its useful life or has been abandoned consistent with Subsection (b), below of this ordinance shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Site Plan Review Authority by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

- (i) Physical removal of all solar energy systems, structures, equipment, security barriers and transmission lines from the site.
- (ii) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
- (iii) Stabilization or re-vegetation of the site as necessary to minimize erosion. The Site Plan Review Authority may allow the owner or operator to leave landscaping

or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

(b) Abandonment-Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the large-scale ground-mounted solar energy system shall be considered abandoned when it fails to operate for more than one year without the written consent of the Site Plan Review Authority. If the owner or operator of the solar energy system fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the town retains the right, after the receipt of an appropriate court order, to enter and remove an abandoned, hazardous, or decommissioned large-scale ground-mounted solar energy system. As a condition of Site Plan approval, the applicant and landowner shall agree to allow entry to remove an abandoned or decommissioned installation.

6.12.8 Site Plan Review-Roof-mounted and Small-scale Ground-Mounted Solar Energy Systems

1. Applicability-Where these solar energy systems may be accessory to a use allowed through Site Plan Review, the Site Plan Review shall include review of their adequacy, location, arrangement, size, design, and general site compatibility.

6.12.9 Pre-Existing Non-Conforming Uses and Structures

Improvements that do not change the use or the basic exterior characteristics of the building or structure are allowed. Such improvements include but are not limited to the installation or replacement of solar energy systems.”

Section 5. Amend Section 8.4.15 *Site Plan Review* of Section 8.4 *North River Canal Corridor Neighborhood Mixed Use District* by inserting the following additional site plan requirement as the fourth requirement and renumbering the requirements to a total of five:

“4. Adequate net-zero-energy plan;”

Section 6. Amend Section 9.4.2 *Criteria* of Section 9.4 *Special Permits* within Section 9 *Administration and Procedures* by deleting the following:

“5.Impacts on the natural environment including view; and”

and replacing it with the following:

“5.Impacts on the natural environment including greenhouse gas emissions and view; and”

Section 7. Amend Section 9.5.2 *Applicability* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by adding the following at the end of paragraph number 2:

“; or

3. Large scale ground mounted solar energy system in the R3, B2, B4, B5, BPD, NRCC, or I district; or
4. Medium scale ground mounted solar energy system in the RC, R1, R2, or R3 district.”

Section 8. Amend Section 9.5.3 *Application* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by deleting the phrases “fifteen (15) copies of” and “include fifteen (15) copies of” as they appear in the first paragraph and further amend this Section by adding the following to the end of this Section:

- “11. Plans depicting the property lines and physical features, including roads, for the project site;
12. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures;
13. Locations of active farmland, wetlands, permanently protected open space, Priority Habitat Areas and BioMap 2 Critical Natural Landscape Core Habitat mapped by the Natural Heritage & Endangered Species Program (NHESP) and “Important Wildlife Habitat” mapped by the DEP.
14. Locations of floodplains or inundation areas for moderate or high hazard dams; and
15. Locations of local or National Historic Districts.
16. Location, arrangement, size, and design of roof mounted and small-scale ground mounted solar energy systems.”

Section 9. Amend Section 9.5.4 *Narrative* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by inserting the Phrase “, including parking with electric vehicle charging stations and parking for bicycles;” at the end of paragraph number 2 and further amending this Section by inserting the following after paragraph number 8 and renumbering the requirements to a total of 10:

- “9. Sustainability and resiliency, including energy planning and alignment with local climate mitigation goals;”

Section 10. Amend Section 9.5.5 *Distribution* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by replacing the words “his” with “their” as they appear in the first paragraph and further amending the first paragraph of this Section by inserting the phrase “Head of the Sustainability Department or their designee,” immediately preceding the phrases “Board of Health”.

Section 11. Amend Section 9.5.6 *Review Criteria* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by adding the following to the end of this Section:

- “14. Adequacy of bicycle parking facilities and number of bicycle parking spaces proposed for each development;
15. Adequacy of electric vehicle charging station;
16. Adequacy and general site compatibility of roof mounted and small-scale ground mounted solar energy systems; and
17. Adequacy of a net-zero-energy plan to outline site energy uptake, creation, and consumption.”

Section 12. Amend Section 10 *Definitions* by adding the following new definitions:

Electric Vehicle (EV): Any vehicle that is licensed and registered for operation on public and private highways, roads, and streets and that operates exclusively on electrical energy from an off-board source that is stored in the vehicle’s batteries, producing zero tailpipe emissions or pollution when stationary or operating.

Electric Vehicle Supply Equipment (EVSE): Equipment for the purpose of transferring electric energy to a battery or other energy storage device in an electric vehicle.

Electric-Vehicle-Ready: Electric-Vehicle-Ready shall mean providing raceway to every parking space, adequate space in the electrical panel and space for additional transformer capacity to accommodate the future installation of the transformer, if necessary.

Long-term Bicycle Parking: Long-term Bicycle Parking must be located in an enclosed, limited-access area designed to protect bicycles from precipitation and from theft, such as bicycle lockers, covered bicycle sheds, or bicycle rooms within a building.

Net-zero energy site: a site that is optimally efficient, and over the course of a year, generates energy onsite, using clean renewable resources, in a quantity equal to or greater than the total amount of energy consumed onsite.

Net-zero-energy plan: A document outlining a development’s energy sources, locations (on or off-site), and consumption. The Plan outlines how the development can become a net-zero energy site, as defined above; or, why achieving net-zero energy site is not possible through renewable resources on-site, given site or other constraints.

Photovoltaic System (also referred to as Photovoltaic Installation): An active solar energy system that converts solar energy directly into electricity.

Rated Nameplate Capacity: The maximum rated output of electric power production of the photovoltaic system in watts of Direct Current (DC).

Short-term Bicycle Parking: Short-term bicycle parking must be located in a publicly accessible space within 50 feet of pedestrian entrances. Short-term bicycle parking is intended primarily to

serve visitors, such as retail patrons making trips of up to a few hours; however, it may serve other bicycle users as needed.

Solar Access: The access of a solar energy system to direct sunlight.

Solar Collector: A device, structure or a part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical, or electrical energy.

Solar Energy: Radiant energy received from the sun that can be collected in the form of heat or light by a solar collector.

Solar Energy System: A device or structural design feature, a substantial purpose of which is to provide daylight for interior lighting or provide for the collection, storage and distribution of solar energy for space heating or cooling, electricity generation, or water heating.

Solar Energy System, Active: A solar energy system whose primary purpose is to harvest energy by transforming solar energy into another form of energy or transferring heat from a collector to another medium using mechanical, electrical, or chemical means.

Solar Energy System, Grid-Intertie: A photovoltaic system that is connected to an electric circuit served by an electric utility.

Solar Energy System, Ground-Mounted: An Active Solar Energy System that is structurally mounted to the ground and is not roof-mounted; may be of any size (small-, medium- or large-scale).

Solar Energy System, Large-Scale: An Active Solar Energy System that occupies more than 40,000 square feet of surface area (equivalent to a rated nameplate capacity of about 250kW DC or greater).

Solar Energy System, Medium-Scale: An Active Solar Energy System that occupies more than 1,750 but less than 40,000 square feet of surface area (equivalent to a rated nameplate capacity of about 10 - 250 kW DC).

Solar Energy System, Off-Grid: A photovoltaic solar energy system in which the circuits energized by the solar energy system are not electrically connected in any way to electric circuits that are served by an electric utility.

Solar Energy System, Passive: A solar energy system that captures solar light or heat without transforming it to another form of energy or transferring the energy via a heat exchanger.

Solar Energy System, Roof-Mounted: An Active Solar Energy System that is structurally mounted to the roof of a building or structure; may be of any size (small-, medium- or large-scale).

Section 11. Amend Section 9.5.6 *Review Criteria* of Section 9.5 *Site Plan Review* within Section 9 *Administration and Procedures* by adding the following to the end of this Section:

- “14. Adequacy of bicycle parking facilities and number of bicycle parking spaces proposed for each development;
15. Adequacy of electric vehicle charging station;
16. Adequacy and general site compatibility of roof mounted and small-scale ground mounted solar energy systems; and
17. Adequacy of a net-zero-energy plan to outline site energy uptake, creation, and consumption.”

Section 12. Amend Section 10 *Definitions* by adding the following new definitions:

Electric Vehicle (EV): Any vehicle that is licensed and registered for operation on public and private highways, roads, and streets and that operates exclusively on electrical energy from an off-board source that is stored in the vehicle’s batteries, producing zero tailpipe emissions or pollution when stationary or operating.

Electric Vehicle Supply Equipment (EVSE): Equipment for the purpose of transferring electric energy to a battery or other energy storage device in an electric vehicle.

Electric-Vehicle-Ready: Electric-Vehicle-Ready shall mean providing raceway to every parking space, adequate space in the electrical panel and space for additional transformer capacity to accommodate the future installation of the transformer, if necessary.

Long-term Bicycle Parking: Long-term Bicycle Parking must be located in an enclosed, limited-access area designed to protect bicycles from precipitation and from theft, such as bicycle lockers, covered bicycle sheds, or bicycle rooms within a building.

Net-zero energy site: a site that is optimally efficient, and over the course of a year, generates energy onsite, using clean renewable resources, in a quantity equal to or greater than the total amount of energy consumed onsite.

Net-zero-energy plan: A document outlining a development’s energy sources, locations (on or off-site), and consumption. The Plan outlines how the development can become a net-zero energy site, as defined above; or, why achieving net-zero energy site is not possible through renewable resources on-site, given site or other constraints.

Photovoltaic System (also referred to as Photovoltaic Installation): An active solar energy system that converts solar energy directly into electricity.

Rated Nameplate Capacity: The maximum rated output of electric power production of the photovoltaic system in watts of Direct Current (DC).

Short-term Bicycle Parking: Short-term bicycle parking must be located in a publicly accessible space within 50 feet of pedestrian entrances. Short-term bicycle parking is intended primarily to

serve visitors, such as retail patrons making trips of up to a few hours; however, it may serve other bicycle users as needed.

Solar Access: The access of a solar energy system to direct sunlight.

Solar Collector: A device, structure or a part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical, or electrical energy.

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Solar Energy System, Small-Scale: An Active Solar Energy System that occupies 1,750 square feet of surface area or less (equivalent to a rated nameplate capacity of about 10 kW DC or less).

Solar Thermal System: An Active Solar Energy System that uses collectors to convert the sun's rays into useful forms of energy for water heating, space heating, or space cooling.”

Section 13. This Ordinance shall take effect as provided by City Charter.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

January 13, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to present the enclosed Green Infrastructure Ordinance (GIO), which will promote and encourage the installation of green infrastructure such as solar energy installations, bicycle parking, electric vehicle charging, and net zero plans. This ordinance amendment sets the stage for a greener, more resilient Salem. We should be enormously grateful to the hard work and research put into this measure from the Bicycle Advisory Committee regarding the bicycle parking component and the Sustainability and Resiliency Department regarding electric vehicle charging stations and net zero plans. Lastly, Planning Department staff worked to thoughtfully build on language from the Commonwealth's model ordinance for solar energy systems to finalize the enclosed GIO before you now.

Solar energy systems are currently an exempted use by the Commonwealth of Massachusetts; however, municipalities are allowed to put limited regulations on them. The GIO takes the state's model language and customizes it to fit with Salem's specific zoning districts, as well as our existing processes and procedures. The solar energy language balances allowed locations of ground mounted solar energy systems with the existing built environment and other competing land use needs. The proposed language does not change the process for existing buildings to install roof mounted solar systems.

Resilient Together has identified that 55% of Salem's overall greenhouse gas emissions come from buildings in our community. One component of this ordinance is that new development shall develop a net zero plan as part of site plan review. This will help reduce building-related greenhouse gas emissions over time, lessening our local contributions to the climate crisis.

Requiring bicycle parking options at new developments will provide our residents with additional options for getting around Salem and help connect them with the 'last mile' from

other transit options. What's more, because private vehicles account for 96% of Salem's transportation emissions increasing the availability of convenience of carbon-free transportation options can help significantly reduce our carbon footprint. The GIO further calls for electric vehicle (EV) charging stations at new developments, which will allow more people to select electric vehicles, further reducing transportation emissions.

I strongly recommend adoption of the enclosed ordinance, to support the expansion of green infrastructure throughout our community and in furtherance of our shared goals related to climate change mitigation as laid out in the Imagine Salem and Resilient Together plans. I welcome the opportunity to discuss the GIO with you and the Planning Board at a joint public hearing and encourage you to reach out to Planning Director Tom Daniel and Sustainability Director Jenna Ide in advance with any questions you may have about this proposal.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem

Amendment Section 3.1 Use Table

<i>C. Commercial Uses</i>	RC	R1	R2	R3	B1	B2	B4	B5	BPD	NRCC	I
Medium-Scale Ground Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Large-Scale Ground Mounted Solar Energy System	PB	PB	N	Y	Y	Y	Y	Y	Y	Y	Y
<i>E. Accessory Uses</i>											
Roof-Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Small-Scale Ground Mounted Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Medium-Scale Ground Mounted Solar Energy System	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Amendment Section 4.1.2 Notes to Table of Dimensional Requirements

7. The limitations on height of buildings shall not apply in any district to spires, towers, chimneys, broadcasting and television antennae, ventilators, roof-mounted solar energy systems, and other appurtenances or ornamental features usually located above the roof, which features are in no way used for living purposes, nor to farm buildings, churches, municipal buildings, or institutional buildings.

8. Small- and medium-scale ground mounted solar energy systems accessory to principal use may be located no closer than ten (10) feet from the front, side, or rear lot line.

9. Lot Coverage-Ground mounted solar energy systems shall not count towards building coverage as defined in Section 10.0 definitions.

NEW! Section 5.4 Bicycle Parking

5.4.1 Purposes. Bicycling infrastructure in Salem is increasingly viewed as a basic necessity to residents, visitors, and employers. Biking can provide a key “last mile” connection among major destinations spread throughout the city. Tourists sightsee on bicycles without adding cars to the roads during congested tourist seasons. The purpose of this section is to provide specific guidelines to project proponents to determine the type, location, and amount of bicycle parking required for each development project. The intended result is to require development projects to include bicycle parking that enhances the project’s value and helps to make Salem a more desirable place to live, work, and visit.

5.4.2. Requirements.

The required minimum quantity of bicycle parking spaces is as outlined below. Additional bicycle spaces are encouraged but are not required beyond the minimum stated.

Single-family and two-family residential: none

Residential with three or more units: 1 long-term bicycle space per unit, 1 short-term space per 4 units

Commercial/Industrial/Exempt or Institutional: 1 long-term space per 4 employees. Number of short-term spaces to be determined by the Planning Board, but shall not be less than 2.

5.4.3 Additional Notes. Fractions of spaces shall be rounded up to a whole number. Minimum bicycle storage consists of one double-sided rack. Total employees for this purpose is the maximum number of employees present on premises at one time.

NEW! Section 5.5 ELECTRIC VEHICLE CHARGING STATIONS

5.5.1 Purposes. In line with the Massachusetts Decarbonization Roadmap to reduce carbon emissions by at least 85% by 2050, and the City of Salem's Resilient Together Mobility Goals, the City will encourage use of electric vehicles by further enabling electric vehicle charging. As of 2017, the transportation sector accounted for 42% of greenhouse gas emissions in the Commonwealth and 43% of greenhouse gas emissions in the City of Salem. Electric Vehicles offer the most promising option for replacing internal combustion engine vehicles.

5.5.2 Requirements. New developments of 5,000-square-foot or larger shall have 25% of parking spaces be installed with Electric Vehicle Supply Equipment; and the remaining 75% of parking spaces shall be Electric Vehicle-Ready for future installation.

NEW! Section 6.12-Solar Energy Facilities

6.12.1 Purpose. The purpose of this section is to accommodate solar energy facilities in appropriate locations, while minimizing any adverse visual, safety, and environmental impacts of the facilities.

6.12.2 Applicability. This section applies to all uses identified as requiring a site plan review per Section 9.5.2 or a special permit for ground mounted solar energy facilities per Section 3.1, Table of Uses.

6.12.3 Siting Preferences. Where a solar facility is sited, as well as placement on the site once selected, is an important consideration. The City strongly discourages locations that result in significant loss of land and natural resources, including farm and forest land, and encourages rooftop siting, as well as locations in industrial and commercial districts, or on vacant, disturbed land. Significant tree cutting is problematic because of the important water management, cooling, and climate benefits trees provide.

6.12.4 Dimensional Regulations

1. Height- For primary uses see Section 4, Table 4.1.1. For accessory uses see Section 4.1.2.7
2. Setbacks- For primary uses see Section 4, Table 4.1.1. For small- and medium-scale ground mounted solar energy systems accessory to principal use may be located no closer than ten (10) feet from the front, side, or rear lot line. All ground-mounted solar energy systems in residential districts shall be installed either in the side yard or rear yard to the extent practicable.
3. Lot Coverage-Ground mounted solar energy systems shall not count towards building coverage as defined in Section 10.0 definitions.

6.12.5 Special Permit.

1. The Planning Board is hereby designated the Special Permit Granting Authority (SPGA) for solar energy systems. The SPGA shall adopt rules relative to the application for special permits for ground mounted solar plan approval and file a copy with the City Clerk. After

notice and public hearing and after due consideration of the reports and recommendations of other city boards, commissions and or departments, the SPGA may grant such a permit. The SPGA shall also impose, in addition to any applicable conditions specified in this section, such applicable conditions as the SPGA finds reasonably appropriate to improve the site design to serve the purposes of this section.

2. The Planning Board shall include as part of its special permit review and proceedings all the provisions and requirements of the Site Plan Review standards applicable to large-scale ground-mounted solar energy systems. See Section 9.4 for additional Special Permit Requirements.

6.12.6 Large and Medium Scale Ground Mounted Solar Energy System Site Plan Review

1. Site Plan Documentation Required. In addition to the requirements of Section 9.5, the following items shall be included:

- (a) Blueprints or drawings of the solar energy system showing the proposed layout of the system, any potential shading from nearby structures, the distance between the proposed solar collector and all property lines and existing on-site buildings and structures, and the tallest finished height of the solar collector;
- (b) Documentation of the major system components to be used, including the panels, mounting system, and inverter(s);
- (c) Additional requirements for large scale ground mounted solar energy systems
 - (i) One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all Massachusetts Electric Code (527 CMR 12.00) compliant disconnects and overcurrent devices;
 - (ii) Documentation of actual or prospective access and control of the project site (see also Solar Design Guideline Document);
 - (iii) An operation and maintenance plan (see Solar Design Guideline Document);
 - (iv) Proof of liability insurance; and

6.12.7 Large and Medium Scale Ground Mounted Solar Energy System Maintenance, Removal, and Abandonment

1. Monitoring and Maintenance.

- (a) Solar Energy System Installation Conditions - The ground-mounted solar energy system owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Building Commissioner. The owner or operator shall be responsible for the cost of maintaining the solar energy system and any access road(s), unless accepted as a public way.

(b) Modifications - All material modifications to a ground-mounted solar energy system made after issuance of the required building permit shall require approval by the Site Plan Review Authority.

2. Abandonment or Decommissioning

(a) Removal Requirements-Any ground-mounted solar energy system which has reached the end of its useful life or has been abandoned consistent with Subsection (b), below of this ordinance shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Site Plan Review Authority by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

(i) Physical removal of all solar energy systems, structures, equipment, security barriers and transmission lines from the site.

(ii) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.

(iii) Stabilization or re-vegetation of the site as necessary to minimize erosion. The Site Plan Review Authority may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

(b) Abandonment-Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the large-scale ground-mounted solar energy system shall be considered abandoned when it fails to operate for more than one year without the written consent of the Site Plan Review Authority. If the owner or operator of the solar energy system fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the town retains the right, after the receipt of an appropriate court order, to enter and remove an abandoned, hazardous, or decommissioned large-scale ground-mounted solar energy system. As a condition of Site Plan approval, the applicant and landowner shall agree to allow entry to remove an abandoned or decommissioned installation.

6.12.8 Site Plan Review-Roof-mounted and Small-scale Ground-Mounted Solar Energy Systems

1. Applicability-Where these solar energy systems may be accessory to a use allowed through Site Plan Review, the Site Plan Review shall include review of their adequacy, location, arrangement, size, design, and general site compatibility.

6.12.9 Pre-Existing Non-Conforming Uses and Structures

Improvements that do not change the use or the basic exterior characteristics or appearance of the building or structure are allowed. Such improvements include but are not limited to the following:

1. Installation or replacement of solar energy systems.

Amendment 8.4.15 North River Canal Corridor. Site Plan Review

Any proposed building or additions of any size, excluding the construction of a two-family or single-family home, shall be subject to site plan review. The site plan shall include the following in addition to the requirements of section 9.5.

1. Information on subsurface contamination/toxic material and adequate plans for remediation so that the public health will not be adversely affected;
2. Floodplain information and plans for adequate management of any anticipated problems;
3. Adequate stormwater management plans;
4. Adequate net-zero-energy plan;
4. 5. Information on the water distribution and sanitary sewer system and plans for any modification necessary to adequately serve the proposed development

Amendment 9.4.2 Special Permits. Criteria

9.4.2 Criteria. Special permits shall be granted by the Special Permit Granting Authority, unless otherwise specified herein, only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the City or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this Ordinance, the determination shall include consideration of each of the following:

1. Community needs which are served by the proposal;
2. Traffic flow and safety, including parking and loading;
3. Adequacy of utilities and other public services;
4. Neighborhood character;
5. Impacts on the natural environment including greenhouse gas emissions and view; and
6. Potential economic and fiscal impact, including impact on City services, tax base, and employment.

Amendment 9.5.2 Applicability. Site plan review shall be required for:

1. Nonresidential structure or premises exceeding ten thousand (10,000) gross square feet; or
2. Residential structure containing six (6) or more residential dwelling units; or
3. Large scale ground mounted solar energy system in the R3, B2, B4, B5, BPD, NRCC, or I district.
4. Medium scale ground mounted solar energy system in the RC, R1, R2, or R3 district.

Amendment 9.5.3 Application. Any application for approval of a site plan review under this section shall be accompanied by ~~fifteen (15) copies~~ of a site plan, which shall be at a scale to be established by the Planning Board and, according to the size of the development, shall ~~include fifteen (15) copies~~ of all information required for a Definitive Plan under Section III B of the Subdivision Regulations of the Planning Board of the City of Salem, and such petition shall also be accompanied by ~~fifteen (15) copies~~ of

an environmental impact statement as set out in Appendix A of the subdivision regulations of the Planning Board of the City of Salem, as requested. The plan shall contain the following information:

11. Plans depicting the property lines and physical features, including roads, for the project site.
12. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures.
13. Locations of active farmland, wetlands, permanently protected open space, Priority Habitat Areas and BioMap 2 Critical Natural Landscape Core Habitat mapped by the Natural Heritage & Endangered Species Program (NHESP) and "Important Wildlife Habitat" mapped by the DEP.
14. Locations of floodplains or inundation areas for moderate or high hazard dams; and
15. Locations of local or National Historic Districts.
16. Location, arrangement, size, and design of roof mounted and small-scale ground mounted solar energy systems.

Amendment 9.5.4 Narrative

9.5.4 Narrative. Such site plan shall also be accompanied by a brief narrative, as requested by the Planning Board, addressing these site plan requirements and other appropriate concerns in the following defined categories:

1. Buildings;
2. Parking and loading, including parking with electric vehicle charging stations and parking for bicycles;
3. Traffic flow and circulation;
4. External lighting;
5. Landscaping and screening;
6. Utilities;
7. Snow removal;
8. Natural area protection and enhancement;
9. Sustainability and resiliency, including energy planning and alignment with local climate mitigation goals;
- ~~9.~~ 10. Compatibility of the architecture of the proposed development with existing architecture of the surrounding area.

Amendment 9.5.5 Distribution.

9.5.5 Distribution. The Planning Board shall, within seven (7) days after receipt of said application, transmit one (1) copy of said application and plan to the Building Commissioner, City Engineer, Head of the Fire Department or his designee, Head of the Sustainability Department or their designee, Board of Health and Conservation Commission, who may at their discretion investigate the application and report in writing their recommendations to the Planning Board. The Planning Board shall not take final action on such plan until it has received a report thereon from the Building Commissioner, City

Engineer, Head of the Fire Department or his their designee, Head of the Sustainability Department or their designee, Board of Health and Conservation Commission or until thirty-five (35) days have elapsed after distribution of such application without a submission of a report. Notice of the filing of the petition shall be given to the City Clerk, Police Department, Department of Public Services, and School Department and further notice shall be given as required by the Planning Board.

Amendment 9.5.6 Review Criteria.

14. Adequacy of bicycle parking facilities and number of bicycle parking spaces proposed for each development;
15. Adequacy of electric vehicle charging station;
16. Adequacy and general site compatibility of roof mounted and small-scale ground mounted solar energy systems; and
17. Adequacy of a net-zero-energy plan to outline site energy uptake, creation, and consumption.

Amendment 10.0 Definitions.

Electric Vehicle (EV): Any vehicle that is licensed and registered for operation on public and private highways, roads, and streets and that operates exclusively on electrical energy from an off-board source that is stored in the vehicle's batteries, producing zero tailpipe emissions or pollution when stationary or operating.

Electric Vehicle Supply Equipment (EVSE): Equipment for the purpose of transferring electric energy to a battery or other energy storage device in an electric vehicle.

Electric-Vehicle-Ready: Electric-Vehicle-Ready shall mean providing raceway to every parking space, adequate space in the electrical panel and space for additional transformer capacity to accommodate the future installation of the transformer, if necessary.

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Photovoltaic System (also referred to as Photovoltaic Installation): An active solar energy system that converts solar energy directly into electricity.

Rated Nameplate Capacity: The maximum rated output of electric power production of the photovoltaic system in watts of Direct Current (DC).

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Solar Thermal System: An Active Solar Energy System that uses collectors to convert the sun's rays into useful forms of energy for water heating, space heating, or space cooling.

DRAFT



CITY OF SALEM

In City Council,

January 13, 2022

Ordered:

That the Committee on Ordinances, Licenses, and Legal Affairs co-posted with Committee of the Whole meet to review and discuss the attached ordinance relative to an ordinance establishing regulations for sustainable food ware and packaging

AN ORDINANCE ESTABLISHING REGULATIONS FOR SUSTAINABLE
FOOD WARE AND PACKAGING

Section 1. The Revised Ordinances of the City of Salem are hereby amended by inserting the following new section.

Chapter 36 – (Amend) SOLID WASTE MANAGEMENT Sec 36-2 Fee for delivery of solid waste to transfer station. to **Sustainable Food Ware and Packaging Regulations**

A. DEFINITIONS. The following words and phrases shall, unless context clearly indicates otherwise, have the following meanings:

1. BIODEGRADABLE Entirely made of organic materials such as wood, paper, bagasse or cellulose; or bioplastics that meet the American Society for Testing and Materials (ASTM) D7081 standard for Biodegradable Plastics in the Marine Environment or any other standard that may be developed specifically for an aquatic environment and are clearly labeled with the applicable standard.
2. COMPOSTABLE Refers to bioplastic materials certified to meet the American Society for Testing and Materials International Standards D6400 or D6868, as those standards may be amended. ASTM D6400 is the specification for plastics designed for compostability in municipal or industrial aerobic composting facilities. D6868 is the specification for aerobic compostability of plastics used as coatings on a compostable substrate. Compostable materials shall also include products that conform to ASTM or other third-party standards (such as Vinqotte) for home composting. Any compostable product must be clearly labeled with the applicable standard on the product.
3. DISPOSABLE FOOD SERVICE WARE All food and beverage containers, bowls, plates, trays, cartons, cups, lids, stirrers, forks, spoons, knives, film wrap, and other items designed for one-time or non-durable uses on or in which any food vendor directly places or packages prepared foods or which are used to consume foods. This includes, but is not limited to, service ware for takeout foods and leftover food from partially consumed meals prepared at food establishments.
4. BOH refers to the Health Agent or the Board of Health designee.
5. FOOD ESTABLISHMENT An operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption. This includes, without limitation, restaurants and food trucks.

- 6. **PACKING MATERIAL** Polystyrene foam used to hold, cushion, or protect items packed in a container for shipping, transport, or storage. This includes, without limitation, packing "peanuts"; and shipping boxes, coolers, ice chests, or similar containers made, in whole or in part, from polystyrene foam that is not wholly encapsulated or encased within a more durable material.
- 7. **POLYSTYRENE** There are two basic forms, Foam and Rigid Polystyrene. Foam includes without limitation blown, expanded (EPS), and extruded foams such as "Styrofoam," a Dow Chemical Co. trademarked form of insulation. Foam Polystyrene is generally used to make opaque cups, bowls, plates, trays, clamshell containers, meat trays and egg cartons. Rigid oriented polystyrene is generally used to make clear clamshell containers, cups, plates, lids, and utensils.
- 8. **PREPARED FOOD** Food or beverages, which are served, packaged, cooked, chopped, sliced, mixed, bottled, frozen, squeezed or otherwise prepared on the food establishment's premises within the City, regardless of whether it is consumed on or off the premises.
- 9. **RECYCLABLE** Material that can be sorted, cleansed, and reconstituted using the City's curbside municipal collection programs for the purpose of using the altered form in the manufacture of a new product. "Recycling" does not include burning, incinerating, converting, or otherwise thermally destroying solid waste.
- 10. **RETAIL ESTABLISHMENT** Any commercial business facility that sells goods directly to the consumer including but not limited to grocery stores, pharmacies, liquor stores, convenience stores, restaurants, retail stores and vendors selling clothing, food, and personal items, and dry-cleaning services.
- 11. **REUSABLE** Products that will be used more than once in its same form by a food establishment. Reusable also includes cleanable durable containers, packages, or trays used on-premises or returnable containers such as soft drink bottles and milk containers that are designed to be returned to the distributor and supplier for reuse as the same food or beverage container.

B. PROHIBITED USE AND DISTRIBUTION OF FOOD WARE AND PACKAGING

- 1. Food establishments are prohibited from providing prepared food to customers using polystyrene, polyvinyl chloride or polyethylene terephthalate food service ware.
- 2. Food establishments using any disposable food service ware shall use biodegradable, compostable, reusable or recyclable food service ware. All food establishments are strongly encouraged to use reusable food service ware in place of using disposable food service ware for all food served on premises.
- 3. Retail establishments are prohibited from selling or distributing polystyrene food service ware to customers.

4. Retail establishments are prohibited from selling or distributing polystyrene foam packing material to customers.

C. EXEMPTIONS

1. Foods prepared or packaged outside the City are exempt from the provisions of this chapter.
2. Food establishments and retail establishments will be exempted from the provisions of this Article for specific items or types of disposable food service ware if the BOH or designee finds that a suitable biodegradable, compostable, reusable, or recyclable alternative does not exist for a specific application and/or that imposing the requirements of this chapter on that item or type of disposable food service ware would cause undue hardship to the establishment.
3. Any establishment may seek an exemption from the requirements of this chapter by filing a request in writing with the BOH or designee. The Health Agent or designee may waive any specific requirement of this chapter for a period of not more than one year if the establishment seeking the exemption has demonstrated that strict application of the specific requirement would cause undue hardship. For purposes of this chapter, an "undue hardship" is a situation unique to the food establishment where there are no reasonable alternatives to the use of disposable food service ware and compliance with this provision would cause significant economic hardship to that food establishment. An establishment granted an exemption must re-apply prior to the end of the one-year exemption period and demonstrate continued undue hardship if the establishment wishes to have the exemption extended. The Health Agent's decision to grant or deny an exemption or to grant or deny an extension of a previously issued exemption shall be in writing and shall be final.
4. Straws are expressly allowed under this section and shall be exempt from the regulations contained herein. (ADA)

D. PENALTIES AND ENFORCEMENT

1. Each Food or Retail establishment as defined above, operating in the City of Salem shall comply with this law.
2. If it is determined that a violation has occurred, the BOH shall issue a warning notice to the Food or Retail establishment for the initial violation.
3. If an additional violation of this law has occurred within one year after a warning notice has been issued for an initial violation, the BOH shall issue a notice of violation and shall impose a penalty against the Food or Retail establishment.
4. The penalty for each violation that occurs after the issuance of the warning notice shall be no more than:
 - i. \$50 for the first offense
 - ii. \$100 for the second offense and all subsequent offenses.

iii. Payment of such fines may be enforced through civil action in Chelsea District Court or Suffolk Superior Court.

5. No more than one (1) penalty shall be imposed upon a Food or Retail establishment within a seven (7) calendar day period.

6. A Food or Retail establishment shall have fifteen (15) calendar days after the date that a notice of violation is issued to pay the penalty.

E. SEVERABILITY

If any provision or section of this ordinance shall be held to be invalid, then such provision or section shall be considered separately and apart from the remaining provisions or sections of this law, which shall remain in full force and effect.

F. EFFECTIVE DATE

The provisions of this ordinance shall take effect on January 1st, 2023.

In the year Two Thousand Twenty-two

An Ordinance to amend an ordinance relative to zoning and urban agriculture.

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

Section I. Section 10 of the Zoning Ordinance is hereby amended by deleting the definitions for *Agricultural use, nonexempt; Coop; Customary agricultural, horticultural and floricultural operations; Farm stand, nonexempt;* and *Urban agriculture* in their entirety and inserting the following new definitions:

“Agriculture, Urban (Urban Agriculture): An umbrella term that describes a range of accessory food and plant growing practices, either for personal use or for sale as an accessory use, that may include composting, the keeping of domestic fowl and honeybees, but does not include other livestock.

Arbor: An accessory Structure consisting of an open frame, freestanding or attached to another structure, with horizontal and/or vertical latticework often used as a support for climbing food or ornamental crops.

Coldframe: A Temporary Structure that is an accessory unheated outdoor Structure built close to the ground, no higher than thirty-six inches (36”) typically consisting of, but not limited to, a wooden or concrete frame and a top of glass or clear plastic, used for protecting seedlings and plants from cold weather.

Composting: A process of accelerated biodegradation and stabilization of organic material under controlled conditions yielding a product which can safely be used as fertilizer.

Coop: An enclosed shelter that houses domestic fowl.

Domestic fowl: A breed of bird specialized for meat production and/or egg laying and specifically excluding roosters.

Commercial Farm, Exempt (noun): Protected by G.L. c. 40A, § 3- meaning the use of land for the primary purpose of commercial agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture, including those facilities for the sale of produce, wine and dairy products, provided that either during the months of June, July, August and September of each year or during the harvest season of the primary crop raised on land of the owner or lessee, 25 per cent of such products for sale, based on either gross sales dollars or volume, have been produced by the owner or lessee of the land on which the facility is located, or at least 25 per cent of such products for sale, based on either gross annual sales or annual volume, have been

produced by the owner or lessee of the land on which the facility is located and at least an additional 50 per cent of such products for sale, based upon either gross annual sales or annual volume, have been produced in Massachusetts on land other than that on which the facility is located, used for the primary purpose of commercial agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture, whether by the owner or lessee of the land on which the facility is located or by another, except that all such activities shall be limited to parcels of 5 acres or more or to parcels 2 acres or more if the sale of products produced from the agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture use on the parcel annually generates at least \$1,000 per acre based on gross sales dollars in area not zoned for agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture. For the purposes of this definition, the term "agriculture" shall be as defined in section 1A of chapter 128, and the term horticulture shall include the growing and keeping of nursery stock and the sale thereof; provided, however, that the terms agriculture, aquaculture, floriculture and horticulture shall not include the growing, cultivation, distribution or dispensation of marijuana as defined in section 2 of chapter 369 of the acts of 2012, marijuana as defined in section 1 of chapter 94C or marijuana or marijuana as defined in section 1 of chapter 94G.

Roof Farm: Urban agriculture, on a roof of a principal or accessory structure with the intent to make personal use of or to sell whole, unprocessed produce, honey and/or eggs as an accessory use or, in the case of a commercial use, to be used in products sold on-site. All sales are subject to compliance with local, state and federal regulations.

Yard Farm: Urban agriculture on a residential Lot with intent to make personal use of or to sell whole, unprocessed produce, honey and/or eggs as an accessory use. All sales are subject to compliance with local, state and federal regulations including Board of Health soil testing requirements.

Farm Stand (Accessory): A Temporary Structure such as a table, stall or tent, operated by a sole vendor for the purpose of selling clean, whole, eggs, or honey, unprocessed produce and plants, all of which must be grown or produced on site.

Farm Structures: Includes, but are not limited to, sheds, compost bins, shade pavilions, trellises or other vertical supports for growing crops, and structures used to extend the growing season such as Greenhouses, Hoop houses, Coops, Coldframes and similar structures.

Garden, home/yard: An accessory use on a residential lot to grow plants and produce for beautification, recreation, and personal consumption. The garden may be outdoors, in an accessory structure or on the roof of a structure. Sales are prohibited.

Greenhouse: A Structure primarily constructed of a frame and transparent plastic material, in which temperature and humidity can be controlled for the cultivation or protection of plants or other agricultural products. All greenhouse structures are subject to setback and building code requirements.

Honeybee: A common domestic bee, *Apis mellifera* species.

Hoop house: An accessory Temporary Structure typically made of, but not limited to flexible PVC piping or other material covered with translucent plastic, constructed in a “half-round” or “hoop” shape, for the purposes of growing food or ornamental crops.

Raised Bed: method of cultivation in which soil is placed over a geotextile barrier, raised and ordinarily formed into three (3) to four (4) foot wide mounds. The soil may be enclosed by a frame generally made of untreated wood. Raised beds are not considered a Structure.

Section III. Section 3.1 Table of Principal and Accessory Use Regulations of the Zoning Ordinance is hereby amended by deleting the following uses: within B. EXEMPT AND INSTITUTIONAL USES: *Facilities for the sale of produce, and wine and dairy products, provided that during the months of June, July, August, and September of every year, or during the harvest season of the primary crop, the majority of such products for sale, based on either gross sales dollars or volume, have been produced by the owner of the land containing more than five acres in area on which the facility is located and Use of land for the primary purpose of agriculture, horticulture, floriculture, or viticulture on a parcel of more than five acres in area;* within , C. COMMERCIAL USES: *Agricultural use, nonexempt and Farm stand, nonexempt;* and within E ACCESSORY USES: *Urban agriculture and Customary agriculture, horticulture and floriculture operation ...* and inserting the following new uses within the Table:

TABLE OF PRINCIPAL AND ACCESSORY USE REGULATIONS											
PRINCIPAL USES	RC	R1	R2	R3	B1	B2	B4	B5	I	BPD	NRCC
B. EXEMPT AND INSTITUTIONAL USES											
Commercial Farm, Exempt ¹ :	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
E. ACCESSORY USES	RC	R1	R2	R3	B1	B2	B4	B5	I	BPD	NRCC
Urban Agriculture (Subject to Section 3.2.7):	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

¹ A Commercial Farm, Exempt operated on a City-owned Lot or by the City on a Lot that is not owned by the City is exempt from the requirement that such use be conducted on parcels of 5 acres or more or parcels 2 acres or more if the sale of products produced from the agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture use on the parcel annually generates at least \$1,000 per acre based on gross sales dollars in area not zoned for agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture, so long as the products produced thereon are to be used for the benefit of the community and any revenue from any sales of those products are used for the sole purpose of sustaining the community farm.

Garden, home/yard	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
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Section III. Section 3.2 - Accessory Uses of the Zoning Ordinance is hereby amended by deleting Section 3.2.7 *Urban Agriculture* and Section 3.2.1 *Customary Agricultural, Horticultural and Floricultural Operations* in their entirety and replacing it with the following:

“3.2.7 Urban Agriculture

Urban Agriculture is allowed as an Accessory Use in all zoning districts, provided that no Urban Agriculture activity shall be conducted, nor Farm Structure erected, except in compliance herewith and with any other applicable laws, rules regulations including without limitation the building code and any requirements of the Salem Board of Health. .

1. Sale of Products

The on-site sale of agricultural products, including whole, unprocessed produce, honey or eggs, is allowed subject to the following provisions:

- a. Retail sale display areas shall not exceed fifty square feet.
- b. One Farm Stand is allowed per lot.
- c. No sales display, sign or Structure, including a Farm Stand, shall be located on a public sidewalk or street or block vehicle and/or pedestrian flow.
- d. Signage shall be limited to one (1) sign and not exceed six (6) square feet; signs shall not be illuminated or require electricity. No off premises signs are allowed.
- e. All products sold on the Lot must be produced on-site. For purposes of this Ordinance, the term “produced on-site means” grown on the Lot or, in the case of domestic fowl or honey bees produced on the Lot by the animals kept thereon .
- f. Sales of products shall be permitted between the hours of 7:00 am and 6:00 pm., May 1 to October 31st. Sales shall not be permitted more than three days per week and no more than 25 total days per year.

2. Domestic Fowl

- a. Domestic fowl must be owned by a resident of the dwelling on the lot who shall be responsible for the care and control of the fowl.
- b. No roosters shall be kept under an Urban Agricultural use or any other use on lots in Salem.
- c. Dimensional Regulations
 - i. Maximum Height.
 - 1. Coop. Enclosed Coop space shall not exceed eight (8) feet in height.
 - 2. Run. Runs shall not exceed eight (8) feet in height.

- ii. Size
 1. Coop structures shall meet all building code requirements. Structures exceeding one hundred twenty (120) sq feet or eight (8) feet in height will require building permits and structures with electrical or plumbing shall require appropriate permits. Changes in the building code shall pre-empt this section.
 2. Coop. Coop space must allow a minimum of four (4) square feet per fowl and one (1) nest box per three (3) fowl.
 3. Run. Runs must allow a minimum of four (4) square feet per fowl.
- d. Setback Requirements
 - i. No fixed coop or run shall be located nearer than five (5) feet to any principal building, including the principal building on an abutting lot, and no coop or run shall be located nearer than five (5) feet to any side or rear lot line. Side lots in this instance refer to a projected line starting from the front lot line, terminating at the rear lot line parallel five (5) feet from the side lot line.
 - ii. Coops and/or runs are not permitted within 20 feet of a front lot line.
 - iii. Moveable coops (i.e. coops on wheels) and runs are not subject to setback requirements.
 - iv. Any lawfully existing domestic fowl-keeping use or structure in existence prior to the adoption of this Section shall be allowed to continue, as per the zoning code enforcement standards for other pre-existing nonconforming uses and structures. Any future alterations to applicable pre-existing uses or structures shall comply with this section or seek necessary approvals.
 - v. Coop structures shall not interfere with any existing public easements.
- e. Any domestic fowl-keeping use or structure in existence prior to the adoption of this Ordinance shall be allowed to continue, as per the zoning code enforcement standards of other pre-existing nonconforming uses and structures. Any future alterations to applicable pre-existing uses or structures shall seek necessary approvals.

3. Honeybees

- a. Honeybees must be owned by a resident of the dwelling on the lot who shall be responsible for the care and control of the Honeybees.
- b. A maximum of two (2) hives may be kept on a Lot with additional hives pending approval from the Salem Board of Health. Additional Board of Health regulations may further limit the number and/or manner of keeping of honeybees on lot.
- c. Dimensional Regulations
 - i. No Hive shall exceed five (5) feet in height and twenty (20) cubic feet in size on any Lot or roof.
- d. Setback Requirements
 - i. Where there is a solid wall, fence or similar barrier between the subject property and abutting property, no setback from the property line is required.

- Where there is no wall, fence or similar barrier between subject property and abutting property, Hives shall be set back five (5) feet from the property line.
- ii. No Hive shall be located closer than ten (10) feet from the lot line dividing the Lot from a sidewalk or street.
 - e. Hive Placement and Flyways.
 - i. For any ground level Hive that is within twenty (20) feet of the doors and/or windows of the principal building on an abutting Lot, either of the following conditions must exist:
 - ii. The Hive opening must face away from doors and/or windows; or
 - iii. A flyway of at least six (6) feet in height comprising of a lattice fence, dense hedge or similar barrier must be established in front of the opening of the Hive such that the honeybees fly upward and away from neighboring properties. The flyway shall be located within three (3) feet of the entrance to the Hive and shall extend at least two (2) feet in width on either side of the Hive opening.
 - f. Specific Rooftop Beekeeping Requirements.
 - i. Dimensional Regulations.
 - 1. No Hive shall exceed five (5) feet in height and twenty (20) cubic feet in size on any Lot or roof.
 - ii. Setback Requirements
 - 1. Hives shall be set back six (6) feet from the edge of the roof.
 - iii. Hive Placement and Flyways.
 - 1. For any roof level Hive that is within twenty (20) feet of the doors and/or windows of the principal building on an abutting Lot, either of the following conditions must exist:
 - a. The Hive opening must face away from doors and/or windows; or
 - b. A flyway of at least six (6) feet in height comprising of a lattice fence, dense hedge or similar barrier must be established in front of the opening of the Hive such that the honeybees upward and away from neighboring properties. The flyway shall be located within three (3) feet of the entrance to the Hive and shall extend at least two (2) feet in width on either side of the Hive opening.

4. Yard Farms

- a. Yard farms may be kept on residential properties only.
- b. Ownership, care and control of the farm shall be the responsibility of a resident of the dwelling on the lot.
- c. Land devoted to the Yard Farm shall be well-maintained and free from debris, noxious odor and excessively tall weeds and grass.
- d. Yard farms may include Raised Beds, Arbors, Greenhouses, Hoop Houses and Cold Frames as accessory structures subject to applicable setbacks and dimensional regulations.
- e. All accessory structures shall also be well-maintained in a safe condition.

5. Roof Farms

- a. Ownership, care and control of the roof farm shall be the responsibility of the owner or tenant of Lot.

6. Farm Structures

- a. Farm structures such as arbors, greenhouses, hoop houses and cold frames, shall be allowed as accessory structures subject to the following provisions:
 - i. Green houses are allowed within any rear or side yard up to but not closer than five (5) feet from the Lot line.
 - ii. Arbors, hoop houses and cold frames are allowed within any rear or side yard up to but not closer than one (1) foot from the Lot line.
 - iii. Farm Structures shall not exceed a maximum height of 15 feet and cannot be taller than the principal structure on the Lot; the covers shall be removed and stored when plants are not being cultivated or structure is not being used for an urban agricultural use
 - iv. Farm structures, when combined with other buildings on the property, shall not exceed the maximum lot coverage by all buildings listed in the Table of Dimensional Requirements.
 - v. Farm Structures shall not interfere with any existing public easements.

7. Composting

- a. Composting must be contained within an enclosed bin that does not have direct contact with flammable materials.
- b. Setback Requirements
 - i. Compost bins, structures and windrows shall be set back five (5) feet from all Lot lines.
 - ii. Compost bins, structures and windrows shall not be located in any portion of a yard area that abuts a Street.
- c. Accessory composting shall be used primarily to support onsite operations and shall comprise no more than five (5%) percent of the Lot area.”

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



February 9, 2021

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

Re: Urban Agriculture ordinance

Dear City Councillors,

Members of Salem Food for All, City of Salem employees and community stakeholders have spent the last several months drafting an ordinance that will support and encourage local growing, increase access to fresh, healthy foods, improve the local economy and environment, increase the resiliency of our community, and benefit public health.

Salem has a long agricultural history beginning with its inception as a fishing and farming village in 1626. Despite its urbanization, Salem's connection to local farming remains. Salem is home to a vibrant farmers' market, four community gardens, multiple school gardens, and most recently, its first municipal farm. Additionally, Salem has one commercial farm in operation, Maitland Mountain Farm.

Residential urban agriculture provides a valuable supplement to a family food budget; a standard 4' x 8' raised bed can yield 75-100 pounds of crops annually. It also engages adults and youth in a lifelong healthy activity. Urban agriculture at a community scale provides an opportunity for education as residents learn about nutrition, food-sourcing, and the natural ecologies in which agriculture plays a vital role.

Encouraging innovative, new technologies for growing food, such as roof farms, indoor growing technologies, aquaponics and hydroponics, will provide opportunities for local business growth in Salem, increasing access to fresh, local foods. Small-scale urban

farming in Salem can also be a source of fresh produce for neighborhoods, local restaurants and retailers.

The COVID-19 pandemic disrupted our local food system, causing food shortages and price increases. Job losses and reduced wages caused a dramatic increase in food insecurity; Massachusetts had the highest increase in food insecurity rates in the country. Salem data shows local food pantry participation quadrupled since the start of the pandemic. Food banks struggled to meet this increased demand due to food supply shortages.

Climate change is predicted to cause similar food supply disruptions due to erratic weather changes such as increased precipitation and heat waves. Growing more food locally will lessen our dependence on outside food sources, building a stronger local food system. The City of Salem was the first community in MA to pass a 100% clean energy resolution (2016). Growing food locally and sustainably cuts down on carbon emissions from transporting food, as well as the use of destructive chemicals that are a part of large-scale food production operations. Urban agriculture also provides carbon sequestration, restores degraded soils, minimizes nutrient runoff & erosion and increases microbial activity and soil biodiversity.

Given the many proven benefits of urban agriculture on physical, economic and environmental health, this proposed ordinance seeks to expand agriculture in Salem by encouraging both commercial and backyard growers, and ensuring these activities remain compatible with their urban surroundings. Thank you for the opportunity to present and discuss this increasingly important topic.

Sincerely,

Kerry Murphy, City of Salem
Jack Nessen, City of Salem
Esmeralda Bisono, City of Salem
Brittany Dolan, City of Salem
Russell Findley, City of Salem
Andy Varela, Maitland Mountain Farm
Patrick Schultz, Homegrown: Urban Abundance Gardening
Matthew Buchanan, HomeGrown: Urban Abundance Gardening
Jeff Cohen, Vice-Chair, Salem Sustainability and Resilience Committee
Deborah Jeffers, Salem Public Schools

City of Salem

In City Council,

Resolution of the Salem City Council in support of the Green Futures Act, An Act Achieving a Green Future with Infrastructure and Workforce Investments

Upon the recommendation of Salem's Sustainability, Energy & Resiliency Committee (SERC), Salem's City Council votes affirmatively on January 13, 2022:

WHEREAS, too much of Massachusetts' energy comes from fossil fuels that pollute and endanger our air and water and contribute to the climate crisis; and

WHEREAS, Massachusetts communities are already feeling the impact of the climate crisis, Salem being extremely vulnerable; and

WHEREAS, in 2016 Salem was the first community in Massachusetts to pass a 100% clean energy resolution, in 2018, the City Council unanimously passed a resolution supporting carbon pricing and in 2019, the Council unanimously passed a green new deal resolution and a resolutions endorsing Representative Jen Benson's "*Act to Reduce Greenhouse Gases and Promote Green Infrastructure*"; and

WHEREAS, Salem is a green & environmental justice community and programs initiated by SERC including Solarize Salem, municipal aggregation, purchase of all lights/converting to LED and the school solar projects have resulted in about \$800K in annual savings; and

WHEREAS, SERC & SAFE (Salem Alliance for the Environment) have done wind turbine feasibilities dating back many years that helped pave the way for Salem being selected to provide 1200MW of off shore wind, Salem has participated in two Solarize Solar programs and The City will be implementing recommendations from Resilient Together (Salem & Beverly); and

WHEREAS, in 2020, Salem City Council approved monies to fund a Sustainability & Resiliency department which has already demonstrated important benefits; and

WHEREAS, Salem's City Government has realized the effort and innovation of non-profits such as SAFE (gas leaks), Salem Sound Coastwatch (resiliency), and

WHEREAS, Massachusetts doesn't have the funding needed to meet its climate goals set by the Next Generation Roadmap Bill and Governor Baker's 2030 Clean Energy & Climate Plan. Without the Green Future Act's plan to sustainably & equitably raise green money, our state risks being forced to adopt regressive taxes and will miss the opportunity to create local jobs: and

WHEREAS, this act will establish the Green Infrastructure Fund, to include projects such as electrifying transportation, increasing renewable energy and creating consumer heating efficiency incentives; will direct significant aid to all communities to enhance resiliency (60% must benefit environmental justice neighborhoods); will provide direct cash payments (Green Household Dividends) to lower income households, protecting the states most vulnerable residents from increases in utility costs and will, by 2030, create 80,000 green jobs covered by Project Labor Agreements and prevailing wage laws; and

WHEREAS, this act will initiate and predictably increase carbon pollution fees for the dual purposes of reducing greenhouse gas emissions (GHG's) by moving us away from a fossil fuel dependent economy and also by raising revenue for investment in clean energy and green infrastructure;

WHEREAS, this act will fund solutions like the electrification of municipal vehicle fleets (e.g. school buses), community microgrids, nature-based climate solutions, local energy efficiency and will mandate local control over green infrastructure spending decisions, with communities given discretion over how and where to spend funds;

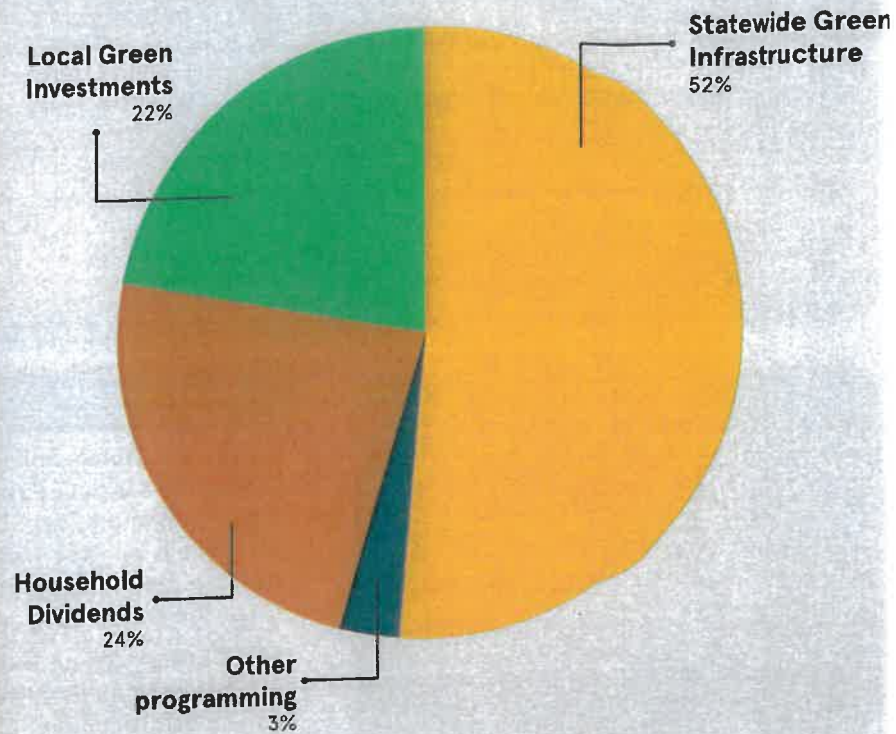
WHEREAS, this act will create tens of thousands of new local jobs, contributing to a just transition, will reduce local air pollution by holding big polluters accountable, and is one of the best climate policies when it comes to creating predictability for small businesses;

We, THEREFORE, strongly and urgently petition the Massachusetts Legislature and the Governor to promptly pass the *Green Future Act* (HD.1972).

BE IT FURTHER RESOLVED that the Clerk for the Salem City Council send confirmed copies of this Resolution to:

Governor Charles Baker, Speaker of the House Ron Marino, Senate President Karen Spilka, Representative Paul Tucker, Senator Joan Lovely, Senator Marc Pacheco, Senator Michael Barrett, Representative Jeffrey Roy, Representative Paul Mark, Salem Mayor Kim Driscoll, Massachusetts Municipal Association

Annual Spending Breakdown Green Future Act



Total Projected Revenue from Green Future Act by Program (2023-2030)



**GREEN
FUTURE** NOW!

This legislation is supported by the **Green Future Now** campaign.

It was crafted with input from **49 leading Massachusetts organizations and community groups**, including environmental justice organizers, climate advocates, economists, small businesses, grassroots activists, regional planners, municipal leaders, climate resiliency experts, and conservationists.

Learn more at GreenFutureNowMA.org

GREEN FUTURE ACT – HD.1972

An Act Achieving a Green Future with Infrastructure & Workforce Investments

Sponsor: Representative Bill Driscoll Jr

Massachusetts does not have the funding it needs to meet its climate goals set by the Next Generation Roadmap bill (S.9) and Governor Baker's 2030 Clean Energy & Climate Plan (CECP). Without the Green Future Act's clear plan to sustainably and equitably raise green money, our state risks being forced to adopt regressive taxes and miss the opportunity to create local jobs.

Raises funds from



Eliminating the polluter fee loophole



21st century green bonding

Invests in



Green infrastructure



Local aid for cities & towns



Workforce development



Household dividends


Creates 80,000 jobs in Massachusetts


Invests \$10 billion in the green economy


Reduces emissions to achieve net-zero by 2050

Unlocks \$10 Billion by 2030

Closes the State's Polluter Loophole

Eliminates the pollution fee loophole used by out-of-state fossil fuel importers, and raises \$500-750 million per year. Today, 87% of carbon pollution is emitted freely by fossil fuel polluters, who do not pay for the damage they cause to public health and the environment. This bill will close the gap to 42% by 2023, and 7% by 2025.

21st Century Green Bonding

Establishes a \$500 million green bonding program as part of the state's annual capital budget process, giving Massachusetts access to sensible funding to invest in its green future.

Invests in Massachusetts

State-Wide Green Infrastructure

Establishes the Green Infrastructure Fund (GIF), investing billions of dollars in projects like electrifying transportation, increasing renewable energy, and creating consumer heating efficiency rebates.

Local Aid for Cities & Towns

Directs significant aid to all cities and towns, funding critical local green infrastructure that lowers emissions and prepares communities for climate change impacts.

Green Workforce Development

Establishes the Green Workforce Commission to guide training and development of a 21st century clean energy and green workforce. Sets aside \$10 million to support displaced fossil fuel workers and their families.

Household Dividends for Vulnerable Residents

Provides direct cash payments ("Green Household Dividends") to lower income households, protecting the state's most vulnerable residents from short-term increases in utility costs as the global economy shifts away from fossil fuels.

Benefits Massachusetts Residents

Creates Well-Paying, Local Jobs

By 2030, creates 80,000 green jobs in Massachusetts, with major infrastructure spending covered by Project Labor Agreements (PLAs) and prevailing wage laws.

Invests in Environmental Justice & Frontline Communities

60% of all green infrastructure spending must benefit environmental justice neighborhoods across the state. Additionally, this bill promotes new models for community governance and decision making.

Fights Pollution & the Climate Crisis

Cuts local air pollution, which kills 7,600 a year in Massachusetts, and reduces greenhouse gas emissions so that Massachusetts can achieve its existing legal requirement to have net zero carbon emission by 2050.



CITY OF SALEM

In City Council,

January 13, 2022

Ordered:

That the City Council send a request to the City Solicitor, Elizabeth Rennard, to motion the Superior Court of Essex County to require Overlook Acres, LLC to present a copy of the boring sample test results conducted at or in the vicinity of 383 Highland Ave; 379 Highland Ave; 14 Barnes Road; 16 Barnes Road; and 9, 12, 14, 15, 16 and 18 Cedar Road, all within Salem MA ("the Premises") Overlook Acres, LLC on January 26th, 2021 filed a lawsuit in the Superior Court of Essex County that claimed the following facts:

1. Fact #27 – The boring samples evidenced significant automobile shredding, exceeding thirty-five (35) feet below surface
2. Fact #28 – The boring samples also evidenced elevated and hazardous levels of polychlorinated biphenyls (PCB's); volatile organic compounds (VOC's); total petroleum hydrocarbons (TPH's); and total metal and polycyclic aromatic hydrocarbons (PAH's)
3. Fact #29 – The elevated level of hazardous contaminants found throughout "the Premises" represent a significant and imminent risk of harm to the public and environment.

The statement of fact that there is "significant and imminent risk to the public and environment" is very concerning and we must make every effort to have the boring sample test results sent to the City of Salem so that our Board of Health and Conservation Committee can review the results and determine what steps must be taken to mitigate the risk of harm to the public and environment.



CITY OF SALEM

In City Council, January 13, 2022

ORDERED: That the Committee on Government Services co-posted with the Committee of the Whole meet with the city HR director to discuss comparative salaries



CITY OF SALEM

In City Council, January 13, 2022

ORDERED: That the Committee on Government Services (co-posted with the Committee of the Whole) meet to discuss Personnel board



CITY OF SALEM

In City Council,

January 13, 2022

Ordered:

That the Committee on Government Services co-posted with the Committee of the Whole meet to discuss amending Section 31A of the City Council Rules related to City Council liaisons, to include Salem Community organizations.



CITY OF SALEM

In City Council,
January 13, 2022

Ordered:

That the City Council elect two Councillors to the Affordable Housing Trust Fund Board of trustees per Ordinance Ch. 2, Sec. 1002: "The City Council shall annually elect two members of the City Council to serve for a term of one year. The City Council President or designee shall serve for a term of one year." And that their terms expire on December 31, 2022.

council seat, coterminous with the president of the city council. Any vacancy shall occur in the commission shall be filled in accordance with this section.

(Ord. of 9-9-2004, § 1; Ord. of 9-28-2006, § I(2))

Sec. 2-993. Duties generally.

The cable television and technology commission shall act in an advisory and consultative capacity with the general objectives of representing the interests of the city and subscribers to cable television in the city. The commission shall be the main point of contact for all matters relating to the operation of cable television in the city, including receipt of all notices from the licensee, receipt of notices from the Commonwealth of Massachusetts, and any such notices as the mayor or city solicitor shall deem proper. The commission shall represent the city on all matters pertaining to cable television as directed by the mayor and not inconsistent with the license. The commission may appear on behalf of the city at all public hearings relating to matters before the state cable television division or any regulatory body that sets rates for subscribers. The commission may act in an advisory capacity on matters pertaining to the license, including license renewal, at the direction of the mayor and city solicitor. The commission shall work with the Access Corporation and may address complaints relative to the Access Corporation from subscribers and perform such other duties relative to the Access Corporation as the mayor may direct from time to time. The commission shall work with the company designated under the license, and may deal directly with company representatives on issues of importance to the city and to subscribers as it deems appropriate. The commission may hold such public hearings and meetings, as it deems necessary from time to time. The duties of the commission under this division shall not be construed to be a transfer of any duties or responsibilities of the licensee as set forth under applicable law or the license(s). Any conflict between this division and the license or any applicable law shall be resolved in favor of the license or applicable state or federal law.

The cable television and technology commission will act as an advocate for the planning,

purchasing, development, and support of any and all major technological advances for the city. The committee will make such recommendations to the mayor and appropriate department heads pertaining to the city's website, wireless local area networks and the like.

The cable television and technology commission will play an advisory role on all computer and telecommunication advances and improvements. This will include, but will not be limited too, cable, computer purchases, software, hardware, networking and phone systems.
(Ord. of 9-9-2004, § 1; Ord. of 9-28-2006, § I(1)(2))

Secs. 2-994—2-999. Reserved.

DIVISION 14. AFFORDABLE HOUSING TRUST FUND BOARD OF TRUSTEES*

Sec. 2-1000. Established.

The affordable housing trust fund board of trustees is established.
(Ord. of 10-26-2006, § 1)

Sec. 2-1001. Composition.

The affordable housing trust fund board of trustees shall be composed of 12 trustees, including the mayor and two members of the city council.
(Ord. of 10-26-2006, § 1)

Sec. 2-1002. Appointment of trustees; term; vacancies.

The mayor shall serve as a trustee and appoint annually in January, subject to confirmation by the city council, four trustees who shall serve for a term of one year and appoint biennially, subject to confirmation by the city council, four trustees who shall serve for a term of two years. The city council shall annually elect two members of the city council to serve for a term of one year. The city council president or his or her designee shall serve for a term of one year. No trustee, excluding the mayor, shall serve for a term exceeding two years. If a vacancy shall occur among the

*State law reference—M.G.L.A. c. 44, § 55C.

trustees, it shall be filled in the same manner as the original appointment for the unexpired term. (Ord. of 10-26-2006, § 1)

Sec. 2-1003. Compensation.

The trustees shall serve without compensation. (Ord. of 10-26-2006, § 1)

Sec. 2-1004. Removal.

Trustees may be removed by a majority vote of the city council, subject to approval of the mayor. (Ord. of 10-26-2006, § 1)

Sec. 2-1005. Powers and duties.

The trustees shall administer an affordable housing trust fund to provide for the creation and preservation of affordable housing within the City of Salem for the benefit of low to moderate income households.

The specific powers and duties of the trustees, all of which shall be carried on in furtherance of the purposes set forth in this division, are as follows:

- (1) To accept and receive property, whether real or personal, by gift, grant, devise, or transfer from any person, firm, corporation or other public or private entity, including without limitation grants of funds or other property tendered to the trust in connection with provisions of any zoning ordinance or by-law or any other ordinance or by-law;
- (2) To purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
- (3) To sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertakings relative to trust property as the board deems advisable notwithstanding the length of any such lease or contract;
- (4) To execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the board engages for the accomplishment of the purposes of the trust;
- (5) To employ advisors and agents, such as accountants, appraisers and lawyers as the board deems necessary;
- (6) To pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the board deems advisable;
- (7) To apportion receipts and charges between incomes and principal as the board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- (8) To participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- (9) To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the board may deem proper and to pay, out of trust property, such portion of expenses and compensation of such committee as the board may deem necessary and appropriate;
- (10) To carry property for accounting purposes other than acquisition date values;
- (11) To borrow money on such terms and conditions and from such sources as the board deems advisable, to mortgage and pledge trust assets as collateral;

- (12) To make distributions or divisions of principal in kind;
- (13) To comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the board may deem appropriate;
- (14) To manage or improve real property; and to abandon any property which the board determined not to be worth retaining;
- (15) To hold all or part of the trust property uninvested for such purposes and for such time as the board may deem appropriate; and
- (16) To extend the time for payment of any obligation to the trust.
- (17) To study, evaluate, and recommend policies, programs, practices, ordinances, and similar measures to increase and maintain the availability of affordable and workforce housing in the City of Salem.

The powers and duties enumerated above are intended to encompass all powers and duties of the trustees. Any action, power or duty not enumerated above shall require prior approval of the city council.

(Ord. of 10-26-2006, § 1; Ord. of 12-6-2018(3), § 1)

Sec. 2-1006. Records; annual report.

The trustees shall keep a record of its doings and at the close of every fiscal year make a report thereof to the city council. The report shall include a description and source of funds received and expended and the type of affordable housing programs or properties assisted with the funding. The trustees shall also provide the city council with a copy of the trust's annual audit.

(Ord. of 10-26-2006, § 1)

Secs. 2-1007—2-1009. Reserved.

DIVISION 15. COMMUNITY PRESERVATION COMMITTEE

Sec. 2-1010. Established.

There is hereby established a community preservation committee, in accordance with the *Massachusetts Community Preservation Act*, M.G.L. Chapter 44B, consisting of nine voting members.

(Ord. of 4-11-2013, § 1)

Sec. 2-1011. Membership and terms.

The composition of the committee, the appointment authority and the term of office for the committee members shall be as follows:

- (1) One member of the conservation commission as designated by the commission for a term of three years.
- (2) One member of the historical commission as designated by the commission for an initial term of two years, and thereafter for a term of three years.
- (3) One member of the planning board as designated by the board for an initial term of one year, and thereafter for a term of three years.
- (4) One member of the park and recreation commission as designated by the commission for an initial term of one year and thereafter for a term of three years.
- (5) One member of the housing authority board as designated by the board for an initial term of two years and thereafter for a term of three years.
- (6) Two members appointed by the city council, two of the general public or in the alternative one member of the city council recommended by the council president and one member of the general public, to be appointed for a term of one year and thereafter for a term of two years for appoints from the general public.
- (7) Two members of the general public to be appointed by the mayor, confirmed by majority vote of the city council, one member to be appointed for a term of one



CITY OF SALEM

In City Council,

January 13, 2022

Ordered:

That the City Council President appoint one member of the City Council to serve on the Cable Television and Technology Commission per Ordinance Ch. 2, Sec. 992: "The seven members of the commission shall be appointed as follows: One member of the City Council to be appointed by the president of the city council, ..."



CITY OF SALEM PLANNING BOARD

CITY CLERK, SALEM MASS.
2021 DEC 3 AM 11:31

Report of the Planning Board to City Council Re: WIOD Ordinance Amendment

December 3, 2021

Dear Ms. Simmons:

At its meeting on December 2, 2021, the Planning Board discussed a proposed amendment to the Zoning Ordinance to exclude Planned Unit Development (PUD) as a Permitted Use in the Waterfront Industrial Overlay District, which was referred from the November 16, 2021, joint public hearing with the City Council.

The Planning Board voted eight (8) in favor (Bill Griset, Tom Furey, Noah Koretz, Kirt Rieder, Helen Sides, Sarah Tarbet, Todd Waller, Zachary Caunter), one (1) abstention (Carole Hamilton), and zero (0) opposed to recommend that the City Council **not** adopt the proposed amendment to the Zoning Ordinance.

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

Sincerely,

William Griset
Chair



City of Salem, Massachusetts
Police Department Headquarters

95 Margin Street

Salem, Massachusetts 01970

(978) 744-2204

CHIEF OF POLICE

LUCAS J. MILLER

06 January 2022

City Clerk
Salem City Hall
93 Washington Street
Salem, Massachusetts 01970

Re: Request For City Council Liaison to the Salem Police Community Impact Unit

Dear City Clerk Simons,

Reference is made the recently published *City Council Liaison Assignments for 2022*. I respectfully request that the Salem City Council give consideration to appointing a member to serve as liaison to the Salem Police Department's Community Impact Unit (CIU). Rationale for this request is set forth herein.

The CIU's mission is to directly and immediately identify and address community concerns and issues, with a special emphasis on meeting the needs of segments of Salem's population who are traditionally difficult to serve or are considered vulnerable. Using a variety of strategies and resources, CIU works towards achieving solutions or interventions to prevent crime, victimization, crisis, and substance use.

To that end, more direct contact between the City Council and the CIU would help set the correct priorities for the unit, thus allowing for faster recognition of both problems and opportunities and facilitating the Department's response thereto.

The purpose of this request is to foster greater collaboration between the Council and the police department and should in no way supplant the regular communication between councilors and the chief. The Department remains grateful for the regular support we receive from the City Council and our partnership in serving the people of Salem.

I am available to discuss this request at your, or the Council's, convenience.

Sincerely,

Lucas J. Miller
Chief of Police

cc: Mayor Driscoll

Ilene Simons

From: Michael Quigley <michael@northshorecdc.org>
Sent: Thursday, January 6, 2022 4:12 PM
To: Ilene Simons; Patricia Morsillo
Subject: YouthBuild North Shore
Attachments: 2021 Recruitment Postcard.pdf; Pull Tab Recruitment Flier - updated.pdf; 2021 Fact Sheet.pdf; YB Program Model + Outcomes - rebrand.pdf

Caution: This email originated from outside our system. Please do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon,

My name is Michael Quigley I am the program director for YouthBuild North Shore in Salem Massachusetts. YouthBuild is a workforce development program that helps disconnected youth aged 16-24 to obtain their High School Equivalency Diploma, learn a trade (Construction or Health Care), work on enhancing their leadership development skills and be civically engaged in their community.

YouthBuild is a successful model and is a great way to reengage youth who have dropped out of high school. 90% of our program participants earn their High School equivalency diploma and our program placement rate is 100% for YouthBuild graduates in employment or post-secondary education.

Our goal is to serve 40 youth from our communities each year. I am reaching out to you to see if it would be possible for me to present at your next council meeting to share this information with you and your coworkers about the value of YouthBuild. I think it's important that people know about this amazing program and what we can offer to the young people in our community.

I have attached some information about the program. I hope I can hear back from you soon and look forward to the opportunity to present at a future council meeting.

Thank You,

--

Michael Quigley
YouthBuild North Shore Director
North Shore Community Development Coalition, Inc.

96 Lafayette Street, 2nd Floor
Salem, MA 01970
p - (978) 219-5362
f - (978) 745-4345
Michael@northshorecdc.org
www.puntourbanartmuseum.org



NOW ENROLLING!



EDUCATION

**CAREER
READINESS**

**VOCATIONAL
TRAINING**

EARN WHILE YOU LEARN

Are you between the ages of 16 and 24, living on the North Shore?
Do you need your high school diploma or GED?

YouthBuild North Shore CDC is the program for you.
Earn a High School Equivalency Diploma, Construction or Healthcare
certification, scholarships, and a stipend by enrolling today!

APPLY TODAY

BUILD A BRIGHTER FUTURE

For questions about YouthBuild North Shore CDC or to enroll today, contact:

info@northshorecdc.org


978-745-8071

or visit:

youthbuildnorthshore.org

FOLLOW US ON SOCIAL MEDIA

 [@youthbuildnorthshore](https://www.facebook.com/youthbuildnorthshore)

 [@ybnorthshore](https://www.instagram.com/ybnorthshore)

96 Lafayette Street, 2nd Floor | Salem, MA 01970



SCAN TO
LEARN
MORE

YouthBuild North Shore CDC is a program of North Shore Community Development Coalition, with grant funding provided by the United States Department of Labor, the Department of Transitional Assistance, AmeriCorps and Massachusetts DESE. North Shore Community Development Coalition is an equal opportunity employer program and auxiliary aids and services are available upon request.



ELIGIBILITY CRITERIA

Participants must be between the ages of 16 and 24, without a high school diploma, High School Equivalency Diploma, or basic skills deficient AND one or more of the following:

- Member of a low-income family
- Youth in foster care (including youth aging out)
- Youth offender
- Child of an incarcerated parent
- Migrant youth
- Young Parents (16-24) with a cash case with the Department of Transitional Assistance

TARGET POPULATION

YouthBuild North Shore recruits low-income youth, ages 16-24, for a 10 month program cycle.

SERVICES PROVIDED

- Educational classes - HiSET Diploma
- Construction Training
- Certified Nursing Assistant Training
- Leadership Development
- Life Coaching
- Civic Engagement
- Financial Wellness
- Graduate Services

ABOUT US

YouthBuild North Shore CDC empowers young adults with the desire to transform their lives improve their communities through education and leadership development.

Through YouthBuild, opportunity for young adults ages 16-24 work toward their High School Equivalency Diploma, learn job skills and serve their communities through community service in health care, construction, and other leadership opportunities.

Our program also provides life coaching and career counseling during the program, and resources for graduates. Students receive comprehensive services and support to develop knowledge, skills, and enthusiasm for post secondary success.



ENROLLMENT PROCESS



MEMBER SPOTLIGHT: BREEANNA BROWN

Bree joined YouthBuild North Shore CDC as part of our Young Parent Program in May of 2019. Single parent to a 4-year-old daughter, Bree is a true leader and goal oriented. She completed both our healthcare and construction tracks as well as assisted with Mental Toughness facilitation in February 2020, which helps motivate and guide prospective members.

“When you want a second chance to start over, think YouthBuild, because it is not just your second chance; YouthBuild becomes your family.”

Bree is a role model to her peers. She participated in the first cohort of healthcare training last September, and successfully completed all of the coursework required by North Shore Community College. In January 2020, she took her licensure exam and passed the written portion. Bree passed all of the required modules and earned her National Center for Construction Education and Research (NCCER) and OSHA-10 certifications. Bree graduated in November of 2020 and received the Felicia Pierce Spirit Award, which is given to a member who exemplifies the YouthBuild spirit and who goes above and beyond.

Currently, Bree's main goals are to earn her driver's license, buy a car, and find her own housing. Bree was recently hired as a Home Health Aide by a BAYADA, a Home Health Care Agency on the North Shore.



PROGRAM IMPACTS IN 2020

- YouthBuild members helped deliver **200 care packages** to community members in need
- In partnership with Peabody Properties, YouthBuild North Shore rehabilitated **two apartments** of housing for displaced families
- The Program had a **87% graduation** rate in 2020
- We provided **25 tablets, 25 laptops, and internet access** to YouthBuild members to use from home during the COVID-19 shutdown
- In February 2020, we held a ribbon cutting to celebrate the opening of our new program space

2020 ACCOMPLISHMENTS



67 members participated in YouthBuild North Shore in 2020, primarily from Lynn and Salem.



94% of graduates were placed in meaningful employment or post-secondary education opportunities.



90% of members who tested, passed the HiSET exams.



96% of members earned National Center for Construction Education and Research (NCCER) and the Occupational Safety Health Administration (OSHA-10) certificates.



All 10 members completed their Certified Nurses Assistant (CNA) training with North Shore Community College.



7 new employer partners partnered with the program in the following sectors: Construction, Healthcare, Manufacturing and Retail.

CONTACT INFORMATION

info@northshorecdc.org
978-745-8071

HOURS OF OPERATION

Monday-Thursday, from
8:30 AM to 4:30 PM
Fridays from
8:30 AM to 1:30 PM

LOCATION

North Shore CDC
96 Lafayette Street, 2nd Floor
Salem, MA 01970



PROGRAM MODEL



north shore community
development coalition

Empowering young adults with the competency and desire to transform their lives and improve their communities through education, service, employment and leadership development.

PROGRAM COMPONENTS

CLASSROOM EDUCATION

- High School Equivalency Diploma
- College Prep

Literacy/Numeracy Remediation



HIGH SCHOOL
CREDENTIALS

CAREER READINESS

- Employment Post-Secondary Education
- Soft Skills
- Advanced Training
- AmeriCorps



PLACED IN
MEANINGFUL
EMPLOYMENT

VOCATIONAL TRAINING

- Construction**
 - Build Affordable Housing
 - NCCER
- Nursing**
 - 100 hours of community college
 - Home Health Aide
 - State Exam Certificate

OSHA-10, First Aid, and CPR Certifications



NATIONALLY RECOGNIZED
INDUSTRY CERTIFICATES

LIFE COACHING

- Life Goal Planning
- Leadership Development
- Life Skills Development
- Achieve Self-Sufficiency



PROGRAM
RETENTION

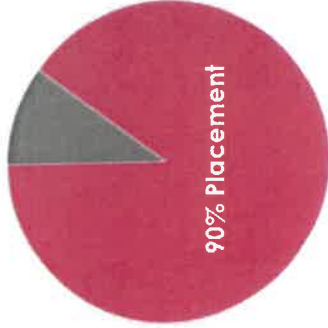
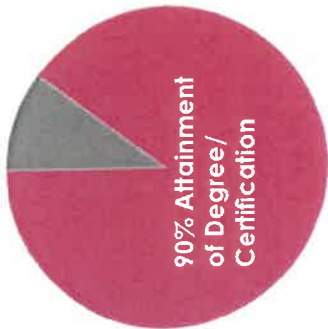
COMMUNITY SERVICE

- AmeriCorps Member
- 450 Hours of Service
- Civic Engagement

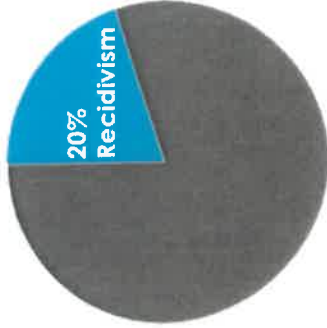
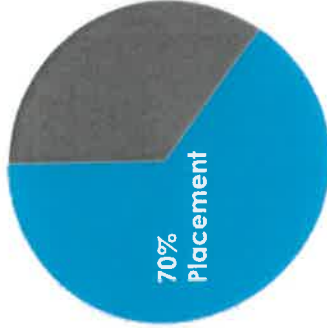
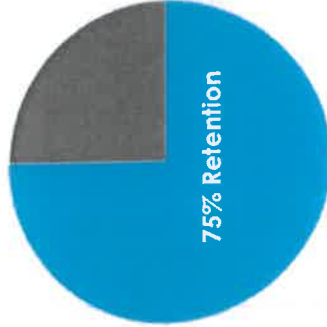
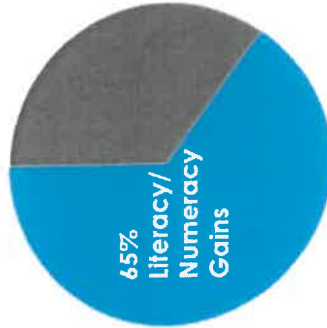
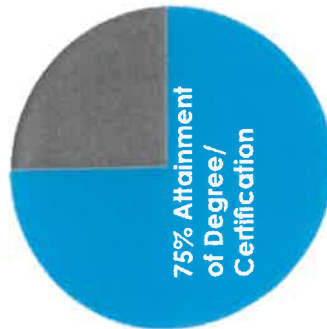


\$1500
EDUCATIONAL
AWARD

2019 PROGRAM OUTCOMES



FEDERAL STANDARDS



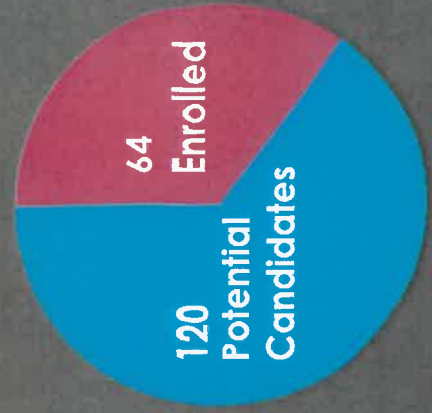
ACCOMPLISHMENTS

- Only program in the North Shore region and first new program in 7 years in Massachusetts.
- Nationally recognized by the YouthBuild U.S.A. Network for **Director of the Year** in 2019 and as a **Full Affiliate** in 2018.
- Worked with North Shore CDC to provide affordable housing for 16 formerly homeless youth and youth aging out of foster care.
- Received the **Outstanding Service Project** award and **Protecting the Investment** award at the YouthBuild AmeriCorps Impact Awards.
- Received a \$1.1 Million Dollar Grant from Department of Labor, which allowed us to expand services by adding health care as a new career track.
- Dedicated \$65,000 to provide extensive programming for young parents in YouthBuild.
- Expanded the program to serve more communities on the North Shore.
- Opened up its new program space, which YouthBuild members took the lead on building.

NEED FOR INCREASED PROGRAM FUNDING

YouthBuild graduates have a 100% likelihood of placement in employment, or post-secondary education, 15% more likely than a young person with only a high school credential and 65% more likely than a young person without a high school credential!

North Shore CDC currently has a wait list due to high demand of applicants.



Doreen Wade
President, Director

EXECUTIVE OFFICERS

Donald Mitchell
Treasurer

Robyn Harding
Secretary

BOARD MEMBERSHIP

Warren Barnett
Celeste Hamilton - Assistant Secretary
Andre Hollywood
Kim Singletary
Giovanni Alabiso
Anyferm Gonzalez
Joshua Gerloff
Patrick King
Monieke McNeil
Angela Williams-Mitchell
Brooklyn Brown-Northrup
Anna Whitted

Ex-Officio Member
Sean Bennett, Salem State University
Terrell Greene, Superintendent of Schools
Salem Police Department

Liaison
Susan Russo, National Parks Service

Honorable Mention
Lorraine Wade

Host of:
Negro Election Black Celebration Day

Salem United Inc
Phone (781) 502-5512
salemunitedinc@gmail.com
salemunitedinc.org

Roots & Wings

SALEM UNITED
INC
Preserve, Protect & Build

January 8, 2022

City of Salem MA
Attn: Ilene Simons, City Clerk
93 Washington Street
Salem, MA 01970

Dear Ilene Simons,

Salem United, Inc. president, Doreen Wade, is following up with a letter requesting a liaison from the City Council, which was approved a few years ago but never executed.

Please include Salem Untied, Inc. on your agenda for next week's City Council meeting so we can begin honoring that commitment made by the City of Salem.

We do have a process for appointing a liaison to Salem United's Board and we are looking forward to putting that process in place, and working on community building between the Black Community and the City of Salem.

Respectfully,

Doreen Wade

Ms. Doreen Wade
President

City of Salem

In the year two thousand and twenty-one

An Ordinance to amend an Ordinance establishing the Race Equity Commission

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

Section I. Chapter 2, Article IV of the Code of Ordinances is hereby amended by adding the following new Division following Division 17:

“Division 18. – RACE EQUITY COMMISSION

Sec. 2-1032. There is hereby established a race equity commission for the purpose of:

- (a) implementing elements of the City’s Race Equity Action Plan and updating said plan periodically as necessary;
- (b) advising departments and City officials on strategies and approaches to ensure municipal programs, policies, budgets, and ordinances are developed in a manner that avoid and reduce systemic racism and bias;
- (c) developing and recommending initiatives, programs, and policies intended to reduce systemic racism and bias in Salem;
- (d) designing and conducting hiring and recruitment programs and advise on employee training and retention programs to increase diversity and cultural competency of City staff;
- (e) supporting and guiding community organizations, employers, associations, nonprofits, agencies, businesses, and others in methods by which they can help reduce systemic racism and improve racial equity in Salem; and
- (f) seeking grants and other sources of support and resources to carry out the Commission’s work.

Sec. 2-1033. The commission shall consist of seven members: the City’s Human Resources Director or their designee, the City Solicitor or their designee, the School Superintendent or their designee and four other members appointed by the Mayor and subject to City Council confirmation. The members shall each serve a term of three years. The commission shall also have the following liaisons: the Chief of Police or their designee; and a member of the City Council chosen according to the rules of the City Council.

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

In City Council June 24, 2021

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

In City Council December 9, 2021

Adopted for first passage

ATTEST:

ILENE SIMONS
CITY CLERK