



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

February 11, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Caroline Watson-Felt of 2 Beacon Street to the Affordable Housing Trust Fund Board. Ms. Watson-Felt will complete the remainder of a two-year term previously held by Mr. Ben Anderson and which expires on February 8, 2022.

Ms. Watson-Felt is current the Executive Director of the Woman's Friend Society here in Salem, which, among many other initiatives, owns and manages the Emmerton House, an affordable residence for 20 women. Previous to her work leading the Woman's Friend Society, Ms. Watson-Felt was special events manager for St. John's Preparatory School and Director of Experience and Engagement for SHIFT Thinking, a firm that helps organizations build capacity for growth and change. Ms. Watson-Felt currently serves as the President of Historic Salem, Inc. and was a past president of Salem Main Street's Organization and Promotions Committee.

I strongly recommend confirmation of Ms. Watson-Felt's appointment to the Affordable Housing Trust Fund Board. We are fortunate that she is willing to serve our community in this important role and lend her dedication and expertise to the Board and its work.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

February 11, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Sarah Tarbet of 1 Chase Street to the Salem Planning Board to complete the remainder of a five-year term previously held by Ben Anderson, to expire March 1, 2024. Please join me in thanking Mr. Anderson for his many years of exceptional service as both a member and Chair of the Planning Board.

Ms. Tarbet is an associate and architect with Jones Architecture where she has led project teams for numerous higher education, institutional, non-profit, and government clients, including DCAMM, Boston College, Northern Essex and Cape Cod Community Colleges, and the North Shore CDC, for whom she designed the Espacio facility in Salem's Point neighborhood. Prior to her time with Jones, Ms. Tarbet was a project manager and designer with Perry Dean Rogers Architects. She holds Master of Architecture and Bachelor's degrees from Northeastern University and will speak at the ArchitectureBoston Expo in 2021 on designing for accessibility and inclusion, an area of particular focus in her work.

I strongly recommend confirmation of Ms. Tarbet's appointment to the Planning Board. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to the Board and its work.

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

February 11, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Jeff Swartz of 23 High Street to the Traffic and Parking Commission as the business representative on the Commission, Mr. Swartz will complete the remainder of a three-year term previously held by Todd Waller, to expire September 29, 2022.

Mr. Swartz is the Assistant Director of the Salem Chamber of Commerce, our community's leading voice and advocate for the Salem business community. As Assistant Director, Mr. Swartz organizes networking events, assists on large projects, engages with members to support their business needs, and manages the Chamber's communications efforts. Prior to working for the Chamber of Commerce, Mr. Swartz worked as the evening manager at the Hawthorne Hotel and served as the administrative assistant at Destination Salem. Mr. Swartz earned a Bachelor's degree in public history from Salem State University. He serves on the Board of Directors for the Pickering Foundation and is a volunteer on Friendship for the National Parks Service.

I strongly recommend confirmation of Mr. Swartz's appointment to the Traffic and Parking Commission. We are fortunate that he is willing to serve our community in this important role and lend his energy and dedication to the Commission and its work.

Sincerely,

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

Kimberley Driscoll  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Catherine Miller of 15 Warren Street to the Design Review Board for a term of 3 years to expire 3/1/2024.

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

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem



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Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
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Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Glenn Kennedy of 108 Leach Street to the Design Review Board for a term of 3 years to expire 3/1/2024.

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

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, David Jaquith of 81 Railroad Avenue to the Design Review Board for a term of 3 years to expire 3/1/2024.

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

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

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Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
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Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, F. Reed Cutting of 14 Clifton Avenue to the Historical Commission for a term of 2 years to expire 3/1/2023.

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

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, D.J. Napolitano of 8 Patton Road to the Planning Board for a term of 5 years to expire March 10, 2026.

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

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem





## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, the following department heads and assistants:

Name	Position	Term	Term Expiration
Bonnie Celi	Collector	3 years	January 31, 2024
David Knowlton	Director of Public Services	2 years	January 31, 2023
David Kucharsky	Director of Traffic & Parking	2 years	January 31, 2023
Teresa Gove Arnold	Council on Aging Director	2 years	January 31, 2023
Tom Watkins	Purchasing Agent	2 years	January 31, 2023

I recommend confirmation of these reappointments.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,

Ordered:

February 25, 2021

That One Hundred Ninety Thousand Dollars (\$190,000.00) is hereby appropriated within the CPA Funds for FY 2021 to the accounts listed below in accordance with the recommendation of the Community Preservation Committee.

FY	Fund	Fund Name	Description	Org/Obj	Amount
2021	2001	General Fund CPA	CPA-Mack Park Food Farm	2001321-580658	15,000.00
2021	2001	General Fund CPA	CPA-Forest River Outdoor Rec & Nature Ctr	2001321-580669	175,000.00
<b>Total</b>					<b>\$190,000.00</b>



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates funds from the Community Preservation Act account to increase the CPA allocation for the Mack Park Food Farm by \$15,000 and to provide \$175,000 in funding to support the Forest River Outdoor Recreation and Nature Center project.

A summary description of the two requests are enclosed with this Order. Both have received the endorsement of the Community Preservation Committee. I recommend adoption of the enclosed Order and invite you to contact Kerry Murphy with questions about the Mack Park Food Farm, Jenna Ide with questions about the Forest River Outdoor Recreation and Nature Center project, and Jane Guy with any questions about the Community Preservation Act generally.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**  
**Kimberley L. Driscoll, Mayor**  
**Community Preservation Committee**

120 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970  
TELE: 978-619-5685 ♦ FAX: 978-740-0404

**TO:** Honorable City Council  
**FROM:** Jane A. Guy, Assistant Community Development Director  
on behalf of the Community Preservation Committee  
**DATE:** February 10, 2021  
**RE:** **CPC Recommendation for CPA Funding**

At its meeting of February 9, 2021, the Community Preservation Committee (CPC) voted to recommend Community Preservation Act (CPA) funding:

1. For the Forest River Outdoor Recreation and Nature Center in the amount of \$175,000 from the CPA Fund Balance; and,
2. For increased funding for the Mack Park Food Farm in the amount of \$15,000 from the CPA Fund Balance.

In compliance with MGL c.44B, the City Council is requested to take one of the following actions on each funding recommendation:

- Approve recommendation of the CPC
- Reject recommendation of the CPC
- Reduce amount recommended by the CPC

Thank you for your consideration.

**APPLICANT:**

City of Salem Park & Recreation Commission

**PROJECT TITLE:**

Forest River Outdoor Recreation & Nature Center

**PROJECT LOCATION:**

Forest River Park

**CPA CATEGORY:**

Recreational Land: Rehabilitation/Restoration

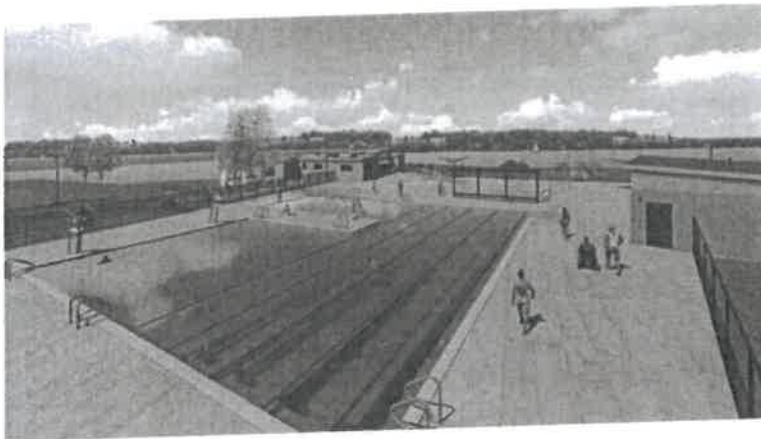
**CPC RECOMMENDED CPA FUNDING:**

\$175,000

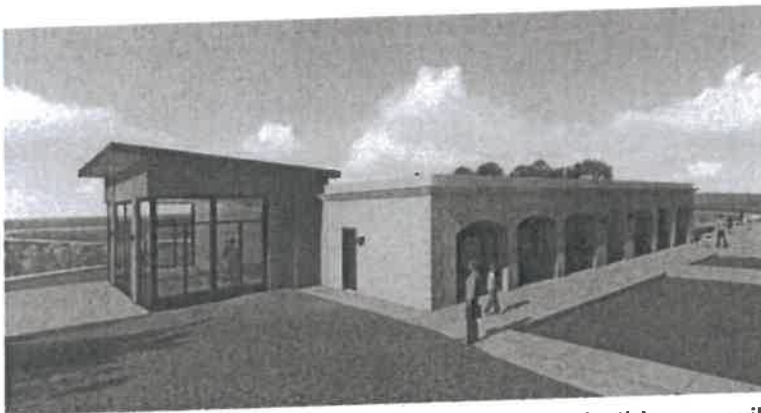
**CPC RECOMMENDED SOURCE:**

\$175,000 Fund Balance

**PROJECT DESCRIPTION:**



The City of Salem Park and Recreation Commission has requested additional funding for construction costs for the Forest River Outdoor Recreation and Nature Center at Forest River Park.



The project includes the rehabilitation of the existing 4,268 SF bathhouse and a complete replacement of the existing pool. The bathhouse building will house changing rooms, a concession area and a community room. A separate building will be provided for the filtration, electrical and lifeguard spaces. The replacement of the existing pool with a 4,910 SF combination lap and recreational pool, a 2,260 SF separate kiddie pool with minimum depth,

and a 2,400 SF splash pad adjacent to the bathhouse will accommodate a total of 478 bathers. Also, the project includes the reclamation of part of the natural cove site by moving the proposed pool to higher ground (approximately 6-feet higher) and extending the shoreline walkway which will go beyond the pool. Under-utilized tennis courts and a deteriorated parking area to the west of the pool will be reconfigured to accommodate parking for staff and a vehicle-drop off area. A proposed lawn area and wildflower area where the tennis courts currently exist would be a site for temporary activities for the summer months including a tent for summer camps. The pool access road will be upgraded, and an adjacent pedestrian path will be constructed to connect with the new parking area at the entrance of the park with accessible parking. The new paths will create an unencumbered and accessible walkway along the shoreline with educational signage. The project will be zero net energy (solar panels will produce more power than is used annually) and will meet Sustainable SITES certification through integration of native plants, green infrastructure, and reduced impervious surfaces.

**FUNDING/TIMELINE:**

The City of Salem is requesting \$175k for allocation in February so that we can sign contracts for the project in order to open the pool this summer. The current project has funding to start the utilities and road, site work, and pool, however, the final amendment for the project would be the bathhouse, landscaping, paths, educational signage, education art and water interactive "splash" pad, accessible parking, and pool safety and other equipment. If we wait until June to approve the CPA, that will not be soon enough. Securing this CPA now means that portions of the work noted above critical to opening the pool can move forward, while the City secures the remaining grant funding. The project is \$13.1M, and the City has secured \$12.14M. The City is seeking a Land and Water Conservation Grant for \$750k. The net amount, \$210k, the City is requesting \$175k from CPA, and the rest will be from donations.

The project is underway but is short approximately \$1M dollars to complete. This request will allow the portions related to the pool and bathhouse to move forward so that they can be open this fall. The City is applying for state and federal funding for the remaining gaps, which would go to finalizing paths, splash pad, art, educational signage, and other portions of the project not directly related to opening of the pool.

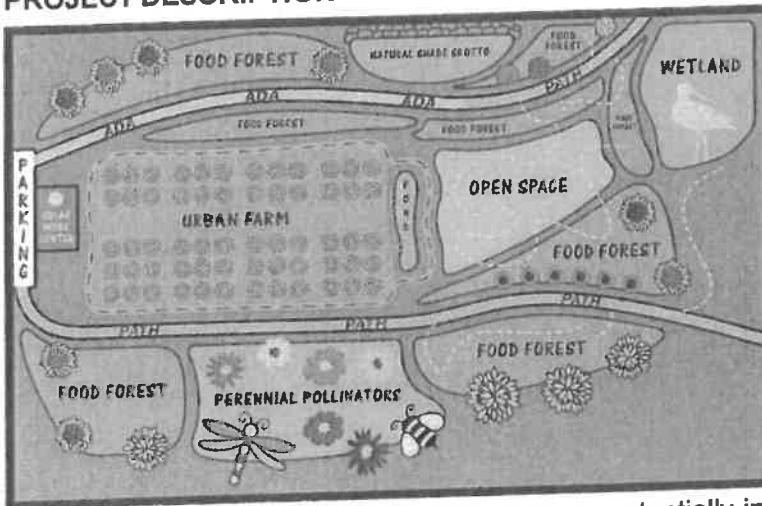
The Forest River Outdoor Recreation & Nature Center will provide pools, art/interactive splash pad, community room, passive and active recreation areas, as well as restored coastal areas. CPA funds would enable final amendments related to the bathhouse, paths, landscaping, educational signage, art, water interactive splash pad, and accessible parking to move forward in construction in order for the project to be completed this summer/fall.

**CPC RECOMMENDATION:**

The Community Preservation Committee voted 5 in favor and 1 opposed, with Moriarty in opposition, with Greel abstaining, to recommend funding this application at \$175,000 from the CPA Fund Balance.

<b>APPLICANT:</b>	City of Salem Board of health
<b>PROJECT TITLE:</b>	Mack Park Food Farm
<b>PROJECT LOCATION:</b>	Mack Park
<b>CPA CATEGORY:</b>	Recreational Land: Rehabilitation/Restoration
<b>CPC RECOMMENDED CPA FUNDING:</b>	\$15,000
<b>CPC RECOMMENDED SOURCE:</b>	\$15,000 Fund Balance

**PROJECT DESCRIPTION**



The City of Salem Board of health has requested an increase in CPA funding for the Mack Park Food Farm in order to purchase and construct a 26 x 28 hoop house and an 8 x 10 walk-in cooler by April 1, 2021

The Mack Park Food Farm produced nearly 7,000 pounds of produce in the 2020 growing season. A hoop house (similar to a green house in that it is a temporary structure with no foundation, but without an electrical heating element) will

extend both the spring and fall growing season, potentially increasing harvests by thousands of pounds for the 2021 growing season. It will also allow the start of the majority of plants from seeds rather than purchasing seedlings, which will result in significant cost-savings.

One of the challenges the project faced in 2020 was the lack of on-site refrigeration and storage. As a result, time and resources were spent transporting produce to multiple sites for refrigerated storage, as other organization could only provide limited space. This will become more of a challenge as our harvests increase and the food forest is planted. Having a walk-in cooler will eliminate the need to transport produce for storage, saving time and resources. It will extend the shelf-life of the produce as the food that is harvested can immediately be put into storage. It will also reduce food waste, as produce can be harvested more frequently if we are not dependent on other organizations for storage space.

The proposal and budget has been reviewed and approved by the Parks and Recreation and Building Departments. The remaining costs will be covered by what is left of our existing funding.

**CPC RECOMMENDATION:**

The Community Preservation Committee voted 6 in favor and 1 opposed, with Moriarty in opposition, to recommend additional funding for this project at \$15,000 from the CPA Fund Balance.



# CITY OF SALEM

In City Council,

Ordered:

February 25, 2021

That the sum of Forty-Four Thousand, Two Hundred and Nineteen Dollars (\$44,219.00) be hereby appropriated from the Witch House Revolving Account to re-imburse Voices Against Injustice from the Witch House ticket sales in accordance with the recommendation of Her Honor the Mayor.





**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request for an appropriation of Forty-Four Thousand, Two Hundred and Nineteen Dollars (\$44,219.00) from the Witch House Revolving Account (24993-5713) to reimburse Voices Against Injustice (VAI), formerly the Salem Award Foundation.

Pursuant to a May 2008 vote of the Park and Recreation Commission and a City Council Order of March 2009, the City agreed to provide this organization with \$0.25 per ticket sold at the Witch House to fund their efforts to recognize and celebrate social justice leaders from around the world. VAI's work ensures that the lessons and legacy of 1692 are never forgotten or lost. We are proud to support their efforts and to fulfill our obligations from the 2008 and 2009 votes, which are also enclosed here for your reference.

I recommend adoption of the enclosed Order and invite you to contact Trish O'Brien, Elizabeth Peterson, and Beth Remard with any questions you may have regarding it.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



Kimberley Driscoll  
MAYOR

Trish O'Brien  
Superintendent

## CITY OF SALEM, MASSACHUSETTS

JEAN A. LEVESQUE COMMUNITY LIFE CENTER  
PARK, RECREATION & COMMUNITY SERVICE  
401 Bridge Street, Salem MA 01970  
Tel. (978) 744-0180/(978) 744-0924

To: The Honorable Mayor Driscoll  
From: Patricia O'Brien, Superintendent  
Date: February 18, 2021  
Subject:

Dear Mayor Driscoll,

This letter is to request that a check in the amount of \$44,219 be allocated to the Voices Against Injustice (formerly the Salem Awards Foundation) pursuant to City Council Order adopted on March 26, 2009. These are re-imbursements of the .25 cent surcharge appropriated from the Witch House ticket sales from the Revolving Fund Expense Account #24993-5713 in accordance with M.G.L. Chapter 44, section 53E authorizing special purpose revolving accounts.

Sincerely,

A handwritten signature in black ink that reads "Trish O'Brien".

Trish O'Brien  
Superintendent, City of Salem  
Jean A. Levesque Community Life Center  
(Park, Recreation and Community Services)

**CITY OF SALEM, MASSACHUSETTS  
PARK, RECREATION & COMMUNITY SERVICES  
5 BROAD STREET, POST OFFICE BOX 465  
SALEM MASSACHUSETTS 01970  
TEL/ (978) 744-0180 OR (978) 744-0924  
FAX (978) 744-7225  
DBOLLEN@SALEM.COM**

*James Shea, Chairperson  
Patrick Curtin  
Mary Ann Curtin  
Chris Burke  
Laura Swanson*

*City of Salem  
Mayor, Kimberly Driscoll  
120 Washington Street  
Salem MA 01970*

*May 20, 2008*

*Dear Mayor Driscoll;*

*The Park and Recreation Commission voted to put a twenty-five cent surcharge on every Witch House admission ticket and these additional funds are placed in a Witch House Revolving fund. The purpose of the fund would be to partner with the Salem award committee. The twenty-five cent surplice will start when approval is received for the fund.*

*Thank you in advance for your cooperation and consideration to this matter*

*Sincerely,*



*James Shea  
Park and Recreation Commission  
Chairperson  
JS/cat*



# CITY OF SALEM

In City Council,

March 12, 2009

**Ordered:**

That the City of Salem hereby approves the adoption of a Witch House Revolving Fund in accordance with M.G.L. Chapter 44, Section 53E ½ which authorizes special purpose revolving accounts.

In City Council March 12, 2009  
Referred to the Committee on Administration and Finance  
In City Council March 26, 2009  
Adopted  
Approved by the Mayor on March 30, 2009

**ATTEST:**

**CHERYL A. LAPOINTE  
CITY CLERK**



# CITY OF SALEM

In City Council,

Ordered:

February 25, 2021

To accept the donations from various donors for a total of Five Thousand, Nine Hundred Dollars (\$5,900.00) for dedication picnic tables and benches. These funds will be deposited into the Park & Recreation Donation Fund 24061-4830 in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Donna Lambert	Park & Rec	1,500.00
William and Josephine Tremblay	Park & Rec	1,400.00
Carol Dearborn Living Trust	Park & Rec	1,950.00
Witch City Tee's	Park & Rec	1,050.00
		<b>\$ 5,900.00</b>



**CITY OF SALEM, MASSACHUSETTS**  
Kimberley Driscoll  
Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept a donation from various donors for a total of Five Thousand, Nine Hundred Dollars (\$5,900.00) for dedication picnic tables and benches. These funds will be deposited into the Park and Recreation Department Donation Fund 24061-4830.

<u>NAME</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
Donna Lambert	Park & Rec	\$1,500.00
William and Josephine Tremblay	Park & Rec	\$1,400.00
Carol Dearborn Living Trust	Park & Rec	\$1,950.00
Witch City Tee's	Park & Rec	\$1,050.00
		<u>\$5,900.00</u>

In order to accept the donation, approval must be given by both the Mayor and City Council. I ask that the members of the City Council join with me in accepting these funds to be used to support the Park and Recreation Department.

Very truly yours,

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

Kimberley Driscoll  
Mayor



## CITY OF SALEM, MASSACHUSETTS

JEAN A. LEVESQUE COMMUNITY LIFE CENTER  
401 Bridge Street, Salem MA 01970  
Tel. (978) 744-0180/(978) 744-0924  
Fax (978) 219-1665

Kimberley Driscoll  
MAYOR

Trish O'Brien  
Superintendent

To: The Honorable Mayor Kimberley Driscoll  
From: Trish O'Brien, Superintendent Park, Recreation and Community Services  
Date: February 22, 2021

Dear Mayor Driscoll,

This letter is to request the acceptance of a donations for dedication picnic tables and benches to be deposited into the P & R Donation account Org: 24061 Obj: 4830

Donna Lambert \$1,400 and an added \$100 for donation (\$1,500)  
William and Josephine Tremblay \$1,400  
Carol Dearborn Living trust \$1,950  
Witch City Tee's \$1,050

Thank you for your time,

A handwritten signature in black ink, appearing to read "Trish O'Brien".

Trish O'Brien  
Superintendent  
Park, Recreation and Community Services



## **CITY OF SALEM, MASSACHUSETTS**

**In City Council, February 25, 2021**

**Resolved**

### **A RESOLUTION AFFIRMING THE CITY OF SALEM'S COMMITMENT TO ACCESSIBILITY AND INCLUSION OF PEOPLES OF ALL ABILITIES**

**WHEREAS** Salem has demonstrated a strong commitment to inclusion and accessibility as one of only half of Massachusetts municipalities with an Americans with Disabilities (ADA) Transition Plan and as one of the first in the Commonwealth to adopt, unanimously, a fully-inclusive non-discrimination ordinance including additional protections against discrimination based on ability; and

**WHEREAS** the volunteer members of Salem's Commission on Disabilities have and continue to work diligently in service to their community to ensure that public services, programs, and spaces are accessible equally to all residents of Salem; and

**WHEREAS** the Salem for All Ages initiative has, for the last four years, worked to implement a large list of action items that make Salem a more inclusive place for people of all ages and abilities, including, but not limited to, a sidewalk master plan, funding for accessible shuttles, age and ability-centered customer service training and style guidance for person-first language for City departments and agencies, prioritization of locations to the T for accessible benches and shelters at bus stops, hosting a public forum on accessible and human-centered design, and much more; and

**WHEREAS** the City has added expanded accessibility options for public meetings, made available assistive listening devices for public meetings, implemented almost all recommended improvements to its website coming out of the most recent ADA Transition Plan, and is working with the website vendor to implement the remaining recommendations; and

**WHEREAS** the City's Capital Projects Department has developed a dashboard for tracking whole accessibility projects and capital projects that include accessibility elements as partial components of the larger project and shares that dashboard with relevant department heads so they can monitor progress in this area; and

**WHEREAS** the City of Salem's FY2020 budget funded 28 capital projects that included accessibility improvements and in the past decade the City has carried out dozens of specific accessibility projects; and



**WHEREAS** Salem's state legislators have secured \$56,000 in the last two years in state funds to carry out accessibility improvements at Forest River Park's baseball field and on Salem Common; and

**WHEREAS** the City has maximized the fine allowable under state law for illegally parking in a handicapped parking space and is providing 100% of those collected fines to the Commission on Disabilities to carry out accessibility improvement projects; and

**WHEREAS** Salem today is a community that celebrates and welcomes everyone, is dedicated to pursuing equity and justice, and is committed to policies and practices that seek to undo systemic discrimination;

**THEREFORE** we affirm the City of Salem's strong and ongoing commitment to accessibility in services, programs, and infrastructure and further pledge to commit to the following additional actions to that end:

- (1) Continue to prioritize and implement the recommendations from the most recent ADA Transition Plan and carry out, when possible, additional reviews of City properties, parks, and buildings not included in the most recent Plan;
- (2) Continue to identify and track in the City's annual budget and capital plan projects and items that are accessibility related and that are reflected in the most recent ADA Transition Plan;
- (3) Utilize and update the ADA project tracker dashboard and make it available in an accessible format to the public online;
- (4) Work with the Commission on Disabilities and Salem for All Ages Task Force to continue monitoring City services, programs, and infrastructure to identify opportunities to further improve accessibility for people of all abilities and ages;
- (5) Prioritize funding to carry out a future update to the ADA Transition Plan in 2023;
- (6) Monitor progress on meeting accessibility goals in capital projects;
- (7) Ensure all City website content managers in each municipal department are following accessible content management guidelines on their department's and/or board's page of the website; and
- (8) Conduct regular trainings for City staff on strengthening our ADA skillsets, including plan review, customer service and inclusion standards with persons of all abilities.



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to submit the enclosed resolution affirming our City's ongoing commitment to accessibility for all.

I would also like to take this opportunity to thank the volunteer Commission members, past and present, who have dedicated themselves to these efforts, and to the many City staff who have worked to advance accessibility projects, the completion and implementation of our ADA Transition Plan, and our ongoing work ensure Salem is inclusive of people of all abilities.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem

# *City of Salem*

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*In the year two thousand and twenty one*

*An Ordinance* to amend an Ordinance relative to vehicles for hire

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

***Section 7.*** Chapter 44, Sec. 44-32(a) vehicle license is amended by deleting the last sentence in sub-paragraph (a) and replacing it with the following:

“The city council shall not approve the issuance of more than 35 taxicab and 50 limousine or livery licenses.”

***Section 79.*** This Ordinance shall take effect as provided by City Charter.



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

February 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

For the last few weeks, we have been meeting with our local taxicab companies to identify strategies to help these primarily minority-owned small businesses thrive in the rapidly changing world of transportation. To many in our community, taxis are a vital source of transportation to work, school, and medical appointments. We worked with them to provide access to COVID-19 testing and, now, to vaccine appointments. And we know they have an important role to play in ensuring a diversity of transit options for Salem residents and visitors alike.

A City team that includes our Latino Affairs Coordinator, Traffic and Parking Department, City Solicitor, and the Police Department's traffic division are working in collaboration with these companies to develop these changes. The measure enclosed here is the first such reform they have identified. The nature of the taxicab industry is changing due to the increasing role of rideshare services and taxicab operators are finding passengers wish to book their rides using what is classified as a livery system, instead of a traditional taxi system. Under our existing Ordinance, the number of livery licenses is capped at 35, but we have hit that limit. This modification would increase the number of livery licenses to 50 so taxicab companies have the option to convert their license if they choose. To keep the total number of vehicles consistent, the amendment also reduces the taxicab license cap by an equivalent amount.

I recommend adoption of this Ordinance and encourage you to contact Beth Rennard and Laura Assade if you have any questions about this proposal.

Sincerely,

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

Kimberley Driscoll  
Mayor  
City of Salem



## CITY OF SALEM

In City Council February 25, 2021

**ORDERED:** That the Public Health, Safety and Environment co-posted with the Committee of the Whole meet immediately with Salem Police to discuss the recent string of violent crimes throughout Salem, what police are doing to stop it from continuing and share what they can on successes they have on each matter, what additional resources are needed, and how can the Council and all residents can assist

# City of Salem

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***In the Year Two Thousand and Twenty One***

An Ordinance to amend an Ordinance relative to Traffic Ch. 42, Sec. 50B,  
"Handicapped Zones, Limited Time"

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

**Section I.** Amending Chapter 42, Section 50B – "Handicapped Zones, Limited Time" is hereby amended by adding the following:

Boardman Street – One Handicapped Parking Space to be added in front of #27  
Boardman Street, for the distance of twenty (20) feet.

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



**City of Salem, Massachusetts**  
 Office of the City Council  
 City Hall



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
 FROM: Councilor Madore DATE: 2/23/2021

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

**NAME OF STREET** Boardman Street  
**TYPE OF STREET CHANGE** Handicapped Parking, Time Limited  
**DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED** In front of 27 Boardman Street,  
one parking space is needed for the disabled resident.  
**COUNCILLOR'S COMMENTS/EXPLANATION** A resident of 30 Boardman Street is disabled and  
uses a vehicle in conjunction with an HP placard. The parking on Boardman Street is only on the odd-  
numbered side, so the closest location to serve 30 Boardman is in front of 27 Boardman Street.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above

request:  XX APPROVAL  
 DENIAL  
 TRIAL PERIOD

CHAPTER: 42 SECTION: 50B TITLE: Handicapped Zones, Limited Time  
 DESCRIPTION: One HP parking space to be added, in front of 27 Boardman Street, for a distance of  
twenty (20) feet.  
 COMMENTS (IF ANY): \_\_\_\_\_

\_\_\_\_\_  
**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**



# CITY OF SALEM

In City Council,

February 25, 2021

**Ordered:**

That the Committee on Ordinances, Licenses and Legal Affairs co-posted with the Committee of the Whole meet relative to the Salem's Wetlands Protection and Conservation Ordinance, Chapter 50 – Wetlands Protection and Conservation, and the Flood Hazard Overlay District Zoning Ordinance, Section 8.1, to review both ordinance's language and construction permitting requirements and to draft amendments to ensure:

1. Establishment of both a "no build" and a "do not disturb" 100-foot buffer zone for Salem's wetlands and 100-year flood zone for flood plains. Chapter 50
2. Removal of the inclusion of wetlands and flood plains, and their respective buffers, in calculations for zoning and construction permitting, since using these areas in these calculations further threatens the viability of these essential environmental characteristics because of the consequences of proximity and encroachment. Chapter 50
3. Prohibition of construction within Salem's floodplains and wetlands, and their respective buffers, so that Salem's coastal shoreline, rivers, wetlands and vernal pools continue unimpeded to provide their environmentally integral mechanisms for protecting our community from rising sea levels, climatic disturbance, and increasing storm impacts, along with drought and flood impacts. Section 8.1



# City of Salem

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*In the year Two Thousand and Twenty One*

**An Ordinance** to amend an ordinance relative to accessory dwelling units.

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

**Section 1.** The City of Salem Zoning Ordinance Section 3. Table of Principal and Accessory Use Regulations is hereby amended by deleting the use entitled Accessory Living Area and adding the following new uses within Section E Accessory Uses:

E. ACCESSORY USES	RC	R1	R2	R3	B1	B2	B4	B5	I	BPD	NRCC
Affordable Accessory Dwelling Unit attached to a Principal Dwelling (as defined in Sec 3.2.8) or within a Principal Dwelling.	Y	Y	Y	Y	N	N	N	N	N	N	Y
Affordable Accessory Dwelling Unit within an Existing Detached Accessory Building, as defined in Sec 3.2.8	Y	Y	Y	Y	N	N	N	N	N	N	Y
Affordable Accessory Dwelling Unit within a new Detached Accessory Building, as defined in Sec 3.2.8	SP	SP	SP	SP	N	N	N	N	N	N	SP

**Section 2.** Section 10 Definitions is hereby amended by deleting the definition “Accessory Living Area” in its entirety and inserting the definition “Affordable Accessory Dwelling Unit” as follows:

“Affordable Accessory Dwelling Unit: A housekeeping unit with a maximum rent at least 30 percent below the United States Department of Housing and Urban Development (HUD) fair market rent limit for Salem, with its own sleeping, cooking and sanitary facilities, located either in a detached accessory building, or within or attached to a principal dwelling and subordinate in size to the principal unit(s), separated from it in a manner which maintains the appearance of the principal unit(s), and allowed pursuant to Section 3.2.8 of this ordinance.”

**Section 3.** Section 3.2.4 Accessory Buildings and Structures is hereby amended by deleting paragraph 4 in its entirety and replacing it with the following new paragraphs 4, 5 and 6 as follows:

“4. Accessory structures, garages and detached affordable accessory dwelling units shall not exceed one-half (1.5) stories or eighteen (18) feet in height.

5. Detached affordable accessory dwelling units shall comply with all regulations set forth in Section 3.2.4 (Accessory Buildings and Structures) of this Ordinance with the exception of setbacks, which shall comply with Section 3.2.4(6).

6. Detached affordable accessory dwelling units shall comply with all setbacks of the principal structure, as set forth in Section 4.1 of this ordinance (Dimensional Requirements), irrespective of whether the principal structure on the property in question complies with such setbacks or not, unless otherwise permitted by a Special Permit pursuant to subsection 3 of Section 3.2.8.”

**Section 4.** Section 3.2.8 Accessory Dwelling Areas is hereby amended by deleting Section 3.2.8 in its entirety and replacing it with the following:

“3.2.8 Affordable Accessory Dwelling Units. Affordable Accessory Dwelling Units shall be allowed as provided set forth in this section.

1. Purpose.

- A. To add affordable rental units to the housing stock to meet the needs of smaller households and make housing units available to households who might otherwise have difficulty finding housing.
- B. To encourage the efficient use of the city's housing supply while preserving the character of the city's neighborhoods.
- C. To maximize privacy, dignity, and independent living among family members preserving domestic family bonds as well as to protect the stability, property values, and the residential character of the neighborhood.

- D. To permit the owner of an existing, or a proposed, principal dwelling to construct one additional affordable dwelling unit per lot. Such a use is incidental and subordinate to the principal dwelling.
- E. To increase the supply of housing and the diversity of housing options, in response to demographic changes such as smaller households and older households.

2. Procedure.

- A. The Building Inspector shall administer and enforce the provisions of this section.

3. Special Permit. Pursuant to Section 9.4, in the interests of design flexibility and overall project quality, the Zoning Board of Appeals may grant a Special Permit for the following:

- A. An existing detached accessory building as defined in subsection 8 of Section 3.2.8 that is not in compliance with the setbacks of the principal dwelling unit.
- B. An expanded detached accessory building as defined in subsection 8 of Section 3.2.8.
- C. A new detached accessory building as defined in subsection 8 of Section 3.2.8.

4. Application.

- A. The Application for the Building Permit, shall:

- 1. Be signed by one hundred (100) percent of the record title ownership interest of the principal dwelling and shall include a copy of the deed and in the case of a property held by a condominium trust, all owners of all units within the condominium.
- 2. Include a floor plan of the affordable accessory dwelling unit, the principal dwelling where it is to be located and all elevations. All plans shall be drawn to scale and identify the existing structure and proposed modifications to create the affordable accessory dwelling unit.
- 3. A letter of intent signed by the homeowner(s) shall be submitted to the Department of Planning and Community Development that certifies the rent of the accessory dwelling unit will be at least 30 percent below the established fair market rent limit determined by the United States Department of Housing and Urban Development.

5. Requirements.

- A. The maximum rent of the affordable accessory dwelling unit, including utilities and parking, shall be at least thirty percent below the established Fair Market Rent limit for the City of Salem as determined annually by the United States Department of Housing and Urban Development.
- B. The affordable accessory dwelling unit on a lot that is a half of a mile or less from the MBTA train station or MTBA bus stop shall not require an off-street parking space.

- C. The affordable accessory dwelling unit on a lot that is more than a half of a mile from the MBTA train station or MTBA bus stop shall have one (1) dedicated off-street parking space. The minimum parking required for the principal dwelling pursuant to Section 5.1 of this ordinance shall not count as off-street parking for the affordable accessory dwelling unit.
- D. The affordable accessory dwelling unit shall not result in a net loss of the total measured caliper of private trees on the lot in which the affordable accessory dwelling unit will be located unless a payment in the amount of \$100 per caliper of the tree diameter at breast height (DBH) is made to the tree replacement fund.
- E. The affordable accessory dwelling unit shall not contain less than 350 square feet of habitable space.
- F. The affordable accessory dwelling unit shall not contain in excess of 900 square feet of habitable space.
- G. No more than one (1) affordable accessory dwelling unit shall be located upon a single lot.
- H. An affordable accessory dwelling unit shall not be permitted in a building with five (5) or more units.
- I. At least one (1) owner of the residence in which the affordable accessory dwelling unit is created shall reside in one (1) of the dwelling units as a principal place of residence. For the purpose of this section, the "owner" shall be one or more individuals who hold title to the property and for whom the dwelling is the primary residence as evidenced by voter registration, tax return or other documentation demonstrating primary residence.
- J. Electricity, water and gas shall be provided by a single service to both the affordable accessory dwelling unit and the principal dwelling.
- K. The affordable accessory dwelling unit may not be sold or transferred separate and apart from the principal dwelling to which it is an accessory use. The principal dwelling and the accessory dwelling unit shall remain in common or single ownership and shall not be severed in ownership.
- L. Entry shall be located through existing entry or on the back or side of the main dwelling.
- M. Egress access shall be located on the side or rear of the building so that visibility from public ways is minimized.
- N. The affordable accessory dwelling unit shall not contain more than two (2) bedrooms.
- O. The affordable accessory dwelling unit shall be clearly subordinate in use, size and design to the principal dwelling.
- P. The affordable accessory dwelling unit must be capable of being discontinued as a separate dwelling unit without demolition of any structural component of the principal dwelling.

- Q. There shall be no occupancy of the affordable accessory dwelling unit until the Building Inspector has issued a certificate of occupancy that the principal dwelling and affordable accessory dwelling unit are in compliance with all applicable health and building codes.
- R. The Building Permit shall be revoked upon determination by the Building Inspector that any condition imposed by Section 3.2.8 has not been fulfilled.
- S. By filing the Application for a Building Permit for an affordable accessory dwelling unit, all owners consent to an inspection without a warrant upon reasonable notice by the Building Inspector to ensure compliance with all terms of this section.
- T. Short term rentals, as defined in Salem Code of Ordinances Chapter 15, are prohibited in the accessory dwelling unit.
- U. The affordable accessory dwelling unit shall obtain a certificate of fitness subject to the provisions of Section 2-705 of the City of Salem Code of Ordinances.

6. Termination.

- A. The affordable accessory dwelling unit use shall terminate immediately upon any violation of any term or condition of this ordinance that the owner fails to cure, upon two (2) weeks written notice mailed to the applicant and to the occupants at the dwelling address by certified mail, return receipt requested.

B. Duty of Owner Upon Termination include:

- a. The owner shall discontinue the use of the affordable accessory dwelling unit as a separate dwelling unit.
- b. The kitchen facilities of the affordable accessory dwelling unit shall be removed unless determined by the Building Inspector to be incidental and subordinate as an accessory use of the principal dwelling.
- c. Any additional exterior entrance constructed to provide access to the accessory dwelling unit shall be permanently closed, unless the Building Inspector provides a waiver. The owner shall permit an inspection by the Building Inspector without a warrant.

7. Severability. All the clauses of this ordinance are distinct and severable, and if any clause shall be deemed illegal, void, or unenforceable, it shall not affect the validity, legality, or enforceability of any other clause or portion of this bylaw.”

8. Definitions.

*Attached affordable accessory dwelling unit:* An affordable accessory dwelling unit created by adding gross floor area to the principal dwelling after the adoption of this ordinance.

*Existing detached accessory building:* A detached accessory building that is existing as of the effective date of this ordinance, that has a foundation, and is a minimum of 350 square feet.

*Expanded detached accessory building:* An existing detached accessory building that is expanded after the effective date of this ordinance.

*New detached accessory building:* A detached accessory building that is not existing as of the effective date of this ordinance.

**Section 5.** This Ordinance shall take effect as provided by City Charter.

**CITY OF SALEM  
2021 PRELIMINARY & BIENNIAL CITY ELECTION**

**MINIMUM REQUIRED CERTIFIED SIGNATURES**

**(WARD - 25) (CITY WIDE - 100)**

Friday	JULY 23*	5:00 P.M.	Last day and hour for taking out Nomination Papers (C. 53, S. 9A) (48 weekday hours prior to last day to certify). Candidates or designee must file signed statement of intent. Nomination papers to candidates only or to their agents appointed in writing. (C. 53, S. 17)
Tuesday	JULY 27	5:00 P.M.	Last day and hour for filing all Nomination Papers and petitions with Board of Registrars of Voters for certification of signatures (Ch. 53, S. 7A). Registrars need not certify more names than required plus 20%. (14 days prior to last day to certify)
Tuesday	AUGUST 10**	5:00 P.M.	Last day and hour for filing certified nomination papers by the Board of Registrars of Voters with City Clerk (Ch. 53, S.10) (35 days prior to election)
Wednesday	AUGUST 11	-----	Post the list of names and addresses of candidates
Thursday	AUGUST 12	5:00 P.M.	Last day and hour for filing objections and/or withdrawals to nomination papers. (C. 55B, S. 7)
Thursday	AUGUST 12***	5:05 P.M.	Drawing for places on ballot, by lot, by City Clerk in the Council Chambers. Candidate or representative may be present. (+ By Zoom if necessary)
Wednesday	AUGUST 25	8:00 P.M.	LAST DAY TO REGISTER VOTERS FOR PRELIMINARY (20 days prior to election) (MGL 51, Sec. 26, 28)
Tuesday	SEPTEMBER 7	-----	LAST DAY TO POST WARRANT
Wednesday	SEPTEMBER 8	5:00 P.M.	LAST DAY AND HOUR TO APPLY TO VOTE BY MAIL
Monday	SEPTEMBER 13	12:00 P.M.	LAST DAY AND HOUR TO APPLY IN-PERSON FOR AN ABSENTEE BALLOT

**\*\*\*\*TUESDAY SEPTEMBER 14 PRELIMINARY ELECTION\*\*\*\***

Monday	SEPTEMBER 20	5:00 P.M.	LAST DAY & HOUR TO FILE FOR A RECOUNT. Last day & hour for filing withdrawals or objections to nominations made at preliminary and for filing written acceptances by write-in or sticker candidates who won in the preliminary with City Clerk (C. 55B, S. 7)
Monday	SEPTEMBER 20***	5:05 P.M.	Drawing for places on ballot, by lot, by City Clerk in the Council Chambers. Candidate or representative may be present. (+ By Zoom if necessary)
Wednesday	OCTOBER 13	8:00 P.M.	LAST DAY TO REGISTER VOTERS FOR CITY BIENNIAL ELECTION (20 days prior to election) (MGL 51, Sec. 26, 28)
Tuesday	OCTOBER 26	-----	LAST DAY TO POST ELECTION WARRANT
Wednesday	OCTOBER 27	5:00 P.M.	LAST DAY AND HOUR TO APPLY TO VOTE BY MAIL
Monday	NOVEMBER 1	12:00 P.M.	LAST DAY AND HOUR TO APPLY IN-PERSON FOR AN ABSENTEE BALLOT

**\*\*\*\*TUESDAY NOVEMBER 2 BIENNIAL ELECTION\*\*\*\***

Friday NOVEMBER 12 5:00 P.M. LAST DAY & HOUR TO FILE FOR A RECOUNT

- \* Nomination forms to candidates only or their agents appointed in writing
- \*\* Registrars need not certify more names than required plus 20%
- \*\*\* Meeting held in Council Chambers. City Clerk will draw positions
- + By Zoom if necessary

ATTEST:

  
ILENE SIMONS, CITY CLERK

**IMPORTANT: All Candidates Must Comply Fully With CAMPAIGN FINANCE LAW , (Ch. 55 of the General Laws)**

# City of Salem

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ORDINANCE: *In the year Two Thousand and Twenty One*

**An Ordinance to Amend Ordinance Relative to Traffic**

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

**Section 1.** Chapter 42, Section 13 of Article I shall be amended by repealing the following:

Arbella Street – Service Zones – southerly side, beginning at a point 20 feet from the corner of Bridge Street and proceeding easterly for thirty (30) feet as marked by signs. (12/21/87)

**Section 2.** Chapter 42, Section 75 of Article V-A shall be amended by repealing the following:

Arbella Street – Parking Prohibitions Towing Zones (Resident Sticker) – Zone C, color green, in its entirety, Resident Sticker Parking, Tow Zone. (11/13/01)

And replacing it with the following:

Arbella Street – Parking Prohibitions Towing Zones (Resident Sticker) – Zone C, color green, northerly side in its entirety, southerly side beginning at a point one hundred (100) feet from the intersection of Bridge Street in an easterly direction to the intersection with Collins Street.

**Section 3.** Chapter 42, Section 57A of Article V shall be amended by adding the following:

Arbella Street – Parking Time Limited: Unmetered Zones – southerly side, beginning at a point 20 feet from the corner of Bridge Street and proceeding easterly for fifty-four (54) feet, fifteen (15) minute parking. Monday through Saturday, 8:00am to 6:00pm, Sunday 12:00pm to 6:00pm.

**Section 4.** This ordinance shall take effect as provided by City Charter.

In City Council February 11, 2021

Adopted for first passage by a roll call vote of 11 yeas, 0 nays and 0 absent

In City Council February 25, 2021

Adopted for second passage by a roll call vote of

Approved by the Mayor on

ATTEST:

ILENE SIMONS  
CITY CLERK



# City of Salem

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In the year Two Thousand and Twenty One

An Ordinance to amend an Ordinance relative to Traffic Ch. 42, Sec. 50B,  
"Handicapped Zones, Limited Time"

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

**Section I.** Amending Chapter 42, Section 50B – "Handicapped Zones, Limited Time" is hereby amended by adding the following:

Lynde Street – One Handicapped Parking Space to be added in front of #10 Lynde Street, for the distance of twenty (20) feet.

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

In City Council February 11, 2021  
Adopted for first passage by a roll call vote of 11 yeas, 0 nays and 0 absent  
In City Council February 25, 2021  
Adopted for second passage by a roll call vote of  
Approved by the Mayor on

ATTEST:

ILENE SIMONS  
CITY CLERK