



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to submit the following appointments to you for your confirmation. These seven Salem residents shall constitute the inaugural youth membership of the new Salem Youth Commission. We are in the process of interviewing applicants for the two adult seats on the commission and intend to submit those appointments for your May 26, 2016 regular meeting.

Nick Angeramo, to a three-year term to expire May 12, 2019. Nick is a freshman at Salem High School and president of his class. An honor roll student at Collins Middle School, Nick has continued that academic achievement at Salem High School. He is part of the marching and jazz bands, sings with Witch Pitch?, plays on the golf team, and is involved in the theater arts. Nick has taught singing at the North Shore Idol summer camp and designed sound for dance productions at A Performing Arts Academy and the Greater Salem Ballet Company.

Ruby Cheresnowsky, to a two-year term to expire May 12, 2018. Ruby is a junior at the Salem Academy Charter School where she has played varsity soccer and basketball, participated in the LGBT Club, written for the lit magazine, and been part of the slam poetry group. She has volunteered for Cradles to Crayons and hopes to go on to a career in international aid and education, helping to improve communities around the globe that have suffered from conflicts and violence.

Jorge Gomez Frometa, to a two-year term to expire May 12, 2018. Jorge is a junior at Salem High School, where volunteers in an adult English language learners' class and plays on the Salem High School baseball and soccer teams. In addition to being trilingual, Jorge is a skilled musician. After graduation, Jorge hopes to attend college before moving onto a career.

Aiyana Lilly, to a three-year term to expire May 12, 2019. Aiyana is an 8th grader at the Salem Academy Charter School where she is on the Service Learning Youth Council and participates in Destination Imagination, cheerleading, and drama club. She has earned numerous awards at Salem Academy Charter School and is on the school honor roll. Aiyana is interested in a career as a medical device engineer, so she can help children with disabilities.

Jared Lubas, to a two-year term to expire May 12, 2018. Jared is a junior at Salem High School, where he is a member of the National Honor Society, as well as a student athlete, playing on the Salem High School football, track, and tennis teams. Jared is president of the junior class at Salem High School and is a captain on the football team. After he graduates, Jared hopes to attend college and then pursue a career in business management.

Jacob McGrath, to a one-year term to expire May 12, 2017. Jacob is a YouthBuild pre-apprenticeship trainee with the North Shore CDC and earned his HiSET diploma in 2015. He has volunteered at Windrush Farms, My Brother's Table, Habitat for Humanity, and the Gregg House. A skilled carpenter and mason, Jacob has helped in the construction and rehabilitation of workforce housing in our community through YouthBuild and the North Shore CDC.

Ishmael Telemaco, to a one-year term to expire May 12, 2017. Ishmael is a senior at Salem High School, where is captain of the hockey team and also plays baseball and football. For the last two summers he has been a camp counselor at the YMCA. He is a culinary arts student at Salem High School, having earned an academic achievement award for his efforts in that field. After graduation he hopes to make a career as a chef or in managing hotels and restaurants.

I believe that all of these exceptional students will bring a wide variety of skills, interests, and ideas to this new commission. We are fortunate indeed that they are so committed to making Salem a better community for themselves, their peers, and all of us.

Because we received more youth applications than we have seats available, I am also pleased to announce that the following applicants will be invited to participate in the Commission's proceedings as Associate Members. While they will not have a vote on the Commission, they will be able to participate in discussions, workshops, leadership training opportunities, and other Commission activities. When there is a future vacancy in one of the full membership seats, the Associate Members' applications on file will be again reviewed for potential appointment to the vacancy.

Andrew Boucher is a senior at St. John's Prep where he is on the Principal's List, is an AP Scholar, and is a member of the National Honor Society. Andrew has won numerous awards and volunteers as a tutor, a soccer coach, and a camp counselor. He works as a club soccer referee for a number of leagues and as an assistant group leader at the Salem YMCA. At St. John's he is involved in the Spanish club, math team, varsity volleyball, and Amnesty International.

Samuel Hoang is in 8th grade at the Saltonstall School. Samuel earned the John J. McGlynn Sr. Elementary Achievement Award from his previous school and has brought the same academic achievement to his work at the Saltonstall. A pianist and participant in the school drama program, Samuel is considering a career in public service for his future.

Colin McLean is a sophomore at the Salem Academy Charter School, where he is a member of the student government association and a writer for the school magazine. He has participated in the Salem Public Library's Teen Advisory Council and is a member of the Salem Academy Charter School's Spanish Honors Club. Colin is an honor roll student and was valedictorian of his 8th grade class.

Kahlil Mitchell-Smith is in 7th grade at the Pioneer Charter School of Science in Saugus. Kahlil participates in the school's Book to Movie Club and track team and earned an award for his involvement in National History Day this year. He hopes to pursue a career in veterinary sciences.

The youth above represent all seven wards of the City. We are fortunate that all of these individuals expressed such enthusiasm for this new commission. I hope you will confirm the appointment of the full members at your meeting of May 26 so the commission may begin meeting before the summer and I ask that you join me in thanking all of the applicants – both the full members and the associate members – for their interest in making Salem a great community.

Sincerely,



Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Thirty-Three Thousand Dollars (\$33,000.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Police accounts listed below:

<u>Description</u>	<u>Org/Obj</u>	<u>Amount</u>
Police Training & Education	12102-5317	\$15,000.00
Police Medical	12102-5315	\$18,000.00
	Total:	\$33,000.00

This transfer is requested to cover Phase II of the Police Department's organizational review by Public Safety Strategies Group and for medical expenses for the remainder of this Fiscal Year.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

May 12, 2016

Ordered:

That the sum of Thirty-Three Thousand Dollars (\$33,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Police accounts listed below in accordance with the recommendation of Her Honor the Mayor.

Description	Org/Obj	Amount
Police Training & Education	12102-5317	15,000.00
Police Medical	12102-5315	18,000.00
		33,000.00



City of Salem, Massachusetts

Police Department Headquarters

CHIEF OF POLICE
MARY E. BUTLER

April 25, 2016

Mayor Kimberley Driscoll
Salem City Hall
93 Washington Street
Salem, MA 01970

Re: Request for Organization Review Funding

Dear Mayor Driscoll:

As you know the City and Police Department commenced an organizational review of the Salem Police Department in mid-December 2015 with Public Safety Strategies Group. The proposed project from Public Safety Strategies Group (PSSG) was broken out into two phases because of cost implications. The department was able to absorb the cost of the first phase of the project, \$15,000, which consisted of department and community information gathering, including interviews with key stakeholders, conversations with neighborhood organizations and other public officials.

Within the next couple of weeks, PSSG expects to present their "initial and tentative" recommendations to the Steering Committee. They have cautioned; however, that they are not providing final recommendations until the second phase of the organizational review is completed due to the possible disparities between perception and fact. The second phase is data driven and will take a three to five year review of the statistics of the police department, calls for service, types of calls, etc. The completed organizational review includes areas of accountability, efficiency and effectiveness of operations, staffing levels, deployment and use of personnel, use of resources, budgets, workload, culture, crime issues, calls for service, community policing and data analysis, which will aid the police department in establishing the areas that we need to strengthen and improve.

Unfortunately, the current budget police budget cannot fund the additional \$15,000 to complete the project. As such, I am respectfully requesting additional funding in the amount of \$15,000 in order to complete this review. I realize that this request comes shortly on the heels of an approved supplemental request for overtime, but I truly believe that identifying the specific recommendations of PSSG as it pertains to the police department organization and effectiveness within the community is a valuable tool to begin discussing with the Steering Committee. The sooner PSSG can complete the second phase the sooner we can understand the efficiencies and deficiencies and start planning for the future of the department.

It has been brought to my attention that the last time the Salem Police Department conducted such a review was in about 1971, about 45 years ago. Given the growth of the community and the many issues in policing today, I believe it is both timely and relevant to enhancing our policing and outreach efforts in the community. I will be available to discuss this with you at your convenience.

Very truly,

Mary E. Butler
Chief of Police

Cc: Sarah Stanton, Finance Director

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

From: POLICE - 210 Department *Thayne Smith* Department Head Authorizing Signature APRIL 29, 2016 Date

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

Free Cash or Retained Earnings (W/S) To: 12102-5317 Desc: TRAINING & EDUCATION Budget Amt: 33,400.00
 (Org/Object) Balance: 1,382.81
 Please circle one

Amount Requested: \$ 15,000.00
Reason (Be Specific) Additional funding is requested to complete Phase II of the department's organizational review by Public Safety Strategies Group, which will be data driven. Phase II completion is necessary to obtain final recommendations.

For Finance Department and Mayor's Use Only:

Budget Transfer Mayor Approval City Council Approval
 Free Cash Appropriation - City Council Approval - Gen Fund \$ 1,404,896.85
 Free Cash Balance NO
 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
Thayne Smith
 Finance Director

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



City of Salem, Massachusetts

Police Department Headquarters

CHIEF OF POLICE
MARY E. BUTLER

April 25, 2016

Mayor Kimberley Driscoll
Salem City Hall
93 Washington Street
Salem, MA 01970

Re: Medical Line Item Funding Request

Dear Mayor Driscoll:

I am writing to you to request funding to cover the medical expenses for the remainder of this fiscal year. The medical line item was approved for \$20,000 for fiscal year 2016 and a supplemental request was approved for \$35,000 in December of 2015. At this time the remaining funding is approximately \$2,000. I am respectfully requesting an additional \$18,000 for this line item.

In FY2014, the expenses exceeded \$80,000 and in FY2015, the expenses exceeded \$70,000. We continue to utilize workers compensation rate setting; however, we have received and negotiated the rate for an officer's shoulder surgery and expected follow-up physical therapy, and we have three additional officers still out on medical leave and undergoing varied forms of physical therapy. Fortunately, all other previously injured officers have returned to full-time duty.

We have contracted with Quadrant to review our injured officers' status and ensure they are in condition to return to work without limitations. They also provide medical examinations for our new recruits.

I had hoped that the previous approved supplemental request was going to be sufficient for the remainder of the fiscal year, but it did not anticipate another surgery and three additional injuries.

I would be available to discuss this matter with you at your convenience. Thank you in advance for your time and consideration.

Very truly,

Mary E. Butler
Chief of Police

Cc: Mayor Kimberley Driscoll
Sarah Stanton, Finance Director

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

From: POLICE - 210 Department Mayor [Signature] Department Head Authorizing Signature APRIL 29, 2016 Date

Budget or R/Res Transfers

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

From: _____ Desc: _____ Budget Amt: _____
 Balance: _____

(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel line.)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or Retained Earnings (W/S)

To: 12102-5315 Desc: MEDICAL Budget Amt: 20,000
 (Org/Object) Balance: 1,424.58

Please circle one

Amount Requested: \$ 18,000.00

Reason (Be Specific) Currently four officers remain out on injuries sustained in the line of duty. Treatment to include surgery and follow-up are anticipated and or scheduled and expected to be \$18,000.

For Finance Department and Mayor's Use Only:

Budget Transfer Mayor Approval City Council Approval

Free Cash Appropriation - City Council Approval - Gen Fund \$ 1,404,896.85
 Free Cash Balance no

R/E Appropriation - Water \$ _____ R/E Balance _____
 R/E Appropriation Sewer \$ _____ R/E Balance _____

Receipts Reserve - City Council Approval \$ _____
 R/Res Fund Balance _____

Raise & Appropriate Other _____

Recommendation: Approved Denied

[Signature]
Finance Director

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$4,500 from our short term capital improvement fund to cover the costs associated with acquiring and installing a second pedestrian crossing mat over the Pan Am freight rail line on the west side of the North Street overpass.

As you may recall, we have previously made improvements to complete the pedestrian connection between North Salem and downtown along both sides of the overpass over the rail line. On the east side that has taken the form of a paved walkway, crossing mat, and solar powered lighting fixtures. On the west side, the improvements consisted of a paved walkway and added lighting.

A crossing mat that enables safer access for wheelchairs, bicycles, strollers, and other users to cross from the Leslie's Retreat park side of the railroad tracks to the Bridge Street side will facilitate a more complete connection between these parts of our City.

I recommend approval of this authorization and welcome any questions you may have regarding it.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

May 12, 2016

Ordered:

That the sum of _____ (\$4,500.00) is hereby appropriated within the "Capital Outlay Renovations & Repairs" account (20003-584616) to be expended for the *purchase and installation of rail road crossing mat on Bridge Street by the Public Services Department* in accordance with the recommendation of Her Honor the Mayor.

CITY OF SALEM
Capital Outlay Expenditure Request Form

To: MAYOR

From: Department DPS

Date 5/5/16

Expense Line To : 20003-586016 - Equipment

Amount: \$

Expense Line To : 20003-584616 - Renovations & Repairs

Amount: \$

Description: Railroad Crossing mat on Budget St.
See attached letter

For Finance Dept and Mayor's Use Only:

City Council Approval

Recommendation:

Approved Denied



Finance Director

Mayor

Processed: Date: _____ By: _____

CO # _____ JE# _____ Trans # _____

CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PUBLIC SERVICES
5 JEFFERSON AVENUE – FACILITY LOCATION
SALEM, MASSACHUSETTS 01970

May 2, 2016

Mayor Kimberly Driscoll
93 Washington Street
Salem, MA 01970

Dear Mayor Driscoll:

The Department of Public Services would like to request an appropriation in the amount of \$4,500 for the purchase and installation of a railroad crossing mat behind the bait shop on Bridge Street. The preliminary cost of the mat is \$2,500 with the balance required for PAM AM to install the mat. If you need additional details, please do not hesitate to contact me.

Sincerely,


John Tomasz – DPS Director



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed is an Order appropriating \$155,508 from our short term capital account to fund the purchase of a new aerial lift truck for the Department of Public Services.

This vehicle will replace a 1995 truck that has recently been taken off the road for mechanical reasons. In the interim, the Department has been using a dump truck to try to meet tree maintenance requests.

The use of a dump truck is not suitable to the type of work necessary in the tree division of the Department. In order to better meet the service requests and the work needs for our City's public trees, I recommend adoption of the enclosed Order.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem

CITY OF SALEM
Capital Outlay Expenditure Request Form

To: MAYOR

From: Department Dept. of Public Services

Date 5/10/2016

Expense Line To : 20003-586016 - Equipment

Amount: \$ 155,508.00

Expense Line To : 20003-584616 - Renovations & Repairs

Amount: \$

Description: New aerial lift truck.

For Finance Dept and Mayor's Use Only:

City Council Approval

Recommendation:

Approved Denied

Sarah E. Smith
Finance Director

Mayor

Processed: Date: _____ By: _____

CO # _____ JE# _____ Trans # _____



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 10, 2016

The Honorable Kim Driscoll
City Hall
93 Washington Street
Salem, MA 01970

Dear Mayor Driscoll:

I would like to request an appropriation from the Capital Outlay Account in the amount of \$155,508 to allow us to purchase a new aerial lift truck. As you know, the current truck is a 1995 and has recently been taken off the road.

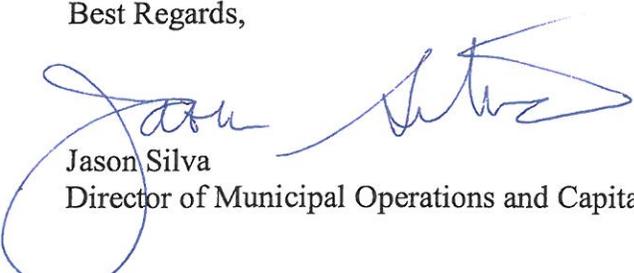
Over the last few months while preparing the budget, the Department of Public Services has been excited by the focus and conversations regarding department operations, in particular in our tree division. We look forward to working with the City Council and members of the LORAX Committee to review our existing operations and to identify ways in which improvements can be made.

In the meantime, one thing we know we need is a new tree truck. At present, our tree crew is working from a dump truck which only allows them to prune low lying branches. Given the needs of the department and community, along with the importance of this work, a new truck is critical.

Thank you in advance for your consideration of this request. If you have any questions or concerns please let me know.

Thanks.

Best Regards,



Jason Silva
Director of Municipal Operations and Capital Improvements

cc: Sarah Stanton, Finance Director



Date: 4/20/2016

Customer: City of Salem, Massachusetts

Stock Unit LR760-E70 M2-106 4x2

- Altec Model LR760E70 Articulating Overcenter Aerial Device with a fiberglass upper boom and fiberglass insulator in the lower boom
- Ground to Bottom of Platform Height: 70.3 ft at 0.0 ft from centerline of rotation (21.4 m at 0 m)
- Working Height: 75.3 ft (23 m)
- Maximum Side Reach: 48.4 ft at 19.8 ft platform height (14.8 m at 6 m)
- Overcenter Side Reach: 44.8 ft at 38.7 ft platform height (13.7 m at 11.8 m)
- Upper Boom Articulation: 0 to 270 degrees. Insulator provides 212.0 in (5384.8 mm) of isolation
- Lower Boom Articulation: 0 to 125 degrees. Insulator provides 15.0 in (381 mm) of isolation.
- Two (2) sets of hydraulic tool circuits at the platform
- Platform Cover
- Platform Liner
- Engine start/stop at upper and lower controls with Secondary Stowage System
- ISO-Grip Insulating 4 Function, Proportional Speed, Upper Control Handle - with safety interlock and interlock guard
- Single, one man, fiberglass platform 24 x 24 x 39 in
- Insulating, ANSI Category C, 46KV and below
- T-Box (66 inch) with Street and Curbside Compartments
- Steel Chip Dump Body - 14.5 cubic yard capacity (96 wide x 60 high x 132 long in). Ladder box on curbside, single piece tailgate
- A-Frame Primary outriggers with safety interlock system
- T-100 style pintle hitch (30,000 lb MGTW with 6,000 lb MVL)
- Cab Guard with sheet metal non-skid surface
- Complete LED FMVSS Lighting Package
- 6-way trailer Receptacle (Pin Type) Installed At Rear
- Electric Trailer Brake Controller
- Standard safety kit included
- Non-skid walking surfaces

Freightliner M2-106 Chassis Information

- Freightliner M2-106 Regular Cab, 142 in CA
- 4x2 Drivetrain
- 33,000 lb GVWR with 13,200 lb FAWR and 21,000 lb RAWR
- CUMMINS 6.7L ISB 250 HP Engine
- Allison 3500 RDS Automatic Transmission
- White

Sales Price:	\$ 153,978.00
Delivery	\$ 1,530.00
	\$
	\$
Total:	\$ 155,508.00

Visit www.altec.com for additional models and information. Quote valid for 45 days; Price does not reflect any local, state or Federal Excise Taxes (F.E.T.).

In the interest of product improvement, Altec Inc. reserves the right to modify, change or revise design and specifications, and furnish products so altered without prior notice.

One (1) year parts warranty. One (1) year labor warranty. Ninety (90) days warranty for travel charges. Warranty on structural integrity of the following major components is to be warranted for so long as the initial purchaser owns the product: Booms, boom articulation links, hydraulic cylinder structures, outrigger weldments, pedestals, sub bases, and turntables

IMPORTANT INFORMATION: Vehicles over a maximum gross vehicle weight of 26,000 lbs require the operator to have a Commercial Driver's License. It is the responsibility of the owner to maintain compliance with this requirement. Altec recommends close monitoring of additional weight attributed to fuel, tools, occupants, equipment, cargo, and equipment in tow, which may impact overall Gross Vehicle Weight. Altec Industries, Inc. assume no responsibility for the customer operation of products in a manner that violates federal, state or local laws.



CITY OF SALEM

May 12, 2016

ORDERED:

That the sum of One Hundred Fifty-Five Thousand Five Hundred and Eight Dollars (\$155,508) is hereby appropriated from the "Capital Outlay Equipment" account (20003-586016) to be expended to purchase a new aerial lift truck in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Fifty-Eight Thousand, One Hundred and Seventy-One Dollars and Eighty-Four Cents (\$58,171.84) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to fund the retirement buyback costs to be expended for the following employees listed below.

NAME	DEPARTMENT	AMOUNT
Charles Campanaro	Fire	\$40,834.10
David Parsons	DPS	\$17,337.74
	Total	\$58,171.84

I recommend passage of the accompanying Order.

Very truly yours,


Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

May 12, 2016

That the sum of Fifty-Eight Thousand, One Hundred and Seventy-One Dollars and Eighty Four Cent (\$58,171.84) in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2016 contractual buyback listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Charles Campanaro	Fire	40,834.10
David Parsons	DPS	17,337.74
		58,171.84



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Sarah Stanton, Finance Director
DATE: May 5, 2016
RE: Retirement Stabilization Fund

Attached is a PAF for a former employee of the Department of Public Services.

This former employee is contractually entitled to the following amount.

David Parsons

53.3332 vacation hours @ \$22.4195 per hour	\$1,195.70
720 sick hours @ 22.4195 per hours	\$16,142.04
TOTAL:	\$17,337.74

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

LBC

Finance Director

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

From: Department Dept. of Public Services Date 5/5/16

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

NAME: David Parsons

CALCULATION

VACATION HOURS # 53.3332 @ \$ 22.4195 = \$ 1,195.70

SICK HOURS # 720 @ \$ 22.4195 = \$ 16,142.04

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

OTHER # _____ @ \$ _____ = \$ _____

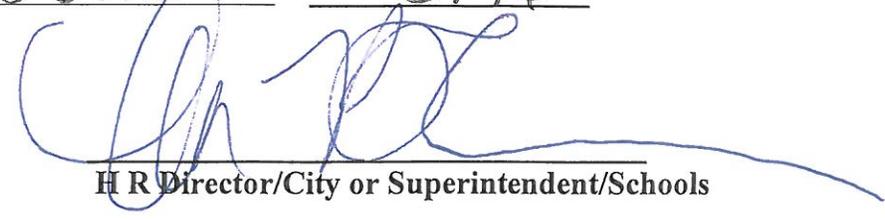
Total Amount Due: \$ 17,337.74
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement - 5/1/16

For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

Recommendation:
 Approved

H R Director/City or Superintendent/Schools



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Sarah Stanton, Director of Finance
DATE: May 5, 2016
RE: Retirement Stabilization Fund

Attached is a PAF for a former employee of the Salem Fire Department.

This former employee is contractually entitled to the following amounts.

Charles Campanaro

Table with 2 columns: Description and Amount. Rows include 90 sick days @ \$316.79 per day (\$28,511.04), 24 vacation days @ \$296.99 per day '2015' (\$7,127.76), 109 SMV pro rated days (\$1,448.36), and 12 vacation days @ \$289.75 '2016' (\$3,746.94).

TOTAL DUE: \$40,834.10

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

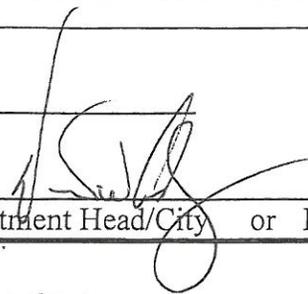
Thank you for your cooperation, and if you should have any questions, please do not hesitate to contact me.

LBC [Handwritten signature]

[Handwritten signature]
Finance Director

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

From: Department Fire Date 4.20.16

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

NAME: Charles Campanaro

CALCULATION

2015
VACATION HOURS # 24 @ \$ 296.99 = \$ 7,127.76 ✓

SICK HOURS # 90 @ \$ 316.79 = \$ 28,511.04 ✓

PRO-RATED STIPENDS # 109 days @ \$ _____ = \$ 1,448.36 ✓

2016 VACATION
OTHER # 12 @ \$ 289.75 = \$ 3,476.94 ✓

Total Amount Due: \$ 40,834.10 ✓
Please attach corresponding PAF or other backup to this sheet.

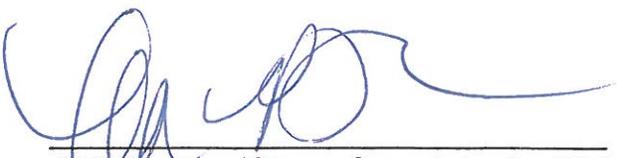
Reason: Retirement

For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

Recommendation:

Approved 
HR Director/City or Superintendent/Schools



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

May 12, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the donation of One Thousand Twelve Hundred dollars (\$1,200.00) from The Christopher Columbus Golf League to aid in the maintenance and improvements of the Golf Course. These funds will be deposited into the Park and Recreation Department Donation fund 24061-4830.

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 this donation for the Park & Recreation Department.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Kim Driscoll", is written over the typed name.

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

May 12, 2016

Ordered:

To accept the donation from The Christopher Columbus Golf League in the amount of One Thousand Two Hundred (\$1,200.00) to aid in the maintenance and improvements of the Golf Course. These funds will be deposited into the Park & Recreation Department Donation Fund 24061-4830 in accordance with the recommendation of Her Honor the Mayor.



Kimberley Driscoll
MAYOR

CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES
5 Broad Street, Salem MA 01970
Tel. (978) 744-0180/(978) 744-0924
Fax (978) 744-7225

April 29, 2016

Dear Mayor Driscoll:

I am writing to request the acceptance of a \$1,200 donation written to the City of Salem from David Doyle. This donation for the Christopher Columbus Golf League is to be used for the maintenance & future improvement @ Olde Salem Greens.

Please accept \$1,200 to be deposited in the Park & Recreation Donation account of 24061-4830.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tricia O'Brien".

Tricia O'Brien
Superintendent
Park, Recreation & Community Service



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order accepts donations of labor, materials, and cash from a variety of local businesses and organizations who have all contributed to make the new concession stand, storage building, and public restrooms at McGrath Park possible.

I hope you will join with me in thanking Adam's Screen Enclosures, Beverly Overhead Garage Door, Caponigro Construction, DiBiase Homes, EMR Drywall, the Little Poland community in the Broad Street neighborhood of New Britain, Connecticut, M&M Roofing, March & Martin Insulation, Murphy's Restaurant and Pub, and, of course, Salem Youth Soccer.

I recommend approval of the enclosed Order.

Sincerely,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT

120 WASHINGTON STREET, 3RD FLOOR

TEL: 978-745-9595

FAX: 978-740-9846

KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Four Thousand Five Hundred Dollars and Zero Cents (\$4,500.00)* in labor for framing services from DiBiase Homes of Lynnfield, Massachusetts be accepted for the McGrath Park concession stand.

The purpose of this generous donation from Mr. Paul DiBiase, Principal of DiBiase Homes is to help support the City of Salem, the neighborhood his family has done business in for close to 50 years and its youth sports programs.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutrzykowski".

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT

120 WASHINGTON STREET, 3RD FLOOR

TEL: 978-745-9595

FAX: 978-740-9846

KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Thirty-Four Hundred Dollars and Zero Cents* (\$3,400.00) in labor and drywall services from EMR Drywall, Inc. of Salem, Massachusetts be accepted for the McGrath Park concession stand.

The purpose of this generous donation from Mr. Robert Dunham, owner of EMR Drywall is his companies continued support the Community and its youth sports programs.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutrzykowski", with a long horizontal flourish extending to the right.

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT
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KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Three Hundred Twenty- Five Dollars and Zero Cents (\$325.00)* in signage product and miscellaneous hardware from the Little Poland Neighborhood, New Britain, Connecticut, be accepted for the McGrath Park concession stand.

The five (5) – handicapped/braille signs and hardware will make the building compliant with the Massachusetts Architectural Access Board Codes (AAB) and Regulations.

The purpose of this donation from the Little Poland Neighborhood in New Britain, Connecticut, is to help grow the game of soccer in the New England. The donation is from multiple business owners in the Broad Street neighborhood as a goodwill gesture to the City's recreational endeavors.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutrzykowski".

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT

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KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Twenty-Five Hundred Dollars and Zero Cents (\$2,500.00)* in labor and roofing services from M & M Roofing Contractors of Salem, Massachusetts be accepted for the McGrath Park concession stand.

The purpose of this generous donation from Mr. Mark Petite, owner of M & M Roofing Contractors is his companies continued support the Community and its youth sports programs. Mr. Petite has assisted the City with work at upper Mansell Park on the gazebo, the care takers house at both Forest River Park and Mack Park as well as the function hall at Winter Island in recent years.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutrzykowski", with a long horizontal flourish extending to the right.

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT
120 WASHINGTON STREET, 3RD FLOOR
TEL: 978-745-9595
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KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Five Hundred Dollars and Zero Cents (\$500.00)* in window screen product and services from Adam's Screen Enclosures of Salem, Massachusetts be accepted for the McGrath Park concession stand.

The two (2) - operable sliding screen units will allow compliance with the Health Department codes and Regulations for serving food.

The purpose of this donation from Mr. Bob Adams, owner of Adam's Screen Enclosures is his companies continued support the Community and its youth sports programs throughout the North Shore. Mr. Adams has recently donated similar products to Cy Tenney baseball field in Peabody, Massachusetts and another baseball field in Beverly, Massachusetts.

Respectfully,

A handwritten signature in blue ink, reading "Michael Lutrzykowski", with a long horizontal line extending to the right.

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT
120 WASHINGTON STREET, 3RD FLOOR
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KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Nine Hundred Fifty Dollars and Zero Cents (\$950.00)* in product for overhead door installation from Beverly Overhead Garage Door, Co., Inc. of Beverly, Massachusetts be accepted for the McGrath Park concession stand.

The purpose of this generous donation from Mr. James Mitchell, President of Beverly Overhead Garage Door Co, Inc. is his companies continued support the Community and its youth sports programs in the area.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutrzykowski".

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT
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KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Five Hundred Twenty- Five Dollars and Zero Cents (\$525.00)* in screen door product and services from Caponigro Construction Company, Inc. of Swampscott, Massachusetts be accepted for the McGrath Park concession stand.

The one (1) – swing man door full light screen door unit with glazing panel will allow compliance with the Health Department Codes and Regulations for serving food.

The purpose of this donation from Mr. Colin Caponigro, owner of Caponigro Construction Company, Inc. is his passion for the game of soccer, he has contributed to other such projects in the North Shore area and wishes to contribute to this endeavor.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutrzykowski".

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

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KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *One Thousand and Twenty Dollars and Zero Cents (\$1,020.00)* in labor for icynene insulation services from March & Martin Insulation of Salem, Massachusetts be accepted for the McGrath Park concession stand.

The purpose of this generous donation from Mr. Ray March, owner of March & Martin Insulation is his companies continued support the Community and its youth sports programs.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutzykowski", with a large, sweeping flourish at the end.

Michael Lutzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT

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TEL: 978-745-9595

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KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Two Thousand Five Hundred Seventy-Eight Dollars and Zero Cents (\$2,578.00)* in kitchen equipment (see list below) from Murphy's Restaurant and Pub of Salem, Massachusetts be accepted for the McGrath Park concession stand.

The one (1) – three bay stainless steel sink, one (1) – stainless steel hand sink, one (1) - 250-gallon grease trap, and five (5) – stainless steel tables of various lengths will allow compliance with the Health Department Codes and Regulations for serving food.

The purpose of this generous donation from Mr. Peter Kelly owner of Murphy's Restaurant and Pub is not solely his support for the Community. Mr. Kelly recently became a U.S. citizenship and hopes his country of birth, Ireland's enthusiasm and passion for soccer can be passed on to the local soccer community.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutrzykowski", with a long horizontal flourish extending to the right.

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT
120 WASHINGTON STREET, 3RD FLOOR
TEL: 978-745-9595
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KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

April 27, 2016

Mayor Kimberley Driscoll
City Hall
93 Washington Street
Salem, Massachusetts 01970

Mayor Driscoll,

It is requested that the following donation of *Twenty Thousand Seven Hundred Fifty Dollars and Zero Cents (\$20,750.00)* in donations from Salem Youth Soccer of Salem, Massachusetts be accepted for the McGrath Park concession stand.

Salem Youth Soccer recognizes and appreciates the City of Salem's efforts in improving the parks and fields in the community. The purpose of their donation is to help support those efforts, understanding that the youth in their program benefit directly from this project, as they are the primary user of the McGrath Soccer fields and the new concession stand and restrooms.

Respectfully,

A handwritten signature in blue ink, appearing to read "Michael Lutrzykowski", with a long horizontal flourish extending to the right.

Michael Lutrzykowski
Public Property Assistant

CC: file



CITY OF SALEM

In City Council,

Ordered:

May 12, 2016

To accept the donation from the vendors listed below totaling Thirty Seven Thousand and Forty-Eight Dollars (\$37,048.00) for the McGrath Park concession stand in accordance with the recommendation of Her Honor the Mayor.

Donation From	Description	Amount
Adam's Screen Enclosures of Salem	Window screen product and services: 2 operable sliding screen units	500.00
Beverly Overhead Garage Door Co. Inc., of Beverly	Overhead door installation	950.00
Caponigro Construction Co. Inc. of Swampscott	Screen door product and services: 1 swing man door full light screen door unit w/glazing panel	525.00
Little Poland Neighborhood of New Britain, CT	Signage and misc hardware: 5 handicapped/braille signs and hardware	325.00
DiBiasi Homes of Lynnfield	Labor for framing services	4,500.00
EMR Drywall, Inc. of Salem	Labor and drywall services	3,400.00
M&M Roofing Contractors of Salem	Labor and roofing services	2,500.00
March & Martin Insulation of Salem	Labor for icynene insulation services	1,020.00
Murphy's Restaurant and Pub of Salem	Kitchen equipment: 2 sinks, 1 grease trap and 5 tables	2,578.00
Salem Youth Soccer of Salem	Cash Donations	20,750.00
Total		37,048.00



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Attached please find an order creating a new revolving fund, the Derby Square/Artists' Row fund. Revolving funds require an annual authorization vote during the budget process and a vote by the Council to establish any new fund.

The Derby Square/Artists' Row fund, within the Department of Planning and Community Development, will accept and expend funds relative to improvements and programming. The management and programming of Derby Square and Artists' Row is through Deborah Greel, Public Art Planner. These revenues may include tenant rents, vendor fees, and special event fees in both Derby Square and Artists' Row.

The purpose of the revolving fund account is to be able to directly use the revenue generated from events held in Derby Square, such as the new vintage market being held once a month from May-September and rental income from the stalls at Artists' Row for expenses related to improvements, public art, programming and stipends for performers for these vibrant public spaces. The City recently worked with the Cecil Group to develop Salem Artists' Row Framework Plan articulating a vision that the Artists' Row should be designed, programmed, and marketed as a distinctive destination within downtown Salem encompassing a variety of the arts.

If you have any questions, please feel free to contact either myself or Lynn Duncan.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

May 12, 2016

Ordered:

That the City of Salem hereby requests the adoption of Derby Square/Artists' Row revolving account in accordance with M.G.L. Chapter 44, Section 53E ½ which authorizes special purpose revolving accounts in accordance with the recommendation of Her Honor the Mayor

**FY 2016
Revolving Funds**

Dept.	Fund Name	Fund #	Programs & Purposes	Type of Receipts Credited	Authorization for Spending	Budget Request Maximum Annual Expenditures
Planning & Community Development	Derby Square/Artists' Row Funds	NEW	Improvements for Derby Square and Artists' Row including outdoor furniture, signage, lighting, public art, marketing and stipends for performers	Vendor Fees from Derby Square Flea/Salvage Art Market, Rent and Vendor Fees at Artists Row	Planning Director and Mayor	20,000
Totals						\$ 20,000

MGL Chapter 44, Section 53E 1/2 authorizes the establishment of the revolving funds as herin described. Expenditures from said funds shall not exceed the amount of funds received in the respective accounts or as authorized as stated, shall come from any funds received by the respective boards for performing services, shall be used solely for the purpose of implementing the programs delineated and shall be approved by a majority vote of any respective boards.


 Department Head Signature & Date
 5/4/16



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order sends a home rule petition to the legislature to create two new all alcohol licenses, one for a new restaurant at 125 Washington Street being developed by Matt O'Neil, the operator responsible for Blue Ox, and the second for the new hotel being developed by Lark Hotels on the Essex Street pedestrian mall, which will include a restaurant and a rooftop lounge. These two new businesses combined will create over 55 new full and part time jobs and represent \$9 million of new private investment in our downtown economy.

In both cases the applicants meet all of the criteria for special act licenses, including a lack of available licenses on the private market, a location in the B-5 zone, the creation of new jobs, a commitment to become engaged and active in our business community, an agreement to pay the fees established by the Licensing Board, and an understanding that the new licenses shall be tied to the premises and not transferred to another location.

Both of these exciting new businesses represent important steps forward in the continued resurgence of downtown Salem. I hope you will support this Order to send this petition to the legislature as quickly as possible, so that the sometimes lengthy state-level process may get underway as soon as feasible and avoid delaying these critical projects.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem

HOTEL SALEM OP CO, LLC
203-209 Essex Street
Salem, Massachusetts 01970

May 9, 2016

The Honorable Kimberley A. Driscoll
City of Salem
93 Washington Street
Salem, Massachusetts 01970

Re: Request for Home Rule Petition
Hotel Salem Op Co, LLC
203-209 Essex Street

Dear Mayor Driscoll:

Please accept this request that the City of Salem apply for an 7-Day All Alcoholic Beverages License, to be granted to Hotel Salem Op Co, LLC, 133 Old Ferry Road, Newburyport, MA 01950 (the "Applicant"). This license will be used for the new hotel proposed at 203-209 Essex Street.

In support of this request, the Applicant meets the following criteria:

The hotel will be located within an existing structure in the B-5 zoning district. The hotel is being built at 203-209 Essex Street, in the former "Newmark Department Store" building, located on the Essex Street pedestrian mall. The building is primarily surrounded by retail businesses and office condominiums, with some residential as well, making the business compatible with its surroundings.

The Applicant has tried to acquire an existing license, but no such license is currently available to move to the location.

Specifically, the Applicant has been in prolonged negotiations with the Ward II Social Club, but despite efforts, a license with clear title is not able to be delivered at this time. The Applicant has also had conversation with Leslie's Retreat and was told that the license will not be separated from the existing premises.

Mayor Kimberley A. Driscoll
May 9, 2016
Page 2

The project has undergone Design Review Board review and approval of all exterior improvements, including signage and lighting.

The business fills an existing gap and meets unmet market demand and will advance the City's objective of being the North Shore's dining and overnight tourist destination. Notably, the Applicant intends to provide a variety of dining experiences, including a basement lounge, a roof-top lounge, and room service for guests.

The business will create new jobs. Jobs will not only be created for wait staff to serve the lounge area, but offering a variety of services and dining options for guests will also help the hotel to operate at full capacity during peak seasons and will stimulate the need for additional staff in all positions.

The business will commit to hiring low or moderate income persons.

The business will commit to actively participate in Main Streets programs and events for at least two years. The Applicant is excited to partner with other local businesses to enhance the vibrant downtown experience.

The Applicant understands and agrees that if the License is granted, it shall hold only one alcoholic beverage license for its establishment; that said Liquor License may not be transferred to a new location; and that the Applicant shall be required to pay a fee for either economic development or public policy.

Thank you for your consideration. If there is any other information that you may need, please do not hesitate to contact me.

Respectfully submitted,

Hotel Salem Op Co LLC

A handwritten signature in dark ink, appearing to read 'Shawn Shea', is written over the company name.

Shawn Shea, Manager

Brett Danahy & Matt O'Neil
Odd Fellows Hospitality Group
2 Pine Hill Rd
Swampscott, MA 01907
(Upon occupancy, 125 Washington Street, Salem, MA)

May 4, 2016

Mayor Kim Driscoll
City of Salem
93 Washington St
Salem, MA 01970

Dear Mayor Driscoll,

Thank you for taking the time to meet with us regarding the restaurant concept we are developing for 125 Washington St. We are eager to join the community here in Salem and enthusiastic to get started with the next phase in the coming weeks and months.

We are writing to ask for your support in offering a measure to the city council seeking local approval for a special act from the state legislature to grant one additional "all alcohol" license to "Odd Fellows Restaurant LLC" at 125 Washington Street, Salem. We are targeting January 15th, 2017 for an opening. The full liquor license is critical to the business given the carefully curated wine, craft beer and cocktail selection that will be a major point of differentiation.

We have attempted to purchase a license for the property, most recently through Leslie's Retreat, but at the current time they are not open to selling the license without including the building in the sale.

The space at 125 Washington Street is rich with history as it housed the 2nd incorporated savings bank in the country. Built in 1818, we aim to pay homage to that history through all aspects of the restaurant; from the brand, to the decor and design, to a modern take on the style of cooking from that era crafted by the creative vision of Matt O'Neil.

We will use wood fire to recreate American classics in an open kitchen concept. The restaurant will be a place for the community to come together over food and drink, to share stories, to be with family and friends. It will be a culinary destination for visitors near and far and will be a first class tribute that carefully blends the best-in-class modern standards with the tried and true styles from the era in which the building was constructed.

Now his 7th year of running The Blue Ox, Matt O'Neil has proven his ability to drive visitors as one of the preeminent chefs in our region. Matt has won the best burger in Boston 3 years running, he has been featured on the Food Network, and is consistently praised by critics, press and consumers. Despite no "walk by" traffic at his Lynn location, The Blue Ox draws a regular crowd from all over eastern Massachusetts and beyond. We are confident that the new restaurant will directly impact the economy and increase the profile of Salem in a variety of ways including:

- We will be hiring over 40 full time and part time employees
- The restaurant will generate significant consumer traffic into Salem given proven appeal of Chef O'Neil
- Increased PR and media exposure for the city of Salem around the launch of Chef O'Neil's second restaurant (paid, earned and owned via strong social media presence)
- We plan to work with local Salem businesses where possible for the day to day operational needs of the restaurant
- We will provide businesses of Salem with a premier restaurant for business meetings and functions
- Projected annual sales of over \$3,500,000 that will generate tax dollars for Salem
- Increased visitor traffic will generate incremental parking revenue
- The hand-crafted wood fired stove will bring a unique and innovative culinary experience to Salem
- We plan to celebrate the history of Salem and the space through the design of the build out in some impactful ways

We will be investing over \$1,600,000 into the property to build a 125 seat restaurant with full ADA compliant accessibility (front walk way, bathrooms, back entrance, etc.).

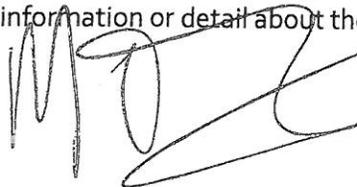
Our goal is simple; we want downtown Salem to be home to the most sought after restaurant north of Boston. To do that, it is critical that we are able to acquire a full liquor license by the time we open doors in early 2017.

Thank you and please let us know if we can provide any further information or detail about the project.

Sincerely,



Brett Danahy
Odd Fellows Hospitality Group
BDanahy14@gmail.com
(413) 695-8647



Matt O'Neil
Odd Fellows Hospitality Group
Moneil51@hotmail.com
(781) 605-8778



CITY OF SALEM

In City Council, May 12, 2016

Ordered:

That a petition to the General Court, accompanied by a bill for certain additional liquor licenses notwithstanding the provisions of Section 17 of chapter 138 of the General Laws as set forth below, be filed with an attested copy of this Order be, and hereby is, approved pursuant to Clause (1) of Section 8 of Article 2, as amended, of the Amendments to the Constitution of the Commonwealth of Massachusetts, to the end that the following legislation be adopted, except for amendments by the Senate or House of Representatives which conform to intent of this home rule petition:

AN ACT authorizing the City of Salem to grant 2 additional licenses for the sale of alcoholic beverages to be drunk on the premises.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. (a) Notwithstanding section 17 of chapter 138 of the General Laws, the licensing authority of the City of Salem may grant 1 additional license for the sale of all alcoholic beverages to be drunk on the premises pursuant to section 12 of said chapter 138 to Hotel Salem Op Co, LLC to be located at 203-209 Essex Street in the City of Salem. The license shall be subject to all of said chapter 138 except section 17.

(b) The licensing authority shall not approve the transfer of the license to any other location but it may grant the license to a new applicant at the same location if the applicant files with the licensing authority a letter from the department of revenue and a letter from the department of unemployment assistance indicating that the license is in good standing with those departments and that all applicable taxes, fees and contributions have been paid.

(c) If the license granted pursuant to this act is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining

thereto, to the licensing authority which may then grant the license to a new applicant at the same location and under the same conditions as specified in this act.

SECTION 2. (a) Notwithstanding section 17 of chapter 138 of the General Laws, the licensing authority of the City of Salem may grant 1 additional license for the sale of all alcoholic beverages to be drunk on the premises pursuant to section 12 of said chapter 138 to Odd Fellows Restaurant LLC to be located at 125 Washington Street in the City of Salem. The license shall be subject to all of said chapter 138 except section 17.

(b) The licensing authority shall not approve the transfer of the license to any other location but it may grant the license to a new applicant at the same location if the applicant files with the licensing authority a letter from the department of revenue and a letter from the department of unemployment assistance indicating that the license is in good standing with those departments and that all applicable taxes, fees and contributions have been paid.

(c) If the license granted pursuant to this act is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority which may then grant the license to a new applicant at the same location and under the same conditions as specified in this act.

SECTION 3. (a) The fee charged by the City of Salem for a license issued pursuant to this act shall be paid by the licensee to the City in full at the time of issuance unless the licensing authority agrees to enter into an arrangement with the licensee which would enable the fee to be divided into multiple payments or prorated over multiple periods of time.

(b) Notwithstanding section 12 of said chapter 138, if the City of Salem charges a fee for a license pursuant to this act which is greater than the amount of the fee charged for an annual renewal of a similar license issued by the City, then the City shall deposit the fee into its special economic development account established for the deposit of revenue from additional alcoholic beverage licenses issued pursuant to special acts and the fee charged shall be expended by the City in a manner consistent with the purposes of the account.

SECTION 4. This act shall take effect upon its passage.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 12, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed please find an Ordinance to adjust the fine for parking illegally in a handicapped parking space to \$300, the maximum amount allowable under the Massachusetts General Laws. This change has been recommended by the Salem Disabilities Commission and is consistent with actions taken by many other Massachusetts cities and towns.

By increasing the fine associated with this violation we will, hopefully, help further discourage illegal parking in handicapped spaces. In addition, because the revenues generated from this fine are reinvested in programs and projects that help increase accessibility in our community, we will be able to provide additional funding for these worthwhile initiatives.

I hope you will adopt the enclosed Ordinance and I welcome any questions or feedback you may have regarding this proposal.

Very truly yours,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem



COMMISSION ON DISABILITIES CITY OF SALEM, MASSACHUSETTS

KIMBERLEY DRISCOLL
MAYOR

120 WASHINGTON STREET
SALEM, MASSACHUSETTS 01970
978-619-5630

Honorable Mayor Kim Driscoll,

I am writing on behalf of the Commission on Disabilities to request your consideration of an increase in the amount of the fine for Accessible Parking Space violations. Currently, the fine is \$100. This falls on the low end of the range of \$100 - \$300 permitted by law.

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40/Section21>

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40/Section22A>

The request to increase the fine is rooted in the desire to create a greater deterrent to the abuse of the clearly marked accessible parking spaces in Salem. It has come to our attention that, in addition to the ongoing misuse of designated spaces by able bodied people without appropriate placards, there are repeat offenders who continue to use accessible spaces after receiving citations for previous offenses.

Secondly, the fines received have been put to use in several projects that improve overall accessibility in the city. To list a few of these projects, funds have been used to purchase:

- Accessible picnic tables for the Willows and other parks
- A fixed assistive listening system for the City Council Chambers
- A portable assistive listening system for use at any location for city meetings
- A template and materials for an improved accessibility icon available from the Accessible Icon Project, <http://accessibleicon.org/>

The Commission on Disabilities has a list of additional improvements we hope to fund and seeks collaboration with city organizations as part of our continued efforts to first identify barriers, then to work out creative and innovative solutions. Currently, we see the need for additional picnic tables, provision of communication access for city events, ongoing education of merchants and service providers, and assistance for the Independent Living Center of the North Shore and Cape Ann's efforts to improve access to Salem.

Encouraged by the many improvements that have been made possible and the conviction that many more are needed, in combination with a sincere desire to discourage misuse of the accessible parking spaces, the Commissioners of the Salem Commission on Disabilities see the increase in the amount of the Accessible Parking Space Violation fine as an appropriate step with positive outcomes.

Respectfully,

Rand Merz
Steven Dwyer
Jack Boyce
William J. Gault

DP-M
Andrea Cohen
Reba Holbert

City of Salem

In the year two thousand sixteen

An Ordinance to amend an Ordinance relative to parking fines

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

Section I. Chapter 42, Article I, Section 17A is hereby amended by deleting the \$100.00 fine for parking in an area designated for handicapped parking and replacing it with a fine of \$300.00 for parking in an area designated for handicapped parking.

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