



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

June 23, 2016

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 members of the Planning Board.

First Name	Last Name	Address	Term	Term Expiration
Kirt	Rieder	15 Warren Street	5 years	July 1, 2021
Carole	Hamilton	4 Willow Avenue	5 years	July 1, 2021

I strongly recommend confirmation of their reappointment to this board.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

June 23, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I appoint, subject to Council confirmation, Michael Quigley to the Youth Commission for a one-year term to expire June 23, 2017. Mr. Quigley will take the second of the two adult seats on the new Commission.

Mr. Quigley is the Placement Coach for YouthBuild North Shore at Salem's North Shore CDC. Mr. Quigley has been committed to Youth Development work over the last 7 years in his various roles. He would like to officially join the Commission to support its efforts by using his skills in youth development and workforce development, to help execute the committee's mission and purpose, and to continue to work with the youth population in our community and support their goals.

I enthusiastically recommend the confirmation of Mr. Quigley's appointment.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

June 23, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint attorney Alexander Mitchell-Munevar to the Board of Registrars of Voters for a three-year term to expire June 23, 2019. He will take the seat of Phillip Saindon.

Attorney Mitchell-Munevar, of 123 North Street, has been an attorney with Greater Boston Legal Services since 2002 and has worked in a broad range of legal fields, including housing, elder law, employment, tax law, and family law. He earned his law degree from Suffolk University and has clerked for the Honorable Angela Ordonez at Boston's Probate and Family Court. Attorney Mitchell-Munevar has published on legal aid and family law issues in housing, and has been invited to participate in a policy development roundtable by the Federal Trade Commission on debt collection litigation. Locally, Attorney Mitchell-Munevar is an active member and volunteer in our community and serves on the Board of the Latino Leadership Coalition and the Salem Education Foundation.

I strongly recommend confirmation of Attorney Mitchell-Munevar's appointment. We are fortunate that he is willing to volunteer to serve our community in this important position and I welcome the diverse perspective and professional expertise he will bring to this important board.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

June 23, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order transmits a Home Rule Petition to the legislature to effectuate a land swap with North Shore Medical Center. This transaction is a component of the hospital's \$200 million campus consolidation project that is now going through local permitting.

The proposal is for the City to deed 1,219 square feet of park land to NSMC to enable the hospital to construct a new road that will allow for access from the Highland Avenue side of their campus to the Jefferson Avenue side. In return, the City will receive a deed for 6,298 square feet of land from NSMC that the City has and will continue to use for parking at Bertram Field. See attached plan. The Park and Recreation Commission is expected to declare the 1,219 square foot parcel surplus and approve the land swap this week.

As you know NSMC is already our city's largest employer, offering a variety of employment options from entry level positions to certified physicians. In addition to their employment benefits, NSMC also ensures that residents of Salem and the North Shore region have access to top tier healthcare options close to home and work. The proposed expansion project will maintain high quality jobs and healthcare in Salem, while providing even greater positive economic and healthcare impacts to our community. In particular, the campus upgrade will enhance critical areas of need in Salem and the region, such as improved in-patient services in the area of behavioral medicine.

Naturally, with these changes there are related impacts which we must be cognizant of and for which we must plan appropriately. I am very pleased that NSMC has been a constructive participant in discussions with the City around these impacts, from traffic to public safety, as well as concerning their level of engagement with our community in other facets – including expanding their involvement in the Salem Public Schools and their level

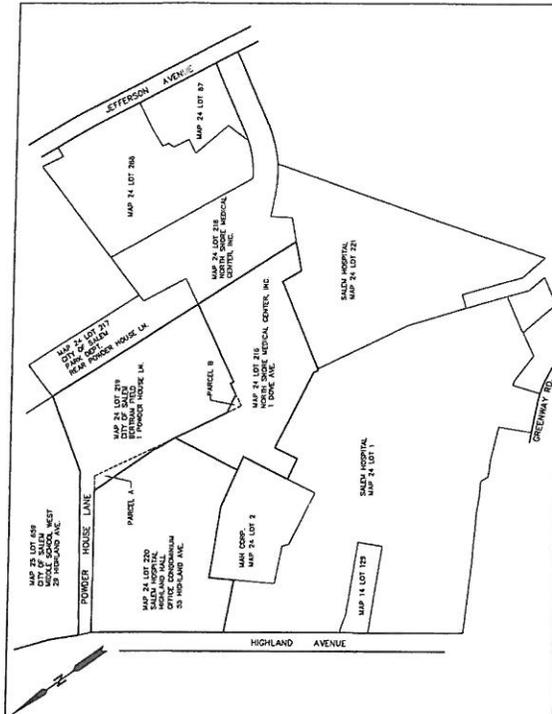
of commitment to their existing PILOT agreement. We are still in the midst of discussions regarding these items, but I am hopeful we will reach an accord on these matters in short order. This land swap is not a component of the PILOT negotiations, nor should it be, given the de minimis impact of the proposed land exchange.

In order to keep this critical project on a path forward, I am requesting that you act on this petition no later than your July 21st regular City Council meeting. If you have any questions about this petition, please feel free to contact either myself or City Solicitor Beth Rennard. If you have questions about the campus consolidation project, I encourage you to reach out to Laura Fleming at North Shore Medical Center.

Sincerely,



Kimberley Driscoll
Mayor
City of Salem



LOCUS MAP
SCALE 1" = 200'

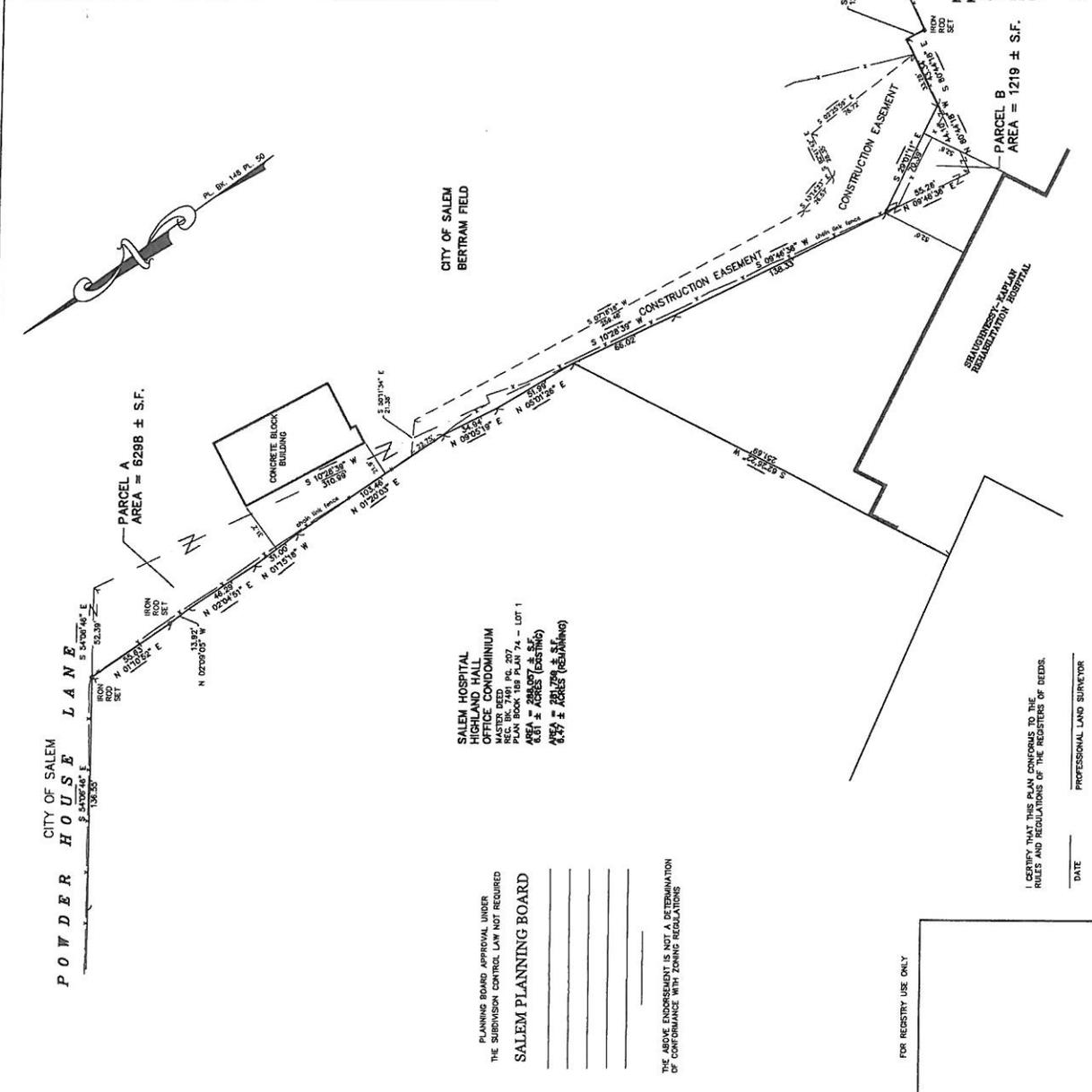
- NOTES:**
1. PARCEL A IS CURRENTLY OWNED BY SALEM HOSPITAL OFFICE AND INCORPORATED INTO THE LOT OF BERTRAM FIELD TO FORM ONE CONTIGUOUS LOT. PARCEL A IS NOT A BUILDABLE LOT.
 2. PARCEL B IS CURRENTLY OWNED BY THE CITY OF SALEM AND INCORPORATED INTO THEIR LAND TO FORM ONE CONTIGUOUS LOT. PARCEL B IS NOT A BUILDABLE LOT.

**PLAN OF LAND
SALEM**

55 HIGHLAND AVENUE
PROPERTY OF
SALEM HOSPITAL HIGHLAND HALL OFFICE CONDOMINIUM
1 DOVE AVENUE
NORTH SHORE MEDICAL CENTER
1 POWDER HOUSE LANE
PROPERTY OF
CITY OF SALEM
APRIL 23, 2018
NORTH SHORE SURVEY CORPORATION
14 BROWN STREET - SALEM, OR
973-744-6900
GAIL L. SMITH, P.L.S.



#147



**SALEM HOSPITAL
HIGHLAND HALL
OFFICE CONDOMINIUM**
REC. IN. 7349, PG. 297
PLAN BOOK 189, PLAN 74 - LOT 1
AREA = 208,571 ± S.F.
8.20 ± ACRES (INCLUDING PARCEL B)

**NORTH SHORE
MEDICAL CENTER, INC.**
AREA = 396,371 ± S.F.
9.17 ± ACRES (EXISTING)
PLAN BOOK 133, P.L.A. 276
PARCELS A, B, C, 2 AND LOT 2
INCLUDING PARCELS 1, 2 AND 3
LOCPARAS 1 & LOT 10
AREA = 400,590 ± S.F.
9.20 ± ACRES (INCLUDING PARCEL B)

**CITY OF SALEM
POWDER HOUSE LANE**

**PARCEL A
AREA = 6298 ± S.F.**

**PARCEL B
AREA = 1219 ± S.F.**

PLANNING BOARD APPROVAL UNDER
THE SUBDIVISION CONTROL LAW NOT REQUIRED
SALEM PLANNING BOARD

THE ABOVE ENDORSEMENT IS NOT A DETERMINATION
OF CONFORMANCE WITH ZONING REGULATIONS

FOR RESTRY USE ONLY

I CERTIFY THAT THIS PLAN CONFORMS TO THE
RULES AND REGULATIONS OF THE REGISTER OF DEEDS.

DATE _____
PROFESSIONAL LAND SURVEYOR



CITY OF SALEM

In City Council,

June 23, 2016

Ordered:

That a petition to the General Court, accompanied by a bill authorizing the conveyance of a parcel of park land in the City of Salem as set forth below, be filed with an attested copy of this Order be, and hereby is, approved under 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 conveyance and change of use of a parcel of park land in the City of Salem

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. The City of Salem, acting through its Mayor and City Council, may convey a certain parcel of dedicated park land adjacent to Bertram Field comprising 1,219 square feet and shown as "Parcel B" on a plan on file in the office of the City Clerk of Salem entitled Plan of Land Salem, 55 Highland Avenue, prepared by North Shore Survey Corporation and dated April 28, 2015 to North Shore Medical Center, Inc. to facilitate the construction of a roadway on the Medical Center campus.

SECTION 2. As a condition of the conveyance, the City of Salem shall require North Shore Medical Center, Inc. to convey to the City of Salem a 6,298 square foot parcel of land, shown as "Parcel A" on the plan referenced in Section 1. Once acquired by the City, the City Council shall dedicate the land for park purposes pursuant to Massachusetts General Law Chapter 45, Section 3.

SECTION 3. The City of Salem shall prepare and record in the Essex South District Registry of Deeds a plan of land describing the precise boundaries of the parcels of land altered pursuant to this act.

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

June 23, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order accepts a donation of \$7,000 from Salem State University to our Parks and Recreation Department. Specifically, the funding is for capital improvements at Palmer Cove Park in the Point neighborhood.

These recreational upgrades at Palmer Cove Park will help facilitate the Mentor League and other youth programming at the park, especially at the basketball court and associated park amenities to the court. The Mentor League brings together young men to serve as role models for Point youth, using the weekly basketball competition as the focal point for their interactions. The program provides an at-risk youth population with relatable role models and a safe, structured activity during summer evenings. While the league started as a program of the Boys and Girls Club of Greater Salem, it has now grown into an independent organization and includes hundreds of participants and spectators each summer. We hope to leverage this weekly event this summer, to provide a connection for expanded community policing with the "Meet Your Beat" initiative and the "City Hall to Go" program.

I recommend acceptance of this generous donation and hope you will join me in thanking SSU for this gift.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICE

5 Broad Street, Salem MA 01970

Tel. (978) 744-0180/(978) 744-0924

Fax (978) 744-7225

pobrien@salem.com

Kimberley Driscoll
MAYOR

Trish O'Brien
Superintendent

TO: The Honorable Mayor Kimberly Driscoll
FROM: Patricia O'Brien, Superintendent Parks, Recreation, Community Services
DATE: June 10, 20116

This letter is to request that the donation amount of \$7,000 be accepted from The Salem State University grant to be deposited/ transferred into the Recreation Donation Fund for upgrades to Palmer Cove basketball court. Thank you for your consideration of this matter.

Sincerely,

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

Trish O'Brien
Superintendent
Parks, Recreation, and Community Service

24061-4830



CITY OF SALEM

In City Council,

June 23, 2016

Ordered:

To accept the donation from Salem State University in the amount of Seven Thousand Dollars (\$7,000.00) to upgrade Palmer Cove basketball Court. These funds will be deposited into the Park & Recreation Department Donation Fund 24061-4830 in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

June 23, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is an order for Five Thousand and Fifty dollars (\$5,050.00) from the COA Salaries FT account 15411-5111 to 15421-5431 COA Building Maintenance account.

This request is necessary to cover the costs for the replacement of water damaged floors in one affected office and sanding and finishing of 2nd floor common area.

I recommend passage of the accompanying Order

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,
June 23, 2016

Ordered:

That the sum of Eight Thousand Five Hundred Dollars (\$5,050.00) is hereby transferred as listed below accordance with the recommendation of Her Honor the Mayor.

From		To		Amount
15411-5111	COA Salaries FT	15412-5431	Coa Building Maintenance	5,050.00
Total				5,050.00



CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICE

5 Broad Street, Salem MA 01970
Tel. (978) 744-0180/(978) 744-0924
Fax (978) 744-7225
pobrien@salem.com

Kimberley Driscoll
MAYOR

Trish O'Brien
Superintendent

TO: The Honorable Mayor Kimberly Driscoll
FROM: Patricia O'Brien, Superintendent Parks, Recreation, Community Services
DATE: June 10, 20116

This letter is to request that \$5,050 be transferred from the COA salary line (15411-511) into COA building/maintenance line (15412-5431) for the replacement of water damaged floors in one affected office and sanding and finishing of 2nd floor common area and. Thank you for assisting us in reconciling this budget item.

Sincerely,

A handwritten signature in black ink, appearing to read "Trish O'Brien", with a stylized flourish at the end.

Trish O'Brien
Superintendent
Parks, Recreation, and Community Service

CITY OF SALEM - Finance Department

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

From: Parks, Rec, Community Service Department John M. O'Brien Department Head Authorizing Signature 6-10-16 Date

Budget or R/Res Transfers

To: 15412-5431 (Org/Object) Desc: COA BUILD/MAINT Budget Amt: 18,000.00 Balance: 519.79

From: 15411-5111 (Org/Object) Desc: COA SALARY Budget Amt: 295,807.00 Balance: 45,472.95

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

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

Free Cash or Retained Earnings (W/S) To: _____ Desc: _____ Budget Amt: _____ Balance: _____

(Org/Object) Please circle one

Amount Requested: \$ 5,050

Reason (Be Specific) TRANSFER FOR FLOOR REPLACEMENT OF WATER DAMAGED OFFICE FLOOR, SANDING, FINISHING (2nd floor) EXCESS IN SALARY LINE DUE TO STAFF VACANCIES/ CHANGES

For Finance Department and Mayor's Use Only:

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

Recommendation: Approved Denied

Shirley G. Galt
Finance Director

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



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

June 23, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Eight Thousand Dollars (\$8,000.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "City Council Advertising" account (11112-5306).

This request is necessary to cover the costs of advertising.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

June 23, 2016

Ordered:

That the sum of Eight Thousand Dollars (\$8,000.00) is hereby appropriated from "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "City Council Advertising" account (11112-5306) to be expended for advertising of City Ordinances in accordance with the recommendation of Her Honor the Mayor.

City of Salem, Massachusetts
Office of the City Clerk

Cheryl A. LaPointe
City Clerk



Room 1
City Hall

June 9, 2016

Honorable Kimberley Driscoll
Mayor
City of Salem
Salem, MA 01970

Dear Mayor Driscoll:

We recently received our May bill and asked Salem News for a current figure for June. The total for the month of May is \$4,285.48. In looking our remaining balance for our Advertising account would be \$200.96. As I know to date we will have to advertise two Bond Orders which requires that we advertise not only first passage but also second passage and the Ordinances for Water/Sewer and Ordinance for Sewer Use besides any Traffic Ordinances that may come in before the end of the year. We have exhausted our accounts and there is nowhere else to take this from. So my request is for an additional \$8,000 to cover us to the end of June for advertising. Thank you for your help in this matter.

Sincerely,

Cheryl A. LaPointe

CHERYL A. LAPOINTE
CITY CLERK

Cc: City Council



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

June 23, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is an Order requesting approval to enter into a new twenty year lease with Nine Zero Washington, LLC for City Hall Annex offices which we proposed be relocated to 90 Washington Street (the Red Lion building located directly across the street from City Hall).

As you may recall, a few years ago the City Council established a working group that included department heads, three City Councillors, myself, and a resident who works in the real estate industry. The group met to clarify what was desired in a future annex site, identify potential locations, review the challenges and opportunities presented by each, and determine a recommended course forward. During that process, the group was greatly assisted by conceptual studies prepared by Arrowstreet Architects, which helped provide a program breakdown of our current space needs of departments located in the current annex offices and future potential needs for the offices.

Our existing lease at 120 Washington Street entered the first of seven potential 1-year extensions on March 1, 2016. My belief and that of the working group is that, for the City, leasing is preferable to owning. It avoids costs associated with permanent ownership, allows property to remain on the tax rolls, and enables the City to have flexibility in the future to leverage the positive economic impact of the Annex to target properties that may need an extra push for redevelopment.

Based on the working group's feedback, an RFP was published in 2014 and four proposals were received. The proposals were evaluated based on the comparative criteria listed in the RFP. These include distance from City Hall, incorporation of energy efficiency measures, impact on revitalization of downtown, capacity of meeting rooms, and availability of parking. The proposal from Nine Zero Washington, for approximately 21,000 square feet of new office space at 90 Washington Street, was ranked highest among the eligible proposals.

The full lease itself is being finalized and will be provided in the coming week. The following table illustrates the comparison between our budgeted FY2017 cost for the current space at 120 Washington Street and the proposed lease with Nine Zero Washington. The agreement with Nine Zero Washington provides options for a build out with and without IT drops, window treatments, alarms system, and signage. The City will continue to pay taxes and utilities separately, as we do in the current location.

FY Cost Comparison			
Peabody Block/120 Washington St		Nine Zero* 90 Washington St	
		Option 1	Option 2**
Rent	\$401,370	\$415,000	\$425,000
Tax	\$ 41,770	\$ 52,900	\$ 52,900
Total	\$443,140	\$467,900	\$477,900

* Fixed rent for first ten years of lease and estimated tax.

**Nine Zero proposed, at a cost of \$10,000 each year for the first ten years of the lease, a budget of up to \$123,100 for installation of the IT equipment, window treatments, alarm system, and signage.

Also enclosed are conceptual illustrations of the annex. The proposed annex will include three public conference rooms – a 968 square foot room and a 510 square foot room, with a removable divider that can open both up, and a smaller 212 square foot room. The meeting rooms will be conveniently located on the first floor and accessible from either Washington Street or the Sewall Street parking lot. They will be equipped with updated multimedia meeting presentation technology and furnishings. The upper two floors will house the departments, with flex space for unanticipated needs or staffing changes. The second floor will hold the Engineering, Planning, and Building & Public Properties departments, while the third floor will house the Health, Human Resources, Treasurer, and Mass in Motion offices. All floors have accessible restrooms, storage, and conference rooms and we have asked that secured bicycle storage space be included.

The developer intends to seek federal historic preservation tax credits to make their financing work and, as those credits must be applied for by August, I am asking for your consideration of this Order before that time. This is an exciting opportunity to once again leverage our municipal offices to bring about a positive transformation of an under-utilized, highly visible downtown building. I welcome the opportunity to discuss this proposal further and look forward to the opportunities presented by the proposed Order and lease.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



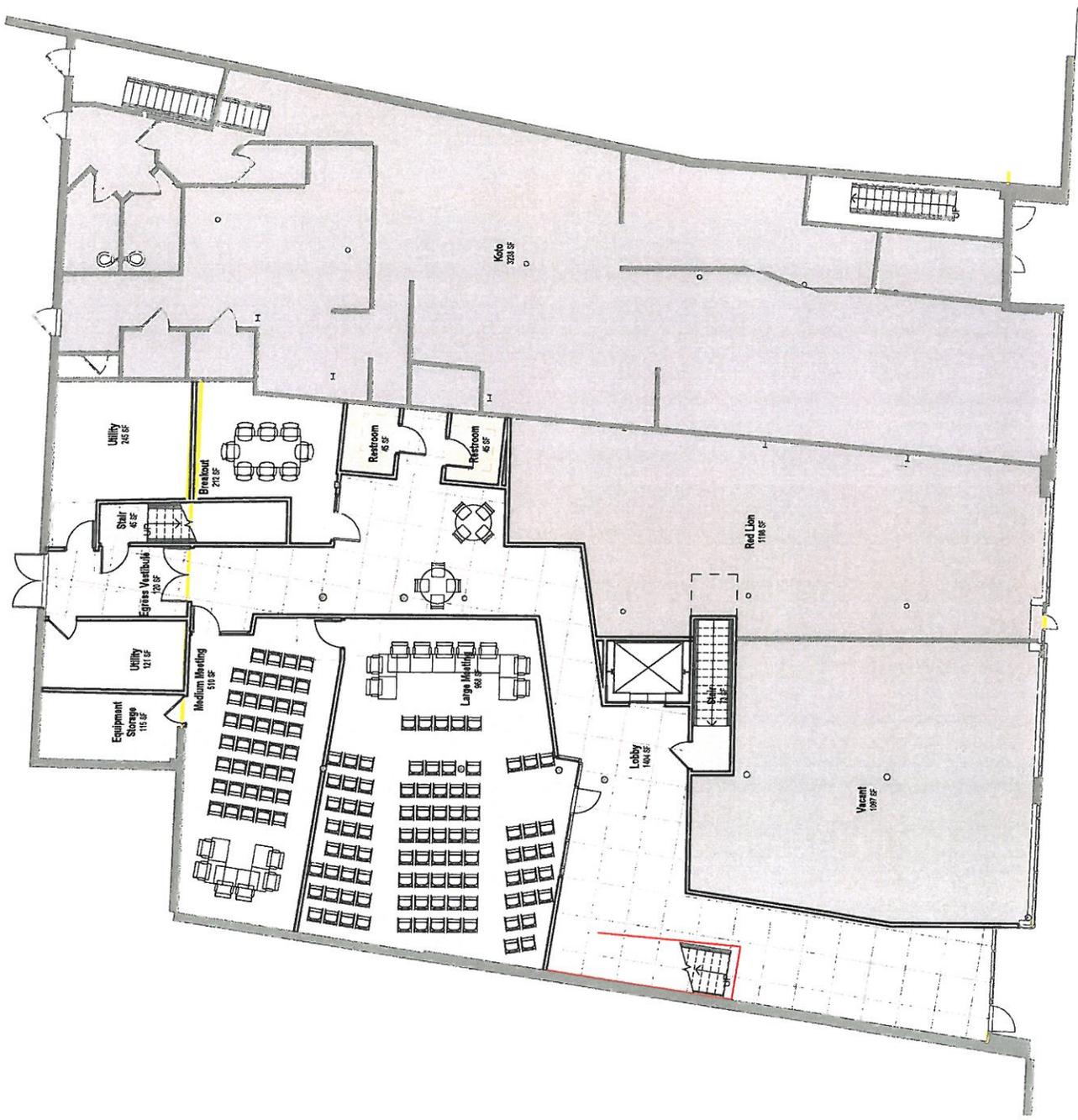
CITY OF SALEM

In City Council,

June 23, 2016

Ordered:

The Mayor is hereby authorized to execute a twenty (20) year lease with Nine Zero Washington, LLC for 21,786 square feet of office space to house the City Hall Annex offices commencing July 1, 2017 or thirty days after substantial completion of the leased space, whichever date is later.



90 WASHINGTON STREET

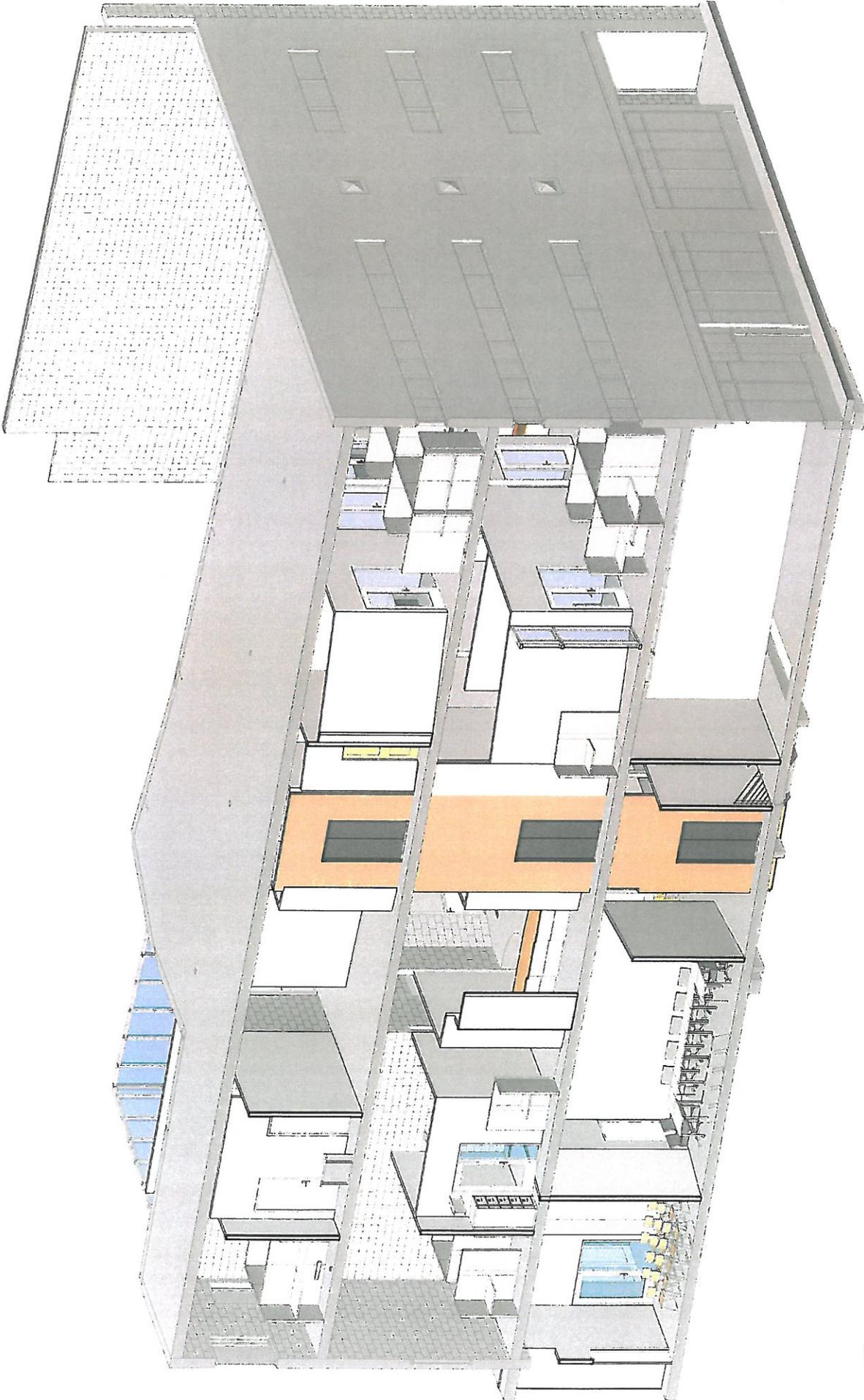
90 Washington Street
Salem, MA 01945

First Floor



90 WASHINGTON STREET





WINTER STREET ARCHITECTS

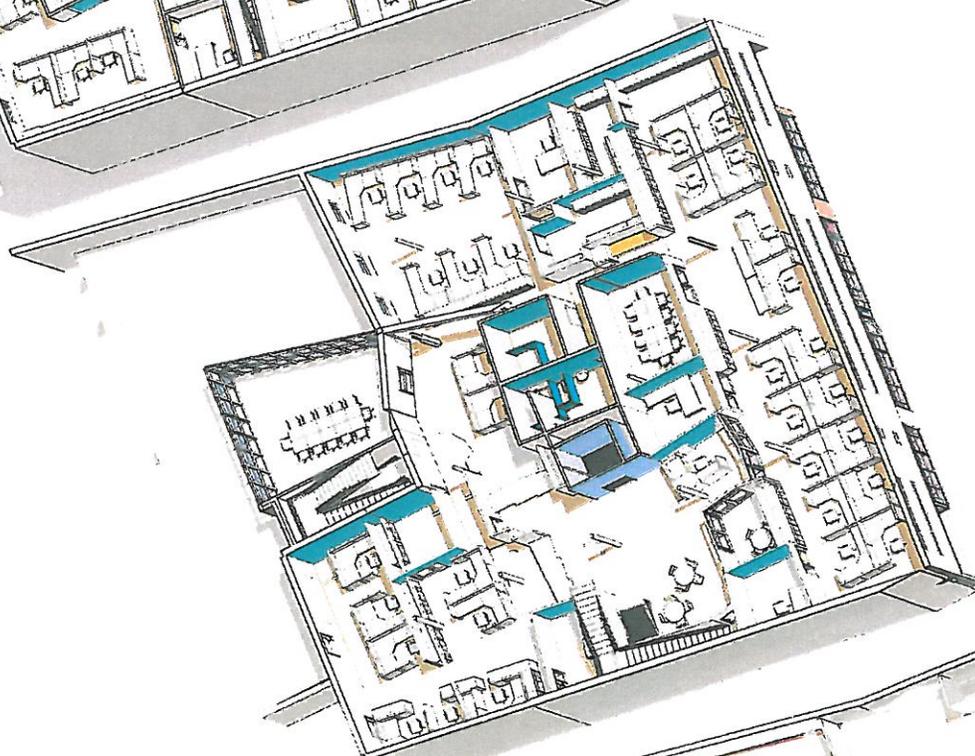
90 WASHINGTON STREET

90 Washington Street
Salem, MA 01945

Isometric Section

1 Isometric Section - Meche
sno.dwg

April 4, 2016





CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

June 23, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am writing to request that the Council schedule a Committee of the Whole meeting for the purpose of reviewing revised plans by F. W. Webb for the former Universal Steel parcel and to discuss a constructive path forward that makes the best use of the surplus site and helps to keep one of Salem's oldest existing businesses here and growing in our community.

Over the last several weeks, F.W. Webb has worked diligently to alter their proposed plans for the Universal Steel parcel and their own existing property, which abuts the site. Their changes are intended address the concerns raised by the abutting neighbors over the many hours of public hearings that were previously held on this project. Given the strong interest in this matter by residents and small business owners, I am hopeful we can schedule a Committee of the Whole meeting for Thursday, June 30, 2016, as that does not conflict with either the Council meeting schedule or other land use board meetings.

I look forward to meeting with you to discuss the proposed alternative plans in greater detail.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem