CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

March 28, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint David Desrosiers of 25 Foch Street, Cambridge, MA to serve as a Constable in the City of Salem for a term to expire November 20, 2021.

Very truly yours,

Kim Driscoll

Kimberley Driscoll
Mayor

Salem City Hall – 93 Washington Street – Salem, MA 01970-3592 Ph. 978-745-9595 Fax 978-744-9327

City of Salem, Massachusetts
Police Department Headquarters
95 Margin Street
Salem, Massachusetts 01970
(978) 744-2204

Mary E. Butler
Chief of Police

21 February 2019

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

Re: Constable Renewal Application – David Desrosiers

Dear Mayor Driscoll,

Mr. David Desrosiers, resident at 25 Foch Street, Cambridge, Massachusetts has submitted his application for renewal of his constable license for the City of Salem (see enclosure).

The required criminal indices checks on Mr. Desrosiers have been completed and no derogatory information which would preclude him from reappointment as a constable was surfaced. I interviewed him on January 7th, 2019, during which he reaffirmed his responsibilities to comply with the requirements of the Salem City Ordinance, Chapter 32, Section 19 (as amended on 15 May 2017).

Mr. Desrosiers has been a constable for approximately four years and has served as a constable with the City of Salem since 2015. He is employed by Desrosiers Associates, LLC, 501 Cambridge Street, Suite 204, Cambridge, Massachusetts. Most of his work is in the Salem, Beverly, Peabody area. Prior to becoming a full-time constable, he was the Chief Procurement Officer for the Cambridge Housing Authority.

Mr. Desrosiers does not maintain a license to carry (LTC) or firearms identification card (FID) and therefore does not carry a firearm in the performance of his duties. He is not a member of any professional constable association or organization. He believes that licensed constables should be required to undergo standardized training and would participate in same if City or State mandated training requirements were developed and implemented.

Based on the information supplied by Mr. Desrosiers on his application, the results of his criminal history checks and my January 7th, 2019 interview with him, Mr. Desrosiers meets the standards for reappointment and continued service as a constable with the City of Salem.

Mr. Desrosiers' application is hereby forwarded for your review, consideration and presentation to the City Council should you elect to reappoint him.

Should you require any additional information, please do not hesitate to contact me.

Sincerely,

Mary E. Butler
Chief of Police

Encl: Constable Renewal Application

cc: constable file

Pursuant to M.G.L. Chapter 41, §91B, this application must be accompanied by the signatures of five reputable citizens of the City or Town where the Applicant resides, one of whom shall be an attorney at law currently licensed to practice in the Commonwealth.

We, the undersigned, hereby attest to the good moral character and integrity of said applicant and that the applicant is possessed of sufficient qualifications and abilities to discharge the duties of the office of constable:

Re-Applicant

(Letters of reference for the below signed are enclosed with application for new applicants).

Name (Please Print)	Residential Address (No P.O. Box)	Phone	Signature
Josh Berman	27 Foch St. Cambridge MA	617 233 7252	
Matthew Hoey	26 Foch St	617953 8055	
KRIMANNE MAHONEY	26 FOCH ST	617 650 0255	
DARLENE DESROSIERS	25 FOCH ST	617 308-0043	Darlene Desrosiers
Kathleen A. Desmond	19 Rutland Dr. Dedham MA	617-461-5911	

Name of Atty (Please Print) (Include BBO #) 553191

You are also to obtain the signature of the Police Chief in City or Town in which you reside, only if you are not a Salem resident.

A SEARCH OF THE DEPARTMENT'S RECORDS WAS CONDUCTED AND NO RECORDS FOR DAVID DESROSIERS WERE FOUND

* Signature of Police Chief in City or Town you reside:

Printed Name and Title: Dr. Branville G. Bard, Commissioner Date: 10.25.2018

SALEM POLICE DEPARTMENT

95 Margin Street
Salem, MA 01970

Constable Application Process – Criminal Offender Record Information (CORI)

As a prospective Constable making application through the City of Salem,

I David Desrosiers, understand that a CORI check will be
Print Name

submitted for my personal information to the DCJIS and a background check of my moral character and integrity will be conducted in order to comply with the standards of the Salem City Ordinance C. 32, s. 19. I hereby acknowledge and provide permission to the *Salem Police Department* to submit a CORI check for my information to the DCJIS and to conduct a background check. This authorization is valid for six months for the processing of my application for Constable. I also understand that I may withdraw this authorization at any time by providing the *Salem Police Department* with written notice of my intent to withdraw consent to a CORI check and the background investigation.

FOR APPOINTMENT PURPOSES:

The *Salem Police Department* may conduct, on behalf of the City of Salem, a check of my CORI for the purposes of establishing that I am a qualifying candidate for appointment as a Constable. I understand that this information and any background investigation will be shared with the Mayor who is the appointing authority for all Constables making application through the City of Salem.

By signing below, I provide my consent to a CORI check and background investigation and affirm that the information provided in my application for Constable is true and accurate.

Signature of CORI subject	9-21-18 Date

ISSUED THROUGH

A. A. DORITY COMPANY

BOSTON

CONTINUATION CERTIFICATE

The **NGM Insurance Company** , hereinafter called the Company, hereby continues in force its **Constable Bond** Bond Number **562225**

in the sum of **Five Thousand dollars ($5,000.00)**

on behalf of

David Desrosiers

located at

25 Foch St.
Cambridge, MA 02140

in favor of **City of Salem. MA**

for the term beginning **November 20, 2018** and ending on **November 20, 2021**, subject to all covenants and conditions of said bond.

This Continuation is executed upon the express condition that the Company's liability shall not be cumulative and shall be limited at all times by the amount of the penalty stated in the bond.

In witness whereof, the Company has caused this instrument to be signed by its duly authorized Attorney-in-Fact and its Corporate Seal to be hereto affixed this day, December 18, 2018

NGM Insurance Company

By: _____

Katie E. Connor Attorney-in-Fact
A. A. Dority Company, Inc.
262 Washington Street, Suite 99
Boston, MA 02108
(617) 523-2935 Fax: 617-523-1707

CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 28, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Dr. Tayla Rose of 4 Nurse Way to the Scholarship and Education Committee for a three-year term to expire March 28, 2022.

Dr. Rose holds a Doctor of Pharmacy degree from the University of Connecticut and has been an Assistant Clinical Professor at Northeastern University's School of Pharmacy since 2014, where she also co-chairs the School's Admissions Committee. I believe her background will be very beneficial to the Scholarship and Education Committee and their work. When it comes to admissions and financial aid, Dr. Rose has first-hand experience from the perspective of institutions of higher education. Such a perspective will further the Committee's efforts to expand the scholarship fund's utilization and usefulness in supporting Salem students' post-secondary education.

I strongly recommend confirmation of Dr. Rose to the Scholarship and Education Committee. We are fortunate that she is willing to serve our community in this important role and lend her insights and expertise to the Committee and its work.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem

CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 28, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Benjamin Winthrop to the Salem Housing Authority for a five-year term to expire March 28, 2024. Mr. Winthrop will take the seat previously filled by Mr. Frank Milo, who has stepped down from the board.

This seat is required by statute to be held by a representative of organized labor and Mr. Winthrop's appointment comes with the recommendation by the National Labor Council, AFL-CIO. Mr. Winthrop is a business representative with the New England local of the Screen Actors Guild-American Federation of Television and Radio Artists (SAG-AFTA), a union representing 160,000 journalists, artists, and other media professionals across the world. Previous to that he was an organizer with the American Federation of Teachers and the United Food and Commercial Workers. From 2003 to 2006 he was a community organizer for the Florida Association of Community Organizations for Reform Now, where he was actively engaged in tenants' rights and organizing efforts, particularly in low-income communities of color.

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

Very truly yours,

Kimberley Driscoll

Kimberley Driscoll
Mayor
City of Salem

NORTH SHORE LABOR COUNCIL, AFL-CIO

"Union Cities: Where No Union And No Worker Stands Alone."

President
JEFFREY CROSBY, IUE-CWA
Secretary
JANINE LAFOND, IBEW
Futures Representative
PETE COMAN, NALC
ROSANNA GILL OPEIU
Trustees
BRANT DUNCAN, AFT-LTU
STEVE HERRICK, IUE-CWA
BETH KONTOS, AFT-STU

Vice-President
JULIE CURTIS, AFSCME
Treasurer
TOM O'SHEA, IUE-CWA
Sergeant at Arms
ROBERT LENNON, UFCW
At-Large
ROB JELLEY, IUPAT
GINA O'TOOLE, AFT-LTU

AFL CIO NORTH SHORE LABOR COUNCIL

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WENHAM

112 EXCHANGE STREET • LYNN, MASSACHUSETTS 01901 • 781-595-2538 • FAX 781-595-8770 • WEB www.nslaborcouncil.org

To Whom It May Concern, March 25, 2019

We would like to submit Ben Winthrop for your consideration as the North Shore Labor Council's appointment to the Salem Housing Authority. We believe a strong affordable housing initiative is vital to the well-being of working families in Salem and across the North Shore.

Thank you for your consideration. Please do not hesitate to call if there is anything more we can do. You can reach Katie at (304) 685-1384

Candidate for Appointment:
Benjamin Winthrop
3 Essex St #3
Salem, MA

In Solidarity,

Katie Cohen

Katie Cohen, Executive Director

Jeff Crosby

Jeff Crosby, President

CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

March 28, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Nineteen Thousand and Seventy-Two Dollars and Forty Cents ($19,072.40) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

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

Name	**Department**	**Amount**
Jane Kelly	School Department	$19,072.40
	TOTAL:	$19,072.40

I recommend passage of the accompanying Order.

Very truly yours,

Kimberley Driscoll

Kimberley Driscoll
Mayor

CITY OF SALEM

In City Council,

Ordered:

March 28, 2019

That the sum of Nineteen Thousand and Seventy-Two Dollars and Forty Cents ($19,072.40) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2019 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Jane Kelly	School Dept	19,072.40
		19,072.40

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

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

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: March 14, 2019
RE: Retirement Stabilization Fund

****

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

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

Jane Kelly

40 sick days @ $476.81 per day **$19,072.40**

Total: $19,072.40

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

Finance Director

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

From: Department____ **School**_____ **Date** 3/12/19

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

NAME: Jane Kelly

CALCULATION

VACATION DAYS	#	@ $	= $
SICK DAYS	# 40	@ $ 476.81	= $ 19,072.40 ✓
PRO-RATED STIPENDS	#	@ $	= $
OTHER	#	@ $	= $

Total Amount Due: $ 19,072.40

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- [ ] VACATION DAYS
- [x] SICK DAYS
- [ ] PER ACCRUAL REPORT
- [ ] OTHER

Org and Object: 83113 - 5146

Recommendation:

- [ ] Approved

H R Director/City or Superintendent/Schools

CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

March 28, 2019

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Five Thousand Three Hundred and Forty-Four dollars and Eighty-Eight cents ($5,344.88) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

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

Name	**Department**	**Amount**
Arlene Wilson	School Department	$5,433.88
	TOTAL:	$5,433.88

I recommend passage of the accompanying Order.

Very truly yours,

Kimberley Driscoll

Kimberley Driscoll
Mayor

Salem City Hall – 93 Washington Street – Salem, MA 01970-3592 Ph. 978-745-9595 Fax 978-744-9327

CITY OF SALEM

In City Council,

Ordered:

March 28, 2019

That the sum of Five Thousand Three Hundred and Forty-Four Dollars and Eighty-Eight Cents ($5,344.88) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2019 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Arlene Wilson	School Dept	5,344.88
		5,344.88

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

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

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: March 19, 2019
RE: Retirement Stabilization Fund

****

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

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

Arlene Wilson

46.25 vacation hours @13.82 per hour	**$639.17**
340.50 sick hours @ $13.82 per hour	**$4,705.71**
Total:	**$5,344.88**

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.

BDC

Finance Director

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

From: Department____School_____ **Date** 3/13/19

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

NAME: Arlene Wilson

CALCULATION

VACATION DAYS	# 46 1/4	@ $ 13.82	= $ 639.17	
SICK ~~DAYS~~ Hours	# 340 1/2	@ $ 13.82	= $ 4705.71	
PRO-RATED STIPENDS	#	@ $	= $	
OTHER	#	@ $	= $	

Total Amount Due: $ 5344.88

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- [x] VACATION DAYS
- [x] SICK DAYS
- [ ] PER ACCRUAL REPORT
- [ ] OTHER

Org and Object: 83113 - 5146

Recommendation:

- [x] Approved

HR Director/City or Superintendent/Schools

C:\Users\Kathy Osgood\Desktop\Kathy Osgood\Desktop\FORMS\HR-Vacation_Sick Buyback APPROVAL.doc
Rev. 9-12-08

CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

March 28, 2019

To the City Council
City Hall
Salem, Massachusetts

Gentleman of the Council:

Enclosed herewith is a request to transfer Eight Thousand Two Hundred and Fifty dollars ($8,250.00) within the "Capital Outlay Fund 2000."

This transfer is requested to be expended for the installation of (2) garage doors for the Electrical Department.

I recommend passage of the accompanying Order.

Very truly yours,
Kimberley Driscoll

Kimberley Driscoll
Mayor

CITY OF SALEM

In City Council,

March 28, 2019

Ordered:

That the sum of Eight Thousand Two Hundred and Fifty Dollars ($8,250.00) is hereby appropriated within the "Capital Outlay Fund 2000" to be expended for two (2) garage doors for the Electrical Department in accordance with the recommendation of Her Honor the Mayor.

KIMBERLEY DRISCOLL
MAYOR

JOHN J. GIARDI
CITY ELECTRICIAN

CITY OF SALEM, MASSACHUSETTS

ELECTRICAL DEPARTMENT
44 LAFAYETTE STREET
TEL (978) 745-6300
FAX (978) 745-4638
JGIARDI@SALEM. COM

November 30, 2018

Mayor Kimberly Driscoll
93 Washington Street
Salem, Mass. 01970

Dear Mayor Driscoll,

I am requesting an appropriation from CIP account in the amount of $8,250.00 for the installation of two Garage doors and hardware for the Electrical department. The reason for this request is that the contractor, Salem Overhead Door Company, did not submit the prevailing wage forms to the purchasing agent in time. I asked the contractor several times for them and finally he brought them over to the Electrical Department after months of asking for them. Heather Lyons has since brought them over to purchasing.

The original appropriation for this work was in the FY 2018 budget however we weren't able to pay the invoices until now due to the prevailing wage forms not being submitted. Therefore, we are requesting the additional money to pay for the doors in FY 2019.

Sincerely,

John J. Giardi

John J. Giardi
City Electrician

CITY OF SALEM
Capital Outlay Expenditure Request Form – FY 2019

From Department: Electrical **Date:** 11/30/18

Amount: $8,250.00

Description:
Payment for Salem Overhead Door invoice from FY18. Have been waiting on prevailing wages

For Finance Department Use Only:

☐ City Council Approval

CIP Balance: _____

Recommendation:
☐ Approved ☐ Denied

Finance Director

Processed: **Date:** _____ **By:** _____

CO # _____ **JE#** _____ **Trans #** _____

Org: _____ **Obj:** _____

CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 28, 2019

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed resolutions express support for the Superintendent of the Salem Public Schools to submit formal Statements of Interest (SOI) to the Massachusetts School Building Authority (MSBA).

The SOIs outline and formalize the City's intention to seek MSBA funding for two projects: Phase 2 of the Salem High School work and a variety of necessary work at the Bates Elementary School, including façade repairs, HVAC and boiler systems, energy management equipment, roof repairs, and other related work. Each project requires a separate SOI and, therefore, separate Council resolutions are necessary. As you know, the SOI is a routine measure that the MSBA requires from both the School Committee and the City Council in order for the district to be eligible to apply for funding.

While a SOI is a prerequisite condition for applying for funding, it in no way guarantees that our applications to MSBA will be approved or that funding will be provided. Neither does it commit the district or the City to budgeting or expending any funds for this project at this time. In the interest of keeping our school buildings and renovation program moving forward in a positive direction, I strongly encourage support for this resolution, which is a requirement for the MSBA to consider our SOI. The MSBA requires the SOI be submitted before the close of business on April 11; therefore, I am requesting the City Council vote on these resolutions at your meeting of March 28.

Sincerely,

Kimberley Driscoll

Kimberley Driscoll
Mayor
City of Salem

CITY OF SALEM, MASSACHUSETTS

In City Council, March 28, 2019

Resolved

A RESOLUTION APPROVING A STATEMENT OF INTEREST TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY FOR THE BATES ELEMENTARY SCHOOL IN SALEM

BE IT RESOLVED:

Having convened in an open meeting on March 28, 2019, prior to the SOI submission closing date, the City Council of Salem, Massachusetts, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated April 12, 2019 for the Bates Elementary School located at 53 Liberty Hill Avenue, Salem, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future:

- Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.

- Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.

And, hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City to filing an application for funding with the Massachusetts School Building Authority.

CITY OF SALEM, MASSACHUSETTS

In City Council, March 28, 2019

Resolved

A RESOLUTION APPROVING A STATEMENT OF INTEREST TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY FOR SALEM HIGH SCHOOL

BE IT RESOLVED:

Having convened in an open meeting on March 28, 2019, prior to the SOI submission closing date, the City Council of Salem, Massachusetts, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated April 12, 2019 for the Salem High School located at 77 Willson Street, Salem, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future:

- Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.

- Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.

- Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.

And, hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City to filing an application for funding with the Massachusetts School Building Authority.