



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 23, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Chief Lucas Miller and I would like the opportunity to briefly address the Council at your meeting on September 23rd in order to provide an update about plans for our October season and Haunted Happenings.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over a light blue horizontal line.

Kimberley Driscoll
Mayor
City of Salem



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Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Carole Hamilton of 4 Willow Avenue to the Planning Board for a term of five years to expire September 23, 2026.

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

Very truly yours,

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

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Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$54,755.17 from the short-term capital account (20002202-5846DE) to carry out a number of changes to the City's office spaces at both 93 and 98 Washington Street.

These changes are necessitated for several reasons including the approval of the creation of the new Department of Sustainability, Energy, and Resiliency, a desire to relocate the Purchasing office to the elevator-accessible second floor of City Hall for ADA reasons, and, lastly, our ongoing work to de-densify and configure City offices to ensure distancing and try to prevent the transmission of COVID-19 in our workplace.

We believe this last purpose makes a portion of this appropriation eligible for reimbursement from CARES funding and will be making that case to the appropriate state officials. In the interim, however, we are seeking the full amount from our short-term capital account, so this work can take place in a timely manner. I recommend adoption of the enclosed Order.

Sincerely,

A handwritten signature in dark ink, appearing to read "Kim Driscoll", is written over a light blue horizontal line.

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

September 23, 2021

That the sum of Fifty-Four Thousand Seven Hundred Fifty-Five Dollars and Seventeen Cents (\$54,755.17) is hereby appropriated within the "Capital Outlay" account (20002202-5846DE) to be expended by the Building Department for various office reconfiguration expenses in accordance with the recommendation of Her Honor the Mayor.



KIMBERLEY DRISCOLL
MAYOR

CITY OF SALEM, MASSACHUSETTS

PUBLIC PROPERTIES DEPARTMENT
98 WASHINGTON STREET, 2ND FLOOR
TEL: 978-745-9595
FAX: 978-740-9846

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

September 14, 2021

Mayor Kimberley Driscoll
City of Salem
93 Washington Street – 2nd Floor
Salem, Massachusetts 01970

Honorable Mayor Driscoll,

I am pleased to submit the attached funding request for Furniture, Fixtures & Equipment (FF&E), to be ordered and installed at 93 and 98 Washington Street Bridge Street, City Hall Proper and the Annex Building. Additionally, a portion of this funding would be allocated for minor moving expenses related to FF&E installation. The items and costs requested in this portion of the letter relates directly to the FF&E. With the recent new hires over the past few months by City in these two buildings, the FF&E is need facilitate these employees as well as assist the departments in their daily flow of operations. Finance, Purchasing, Solicitor's Office, Treasurers, Inspectional Services, and Traffic and Parking will all benefit greatly in serving the Public from this requested approval. Of note, these expenditures will allow for enhanced accessibility to the Purchasing Office by the public.

Also, a request for funding to hire a design professional (Winter Street Architects of Salem, MA.) is being asked for under this same cover. The purpose of this request to encompass a design review of the square footage at 98 Washington Street. Allowing the City to determine how the building square footage can be better utilized, based on the noted increase of employees with emphasis on the new Sustainability Department.

This group of requests is taking into consideration also the betterment of the buildings during this time of COVID. Protecting the public and city employees within their work environments throughout their time in the buildings by distancing and space allocation. The reconfiguration of these offices will allow for better COVID-19 mitigation by separating employee desks that are currently adjoined and provide for more enclosed workstations. This is important for continuity of operations and employee safety.

The amount requested is for \$54,755.17. Since we believe these changes will also aid in mitigating the spread of COVID-19, we will attempt to obtain reimbursement from the state. Because that is not guaranteed and due to the timeline for this project, this request is for a short-term capital appropriation.

Respectfully,

Michael Lutrzykowski
Director of Facilities & Chief Construction Project Manager

Cc: Thomas St. Pierre, Dominick Pangallo, Anna Freedman

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

From Department: PUBLIC PROPERTIES Date: 9/15/21

Department Head Name: Thomas St. Pierre

Authorization Signature: Thomas St. Pierre

FF&E For 93 & 98 WASHINGTON STREET
EMPLOYEE EXPANSION & COVID PROTECTION

Amount:

\$ 54,755.17

Description:

INCLUDING MOVING
EXPENSES FOR
PRODUCT EXISTING
IN OFFICES

SEE
ATTACHED
LETTER

ARCHITECTURAL FEES FOR ENHANCED
SQUARE FOOTAGE OF 98 WASHINGTON ST

For Finance Department Use Only:



City Council Approval Needed (Y/N)

CIP Balance: \$ 3,138,097.77

Recommendation:



Approved



Denied

[Signature]
Finance Director

Processed: Date: _____ By: _____

CO # _____ JE# _____ Trans # _____

Org: _____ Obj: _____



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Kimberley Driscoll
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Office of the Mayor

September 23, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

For the last few weeks City staff have participated in briefings and meetings with other cities across the nation and with White House intergovernmental affairs and refugee program staff to learn more about how we can support the displaced Afghans who are being relocated throughout America now that it is no longer safe for them to remain in their home country.

This historic resettlement effort is being coordinated at the federal level, however as a welcoming and inclusive community Salem stands ready to assist in whatever manner we can. We will continue our dialogue with federal agencies and those nonprofit agencies helping these families as they join our larger American family. While we have not been notified of any of the families in this program being resettled here in Salem at this point, we are proud to join with the U.S. State Department's Refugee Admissions Program, the Massachusetts Office for Refugees and Immigrants, and the non-profit Welcome.US initiative, as well as regional partners such as the International Institute of New England in standing ready to welcome and support any Afghan refugees resettled in our community.

We have been advised by the U.S. Conference of Mayors and Welcome.US that adoption of a resolution, such as the enclosed, will send a reassuring and public signal of welcome to both these families and to those agencies working to help resettle them. I recommend adoption of the enclosed resolution.

Sincerely,

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Kimberley Driscoll
Mayor
City of Salem



Resolution

Supporting the Resettlement of Afghan Refugees in the United States

WHEREAS: Global conflicts and war have fueled the largest refugee crisis since World War II and, according to the United Nations Refugee Agency, more than 65.6 million people have been displaced worldwide, with 22.5 million living as refugees; and

WHEREAS: Afghan refugees are fleeing war, armed conflict, violence, religious persecution, and human rights abuses from the Taliban and other terrorist organizations in their country; and,

WHEREAS: Afghan refugees are being persecuted by Taliban forces and other terrorist groups for aiding the United States, our allies, and other relief and assistance organizations for their work serving as interpreters, information sources, and cultural intermediaries during the war; and,

WHEREAS: The lives and safety of American service men and women, as well as American diplomats, relief workers, and others who served in Afghanistan were protected thanks to the efforts, dedication, and sacrifices of these newly displaced Afghans; and,

WHEREAS: These refugees include men, women, and children – whole families who cannot return home due to the danger to their lives and are being properly screened and reviewed by relevant federal government agencies prior to coming the United States; and

WHEREAS: Salem supports and embraces America's historic tradition of welcoming refugees as a central part of our values as a nation and our unwavering respect for human rights; and

WHEREAS: Salem is a sanctuary for peace, welcoming all neighbors and those who wish to be our neighbors without discrimination because of their race, ethnicity, place of origin, religion, or language.

NOW THEREFORE BE IT RESOLVED: That the Mayor and City Council affirms the City of Salem's support for the resettlement of Afghan refugees through the U.S. State Department's U.S. Refugees Admissions Program and pledge to continue to work with state and federal partners and local stakeholders to identify ways the City can help welcome these refugees to America and support their integration into our communities.