

**CITY OF SALEM**  
**COMMON COUNCIL REGULAR MEETING MINUTES**  
**JANUARY 17, 2023**  
**6:30 PM**

**OPENING 6:30 PM** – Council President Gage

**PLEDGE OF ALLEGIANCE** – Council President Gage

**INVOCATION** - Councilwoman Cline

**STATEMENT OF ADVERTISEMENT** – Read by the Clerk

Notice of this meeting has been provided to the South Jersey Times and the Elmer Times and is posted on the City Hall Bulletin Board stating the time and the place of the meeting.

**ROLL CALL:**

Present: Cline, Davis, Gregory, Slaughter, Smith, Gage , Groce

Absent: Kellum

**APPROVAL OF BILLS:**

Motion: Cline            Second Smith     All present voted in favor in a voice vote.

**PUBLIC PORTION FOR AGENDA ITEMS ONLY:**

Motion to go to open public portion on agenda items only:

Motion: Cline            Second Smith     All present voted in favor in a voice vote.

The public is instructed that this portion of the meeting is provided for comments and questions on Agenda items only. There will be a public portion later in the meeting for general comments and questions. Please state your name and address, street name only for the record.

Bill Corbin, Davis Ave. – asked about the Small Cities Grant and if money was available. Mr. Bailey explained the process. He asked about the Demos on Linden Street.

Motion to close public portion on agenda items:

Motion: Cline            Second Smith     All present voted in favor in a voice vote.

**COMMUNICATIONS/APPLICATIONS/REPORTS:**

**INTRODUCTION OF RESOLUTIONS FOR CONSIDERATION:**

RES. 2023-63            AUTHORIZING THE ACCEPTANCE OF A GRANT AWARD FROM THE NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, BODY ARMOUR GRANT

Motion: Cline            Second Smith     All present voted in favor in a voice vote.

RES. 2023-64            A RESOLUTION TO AUTHORIZE SALE OF CERTAIN PERSONAL PROPERTY

Motion: Cline            Second Smith     All present voted in favor in a voice vote.

- RES. 2023-65            A RESOLUTION OPPOSING THE PROPOSED INCREASES TO THE  
EMPLOYEES STATE HEALTH BENEFITS PROGRAM  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023-66            A RESOLUTION AUTHORIZING THE CITY OF SALEM TO ENTER  
INTO A COOPERATIVE PRICING AGREEMENT  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023-67            A RESOLUTION TO AUTHORIZE PAYMENT TO SALEM OAKS LITTLE  
LEAGUE FOOTBALL ORGANIZATION FOR THE POLE BARN LOCATED ON  
THE RAYFIELD TULL FIELD  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023-68            A RESOLUTION AUTHORIZING CITY OF SALEM TO ISSUE A  
REQUEST FOR PROPSAL FOR PROFESSIONAL SERVICE TO PROVIDE  
BUSSINESS TRAINING AND CERTIFICATION FOR THE RURAL  
ECONOMIC DEVELOPMENT GRANT  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023-69            A RESOLUTION GRANTING AUTHORIZATION FOR THE CITY OF SALEM  
COMMERCE DEPARTMENT TO ADVERTISE NOTICE OF INTENT TO  
REQUEST FOR THE RELEASE OF FUNDS FOR THE SMALL CITIES GRANT  
FUNDING  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023-70            A RESOLUTION NAMING CHARLES MATTEW BAILEY WITH THE CITY OF  
SALEM COMMERCE DEPARTMENT AS THE FAIR HOUSING RIGHTS  
OFFICER  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023 -71            RESOLUTION AUTHORIZING THE TAX COLLECTOR AND  
CHIEF FINANCIAL OFFICER TO CANCEL DELINQUENT AMOUNTS  
LESS THAN \$10.00  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023 -72            RESOLUTION AUTHORIZING BUDGET TRANSFERS  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023-73            A RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN IN  
CONNECTION WITH THE AUDIT REPORT FOR YEAR 2021  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023-74            A RESOLUTION APPOINTING MEMBERS FOR THE LOCAL  
BOARD OF HEALTH  
Motion: Cline            Second Smith     All present voted in favor in a voice vote.
- RES. 2023-75            A RESOLUTION DECLARING THE EXISTANCE OF AN EMERGENCY AND  
AUTHORIZING THE DEMOLITION OF THE STRUCTURE AT 252 EAST  
BROADWAY IN THE CITY OF SALEM

Motion: Cline      Second Smith      All present voted in favor in a voice vote.

RES. 2023-76      A RESOLUTION AUTHORIZING THE CITY OF SALEM COMMERCE DEPARTMENT TO PREPARE AND SUBMIT APPLICATION FOR THE HOUSING FOR EVERYONE GRANT FROM TD BANK CHARITABLE FOUNDATION

Motion: Cline      Second Smith      All present voted in favor in a voice vote.

RES. 2023-77      A RESOLUTION TO ACCEPT THE CITY ENGINEER'S REVISED COST PROPOSAL FOR PROFESSIONAL SERVICES FOR THE DEMOLITION OF VARIOUS STRUCTURES AND AUTHORIZE THE CITY ENGINEER TO BEGIN AND COMPLETE THE DEMOLITION PROCESS

Motion: Cline      Second Smith      All present voted in favor in a voice vote.

RES. 2023-78      RESOLUTION AUTHORIZING THE GRANT APPLICATION FOR THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR PARK EQUIPMENT

Motion: Cline      Second Smith      All present voted in favor in a voice vote.

RES. 2023-79      A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, NJSA 10:4-12 These items are for  
(8) *Matters relating to the employment relationship:*  
(7) *Matters relating to litigation, negotiations and attorney-client privilege*

Motion: Cline      Second Smith      All present voted in favor in a voice vote.

RES. 2023-80      A RESOLUTION APPOINTING A MUNICIPAL PROJECTS MANAGER

Motion: Cline      Second Smith      All present voted in favor in a voice vote.

RES. 2023-81      A RESOLUTION AUTHORIZING SUBMITTING A GRANT FOR A PHASE ONE EXTERIOR RESTORATION CONSTRUCTION DOCUMENTS FOR THE SARAH NICHOLSON ALLEN HOUSE

Motion: Cline      Second Smith      All present voted in favor in a voice vote.

#### **COMMITTEE REPORTS:**

**ADMINISTRATION** (Gage, Gregory, Groce, Kellum) – Committee spoke about the March 9<sup>th</sup> Town Hall and Mr. Gage explained the process.

**PUBLIC SAFETY** (Davis, Slaughter, Groce, Gage) – The discussion concerning Carpenter Street into one way street. The process of removing abandoned cars would be started. The Mayor thanked the Chief for his report. There were 57 guns taken off the street and seven more in 2023 so far.

**PUBLIC WORKS** (Groce, Gregory, Gage, Smith) – The Northwest report on the Water/Wastewater Utility was spoken about. They spoke about the process of starting the WIPA procedure. Mr. Angeli explained the PFNA letter that was mailed out.

**ORDINANCE/BUILDINGS AND GROUNDS** (Cline, Slaughter, Smith, Kellum) – Members spoke about the Admin Ordinance.

**NEIGHBORHOOD INITIATIVES/PARKS AND RECS** (Slaughter, Kellum, Cline, Davis) – Mr. Angeli updated the state of the pool and the bleacher projects. Mr. Davis spoke about the basketball court on Hubbell Street

**ECONOMIC AND COMMUNITY DEVELOPMENT** (Smith, Davis, Gregory, Cline) – Mr. Bailey spoke about the upcoming Town Hall and the Joint Developer Symposium.

**QIZ AND HOUSING COMMITTEE REPORT** (Cline, Gregory, Groce, Gage) – New Jersey Community Capital created the housing plan and it divides the City into 5 sections. It was expressed that it was very important for everyone to read it completely.

**MAYORAL COMMENTS:** the Mayor announced that the City received a \$500,000.00 HUD Choice Grant and explained about how it would deal with Westside Court homes. Ms. Cline spoke about clean-up projects.

**OLD BUSINESS:**

Council members and Department leaders are invited to comment on previously discussed business. This may include updates on Committee matters.

It was stated that the Cannabis Committee would be meeting soon.

**NEW BUSINESS:**

Council members and Department leaders are invited to bring to the floor any new business to be discussed or reported on. This may include new Committee matters.

Mr. Gage said that he attended the court consolidation meeting and there was nothing to report at this time.

**PUBLIC PORTION:**

Motion to open the public portion of the meeting.

Motion: Cline            Second Smith      All present voted in favor in a voice vote.

The public is instructed that this portion of the meeting is provided for comments and questions on any matter. Please state your name and address, street name only for the record.

Sam Harmon from Pilesgrove asked what well had PFNA problem. Mr. Groce explained the PFNA situation.

Motion to close the public portion of the meeting.

Motion: Cline            Second Smith      All present voted in favor in a voice vote.

**EXECUTIVE SESSION:**

Motion to go into Executive Session

Motion: Cline            Second Smith      All present voted in favor in a voice vote.

Motion to close Executive Session

Motion: Cline            Second Smith      All present voted in favor in a voice vote.

**ADJOURNMENT:**

Motion to adjourn the meeting.

Motion: Cline            Second Smith      All present voted in favor in a voice vote.

Minutes respectfully submitted by:

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-63**

**AUTHORIZING THE ACCEPTANCE OF A GRANT AWARD FROM THE NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, BODY ARMOUR GRANT**

WHEREAS, the NJ DEPT LAW AND PUBLIC SAFETY provides grants to municipal police departments for body armor; and

WHEREAS, on December 16, 2022, the City of Salem ("City") was received \$1,681.78 from the New Jersey Law and Public Safety Department; and

WHEREAS, the City desires to accept the grant funds from NJ Law and Public Safety to assist the City's Police Department; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALEM CITY accepts the grant award of \$1,681.78 from NJ Law and Public Safety.

ATTEST:

  
Ben Angeli, RMC

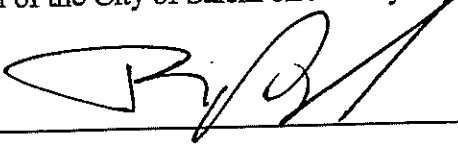
CITY OF SALEM

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
Date

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2022-64**

**A RESOLUTION TO AUTHORIZE SALE OF CERTAIN PERSONAL PROPERTY**

**WHEREAS**, through the In Rem foreclosure process, the City acquired certain real property located at 352 S. Broadway; and

**WHEREAS**, signs advertising a former business were abandoned on the property and are not needed for a public purpose; and

**WHEREAS**, N.J.S.A. 40A:11-36 provides that personal property not needed for public use may be sold at private sale without advertising for bids if the estimated fair value of the property to be sold does not exceed the applicable bid threshold; and

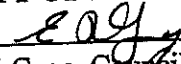
**WHEREAS**, the signage has nominal resale value.

**NOW, THEREFORE BE IT RESOLVED** by the Common Council of the City of Salem, that two signs found at 352 S. Broadway with advertisement for former business, Keen's garage and Keen's custard shall be sold to Jordan Keen for \$1.00 and the QPA/ CFO is authorized to handle the transaction.

ATTEST:

  
Ben Angeli, RMC

CITY OF SALEM

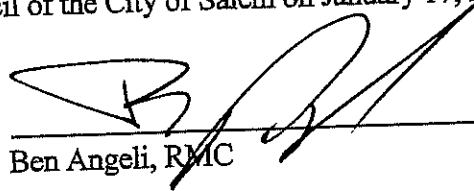
  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

Date

1-17-23

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-65**

**A RESOLUTION OPPOSING THE PROPOSED INCREASES TO THE EMPLOYEES  
STATE HEALTH BENEFITS PROGRAM**

**WHEREAS**, the New Year has come and the 379 municipalities participating in the State Health Benefits System, along with their employees, and ultimately their taxpayers, will have to fund a 22% increase in health benefits costs; and

**WHEREAS**, it is imperative that the Governor and Legislators understand the negative impacts this increase will have on the Municipal budget, our employees, and the taxpayers, and

**WHEREAS**, this unsustainable 22% increase in 2023 for the State Health Benefits Plan (SHBP) will lead to higher taxes and possibly discontinuing vital services; and

**WHEREAS**, such proposed exorbitant rate increases will fall upon the local property taxpayer, as well as Municipal employees, at a time where there is record inflation.

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the City of Salem opposes this 22% rate increase in the SHBP; and

**BE IT FURTHER RESOLVED**, that the Common Council of the City of Salem in the County of Salem calls upon the Governor and State legislators to reconsider the rate increase and strike a rate increase that is appropriate in the current economic conditions; and

**BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to Governor Murphy, State Treasurer Muoio, Senate President Scutari, Assembly Speaker Coughlin, Senator Durr, Assemblywoman Sawyer and Assemblywoman Patrick.

ATTEST:

  
Ben Angeli, RMC

CITY OF SALEM

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem January 17, 2023

Date

1-17-23

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-66**

**A RESOLUTION AUTHORIZING THE CITY OF SALEM TO ENTER INTO A  
COOPERATIVE PRICING AGREEMENT**

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Cranford Police Cooperative Pricing System (ID # 47-CPCPS), hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

**WHEREAS**, on **January 17, 2023** the governing body of the **CITY OF SALEM**, County of **SALEM**, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;


**NOW, THEREFORE BE IT RESOLVED** as follows:

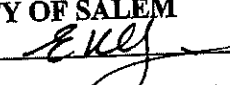
**TITLE:** This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the **CITY OF SALEM**.

**AUTHORITY:** Pursuant to the provisions of *N. J.S.A. 40A:11-11(5)*, the **MAYOR JODY VELER** is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNIT:** The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE:** This resolution shall take effect immediately upon passage.

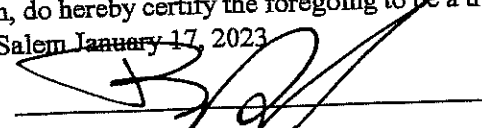
**ATTEST:**   
Ben Angeli, RMC

**CITY OF SALEM**  
  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
R. Davis						
T. Gregory						
V. Groce						
S. Kellum						
G. Slaughter						
C. Smith						
E. Gage						

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem January 17, 2023

1-17-23  
Date

  
Ben Angeli, RMC



**CITY OF SALEM  
RESOLUTION 2023-67**

**A RESOLUTION TO AUTHORIZE PAYMENT TO SALEM OAKS LITTLE LEAGUE FOOTBALL ORGANIZATION FOR THE POLE BARN LOCATED ON THE RAYFIELD TULL FIELD**

**WHEREAS**, the City is the owner of property located on Walnut St., designated as Block 114, Lot 5, and commonly referred to as the Rayfield Tull field; and

**WHEREAS**, the City maintains the field for the use and enjoyment of the public, particularly as a recreational space for youth sports; and

**WHEREAS**, the Salem Oaks Little League Football (SOLLF) has advised the Council that it purchased and maintains the pole barn that is located on the aforesaid property and has questioned the City's process and procedure for use of the pole barn by other persons and organizations; and

**WHEREAS**, there is no resolution on the City's records that the property was leased to SOLLF or that a maintenance or operational agreement was executed with SOLLF giving that organization control over the field and improvements ; and

**WHEREAS**, there is nothing on the City's records memorializing the donation of the pole barn; and

**WHEREAS**, there is nothing on the City's records demonstrating that the pole barn was purchased with City funds; and

**WHEREAS**, it is necessary for public purposes for which the field is used to settle any disputes regarding the ownership and control of the pole barn; and

**WHEREAS**, in order to settle the disputes, the City Council has determined that keeping the pole barn at the field would be beneficial to the public purposes for which the property is used; and

**WHEREAS**, the CFO has certified that funds are available for payment as set forth herein and the State fiscal monitor has approved the payment.

**NOW, THEREFORE BE IT RESOLVED** by the Common Council of the City of Salem, that the City shall pay to SOLLF the sum of \$ 6,500.00 for the pole barn located on the Rayfield Tull field provided that: 1) SOLLF provides proof that the organization is still in existence and 2) SOLLF executes of a waiver and release by a duly authorized officer of the organization waiving any and all claims it has in and to said pole barn.

ATTEST:

  
Ben Angeli, RMC

CITY OF SALEM

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

Date

1-17-23

  
Ben Angeli, RMC

# Salem Oaks Little League Football

EIN: 22-3767898 | Salem, New Jersey, United States

## Other Names

salemoakslittleleaguefootball

## Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice.  
Most small organizations that receive less than \$50,000 fall into this category.

### ^ Tax Year 2021 Form 990-N (e-Postcard)

**Tax Period:**

2021 (01/01/2021-12/31/2021)

**EIN:**

22-3767898

**Organization Name (Doing Business as):**

SALEM OAKS LITTLE LEAGUE FOOTBALL

**Mailing Address:**

216 N Union St  
Salem, NJ 08079  
United States

**Principal Officer's Name and Address:**

eric mitchell  
216 N Union St  
Salem, NJ 08079  
United States

**Gross receipts not greater than:**

\$50,000

**Organization has terminated:**

No

**Website URL:**

**CITY OF SALEM  
RESOLUTION 2023-68**

**A RESOLUTION AUTHORIZING CITY OF SALEM TO ISSUE A REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICE TO PROVIDE BUSINESS TRAINING AND CERTIFICATION FOR THE RURAL ECONOMIC DEVELOPMENT GRANT**

**WHEREAS**, the United States Department of Agriculture (USDA) has announced the Rural Economic Development Grant; and

**WHEREAS**, guidelines were published and the application was submitted in March of 2022.

**WHEREAS**, the Rural Economic Development grant program was awarded and will provide a maximum of \$30,000.00 over a twelve (12) month period for the purpose of small business technical assistance; and

**WHEREAS**, the purpose of the grant would be to provide for the funding for the services that will be provided to local entrepreneurs to receive formal small business training and certification, and

**WHEREAS**, the City of Salem desires to accept proposals to administer small business training and certification in compliance with the Rural Development Grant award not to exceed \$30,000.00 for small business technical assistance with award assigned case number 35-017-123936991; and

**WHEREAS**, the city of Salem will cover \$0.00 of the small business technical services provided; and

**WHEREAS**, the City of Salem has identified a need for a small business technical assistance program through business training and certification; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Salem, in the County of Salem, New Jersey hereby authorizes the City of Salem to execute advertise a request for proposal for business training and certification services.

**ATTEST:**

  
Ben Angeli, RMC

**CITY OF SALEM**

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

Date

1-17-23

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-69**

**A RESOLUTION GRANTING AUTHORIZATION FOR THE CITY OF SALEM COMMERCE DEPARTMENT TO ADVERTISE NOTICE OF INTENT TO REQUEST FOR THE RELEASE OF FUNDS FOR THE SMALL CITIES GRANT FUNDING**

**WHEREAS**, City of Salem has entered into a grant agreement # 2021-02292-0299-00 with the New Jersey Department of Community Affairs (hereafter NJDCA) for (Describe activity) within (Target Area, neighborhood, location etc.); and

**WHEREAS**, City of Salem has conducted an Environmental Review Record (ERR); and

**WHEREAS**, City of Salem must advertise Notice of Intent to Request Release of Funds for the Small Cities Community Development Block Grant (CDBG) funding; and

**WHEREAS**, City of Salem must authorize a period of 15 days for public comment and review of ERR and to initiate intergovernmental review; and

**WHEREAS**, that City of Salem will publish in the local newspaper of record and post at the municipal hall (or county administration building) a public notice announcing advertising for the Intent for the Release of Funds; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Salem, in the County of Salem, New Jersey hereby authorizes the City Commerce Department to prepare and submit the advertising for the Notice of Intent to Request for the Release of Funds

**ATTEST:**

  
Ben Angeli, RMC

**CITY OF SALEM**

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

Date

1-17-23

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-70**

**A RESOLUTION NAMING CHARLES MATTEW BAILEY WITH THE CITY OF SALEM  
COMMERCE DEPARTMENT AS THE FAIR HOUSING RIGHTS OFFICER**

**WHEREAS**, City of Salem has entered into a grant agreement # 2021-02292-0299-00 with the New Jersey Department of Community Affairs (hereafter NJDCA) for (Describe activity) within (Target Area, neighborhood, location etc.); and

**WHEREAS**, City of Salem must make efforts to affirmatively further fair housing; and

**WHEREAS**, City of Salem has reviewed various actions that would be acceptable to the NJDCA and the U.S. Department of Housing and Urban Development (hereafter USHUD) and

**WHEREAS**, City of Salem has made assurances that:

- (1) It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
- (2) It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
- (3) It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
- (4) It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

**NOW, THEREFORE, BE IT RESOLVED** that, Charles Matthew Bailey, Executive Director shall be designated as the Fair Housing Officer for City of Salem; and

**BE IT FURTHER RESOLVED** that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of his/her appointment as Fair Housing Officer and request Fair Housing Information; and


**BE IT FURTHER RESOLVED** that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from City of Salem; and

**BE IT FURTHER RESOLVED** that City of Salem will publish in the local newspaper of record and post at the municipal hall (or county administration building) a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

ATTEST:

  
Ben Angeli, RMC

CITY OF SALEM

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
Date

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-71**

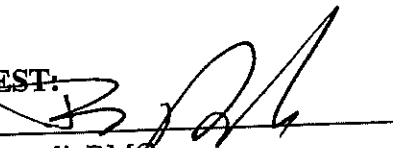
**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL  
DELINQUENT AMOUNTS LESS THAN \$10.00**

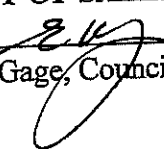
**WHEREAS**, N.J.S.A. 40A:5-17.1 allows for cancellation of delinquent amounts less than \$10.00 or cancellation of delinquent charges and fees imposed by the municipality in the amount less than \$10.00 for property tax, water and sewer accounts; and

**WHEREAS**, the Common Council of the City of Salem would authorize the Tax Collector further action to cancel delinquent property tax, water and sewer amounts in amounts less than \$10.00 or cancel delinquent charges and fees imposed by the municipality in the amount less than \$10.00;

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Salem that the tax Collector cancel delinquents in the amount of \$10.00 or less as deemed necessary without further action;

**AND BE IT FURTHER RESOLVED**, that a properly executed copy of this resolution be forwarded to the Tax Collector and Chief Financial Officer for the records.

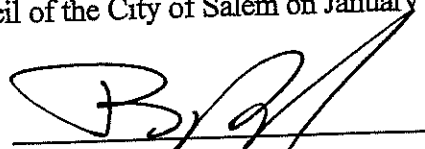
**ATTEST:**  
  
Ben Angeli, RMC

**CITY OF SALEM**  
  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
Date

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-72**

**RESOLUTION AUTHORIZING BUDGET TRANSFERS**

WHEREAS, various 2022 bills have been presented for payment this year, which bills represent obligations of the prior fiscal year and were not covered by order number and/or recorded at the time of transfers between the 2022 Budget in the last two months of 2022; and

WHEREAS, N.J.S. 40A:4-59 provides that all unexpended balances carried forward after the close of the fiscal year are available, until lapsed at the closed of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year, and allow transfers to be made from unexpended balances to those which are expected to be insufficient during the first three months of the succeeding year;

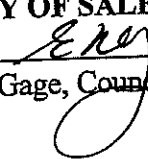
NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Salem, in the County of Salem, State of New Jersey, (2/3 of the majority of the full membership concurring herein) that the transfers in the amount of \$37,820.84 be made between the 2022 Budget Appropriation Reserves as follow:

			TO
2-01-20-130-100	FINANCE SW	611.96	
2-01-20-145-100	TAX COLLECTION S&W	341.47	
2-01-20-145-200	TAX COLLECTION OTHER EXPENSE	150.88	
2-01-20-150-200	ASMNT OF TAXES OTHER EXPENSE	941.38	
2-01-22-200-100	HOUSING ENF S&W	119.68	
2-01-22-200-200	HOUSING ENF OTHER EXPENSE	3,750.00	
2-01-23-220-101	EMPLOYEE GROUP INSURANCE	10,000.00	
2-01-23-230-101	HEALTH BENEFITS WAIVER	2,500.04	
2-01-25-240-100	POLICE DEPT. S&W	9,001.72	
2-01-25-252-100	EMERGENCY MANAGEMENT S&W	199.71	
2-01-26-320-299	PROPERTY CLEAN UP	10,000.00	
2-01-28-370-200	MISC. EXPENSE	204.00	
		37,820.84	
2-01--21-180-299	PLANNING BOARD OTH EXP PROFESSIONALS		2,000.00
2-01-20-165-101	ENGINEERING SERVICES		27,000.00
2-01-20-120-299	MUNICIPAL CLERK OTHER EXP		8,820.84
			37,820.84

ATTEST:

  
Ben Angeli, RMC

CITY OF SALEM

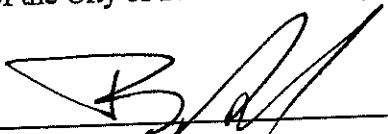
  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23

Date

  
 Ben Angeli, RMC



**CITY OF SALEM  
RESOLUTION 2023-73**

**A RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN IN  
CONNECTION WITH THE AUDIT REPORT FOR YEAR 2021**

WHEREAS, The City of Salem, County of Salem, State of New Jersey has received the Audit Report for the Year 2021 ("2021 Audit Report"); and

WHEREAS, the Annual Audit Report makes various findings and recommendations; and

WHEREAS, the Local Finance Board in the Division of Local Government Services in the New Jersey Department of Community Affairs requires that a Corrective Action Plan be prepared by the Chief Financial Officer with the assistance of other officials affected by the audit recommendations which covers all findings and recommendations in the 2021 Audit Report and sets forth for each finding:

- a) A description of the deficiency (i.e., finding, observation, questioned costs)
- b) An analysis of why the deficiency occurred
- c) A description of procedures to be used to correct the deficiency or reason why the finding will not be corrected
- d) An expected date of implementation (which is required to be no later than six months after the date of the 2021 Audit Report); and

WHEREAS, a Corrective Action Plan has been prepared in accordance with the requirements of the Local Finance Board, attached hereto and made a part hereof; and

WHEREAS, the Chief Financial Officer of the City has recommended that the governing body approve the Corrective Action Plan attached hereto.

NOW, THEREFORE BE IT RESOLVED, by the common Council of the City of Salem, County of Salem, and State of New Jersey as follows:

1. The Corrective Action Plan for Audit Year 2021 attached hereto is hereby approved by the governing body of the Common Council of the City of Salem.
2. The Chief Financial Officer, along with all other appropriate officers and employees of the City are hereby authorized and directed to implement the Corrective Action Plan as approved herein.
3. A copy of this resolution and Corrective Action Plan shall be submitted to the Division of Local Government Services and placed on file in the office of the Township Clerk.
4. This resolution shall take effect immediately.

I HEREBY CERTIFY that the foregoing resolution was adopted by the Common Council of the City of Salem, County of Salem State of New Jersey at a duly convened meeting held on January 12, 2023.

**Finding No. 2021-001**

**Condition:**

A fixed asset ledger was not maintained for the year 2020. The lack of a fixed asset ledger impairs the ability of the City to maintain control over its fixed assets. It is also a matter of non-compliance with N.J.A.C. section 5:30-5.6.

**Analysis:** Due to budgetary constraints and personnel the City has not able to maintain fixed assets

**Corrective Action Plan:** The Chief Financial Officer will obtain from the insurance company a list of insurance city property and begin its fixed assets inventory list of insured properties and add assets as the City makes purchases.

**Implementation:** Immediately.

**Finding No. 2021-002**

**Condition**

An analysis of the balance in the trust other fund's - reserve for tax title liens redemption is not properly maintained.

**Analysis:** An analysis of the undisbursed liens that agrees with the cash balance in the tax title lien redemption fund could not be provided for examination.

**Corrective Action Plan:** The Tax Collector will on a monthly basis reconcile the account and analyze premiums over five years old and cancel via resolution.

**Implementation:** Immediately

**Finding No. 2021-003**

**Condition**

New Jersey Statutes Annotated (N.J.S.A.) 40A: 5-17 requires that claims shall only be approved upon the determination of proper and sufficient appropriation for the payments to be made.

Budget Line Items were over-expended prior to transfers.

Animal Control Fund has a deficit.

**Analysis:** A review of Budget Account Status Reports showed over-expenditures.

**Corrective Action Plan:** The Chief Financial Officer will only approve requisitions/ purchase orders will sufficient funding in the appropriations line item to prevent over-expenditures.

**Implementation:** Immediately

**Finding No. 2021-004**

**Condition**

The following internal control deficiencies have been identified:

General ledgers for all funds were not properly maintained.

No written procedures are maintained by the City for cash receipts or disbursements, including payroll

procedures.

Signature stamps are utilized.

Utility fund revenue account status was not properly maintained.

Current fund revenue account status was not properly maintained.

**Corrective Action Plan:** The Chief Financial Officer will balance the general ledgers for all funds

The Chief Financial Officer will train staff and write procedures for all financial transactions, signature stamps have been destroyed. Utility fund revenue account status is being reviewed before bills go out.

The responsible officials agree with the finding and will address the matter as part of their corrective action plan.

**Implementation:** Immediately

#### **Finding No. 2021 -005**

##### **Condition**

The special charges ledger, lien ledger, and water/sewer billings and collections ledger were not properly maintained.

Properties in bankruptcy on the special charges ledger have not been adequately reviewed to determine if they are eligible for tax sale. Water/sewer billings and collections ledger shows many billing errors.

**Corrective Actions Plan:** The Tax collector will comply with her duties and review all ledgers.

**Implementation:** Immediately

#### **Finding No. 2021-006**

##### **Condition:**

Expenditures posted to budget appropriations should be accurately and timely classified to properly measure financial results.

Health benefit invoices were not always paid on a timely basis.

**Corrective Action:** The Chief Financial Officer will pay health benefit invoices on a timely basis.

**Implementation:** Immediately

#### **Finding No. 2021-007**

##### **Condition**

Examinations of grant receivables and appropriated reserves show some balances have not changed for many years. Disposition Older grant receivables could be uncollectible and/or older grant appropriated reserves could be due to grantor.

City was awarded a Small Cities CDBG 2016 grant of \$399,135.00 for Oak Street Reconstruction Project. The City was also awarded a New Jersey Department of Transportation (NJDOT) grant of \$161,000.00 for this project.

The entire \$161,000.00 NJDOT grant has been received. Only \$318,938.06 of the Small Cities CDBG 2016 grant has been received.

At 12/31/21 project expenditures exceed project receipts by \$70,588.38.

The \$70,588.38 either represents funds that need to be requested for reimbursement or mis-posting of ineligible expenditures to the grant.

A final reimbursement/closeout report filed with the State of New Jersey for this project was not provided for examination.

**Corrective Action Plan:** The Chief Financial Officer will review, examine and cancel all grant receivables and appropriated reserves review for proper disposition.

#### **Finding No. 2021-008**

##### **Condition**

An analysis of the balance in the Reserve for Developer's Escrow in the Trust-- Other Fund was not properly maintained. Balances could contain errors which may result in a deficit in a Developer's Escrow Account.

**Corrective Action Plan:** The CFO will reconcile the escrow account on a monthly basis.

**Implementation:** Immediately

#### **Finding No. 2021-009**

##### **Condition:**

An analysis of Payroll Agency balances in the Trust Other Fund was not properly maintained. An analysis properly summarizing the activity of the payroll agency account by pay period was not provided for examination.

**Corrective Action Plan:** The CFO and payroll clerk will review and balance the net payroll and payroll agency accounts.

**Implementation:** Immediately

#### **Finding No. 2021-010**

##### **Condition:**

Internal controls require grant awards to be monitored to determine compliance with the term of the grant as specified in the grant agreement. Expenditure and Reimbursement Request Reports are not being properly filed for the Well #9 Project, which is funded by a \$380,950.00 Small Cities CDBG 2017 grant and a \$500,000.00 United States Department of Agriculture grant.

Expenditure and Reimbursement Request Reports were not provided for examination.

2017 Expenditures were \$20,999.82, cumulative \$20,999.82.

2018 Expenditures were \$36,810.65, cumulative \$57,810.47.

2019 Expenditures were \$179,393.98, cumulative \$237,204.45.

2020 Expenditures were \$643,745.55, cumulative \$880,950.00.

At 12/31/21, \$880,950.00 has been spent and only \$226,929.92 has been received.

**Corrective Action Plan:** The CFO has filed USDA reports for 2019 in November of 2020 and file and maintain expenditure and reimbursement request reports filed on the Well #9

**Implementation:** Immediately.

**Finding No. 2021-011**

**Condition:**

NJSA 40A:9-133 details the duties of the municipal clerk, which include the preparation of the minutes. The minutes were not properly maintained. All 2021 minutes were not bound or maintained in an acceptable loose-leaf type of book and paged numbered. There is not an acceptable official record official record of the City Council Meetings.

**Corrective Action Plan:** The Municipal Clerk submit past due minutes to City Council for approval and maintain in an appropriate bound book.

**Implementation:** Immediately

**Finding No. 2021-012**

**Condition:**

Strong internal accounting controls requires bank accounts to be reconciled properly and on a timely basis, preventing errors.

**Corrective Action Plan:** The CFO is to reconcile bank accounts on a timely basis

**Implementation:** Immediately

**Finding No. 2021-013**

**Condition:**

New Jersey State Department of Health and Senior Services Infectious and Zoonotic Disease Program requires monthly dog license reports to be filed. Monthly dog license were not filed in 2021, could not provide for examination.

**Corrective Action Plan:** The CFO will file necessary reports and payments with the New Jersey Department Of Health and Senior Services.

**Implementation:** Immediately

**Finding No. 2021-014**

**Condition:**

NJSA 40A:5:5-34, 40A5-34.1 and 40A:5-36

Proof of Chief Financial Officer, Tax Collector, Municipal Judge and Municipal Court Administrator Surety Bonds were not provided for examination.

**Corrective Action Plan:** Proof of Surety Bond will be provided.

**Implementation:** Immediately

ATTEST:

Ben Angeli, RMC

CITY OF SALEM

Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23

Date

Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-74**

**A RESOLUTION APPOINTING MEMBERS FOR THE LOCAL  
BOARD OF HEALTH**

**WHEREAS**, N.J.S.A. 26:3-1 requires that each municipality have a board of health; and

**WHEREAS**, Chapter 32 of the City Code provides that the City Board of Health shall consist of seven members appointed by Council and those members can be members of Council; and

**WHEREAS**, the Public Health Practice Standards of Performance for local Boards of health, NJAC 8:52-1.5(a) requires each local board of health to register annually with the New Jersey Department of health-Office of Local health; and

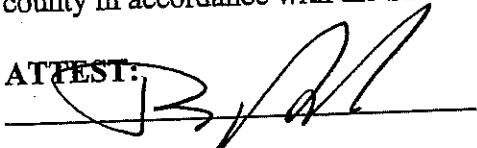
**WHEREAS**, the City has entered into an agreement with the County of Salem pursuant to N.J.S.A. 26:3A-1 et seq. for the County to provide public health services for the City; and

**WHEREAS**, pursuant to the agreement, the municipal Board of Health shall meet with the County representatives on a periodic basis.

**NOW, THEREFORE BE IT HEREBY RESOLVED** by the Common Council of the City of Salem, County of Salem and State of New Jersey, that the following persons are appointed as members of the City Board of Health: Timothy Gregory (Chairman), Earl Gage, Vaughn Groce, Sharon Kellum, and Sharen Cline (alternate).

**BE IT FURTHER RESOLVED** that the public health activities shall continue to be carried out by the county in accordance with the Shared Service Agreement dated September 1, 2019.

ATTEST:

  
Ben Angeli, RMC

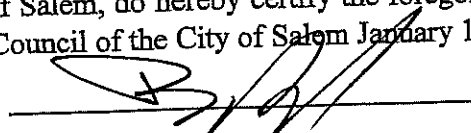
CITY OF SALEM

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
R. Davis						
T. Gregory						
V. Groce						
S. Kellum						
G. Slaughter						
C. Smith						
E. Gage						

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem January 17, 2023

1-17-23  
Date

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-75**

**A RESOLUTION DECLARING THE EXISTANCE OF AN EMERGENCY AND  
AUTHORIZING THE DEMOLITION OF THE STRUCTURE AT 252 EAST  
BROADWAY IN THE CITY OF SALEM**

**WHEREAS**, the Construction Official has determined that the structure located at 252 East Broadway in the City of Salem is in danger of collapse and deemed an imminent hazard ; and

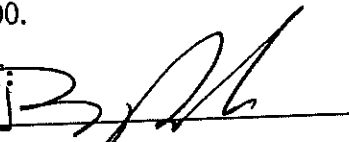
**WHEREAS**, since there is evidence of actual and immediate danger of failure and collapse of the building, which will endanger life and property, authorization to proceed with the immediate demolition of the unsafe structures was requested; and

**WHEREAS**, RS&ES Marine Construction of Penns Grove NJ can emergency demo the unsafe building at a cost of \$50,000 while meeting all of the Construction Officials standards; and

**WHEREAS**, the City CFO has certified that the funds are available (G-02-40-350-207).

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Salem that the City Administrator and City CFO/QPA contract with RS&ES Marine Construction of Penns Grove NJ for the demolition of an unsafe structure located at 252 East Broadway in the City of Salem in the amount of \$50,000.00.

ATTEST:

  
Ben Angeli, RMC

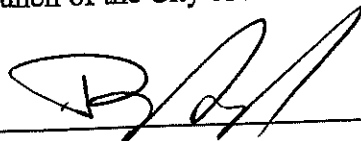
CITY OF SALEM

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
Date

  
Ben Angeli, RMC



**CITY OF SALEM  
RESOLUTION 2023-76**

**A RESOLUTION AUTHORIZING THE CITY OF SALEM COMMERCE DEPARTMENT TO  
PREPARE AND SUBMIT APPLICATION FOR THE HOUSING FOR EVERYONE GRANT  
FROM TD BANK CHARITABLE FOUNDATION**

**WHEREAS**, the TD Bank Charitable Foundation has announced the Housing for Everyone Grant Program;  
and

**WHEREAS**, guidelines were recently published and deadlines set for grant applications, and

**WHEREAS**, the "Housing for Everyone Grant" program would provide up to \$150,000 to \$250,000 for activities related to Property Rehabilitation; and

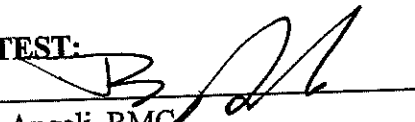
**WHEREAS**, the purpose of the Housing for Everyone Grant Program is to leverage with other property rehabilitation funding; and

**WHEREAS**, The City of Salem desires to opportunity for low income household to rehabilitate property;  
and

**WHEREAS**, the match requirement for the Housing for Everyone Grant is not required for the TD Bank Charitable Foundation Grant.

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Salem, in the County of Salem, New Jersey hereby authorizes the City Commerce Department to prepare and submit the application for the Housing for Everyone Grant to the TD Bank Charitable Foundation.

**ATTEST:**

  
Ben Angeli, RMC

**CITY OF SALEM**

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
Date

  
Ben Angeli, RMC

**CITY OF SALEM  
RESOLUTION 2023-77**

**A RESOLUTION TO ACCEPT THE CITY ENGINEER'S REVISED  
COST PROPOSAL FOR PROFESSIONAL SERVICES FOR THE DEMOLITION OF VARIOUS  
STRUCTURES AND AUTHORIZE THE CITY ENGINEER TO BEGIN AND COMPLETE THE  
DEMOLITION PROCESS**

**WHEREAS**, the City of Salem intends to conduct the demolition of various structures in the City;  
and

**WHEREAS**, the City of Salem has compiled the list of structures (Attachment "A") that are to be  
demolished; and

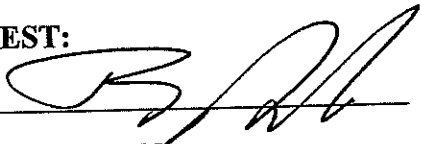
**WHEREAS**, the City Engineer has presented a proposal with a not to exceed amount of \$23,900.00  
that includes Construction Management; and

**WHEREAS**, the City of Salem CFO has certified that the funds are available (G-02-40-350-207)

**NOW, THEREFORE BE IT HEREBY RESOLVED** by the Common Council of the City of  
Salem, County of Salem and State of New Jersey, to accept the proposal of the City Engineer's (Remington  
and Vernick's) for professional services (Attachment "A") for the demolition of various structures within the  
City of Salem.

**THEREFORE, BE IT HEREBY FURTHER RESOLVED** by the Common Council of the City of  
Salem, County of Salem and State of New Jersey, that the City Engineer, Remington and Vernick is  
authorized to begin and complete the demolition process of various structures within the City of Salem.

**ATTEST:**



Ben Angeli, RMC

**CITY OF SALEM**



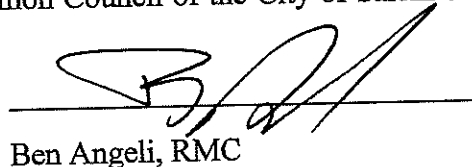
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
R. Davis						
T. Gregory						
V. Groce						
S. Kellum						
G. Slaughter						
C. Smith						
E. Gage						

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a  
true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17,  
2023

1-17-23

Date



Ben Angeli, RMC



**REMINGTON  
& VERNICK  
ENGINEERS**

RVE HQ:  
2059 Springdale Road  
Cherry Hill, NJ 08003  
O: (856) 795-9895  
F: (856) 795-1882

January 13, 2023

Ben Angeli, RMC, City Administrator/Clerk  
City of Salem  
17 New Market Street  
Salem, NJ 08079

**RE: Scope of Services & Cost Proposal for Professional Services for the Demolition  
of Six (6) Properties**

Dear Mr. Angeli:

REMINGTON & VERNICK ENGINEERS is pleased to provide this proposal for professional engineering / design, and advertisement / bidding support services for the demolition of six (6) properties in the City. Generally, the scope of our services includes, but are not necessarily limited to, preparation of bidding documents for demolition of manmade structures on the following six (6) properties and restoration of the sites:

- 16 Elm Street
- 148 Thompson Street
- 84/86 Thompson Street
- 21 Yorke Street
- 2 Hancock Street

Our office will provide the following services for the demolition project:

**Phase 1 – Design Services**

1. Perform a site visit to evaluate the existing conditions. The site inspection will include a visual inspection of the building exterior. An interior inspection can be completed only if or when the building is determined safe for entry.
2. Obtain samples of various materials and submit for lab analysis to determine the presence of any hazardous materials that need to be addressed during the demolition. Interior sampling of materials will be limited to properties that are determined safe for entry.
3. Review any existing plans, reports, or other available information related to the existing structures.
4. Prepare a general description of each structure being demolished.
5. Prepare specifications and bid documents for the structures being demolished.
6. Prepare an engineer's estimate of probable costs for the demolition.
7. Submit bid documents to the City for the purpose of review and coordination.

**Phase 2 – Bidding Services**

1. Coordinate the bid / advertisement dates, pre-bid meeting, if required, and bid opening.
2. Attend bid opening, review bids, and provide a recommendation to award to the City.

**Phase 3 – Construction Administration**

1. Provide review of Contractor's project submittals and requests for information during the demolition.

2. Coordinate a pre-construction meeting with the Contractor and the City.
3. Provide part-time onsite inspection of the demolition work to ensure compliance with the project documents.
4. Prepare daily inspection reports for each day the inspector is onsite.
5. Prepare and issue a final punch-list for each property included in the scope of work.
6. Provide construction administration services including review and recommendation of payment requests.

### **SPECIFIC EXCLUSIONS**

The following work items are specifically excluded:

- Preparation of applications for review by regulatory agencies not specifically indicated.
- Application fees for review and/or permits from regulatory agencies, as these will be paid directly by the Municipality.
- Specific identification of underground storage tanks. Any tanks discovered during demolition of the buildings will be removed using contingencies incorporated into the bid contract.

If unforeseen and/or unanticipated work items arise, our office can provide a separate scope of services and cost proposal for consideration and approval by the City.

### **COST OF SERVICES**

Our fee for these efforts will be billed on a time & materials basis, on a not to exceed fee detailed as follows:

#### **Design, Bidding, and Construction Administration**

• Phase 1: Engineering / Design & Bid Documents:	\$11,700.00
• Phase 2: Advertisement / Bidding Support:	\$ 2,000.00
• Phase 3: Construction Administration:	\$9,600.00
• Outside Services, Estimated Costs for Laboratory Testing:	<u>\$ 600.00</u>
<b>Total Professional Services Costs:</b>	<b>\$23,900.00</b>

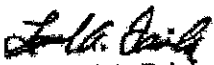
### **SCHEDULE**

We are prepared to begin work immediately on this project and anticipate completion of the bid documents for advertisement within 2 months of authorization.

We trust the information provided meets your requirements for this project. Should you have any questions, please do not hesitate to contact Mitchell Butler of our Cherry Hill office at (856)795-9595.

Sincerely,

**REMINGTON & VERNICK ENGINEERS**



Leonard A. Faiola, P.E., C.M.E.  
President

**CITY OF SALEM  
RESOLUTION 2023-78**

**RESOLUTION AUTHORIZING THE GRANT APPLICATION FOR THE NEW  
JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR PARK  
EQUIPMENT**

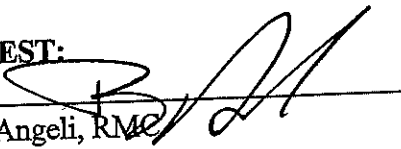
*Whereas*, the CITY OF SALEM IN THE COUNTY OF SALEM, STATE OF NEW JERSEY desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$80,031.00 to carry out a project to REPLACE WORN AND DAMAGED PARK EQUIPMENT AT THE HUBBELL STREET PARK ..

**Be it therefore RESOLVED,**


- 1) that the COMMON COUNCIL OF THE CITY OF SALEM IN THE COUNTY OF SALEM IN THE STATE OF NEW JERSEY does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between THE CITY OF SALEM and the New Jersey Department of Community Affairs.

**Be it further RESOLVED,** that the Persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

ATTEST:

  
Ben Angeli, RMC

CITY OF SALEM

  
Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
Date

  
Ben Angeli, RMC



# Liberty Parks & Playgrounds

DREAM BIG

319 Wheatleys Pond Rd., PO BOX 216, Clayton, DE 19938 | 877.376.7823 | libertyparks.com

## ESTIMATE ONLY

To: Ben Angeli  
City of Salem  
17 New Market Street, Salem City, NJ 08079

Re: Play equipment  
Park 1

Date: January 13, 2023

Item	Qty	Description	Price
<b>Miracle Recreation</b>			
1	1	Equipment as per drawing #R0094_44938292378	\$38,251.00
		Freight	\$2,725.00
		Miracle Recreation Total	\$40,976.00
<b>Surfacing</b>			
2	130	Cubic yard, engineered wood fiber, delivered and installed	\$6,850.00
<b>Installation</b>			
3		Installation of item 1 (does not include site work)	\$20,205.00
		Grand Total	\$68,031.00

## ESTIMATE ONLY

These prices are for budgetary purposes only. Pricing may change prior to order placement.

Delivery via tractor trailer. Lift gate service may be available for additional charge  
Installation is not provided, unless included above. Installation stipulations below:

- Site security and necessary permits are the Owner's responsibility.
- Work area must be level and accessible by trucks and equipment necessary to perform the required tasks.
- Unless otherwise noted, poured in place is std. color/black 50/50 mix; rubber mulch is std. color selection.
- It is the OWNERS' responsibility to identify any private utilities, including those not located by Miss Utility or NJ One Call. Repair of unidentified utilities damaged during install is the responsibility of the Owner.
- Pricing presumes good soil conditions. Surcharges and delays may apply due to complications such as rock, buried debris, etc; minimize these by notifying us in advance of any known obstructions.
- Demo by others presumes all concrete footers removed and replaced with clean compacted fill.
- Disposal of trash generated during construction shall be removed by our installer.
- An on site area shall be provided by the owner for the deposit of unused spoils (dirt, rock, debris, etc.) that are produced as a result of the work performed.

**CITY OF SALEM  
RESOLUTION 2023-79**

**A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC  
IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY  
OPEN PUBLIC MEETINGS ACT, NJSA 10:4-12 These items are for**

- (8) *Matters relating to the employment relationship*  
(7) *Matters relating to litigation, negotiations and attorney-client privilege*

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12b permits a public body to go into a closed session during a public meeting to discuss certain matters as follows:

(1) *Matters Required by law to be confidential*: Any matter which by express provision of the Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

(2) Any matter in which the release of information would impair the right to receive federal funding.

(3) *Matters involving individual privacy*: Any matter, the disclosure of which constitutes an unwarranted invasion of individual privacy such as records, data, reports, recommendations or other personal material of any education, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including, but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned.

(4) *Matters pertaining to a collective bargaining agreement*: Any matter involving a collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

(5) *Matters relating to the purchase, lease acquisition of real property or investment of public funds*: Any matter involving the lease, purchase or acquisition of real property with public interest if discussion of such rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

(6) *Matters of public protection*: Any tactic and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection.

(7) *Matters relating to litigation, negotiations and attorney-client privilege*: Any matter of pending or anticipated litigation or contract negotiation other than in (4) above in which the Board is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required for the attorney to exercise ethical duties as a lawyer.

(8) *Matters relating to the employment relationship*: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all of the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public.

(9) *Deliberations after public hearing*. Deliberations by the Board occurring after a public hearing that may result in a civil penalty or the suspension or loss of a license or permit of a responding party; and

**WHEREAS**, the City Council has determined that it is necessary to go into a closed session to discuss certain matters relating to the items as permitted by N.J.S.A. 10:4-12b

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Salem that the Council will go into closed session to discuss the following, in accordance with the aforesaid provisions of the Open Public Meetings Act, after which it will reconvene in the public:


- (8) *Matters relating to the employment relationship*
- (7) *Matters relating to litigation, negotiations and attorney-client privilege*

BE IT FURTHER RESOLVED that the minutes of the closed session will be made available to the public when the need for privacy no longer exists.

ATTEST:

  
 Ben Angeli, RMC


CITY OF SALEM

  
 Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
 Date

  
 Ben Angeli, RMC



**CITY OF SALEM  
RESOLUTION 2023-80**

**A RESOLUTION APPOINTING A MUNICIPAL PROJECTS MANAGER**

**WHEREAS**, the City of Salem has been awarded Supplemental Transitional Aid for the purpose of addressing various projects within the City; and

**WHEREAS**, the anticipated projects are, but not limited to: the rehabilitation of the City pool and grounds; rehabilitation of the City's football field stadium seating and press box; demolition or rehabilitation of real properties in the City of Salem, including the renovation or retrofitting of municipal offices; and

**WHEREAS**, the City of Salem through the "fair and open" process solicited for the position of "Municipal Projects Manager"; and

**WHEREAS**, the Municipal Projects Manager will be tasked with ensuring compliance with Mayor and Council expectations with the City, State and Federal laws, policies regulations and operating agreement. Monitor and track projects from initiation to completion ensuring deadlines are met and goals accomplished; and

**WHEREAS**, the City received two proposals for the position and the QPA and Administrator are recommending Charles Hassler be appointed to the position of Municipal Projects manager; and

**WHEREAS**, the Salem City has determined that it is in the best interest of the project to name Charles Hassler as the Municipal Projects Manager at a rate and period of time approved by Ed Sasdelli, State monitor.

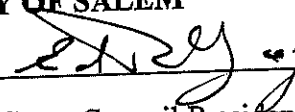
**NOW, THEREFORE BE IT HEREBY RESOLVED** by the Common Council of the City of Salem, County of Salem and State of New Jersey does hereby name Charles Hassler as the Municipal Projects Manager.

**ATTEST:**

  
\_\_\_\_\_

Ben Angeli, RMC

**CITY OF SALEM**

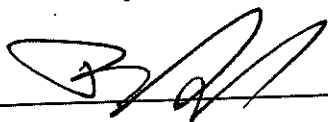
  
\_\_\_\_\_

Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline						
R. Davis						
T. Gregory						
V. Groce						
S. Kellum						
G. Slaughter						
C. Smith						
E. Gage						

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
Date

  
\_\_\_\_\_

Ben Angeli, RMC

**CITY OF SALEM**  
**RESOLUTION 2023- 81**

**A RESOLUTION AUTHORIZING SUBMITTING A GRANT FOR A PHASE ONE EXTERIOR RESTORATION CONSTRUCTION DOCUMENTS FOR THE SARAH NICHOLSON ALLEN HOUSE**

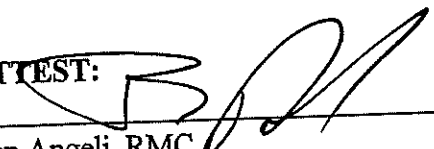
WHEREAS, the governing body of The City of Salem desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$ \$31,000.00 to fund the following project:

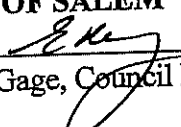
PHASE ONE EXTERIOR RESTORATION CONSTRUCTION DOCUMENTS FOR THE SARAH NICHOLSON ALLEN HOUSE

Therefore, the governing body resolves that Ben Angeli is authorized or the successor to the title of Administrator

- (a) to make application for such a grant,
- (b) if awarded, to execute a grant agreement with the State for a grant in an amount not less than \$15,000.00 and not more than \$50,000.00 and
- (c) to execute any amendments thereto that any amendments thereto which do not increase the Grantees obligations.

The Grantee agrees to comply with all applicable federal, State, and municipal laws, rules, and regulations in its performance pursuant to the agreement.

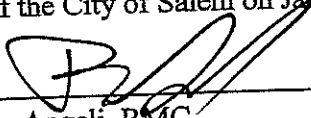
ATTEST:   
 Ben Angeli, RMC

**CITY OF SALEM**  
  
 Earl Gage, Council President

COUNCIL	MOVED	SECONDED	Y	N	ABSTAIN	ABSENT
S. Cline	X		X			
R. Davis			X			
T. Gregory			X			
V. Groce			X			
S. Kellum						X
G. Slaughter			X			
C. Smith		X	X			
E. Gage			X			

I, Ben Angeli, Clerk of the City of Salem, in the County of Salem, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Common Council of the City of Salem on January 17, 2023.

1-17-23  
 Date

  
 Ben Angeli, RMC

January 13, 2023

Mayor Jody Veler and City Council  
The City of Salem  
17 New Market Street  
Salem, NJ 08079

Dear Mayor Veler and City Council:

A group of volunteers from within the City and the County have been working over the last few years to restore and preserve the property located at **67 West Broadway**, known as the **Sarah Nicholson Allen House**. Our aspiration is to make this house a Visitor's Welcome Center to help facilitate those who come to Salem to embrace the unique history of the City and the region.

Respectfully, the Committee is requesting the support of City Council. This project, which we call "Saving Sarah's House" truly took hold in February 2019. In order to apply for a Certified Local Government (CLG) grant from the Historic Preservation Office on January 20, 2023, we need the support of Council in the form of a resolution endorsing this endeavor.

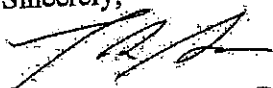
Our vision is simply to use the Nicholson house as the Salem City Welcome Center, staffed by volunteers, to facilitate and enhance the visitor's experience. Also, this will be a great training ground for what we hope will complement a new Historic Arts and Trade Training Program. On that premise, we applied for a CLG grant to draw a Preservation Plan and Feasibility Study. Council supported this effort in February of 2021 and as a result, we were successful. Today we have a solid, well-documented architectural plan for the site. Again, we are asking Council support for the next step in this historic journey.

We are prepared to apply for CLG funds to prepare the Sarah Nicholson Allen House Phase I Exterior Restoration Construction Documents. This will pay the consulting fee of a historic architect to prepare bid documents for exterior work on the building. These CLG grants are non-matching, but are reimbursing.

Currently, we are working to raise funds for the future phase of construction. Stand Up for Salem is assisting through their 501c3 status, receiving the contributions toward Saving Sarah's House and not requesting any administrative fee. The next grant is a matching fund effort, and we are striving to meet the needs of the grant by the April submission.

City Council support is not only necessary for the grant applications, it is critical to the group of volunteers who continue to put our energy into this effort. Please help us Save Sarah's House.

Sincerely,



Michael R. Gorman, President SCC  
Chair of the Saving Sarah's House Committee



---

## SAVING SARAH'S HOUSE

---

67 WEST BROADWAY, SALEM, NJ

CA. 1830

---

---

## THE SARAH NICHOLSON ALLEN HOUSE COMMITTEE

---

The Sarah Nicholson Allen House Preservation Committee began in March, 2019 with the purpose of undertaking a project to make a visible improvement in Salem by restoring a historic house and putting it to a use. Convened by Dr Michael Gorman, President of Salem Community College, this *ad hoc* group is composed of representatives from Salem Community College, Salem County Vocational-Technical Schools, Stand Up For Salem, Inc., Salem's Historic Preservation Commission, and local preservation-oriented businesses. They offered a two-fold vision: (1) to restore historic buildings that are at risk in the City, and (2) to promote social justice and equity by highlighting underrepresented histories and teaching preservation trades in Salem, a disadvantaged and underserved community. The City of Salem offered the house to the committee to accomplish these purposes for the benefit of the City.

Dr. Michael Gorman, Chair  
President, Salem Community College

Ron Burkhardt  
Assistant Dean of Institutional Research & Planning  
Salem Community College

Vincent Caliguire  
New Jersey DEP, Office of Brownfield Reuse  
Community Collaborative Initiative

Chris Davenport  
Executive Director, Stand Up For Salem

Anthony Melita  
Historian, Revolution Tours  
Adjunct, Salem Community College

Patrick Michel, Superintendent  
Salem City Schools

Sheila Parker  
Member, Salem Historic Preservation Commission

Gregg Perry  
Perry Conservation

Janet Sheridan  
Principal Cultural Heritage Specialist  
Down Jersey Heritage Research, LLC

John R. Swain  
Superintendent, Salem County Vocational-Technical Schools

Jim Waddington  
Board Member, Stand Up For Salem

## BE A PART OF SALEM'S REVIVAL

### HELP US RAISE \$60,000 NOW

---

The Sarah Nicholson Allen house, the west side of a twin brick dwelling in the Broadway Historic District, is in dire need of restoration after deferred maintenance and sitting vacant for over 10 years. After acquiring the property, the City of Salem offered it to the *ad hoc* Sarah Nicholson Allen House Committee to restore on behalf of the City. Our plan is to use it as a Welcome Center to introduce visitors to Salem's historic sites.

NOW IS A WINDOW OF OPPORTUNITY. At this time, we propose to undertake most of the immediate exterior work recommended in our 2022 *Preservation Plan & Feasibility Study* with a Preserve New Jersey capital grant. First, preparing the grant application will begin in early 2023 at a cost of \$3,500. In April we will submit a grant request of \$150,000 to pay for a \$250,000 project, using our 2022 expenditure of \$44,760 for the preservation plan to reduce our required match of \$100,000 to \$55,240! This credit is only available this year, so for this to work, we need to have the \$55,240 match in hand by end of March 2023 to fully advantage our application. Anyone wishing to give but not able to provide cash until later can write a letter of commitment.

WHAT IS THE WORK? This first phase of construction will be work items categorized our *Plan* as *immediate*: restoration of the chimneys, foundation walls, frame walls, front door and door frame, eaves and trim, and replacement of the entire roof.

#### OUR ACCOMPLISHMENTS:

- June 2021 – Won a Certified Local Government (CLG) Historic Preservation grant for a *Preservation Plan & Feasibility Study* for the house
- December 2021 – Hired HMR Architects to prepare the plan
- June 2022 – Applied for project authorization for a roof stabilization project
- August 2022 – *Preservation Plan & Feasibility Study* completed
- September 2022 – Won approval for the roof stabilization project
- November 2022 – Applied for a non-matching Emergency Intervention grant to pay for roof stabilization
- December 2022 – Won the Emergency Intervention grant for roof stabilization

#### NEXT STEPS:

- January 2023 – Apply for a non-matching CLG grant to pay for the preparation of construction documents for the Phase I Immediate exterior work
- January 2023 – Begin the roof stabilization contract
- April 2023 – Submit a Preserve New Jersey capital grant application for the Phase I Immediate exterior work
- December 2023 – Bid, hire an architect, and begin preparation of construction documents for the Phase I Immediate exterior work
- 2024 – Complete construction documents, bid, hire a contractor, and begin construction for the Phase I Immediate exterior work

---

WITH YOUR HELP WE CAN DO THIS!!

---

## WHY THIS HOUSE?

---

**THIS HOUSE WILL SERVE A PUBLIC BENEFIT AS A WELCOME CENTER.** Visitors will get a taste of Salem history via exhibits and literature. It will augment the presence of the Salem County Historic Society Library and Museum on Market Street, serving as a unique place where underrepresented histories such as Salem's rich African American story can be told. To encourage tourism is to promote economic benefits.

**THIS HOUSE WILL SERVE AS A PRESERVATION TRADES TRAINING GROUND.** Students will gain practical experience helping to restore this house under the newly forming traditional building arts training program that will be located in the restored 1926 J. C. Penney Building on East Broadway. Emphasizing the uplift of local, underserved youth, the program will provide a workforce with marketable skills that our historic buildings need.

**THIS HOUSE IS ARCHITECTURALLY SIGNIFICANT.** This Federal-style house contributes to the character and integrity of the Broadway Historic District, which is listed on the New Jersey and National Registers of Historic Places. Broadway Historic District is a prime cultural asset and visitor attraction in Salem. Sarah's house stands near the western terminus of the district, where such an improvement can make a large impact on the public perception of the city and its welcome.

**THIS HOUSE HAS A HIGH DEGREE OF ARCHITECTURAL INTEGRITY.** Over its 192-year life, original doors, windows, shutters, roof dormer window, staircase, wood trim, fireplaces, flooring, and plaster walls largely survive to express its architectural character. Alterations over time have not been that extensive, so the house is an ideal candidate for a historic rehabilitation. It possesses authenticity, so would make a fine example to be open to the public.

**THIS HOUSE IS PART OF SALEM'S QUAKER STORY.** The Nicholson sisters were Quakers, members of the Salem Religious Society of Friends, whose ancestors Samuel and Ann Nicholson arrived at Salem on the ship *Griffin* with the colony founder John Fenwick in 1675. Fenwick initiated an influx of English Quakers into West New Jersey to provide a sanctuary from oppressive treatment in England. Thus, the town of Salem was the first permanent English settlement in the Delaware Valley. Among the Nicholson family who journeyed with Fenwick was the young boy, Abel. The sisters of 1830 were the great-granddaughters of Abel and his wife Mary, whose 1722 house in Elsinboro is listed as a National Historic Landmark for its exemplary patterned-brickwork architecture. Sarah and Ann carried on a Quaker family tradition of likewise creating plain but respectable architecture in brick.

**THIS HOUSE WAS BUILT BY WOMEN.** Two women, Sarah Nicholson Allen and her sister Ann Nicholson, planned, paid for, and made the decisions about what its architecture would express. Though not the largest or elaborate of houses, it expressed the latest in gracious style and the best workmanship of the time. There were never many houses built by women, so when we learn about them, we uncover the works of a historically marginalized group, and are moved to celebrate their agency.