

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

MUNICIPAL EMPLOYEE INFORMATION	
Name:	Dennis W. Farias
Title or Position:	City Clerk / Clerk of the City Council
Municipal Agency:	City of New Bedford
Agency Address:	City Hall 133 William St., Room 118 New Bedford, MA 02740
Office Phone:	508-979-1449 (Direct)
Office E-mail:	Dennis.Farias@newbedford-ma.gov
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Regarding the proposed ORDINANCE, submitted by Mayor Mitchell to the City Council on December 8 th , amending Chapter 19, PERSONNEL, Section 19-7, Unit C Classification and Salary Plan. This ORDINANCE was passed to a Second Reading by the City Council during its regular meeting of December 8, 2016.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	My Participation in this Matter is as follows: In March of 2015, all Unit C Personnel were requested to complete a Job Description Questionnaire which was developed and provided by the consulting firm of Segal Waters. As such, I complied with the Administration's request and completed the questionnaire to the best of my ability. As City Clerk & Clerk of the Council, it is my duty to approve City Council agendas, which I did in preparation for the aforementioned Dec. 8, 2016 meeting. During this same meeting, I performed my duty to read every agenda item aloud for the benefit of the Council and the general public. One of the items on this agenda was the proposed ORDINANCE in question. During the meeting, the City Council voted to PASS THE ORDINANCE in question to a 2 ND READING. This Motion, per MGL and City Ordinance, requires my staff and I to prepare and deliver the ORDINANCE to be advertised prior to the next regularly scheduled meeting of the City Council, at which time the matter would again be taken up for consideration by the entire Body.

	<p>On Dec. 19, 2016, it was suggested that I should perhaps contact the State Ethics Commission to request whether or not me performing my statutory duties as City Clerk & Clerk of the Council would be construed as 'participation' in this matter. (Prior to this, it did not occur to me that performing my normal, day-to-day duties as City Clerk would or could suffice as 'participation' in a matter.)</p> <p>However, on that same day, I was advised by Ethics Commission Atty. of the Day, Nora Mullen, to complete and submit this Disclosure Form to my appointing authority (The entire City Council). This, she stated, is due to the fact that the ORDINANCE in question affects my annual salary.</p> <p>The above is a detailed summary of what my 'participation' has been up to this point. However, I also declare that, should this ORDINANCE be passed to be ordained by the City Council, I would then, as City Clerk, submit it to the Mayor for his signature and have it properly recorded and entered into the City Code of Ordinances.</p>
<p>Write an X by all that apply.</p>	<p>FINANCIAL INTEREST IN THE PARTICULAR MATTER</p> <p><input checked="" type="checkbox"/> I have a financial interest in the matter.</p> <p><input type="checkbox"/> My immediate family member has a financial interest in the matter.</p> <p><input type="checkbox"/> My business partner has a financial interest in the matter.</p> <p><input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.</p> <p><input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.</p>
<p>Financial interest in the matter</p>	<p>Due to the fact that this Ordinance addresses all Unit C salaries, my position of City Clerk is included. If this proposed ORDINANCE does become ordained, annual salary would increase to \$91,618.00, which would constitute STEP 1 of the new Salary Schedule for all positions classified as M17.</p>
<p>Employee signature:</p>	<p><i>Shirley L. Mullen</i></p>
<p>Date:</p>	<p><i>January 9, 2017.</i></p>

DETERMINATION BY APPOINTING OFFICIAL

	<p>APPOINTING AUTHORITY INFORMATION</p>
<p>Name of Appointing Authority:</p>	
<p>Title or Position:</p>	
<p>Agency/Department:</p>	

Agency Address:	
Office Phone:	
Office E-mail	
	DETERMINATION
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

MUNICIPAL EMPLOYEE INFORMATION	
Name:	
Title or Position:	Stephanie M. Macomber
Municipal Agency:	City of New Bedford
Agency Address:	133 William Street, Room 118 New Bedford, MA 02740
Office Phone:	508-979-1453
Office E-mail:	Stephanie.Macomber@newbedford-ma.gov
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. Regarding the proposed Ordinance, submitted by Mayor Jon F. Mitchell to the City Council on December 8, 2016, amending Chapter 19, Personnel, Section 19-7, Unit C Classification and Salary.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. In March of 2015, all Unit C Personnel were requested to complete a Job Description Questionnaire developed by the consulting firm of Segal Waters to do a comparative salary study of all Unit C positions for the City of New Bedford. I complied with the request and completed the Job Description Questionnaire. As Assistant City Clerk, it is my duty to update the City of Code with all ordinances passed by the City Council and to send a copy of all ordinances to Municipal Code Corporation to update our online version of the City Code. On December 22, 2016, it was suggested by my appointing authority, after contacting the Ethics Commission, that I complete a disclosure form. I did not realize updating the City Code with this particular ordinance could be conceived as participating in a particular

	matter.
	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. If this proposed ordinance becomes ordained, my salary would increase to \$57,575, which would be considered step 5 of the new salary schedule for all positions classified as M7.
Employee signature:	<i>Stephanie M Macomber</i>
Date:	<i>Jan 4, 2017</i>

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail:	
	DETERMINATION

Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.

Form revised February, 2012

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	MUNICIPAL EMPLOYEE INFORMATION
Name:	Susan M. Henriques
Title or Position:	Assistant City Council Clerk
Municipal Agency:	City of New Bedford – City Council Office
Agency Address:	133 William Street New Bedford, MA 02740
Office Phone:	508-979-1455
Office E-mail:	Susan.Henriques@newbedford-ma.gov
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	PARTICULAR MATTER
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. The proposed Ordinance, amending Chapter 19, PERSONNEL, Section 19-7 of the City Code, updating Unit C Employees job titles and a new pay scale. The Ordinance was presented to the City Council at their December 8, 2016 City Council meeting and Passed to a Second Reading.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. In 2015 the Mitchell Administration hired Segal Waters to review all Unit C Employee positions and pays based on similar based markets. Unit C Employees were asked to fill out a Job Description Questionnaire explaining our duties in our respective positions. As Assistant City Council Clerk, my duties involve prepare and releasing City Council agendas to City departments, media and print outlets and the general public. While preparing the December 08, 2016 City Council agenda, Mayor Mitchell presented AN ORDINANCE, amending Chapter 19 PERSONNEL of the City Code, relative to Unit C Employees job titles and pay scale. I placed the said Ordinance on the City Council agenda; the Ordinance was passed to a Second Reading, once an Ordinance is Passed to a Second Reading, I prepare paperwork for The Standard-Times to publish the Ordinance in full, ten days before the item can go before Council for final passage. The Ordinance will be presented again to the Council for approval, and then presented to the Mayor for his approval.

	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. In the proposed Ordinance, if approved, my new job title will be Administrative Manager, M-7 and my salary will increase to \$57,575.00, Step 5 of the new pay scale.
Employee signature:	<i>Susan W. Henriquez</i>
Date:	01/09/17

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
	DETERMINATION
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.

Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.

Form revised February, 2012

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MUNICIPAL EMPLOYEE INFORMATION	
Name:	Rae R. Rose
Title or Position:	Secretary to the City Council
Municipal Agency:	City of New Bedford
Agency Address:	City Hall 133 William Street – Room 215 New Bedford, MA 02740
Office Phone:	507-979-1455
Office E-mail:	Rae.Rose@newbedford-ma.gov
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. An Ordinance, placed on the New Bedford City Council Agenda of December 08, 2016, which read: Amending Chapter 19, PERSONNEL, Section 19-7 Unit C Classification and Salary Plan. I did not attend that meeting.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. In March 2015, Unit C employees completed a Job Description Questionnaire compiled by the Segal Waters Consulting firm. I complied with the Administration's request and completed the questionnaire. Relative to the above referenced matter: My participation is minimal. I am asked to read said Ordinance for grammatical changes. The Ordinance was placed on our City Council Agenda of 12/08/16, and Passed to a Second Reading. Should the Ordinance be approved and signed by Mayor Mitchell, I would be asked to <i>endorse and copy</i> the Ordinance and then distribute it to various departments. I would later place the Ordinance in the Code Book. That is my only involvement with this or any Ordinance.

	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. This Ordinance covers all Unit C Personnel, of which I am one. If this Ordinance is passed to be Ordained, my annual salary would increase to M4 – Step 7 - 53,944.00 under the guidelines of Administrative Coordinator
Employee signature:	<i>Paul B. Rose</i>
Date:	<i>January 09, 2017</i>

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
	DETERMINATION

Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

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Form revised February, 2012

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MUNICIPAL EMPLOYEE INFORMATION	
Name:	Donna M. Britto
Title or Position:	Assistant Clerk of Committees
Municipal Agency:	City of New Bedford
Agency Address:	City Hall 133 William Street. Room #213 New Bedford, MA 02740
Office Phone:	(508) 979-1482
Office E-mail:	Donna.Britto@newbedford-ma.gov
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. An Ordinance, amending Chapter 19, Personnel, Section 19-7, Unit C Classification and Salary Plan. Submitted by the Mayor to the City Council at its December 8, 2016 City Council Meeting, which was passed to a Second Reading at this meeting
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. I am Unit C Personnel so this Ordinance pertains to my Classification and Salary status. If this matter is referred to the Ordinance Committee, my job is to place it on the Committee Agenda and make any changes that the Committee recommends to be changed and then report it out to the City Council for their approval.
FINANCIAL INTEREST IN THE PARTICULAR MATTER	
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter.

	<input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. If this Ordinance passes my salary would increase from \$57,245.76 to \$57,575.00
Employee signature:	<i>Donna M. Beritto</i>
Date:	<i>1/04/17</i>

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
	DETERMINATION
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

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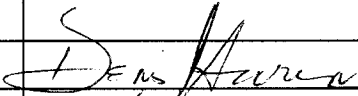
Attach additional pages if necessary.

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AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

	MUNICIPAL EMPLOYEE INFORMATION
Name:	Denis Lawrence, Jr.
Title or Position:	Clerk of Committees, New Bedford City Council
Municipal Agency:	City of New Bedford
Agency Address:	City Hall 133 William St., Room 118 New Bedford, MA 02740
Office Phone:	508-979-1482 (Direct)
Office E-mail:	Denis.lawrence@newbedford-ma.gov
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	PARTICULAR MATTER
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Regarding the proposed ORDINANCE, submitted by Mayor Mitchell to the City Council on December 8 th , amending Chapter 19, PERSONNEL, Section 19-7, Unit C Classification and Salary Plan. This ORDINANCE was passed to a Second Reading by the City Council during its regular meeting of December 8, 2016.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	My Participation in this Matter is as follows: In March of 2015, all Unit C Personnel were requested to complete a Job Description Questionnaire which was developed and provided by the consulting firm of Segal Waters. As such, I complied with the Administration's request and completed the questionnaire to the best of my ability. As the Clerk of Committees of the Council, it is my duty to read motions, hearings, communications into the record within the appropriate city council committees, record and report out motions and or communications as approved by the committee members. It did not occur to me that should the above referenced item be sent to committee that if necessary I would be required to read the motion into the record, take notes on the item and perhaps instruct my staff to refer it out to the full city council for final action. (That my normal, day-to-day duties as Clerk of Committees would or could suffice as 'participation' in a matter.) Our office has been advised by Ethics Commission Atty. of the Day, Nora Mullen, to complete and submit this Disclosure Form to my appointing authority (The entire City Council). This, she stated, is due to the fact that the ORDINANCE in question affects my annual salary.

	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Due to the fact that this Ordinance addresses all Unit C salaries, my position of Clerk of Committees is included. If this proposed ORDINANCE does become ordained, annual salary would increase to \$28,159.00, which would constitute STEP 8 of the new Salary Schedule for all positions classified as MPT04.
Employee signature:	
Date:	01/04/17

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
	DETERMINATION
Determination by	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial

appointing authority:	interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

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AS REQUIRED BY G. L. c. 268A, § 19**

MUNICIPAL EMPLOYEE INFORMATION	
Name:	David Gerwatowski
Title or Position:	Legislative Counsel
Municipal Agency:	City of New Bedford
Agency Address:	133 William Street New Bedford, MA 02740
Office Phone:	(508)979-1448
Office E-mail:	
PARTICULAR MATTER	
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. A proposed ordinance dealing with salaries of certain employees of which I am one of the employees whose salary is a part of the proposed ordinance. My duties involve advising the city council with regard to municipal legislation.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. My duties as the legislative counsel involve advising the city council with regard to municipal legislation and sometimes suggesting language to accomplish the goals of the city council with regard to particular legislation.
FINANCIAL INTEREST IN THE PARTICULAR MATTER	
Write an X by all that apply.	<input checked="" type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. The financial interest is that the proposed ordinance includes the salary of the legislative counsel which is the position I currently hold.

Employee signature:	
Date:	12/22/16

DETERMINATION BY APPOINTING OFFICIAL

APPOINTING AUTHORITY INFORMATION	
Name of Appointing Authority:	New Bedford City Council
Title or Position:	Collective legislative body of the city of New Bedford.
Agency/Department:	City Council
Agency Address:	133 William Street New Bedford, MA 02740
Office Phone:	(508)979-1448
Office E-mail	
DETERMINATION	
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.