



**CITY OF NEW BEDFORD**  
**JONATHAN F. MITCHELL, MAYOR**

October 5, 2017

City Council President Joseph P. Lopes  
Honorable Members of the City Council  
133 William Street  
New Bedford, MA 02740

Dear Council President Lopes and Honorable Members of the City Council:

I would like to request a **Waiver of Residency** for Caroline Hawthorne, Education Curator in the Buttonwood Park Zoo who resides at 26 Harvard Street, Fairhaven, MA.

I have attached correspondence to support the reason for this request. Keith Lovett and Ms. Hawthorne will be available at the meeting to answer any questions.

Sincerely,

Jonathan F. Mitchell  
Mayor

JFM/dlr  
Attachments

cc: Ms. Hawthorne  
Keith Lovett/Zoo  
Personnel

SEP 22 2017 AM 9:35



# BUTTONWOOD PARK ZOO

City of New Bedford

**Jon Mitchell**  
Mayor

**Keith Lovett**  
Director of Zoological  
Services



To: Mayor Jon Mitchell  
From: Keith Lovett  
Re: Residency Waiver for Caroline Hawthorne

September 26,

2017

Dear Mayor Mitchell,

Please accept this letter of request for a residency waiver for our Education Curator, Ms. Caroline Hawthorne. Ms. Hawthorne has been a resident and home owner in Fairhaven, Massachusetts since 2005. She has been employed by the zoo since June of 2014 and has been granted a residency waiver annually to allow for her continued employment at the zoo. Thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to be "K. Lovett", with a long horizontal stroke extending to the right.

Keith Lovett  
Director Zoological Services  
Buttonwood Park Zoo



# BUTTONWOOD PARK ZOO

City of New Bedford

Jon Mitchell  
Mayor

Keith Lovett  
Director of Zoological  
Services



April 26, 2014

The Honorable Jon Mitchell  
Mayor of New Bedford  
133 William St.  
New Bedford, MA 02740

Dear Mayor Mitchell:

The zoo has been advertising for a new Educator Curator for several weeks. Although the overall applicant submissions were significantly lacking in experience, we did receive a strong application from Caroline Hawthorne of Fairhaven. Mrs. Hawthorne will bring a wealth of zoo education experience to the Buttonwood Park Zoo. She has been employee in the Roger Williams Park Zoo education department for the last decade as their Manager of School Programs. In this role she has been instrumental in developing programming for school children from many Rhode Island, Massachusetts, and Connecticut school districts, a revenue generating zoo camp program, a wide-reaching zoo mobile outreach program, science teacher training workshops, an animal ambassador program, and underprivileged student afterschool programs. In her interviews with Zoo and Society staff and Board Members she showed a great understanding of the need for science based education in New Bedford and a strong desire to help connect the citizens of Greater New Bedford to nature.

Taking into consideration her current compensation level and the stability and pension she would be leaving at Roger Williams Park Zoo, I would like to make an offer at the Grade M-4, Step 7 level with a starting salary of \$51,290.

Mrs. Hawthorne is a married homeowner with a young family residing in Fairhaven. As result, I will be requesting a residency waiver from the City Council.

Thank you for considering this request.

Sincerely,

Keith Lovett