



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 8, 2023

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$1,500 from the Retirement Stabilization Fund-Vacation/Sick Leave Buyback account (83113-5146) for sick leave buy-backs for active employees of the Salem Firefighters Union.

I recommend adoption of the enclosed Order and invite you to contact Human Resource Director Lisa Cammarata should you have any questions regarding it.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,

**Ordered:**

June 8, 2023

That the sum of One Thousand Five Hundred Dollars (\$1,500) is hereby appropriated in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the sick leave buybacks to be paid out for active employees pursuant to the collective bargaining agreement with the Salem Firefighter's Union in accordance with the recommendation of His Honor the Mayor.



ROBERT K. McCARTHY  
ACTING MAYOR

LISA B. CAMMARATA  
DIRECTOR OF HUMAN RESOURCES

**CITY OF SALEM MASSACHUSETTS**

HUMAN RESOURCES  
98 WASHINGTON STREET, 3<sup>RD</sup> FLOOR  
SALEM, MASSACHUSETTS 01970  
TEL. 978-619-5630

May 2, 2023

Robert K. McCarthy, Acting Mayor  
City of Salem  
93 Washington Street  
Salem, Massachusetts 01970

**RE: Retirement Stabilization**

Dear Acting Mayor:

I am respectfully requesting the amount of \$1,500.00 be appropriated in the Retirement Stabilization Fund for sick leave buybacks submitted in accordance with collective bargaining agreements with our various unions.

Sick leave buy-back to be paid out under this appropriation request are for active employees, not retirees, who wish to take advantage of contractual language allowing members to buyback certain amounts of unused sick leave, on an annual basis. A lump sum request for this purpose will allow us to process those requests.

A breakdown by bargaining unit is as follows:

Salem Firefighter's Union:                      \$1,500.00

Thank you for your attention and cooperation with this request, and if you have any questions, please do not hesitate to contact me.

Very truly yours,

  
Lisa B. Cammarata

cc: File



## **CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 8, 2023

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$12,000 from Free Cash to the City Clerk's advertising account for City Council business (11112-5306). Per the Clerk's enclosed letter, advertising costs for required legal advertisements for Council business have increased greater than anticipated and, based on her anticipated costs for May and June, these additional funds are necessary.

I recommend adoption of the enclosed Order and invite you to contact City Clerk Ilene Simons should you have any questions regarding it.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,

Ordered:

June 8, 2023

That the sum of Twelve Thousand Dollars (\$12,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account to the account listed below to fund required advertising costs in accordance with the recommendation of His Honor the Mayor.

| Description                   | Fund       | Amount       |
|-------------------------------|------------|--------------|
| Advertising<br>(City Council) | 11112-5306 | \$ 12,000.00 |
|                               |            | \$ 12,000.00 |

*City of Salem, Massachusetts*  
*Office of the City Clerk*

*Ilene Simons*  
*City Clerk*



*Room 1*  
*City Hall*

May 25, 2023

The Honorable Robert K. McCarthy  
Acting Mayor of Salem  
City Hall  
93 Washington Street  
Salem, MA 01970

Dear Mayor McCarthy:

I respectfully request a supplemental appropriation from free cash in the amount of \$12,000.00 to "City Council – Advertisement" (#11112-5306). This appropriation is necessary to fund the advertising account for the remainder of the fiscal year.

This account has been depleted due to the increased advertising costs and volume of Ordinances changes, Zoning, Traffic, and public hearings. I have attached a spreadsheet of expected advertisements for the months of May and June along with estimated costs.

I am available if you would like to discuss in further detail.

Thank you for your consideration.

Very truly yours, (

A handwritten signature in cursive script that reads "Ilene Simons".

ILENE SIMONS  
CITY CLERK

# CITY OF SALEM - Finance Department

## Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: City Council  
Department

Here Simons  
Department Head Authorizing Signature

Date

5/21/23

**Budget or R/Res**

**Transfers**

To : \_\_\_\_\_  
(Org/Object)

Desc: \_\_\_\_\_

Budget Amt: \_\_\_\_\_

Balance: \_\_\_\_\_

Budget Amt: \_\_\_\_\_

From : \_\_\_\_\_

Desc: \_\_\_\_\_

Balance: \_\_\_\_\_

(\*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ \_\_\_\_\_

Date: \_\_\_\_\_

**Free Cash or**

To : 11112-5306

Desc: Advertising

Budget Amt: 27,500

Balance: 34,500

494.04

**Retained Earnings (W/S)** (Org/Object)

**Raise & Appropriate**

Please circle one

Amount Requested:

\$ 12,000.00

Reason (Be Specific)

to cover the remaining upcoming Advertising bills for MAY + JUNE for FY23

**For Finance Department and Mayor's Use Only:**

☒ Budget Transfer

\_\_\_\_ Mayor Approval

\_\_\_\_ City Council Approval

☒ Free Cash Appropriation - City Council Approval - Gen Fund

\$ 6055,589.05  
Free Cash Balance

\_\_\_\_ R/E Appropriation - Water \$

R/E Balance

\_\_\_\_ R/E Appropriation Sewer \$

R/E Balance

\_\_\_\_ Receipts Reserve - City Council Approval

\$ \_\_\_\_\_  
R/Res Fund Balance

\_\_\_\_ Raise & Appropriate

\_\_\_\_ Other

Recommendation: ☒ Approved ☐ Denied

[Signature]  
Finance Director

Completed: Date: \_\_\_\_\_

By: \_\_\_\_\_

CO # \_\_\_\_\_

JE#: \_\_\_\_\_

Transfer #: \_\_\_\_\_

ADVERTISING  
ESTIMATE FOR REMAINING FY23

|    | A                                                                                                            | B                               | C                      | D                                         | E |
|----|--------------------------------------------------------------------------------------------------------------|---------------------------------|------------------------|-------------------------------------------|---|
| 1  | Date of Ad                                                                                                   | Description of Ad               | Cost of Ad (or approx) |                                           |   |
| 2  | 5/3/2023                                                                                                     | Flag Raising                    | \$1,447.63             |                                           |   |
| 3  | 5/17/2023                                                                                                    | Public Hearing Inflammable      | \$215.19               |                                           |   |
| 4  | 5/17/2023                                                                                                    | Traffic - North St.             | \$215.19               |                                           |   |
| 5  | 5/17/2023                                                                                                    | Traffic 17B - Bridge St.        | \$195.63               |                                           |   |
| 6  | 5/31/2023                                                                                                    | **UNKNOWN                       |                        |                                           |   |
| 7  | 5/31/2023                                                                                                    | Traffic ordinance - Riley Plaza | \$3,500.00             | 4 pages long                              |   |
| 8  | 6/14/2023                                                                                                    | Water Rates - 1st Passage       | \$400.00               | based on last year's cost                 |   |
| 9  | 6/14/2023                                                                                                    | Sewer Rates - 1st Passage       | \$360.00               | based on last year's cost                 |   |
| 10 | 6/14/2023                                                                                                    | Solid Waste - 1st Passage       | \$320.00               | if submitting - based on last year's cost |   |
| 11 | 6/14/2023                                                                                                    | Bond Order - GF - 1st Passage   | \$850.00               | based on last year's cost                 |   |
| 12 | 6/14/2023                                                                                                    | Bond Order - W/S - 1st Passage  | \$745.00               | based on last year's cost                 |   |
| 13 | 6/28/2023                                                                                                    | Bond Order - GF - 2nd Passage   | \$970.00               | based on last year's cost                 |   |
| 14 | 6/28/2023                                                                                                    | Bond Order - W/S - 2nd Passage  | \$857.00               | based on last year's cost                 |   |
| 15 |                                                                                                              | <b>TOTAL</b>                    | <b>\$10,075.64</b>     |                                           |   |
| 16 |                                                                                                              |                                 |                        |                                           |   |
| 17 | ** Not including any unknown ads from the last 3 remaining Council meetings: May 25th, June 8th, & June 22nd |                                 |                        |                                           |   |
| 18 |                                                                                                              |                                 |                        |                                           |   |
| 19 |                                                                                                              |                                 |                        |                                           |   |
| 20 |                                                                                                              |                                 |                        |                                           |   |
| 21 |                                                                                                              |                                 |                        |                                           |   |
| 22 |                                                                                                              |                                 |                        |                                           |   |
| 23 |                                                                                                              |                                 |                        |                                           |   |
| 24 |                                                                                                              |                                 |                        |                                           |   |
| 25 |                                                                                                              |                                 |                        |                                           |   |