



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

July 14, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint George Hoxha of 52 Highland Avenue, Salem, MA 01970 to serve as a Constable in the City of Salem for a term to expire May 22, 2025.

Very truly yours,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive, flowing style.

Kimberley Driscoll
Mayor



CHIEF OF POLICE
LUCAS J. MILLER

City of Salem, Massachusetts

Police Department Headquarters

95 Margin Street
Salem, Massachusetts 01970
(978) 744-2204

31 May 2022

Mayor Kimberley Driscoll
Salem City Hall
93 Washington Street
Salem, Massachusetts 01970

Re: Constable Reappointment (George Hoxha)

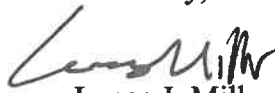
Dear Mayor Driscoll,

Mr. George Hoxha, resident at 52 Highland Avenue, Salem, has submitted his application for reappointment as a constable with the City of Salem. The required criminal indices checks on Mr. Hoxha have been completed and no derogatory information which would preclude him from reappointment was surfaced. I interviewed him on 31 May 2022 during which he reaffirmed his responsibilities to comply with the requirements of the Salem City Ordinance (Chapter 32, Section 19). Mr. Hoxha has been a constable in Salem for over twenty years.

Based on the information provided by Mr. Hoxha on his application, the satisfactory background checks, and the results of my interview with him, Mr. Hoxha meets the requirements for reappointment as a constable.

Mr. Hoxha's application is hereby forwarded for your review, consideration and presentation to the City Council should you elect to reappoint him.

Sincerely,



Lucas J. Miller
Chief of Police

Encl (1): Constable Reappointment Application (George Hoxha)

cc: Constable File



United Casualty and Surety Insurance Company

233 Needham Street, Suite 440, Newton, MA 02464

CONSTABLE BOND

Bond No. UCSX1X1382

Principal (Constable): George Hoxha

Principal Mailing Address: 52 Highland Avenue, Salem, MA 01970

Bond Period, From: May 22, 2022 To: May 22, 2025 12:01 AM at your mailing address as shown above.

In consideration of the agreed premium, United Casualty and Surety Insurance Company (the "Surety"), a corporation licensed and authorized to transact business in Massachusetts, and having a usual place of business in Newton, in the County of Middlesex and Commonwealth of Massachusetts, as Surety, are held and stand firmly bound and obliged unto:

Obligee: City of Salem, MA

Obligee Address: 93 Washington Street, Salem, MA 01970 in the amount of \$ 5,000.00

As Surety, we bind ourselves, our heirs, executors or administrator, successors and assigns jointly and severally by this Constable Bond.

WHEREAS, Principal has been duly appointed and confirmed a Constable of the Obligee in accordance with Massachusetts General Law Chapter 41, sections 91 through 95;

NOW THEREFORE, if the above-named Principal shall faithfully perform all the duties and obligations in the service of all civil processes committed to said Constable, observe all laws, statutes, rules or regulations applicable to said office, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

SIGNED, SEALED, AND DATED: June 9, 2022

UNITED CASUALTY AND SURETY INSURANCE COMPANY

BY: Deborah A. Holleran
Deborah A. Holleran, Attorney-in-Fact

WITNESS: William J. Holleran III
William J. Holleran III, Witness

BY: [Signature]
CONSTABLE/PRINCIPAL

WITNESS: Mahelle Browning
WITNESS



UNITED CASUALTY AND SURETY INSURANCE COMPANY
US Casualty and Surety Insurance Company
United Surety Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That United Casualty and Surety Insurance Company, a corporation of the State of Nebraska, and US Casualty and Surety Insurance Company and United Surety Insurance Company, assumed names of United Casualty and Surety Insurance Company (collectively, the Companies), do by these presents make, constitute and appoint:

Robert F. Thomas, Justin D. Casey, Colleen A. Cochrane, Deborah A. Holleran, Stephen M. Welsh, Casey R. Parker.

its true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety. This Power of Attorney shall expire without further action on December 31st, 2023.

This Power of Attorney is granted under and by authority of the following resolutions adopted by the Board of Directors of the Companies at a meeting duly called and held on the 1st day of July, 1993:


Resolved that the President, Treasurer, or Secretary be and they are hereby authorized and empowered to appoint Attorneys-in-Fact of the Company, in its name and as its acts to execute and acknowledge for and on its behalf as Surety any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected Officers of the Company in their own proper persons.

That the signature of any officer authorized by Resolutions of this Board and the Company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the Company as the original signature and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereunto affixed, this 19th day of August, 2021.



UNITED CASUALTY AND SURETY INSURANCE COMPANY
US Casualty and Surety Insurance Company
United Surety Insurance Company

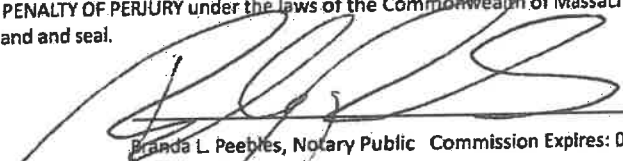

 Joel R. Chachkes, Treasurer

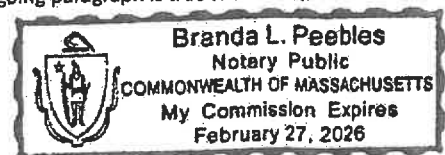
Corporate Seals

Commonwealth of Massachusetts
 County of Middlesex ss:

On this 19th day of August, 2021, before me, Branda L. Peebles, a notary public, personally appeared, Joel R. Chachkes, Treasurer of United Casualty and Surety Insurance Company, US Casualty and Surety Insurance Company and United Surety Insurance Company, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person(s), or the entity on behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the Commonwealth of Massachusetts that the foregoing paragraph is true and correct.
 WITNESS my hand and seal.

 (Seal)
 Branda L. Peebles, Notary Public Commission Expires: 02/27/2026




I, Robert F. Thomas, President of United Casualty and Surety Insurance Company, US Casualty and Surety Insurance Company and United Surety Insurance Company do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Newton, Massachusetts this

9th day of June, 2022

Corporate Seals




 Robert F. Thomas, President

TO CONFIRM AUTHENTICITY OF THIS BOND OR DOCUMENT EMAIL: CONFIRMBOND@UNITEDCASUALTY.COM



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Susan Yochelson of 5 Eden Street to the Salem Tree Commission as an alternate member for a term of 3 years to expire July 18, 2025.

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

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Paul L'Heureux of 24 Lafayette Place to the Tree Commission for a term of 3 years to expire July 18, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Mr. L'Heureux for his continued dedicated service and commitment to our community.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Rachel McCarter of 17 Forest Avenue #7 to the Tree Commission for a term of 3 years to expire July 18, 2025.

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

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Datanis Elias of 71 Harbor Street to the Board of Health for a term of 3 years to expire July 21, 2025.

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

Sincerely,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive, flowing style.

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Alexandra Maranto of 3 Lemon Street Court #2 to the Bicycling Advisory Committee for a term of 3 years to expire September 12, 2025.

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

Sincerely,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive, flowing style.

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Erin Bonney Casey of 29 Briggs Street to the Sustainability, Energy, and Resiliency Committee to complete the remainder of a three-year term to expire July 14, 2025. Ms. Casey will be taking the seat previously held by Gail Kubik. I hope you will join me in thanking Ms. Kubik for her many years of service to SERC and to our community.

Ms. Casey currently serves as the manager of the Municipal Services Program for the Ipswich River Watershed Association, where she works with municipalities in implementing climate-resiliency projects and initiatives. She also works as the research director for Bluefield Research in Boston, a company specializing in research and analysis in the fields of water and wastewater infrastructure and environmental management. She earned a Bachelor's degree from Bates College and a Master of Science degree in Water Science Policy and Management from the University of Oxford in the United Kingdom.

I strongly recommend confirmation of Ms. Casey to SERC. We are fortunate that she is willing to serve our community in this capacity and lend her dedication and passion to the Board and its work.

Sincerely,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive style with a large, stylized "K" and "D".

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Walter Morrell of 65 Palmer Street to the Bicycling Advisory Committee to complete the remainder of a three-year term to expire January 14, 2025. Mr. Morrell will be taking the seat previously held by Kylie Sullivan. I hope you will join me in thanking Ms. Sullivan for her years of service to committee and to our community.

An avid cyclist, Mr. Morrell currently works as the Director of Education and Outreach for the National Electrical Contractors Association of Greater Boston. Prior to that he was a programs operation manager for the Boston-based educational travel company Road Scholar and the summer programs manager for UTP High Schools, an independent provider of ESL support programs for international high school students. Mr. Morrell earned his Bachelor's degree from St. Lawrence University and is a community captain with Salem Community Gardens.

I strongly recommend confirmation of Mr. Morrell to the Bicycling Advisory Committee. We are fortunate that he is willing to serve our community in this capacity and lend his dedication and passion to the committee and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the annual recurring donation from Salem State University in the amount of Thirteen Thousand Five Hundred Dollars (\$13,500.00) to support the operations and maintenance of the City's bike share program. These funds will be deposited into the Traffic and Parking Department's Transportation Enhancement Fund Account #25T91-4830

In order to accept the donation approval must be given by both the Mayor and City Council. I ask that the members of the City Council join with me in accepting these funds to be used towards the Traffic and Parking Department's Transportation Enhancement Fund.

Very truly yours,

A handwritten signature in black ink that reads "Kimberley Driscoll".

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

July 14, 2022

Ordered:

To accept an annual recurring donation from Salem State University in the amount of Thirteen Thousand Five Hundred Dollars (\$13,500.00) to support the operations and maintenance of the City's bike share program. These funds will be deposited into the Traffic and Parking Department's Transportation Enhancement Fund Account #25T91-4830 in accordance with the recommendation of Her Honor the Mayor.



City of Salem, Massachusetts

Traffic & Parking Department
98 Washington Street, 2nd Floor
Salem, MA 01970
www.salem.com

Kimberley L. Driscoll, Mayor

David Kucharsky, Traffic & Parking Director

July 6, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

This letter is to request that the City Council accept a recurring annual donation of \$13,500 from Salem State University to support the operations and maintenance of the City's bike share program.

Salem State is a key partner for the bike share program. The University promotes the program heavily in its campus community as an additional way to travel throughout the city. As a result, it has been one of the largest sources of ridership of both the current BlueBikes system as well as earlier iterations of the City's bike share program. Their continued partnership will help towards reducing the number of university students, staff, and faculty driving and parking within the city.

Please join me in my gratitude to Salem State University for offering this financial commitment toward the program. Please contact me if you have any questions.

A handwritten signature in black ink, appearing to read "David Kucharsky".

David Kucharsky
Traffic and Parking Director



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation from Footprint Power/Salem Harbor Station in the amount of Three Thousand One Hundred Eighty-Six Dollars and Twenty-Nine cents (\$3,186.29) for the 2022 Derby Street Mile. These funds will be deposited into the Parks and Recreation Donation Account #24061-4830.

In order to accept the donation approval must be given by both the Mayor and City Council. I ask that the members of the City Council join with me in accepting these funds to be used towards Salem Park & Recreation.

Very truly yours,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive style.

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

July 14, 2022

Ordered:

To accept the donation from Footprint Power / Salem Harbor Station in the amount of Three Thousand One Hundred Eighty-Six Dollars and Twenty-Nine Cents (\$3,186.29) for the 2022 Derby Street Mile. These funds will be deposited into the Parks and Recreation Donation Account #24061-4830 in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES
401 Bridge Street, Salem MA 01970
Tel. (978) 744-0180/(978) 744-0924

Kimberley Driscoll
MAYOR

July 5, 2022

The Honorable Kimberley L. Driscoll
Mayor, City of Salem
93 Washington Street
Salem, Massachusetts 01970

RE: Derby Street Mile Sponsorship

Dear Mayor Driscoll:

Please accept the following donation to Salem Park and Recreation Department from the Footprint Power / Salem Harbor Station for the Sponsorship of the 2022 Derby Street Mile in the amount of \$3,186.29 to be deposited into the Park and Recreation Donation account 24061-4830.

Sincerely,

A handwritten signature in black ink, appearing to read "Patricia O'Brien", followed by a large, stylized "O" and a horizontal line.

Patricia O'Brien
Superintendent
Jean A. Levesque Community Life Center
(Park, Recreation and Community Services)



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 11, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Seventeen Thousand Four Hundred Twenty Dollars and Ninety-Six Cents (\$17,420.96) appropriated in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2023 contractual buyback listed below.

NAME	DEPARMTENT	AMOUNT
Karen Moran	Engineering Department	\$17,420.96

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Kimberley Driscoll", is written over a faint, larger version of the same signature.

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 14, 2022

That the sum of Seventeen Thousand Four Hundred Twenty Dollars and Ninety-Six Cents (\$17,420.96) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2023 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Karen Moran	Engineering Department	\$ 17,420.96
		\$ 17,420.96



KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

CITY OF SALEM MASSACHUSETTS

HUMAN RESOURCES
98 WASHINGTON STREET, 3RD FLOOR
SALEM, MASSACHUSETTS 01970
TEL. 978-619-5630
FAX 978-745-7298

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: July 7, 2022
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Engineering Department.

This former employee is entitled to the following amount of sick leave and vacation buyback.

Karen Moran

108.99 vacation hours @ \$32.93 per hour	\$3,589.04
60 sick days @ \$230.53 per day	\$13,831.92
Total:	\$17,420.96

In accordance with the July 2008 Policy, I am requesting you verify the availability of the funds from the Retirement Stabilization Fund, prepare the Council Order, and continue the process in order that my staff can input the information in MUNIS and issue payments to this former employee upon Council approval.

Thank you for your cooperation, and if you should have any questions, please do not hesitate to contact me.

LBG



CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department

Engineering Dept.

Date

7/7/22

Authorized Signature:

[Signature]
Department Head/City or Business Manager/School

NAME:

Karen Moran

CALCULATION

VACATION HOURS

108.99 @ \$ 32.93 = \$ 3,589.04

SICK HOURS

600 hrs @ 230.53 = \$ 13,831.92

PRO-RATED STIPENDS

_____ @ \$ _____ = \$ _____

OTHER

_____ @ \$ _____ = \$ _____

Total Amount Due:

\$ 17,420.96

Please attach corresponding PAF or other backup to this sheet.

Reason:

Retired - 6/30/22

For Human Resources's Use Only:



VACATION HOURS



SICK HOURS



PER ACCRUAL REPORT



OTHER

Org and Object:

83113

- 5146

Recommendation:



Approved

[Signature]
H.R. Director/City or Superintendent/Schools



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 14, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

That the sum of Two Hundred Fifty-Six Thousand Three Hundred Forty-Eight Dollars and Seventy-Three Cents (\$256,348.73) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2022 contractual buyback(s) listed below.

Name	Department	Amount
Frank Leonard	Salem Public Schools	16,746.10
Kathleen Boucher	Salem Public Schools	37,715.00
Nancy Brown	Salem Public Schools	19,138.38
Maritza Coello	Salem Public Schools	18,857.51
Rosemary Dunning	Salem Public Schools	19,528.40
Jane Garthe	Salem Public Schools	17,359.20
Darlene Lupini	Salem Public Schools	18,659.84
Elizabeth Lutts	Salem Public Schools	36,164.00
Cynthia Napierkowski	Salem Public Schools	36,016.00
Louis Wallach	Salem Public Schools	36,164.00
		256,348.73

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive, flowing style.

Kimberley Driscoll,
Mayor



CITY OF SALEM

In City Council,

July 14, 2022

Ordered:

That the sum of Two Hundred Fifty-Six Thousand Three Hundred Forty-Eight Dollars and Seventy-Three Cents (\$256,348.73) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2022 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Frank Leonard	Salem Public Schools	16,746.10
Kathleen Boucher	Salem Public Schools	37,715.00
Nancy Brown	Salem Public Schools	19,138.38
Maritza Coello	Salem Public Schools	18,857.51
Rosemary Dunning	Salem Public Schools	19,528.40
Jane Garthe	Salem Public Schools	17,359.20
Darlene Lupini	Salem Public Schools	18,659.84
Elizabeth Lutts	Salem Public Schools	36,164.00
Cynthia Napierkowski	Salem Public Schools	36,016.00
Louis Wallach	Salem Public Schools	36,164.00
		256,348.73



KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

HUMAN RESOURCES
120 WASHINGTON STREET
TEL. (978) 745-9595 EXT. 5630
FAX (978) 745-7298

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: June 30, 2022
RE: Retirement Stabilization Fund

Attached you will find retirement buy backs for former employees of the Salem Public Schools.

These former employees are entitled to the following amount of sick leave buyback.

Frank Leonard (35 sick days @\$478.46 per day)	\$16,746.10
Kathleen Boucher (80 sick days @\$471.43 per day)	\$37,715.00
Nancy Brown (40 sick days @ \$478.45 per day)	\$19,138.38
Maritza Coello (40 sick days @\$471.43 per day)	\$18,857.51
Rosemary Dunning (40 sick days @\$488.21 per day)	\$19,528.40
Jane Garthe (40 sick days @\$433.98 per day)	\$17,359.20
Darlene Lupini (39 sick days @ \$478.46 per day)	\$18,659.84
Elizabeth Lutts (80 sick days @\$452.05 per day)	\$36,164.00
Cynthia Napierkowski (80 sick days @\$450.20 per day)	\$36,016.00
Louis Wallach (80 sick days @\$452.05 per day)	\$36,164.00

Total: \$256,348.73

In accordance with the July 2008 Policy, I am requesting you verify the availability of the funds from the Retirement Stabilization Fund, prepare the Council Order, and continue the process in order that my staff can input the information in MUNIS and issue payments to this former employee upon Council approval.

Thank you for your cooperation, and if you should have any questions, please do not hesitate to contact me.

LBA

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department _____ School _____ Date 6/30/22

Authorized Signature: Mary C. La
Department Head/City or Business Manager/School

NAME: Frank Leonard

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 35 @ \$ 478.46 = \$ 16,746.10 ✓

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 16,746.10
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved

[Signature]
HR Director/City or Superintendent/Schools

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School Date 6/17/22

Authorized Signature: [Signature]
Department Head/City or Business Manager/School

NAME: KATHleen Baucher

CALCULATION

VACATION DAYS # @ \$ = \$

SICK DAYS # 80 @ \$ 471.4375 = \$ 37,715

PRO-RATED STIPENDS # @ \$ = \$

OTHER # @ \$ = \$

Total Amount Due: \$ 37,715

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved

[Signature]
H R Director/City or Superintendent/Schools

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School Date 6/17/22

Authorized Signature: 
Department Head/City or Business Manager/School

NAME: Nancy Brown

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 40 @ \$ 478.4595 = \$ 19,138.38 ✓

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 19,138.38

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved


HR Director/City or Superintendent/Schools

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School Date 6/17/22

Authorized Signature: 
Department Head/City or Business Manager/School

NAME: Maritza Coello

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 40 @ \$ 471.43715 = \$ 18,857.51 ✓

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 18,857.51

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved


HR Director/City or Superintendent/Schools

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School Date 6/17/22

Authorized Signature: Mary C. Denning
Department Head/City or Business Manager/School

NAME: Mary Denning

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 40 @ \$ 488.21 = \$ 19,528.40

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 19,528.40

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved

[Signature]
HR Director/City or Superintendent/Schools

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School Date 6/17/22
Authorized Signature: Jane Carthe
Department Head/City or Business Manager/School

NAME: _____

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 40 @ \$ 433.98 = \$ 17,359.20 ✓

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 17,359.20
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved

HR Director/City or Superintendent/Schools

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School Date 6/17/22

Authorized Signature: [Signature]
Department Head/City or Business Manager/School

NAME: Dorene Lupini

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 40 @ \$ 478.46 = \$ 19,138.40

PRO-RATED STIPENDS # 39 @ \$ 478.46 = \$ 18,659.84

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ ~~19,138.40~~ + 18,659.84
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved

[Signature]
HR Director/City or Superintendent/Schools

as made

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School Date 6/17/22

Authorized Signature: 
Department Head/City or Business Manager/School

NAME: Elizabeth Lutts

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 80 @ \$ 452.05 = \$ 36,164 ✓

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 36,164
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved


H R Director/City or Superintendent/Schools

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School Date 6/17/22

Authorized Signature: 
Department Head/City or Business Manager/School

NAME: Cynthia Napierkowski

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 80 @ \$ 450.20 = \$ 36,016 ✓

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 36,016
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved


H R Director/City or Superintendent/Schools

CITY OF SALEM
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School

Date 6/17/22

Authorized Signature: _____

Department Head/City or Business Manager/School

NAME: Louis Wallach

CALCULATION

VACATION DAYS # _____ @ \$ _____ = \$ _____

SICK DAYS # 80 @ \$ 452.05 = \$ 36,164 ✓

PRO-RATED STIPENDS # _____ @ \$ _____ = \$ _____

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 36,164
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☐ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved

[Signature]
H R Director/City or Superintendent/Schools



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 14, 2022

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Seventy-Five Thousand Sixty-Five Dollars (\$75,065.00) appropriated from the "Human Resources Salary/Collective Bargaining Reserve" (11521-5171A) to the "Human Resources Retro Wages Account" (11521-5161) for the FY 2022 retroactive wages for pay increases pursuant to the contract settlements reached with Local 172, IAFF (Salem Firefighters) effective July 1, 2021.

I recommend passage of the accompanying Order.

Very truly yours,

Kimberley Driscoll
Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 14, 2022

That the sum of Seventy-Five Thousand Sixty-Five Dollars (\$75,065.00) is hereby appropriated and transferred from "Human Resources Salary/Collective Bargaining Reserve" (11521-5171A) to the "Human Resources Retro Wages Account" (11521-5161) for the FY2022 retroactive wages for pay increases pursuant to the contract settlements reached with Local 172, IAFF (Salem Firefighters) effective July 1, 2021, in accordance with the recommendation of Her Honor the Mayor.



KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

HUMAN RESOURCES
98 WASHINGTON STREET, 3RD FLOOR
SALEM, MASSACHUSETTS 01970
978-619-5630

July 11, 2022

Honorable Kimberley Driscoll, Mayor
Salem City Hall
93 Washington Street
Salem, Massachusetts 01970

RE: Local 172, IAFF (Salem Firefighters)

Dear Mayor Driscoll:

I am respectfully requesting two transfers and appropriations totaling \$205,353.00 to the Human Resources Retro Wages Account (11521-5161) to fund contract settlements reached with Local 172, IAFF (Salem Firefighters).

The FY2022 budget included a salary/collective bargaining reserve (account 11521-5171A), from which I am requesting to transfer \$75,065.00 to the Human Resources Retroactive Wages Account (11521-5161).

Because the total value of the retroactive wages owed to the members of Local 172, IAFF (Salem Firefighters) is greater than the remaining amount in the salary/collective bargaining reserve, I am also requesting a transfer from the General Stabilization Fund into the Retroactive Wages Account (11521-5161) in the amount of \$130,288.00 to fund the remainder of the contract settlement.

As these transfers are being made after 6/30/22 and Free Cash is not currently available, I am requesting to make the transfer from General Stabilization for the above noted balance.

Thank you for your attention to this request, and please contact me if you have any questions.

Very truly yours,

A handwritten signature in dark ink, appearing to be "Lisa B. Cammarata", written over a horizontal line.

Lisa B. Cammarata

cc: Anna Freedman, Director of Finance
File



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 14, 2022


To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of One Hundred Thirty Thousand Two Hundred Eighty-Eight Dollars (\$130,288.00) appropriated from the General Stabilization Fund to the "Human Resources Retro Wages Account" (11521-5161) for the FY 2022 retroactive wages for pay increases pursuant to the contract settlements reached with Local 172, IAFF (Salem Firefighters) effective July 1, 2021.

I recommend passage of the accompanying Order.

Very truly yours,


Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 14, 2022

That the sum of One Hundred Thirty Thousand Two Hundred Eighty-Eight Dollars (\$130,288.00) is hereby appropriated from the General Stabilization Fund to the "Human Resources Retro Wages Account" (11521-5161) for the FY2022 retroactive wages for pay increases pursuant to the contract settlements reached with Local 172, IAFF (Salem Firefighters) effective July 1, 2021, in accordance with the recommendation of Her Honor the Mayor.



KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

HUMAN RESOURCES
98 WASHINGTON STREET, 3RD FLOOR
SALEM, MASSACHUSETTS 01970
978-619-5630

July 11, 2022

Honorable Kimberley Driscoll, Mayor
Salem City Hall
93 Washington Street
Salem, Massachusetts 01970

RE: Local 172, IAFF (Salem Firefighters)

Dear Mayor Driscoll:

I am respectfully requesting two transfers and appropriations totaling \$205,353.00 to the Human Resources Retro Wages Account (11521-5161) to fund contract settlements reached with Local 172, IAFF (Salem Firefighters).

The FY2022 budget included a salary/collective bargaining reserve (account 11521-5171A), from which I am requesting to transfer \$75,065.00 to the Human Resources Retroactive Wages Account (11521-5161).

Because the total value of the retroactive wages owed to the members of Local 172, IAFF (Salem Firefighters) is greater than the remaining amount in the salary/collective bargaining reserve, I am also requesting a transfer from the General Stabilization Fund into the Retroactive Wages Account (11521-5161) in the amount of \$130,288.00 to fund the remainder of the contract settlement.

As these transfers are being made after 6/30/22 and Free Cash is not currently available, I am requesting to make the transfer from General Stabilization for the above noted balance.

Thank you for your attention to this request, and please contact me if you have any questions.

Very truly yours,


Lisa B. Cammarata

cc: Anna Freedman, Director of Finance
File



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order transfers \$119,242.77 in unused FY2022 appropriations from the account listed below to the accounts listed below, for the purposes of closing out the FY2022 year for these accounts. Transfers between Personnel and Expenses accounts and transfers between Departments require City Council approval, therefore the enclosed Order is submitted for your review and vote. For most of these issues the Council has already reviewed and approved FY2023 budget amounts that address the overages or deficits outlined below.

Amount	Transfer From	Transfer To	Notes
\$4,500.00	Human Resources-Unemployment Compensation	City Council-Salaries Full Time	Funding for salary for 11 th City Councillor, not included for partial fiscal year in the FY2022 budget.
\$3,000.00	Elections-Seasonal Labor	City Council-Salaries Full Time	Funding for salary for 11 th City Councillor, not included for partial fiscal year in the FY2022 budget.
\$2,882.00	Elections-Salaries Part Time	City Clerk-Salaries Full Time (\$1,965.00) and City Clerk-Overtime (\$917.00)	FY2022 budget shortfall in City Clerk personnel accounts.
\$3,154.23	Elections-Seasonal Labor	Elections-Printing and Binding (\$1,107.28) and	FY2022 budget shortfall in Elections expenses accounts.

		Elections-Voting Machine Services (\$2,046.95)	
\$8,270.00	Finance-Salaries Full Time	Finance-Contracted Services	FY2022 expenses for temporary and contracted work filling for vacant Deputy position.
\$6,800.92	Finance-Salaries Part Time	Finance-Contracted Services	FY2022 expenses for temporary and contracted work filling for vacant Deputy position.
\$2,000.00	Finance-Fringe/Stipends	Finance-Contracted Services	FY2022 expenses for temporary and contracted work filling for vacant Deputy position.
\$20,291.00	Mayor-Contracted Services	Finance-Contracted Services	FY2022 expenses for contracted work filling for vacant Deputy position.
\$2,000.00	Purchasing-Advertising	Purchasing-Copiers and Supplies	Final FY2022 invoices more than anticipated.
\$1,850.00	Human Resources-Unemployment Compensation	Collector-Salaries Full Time	FY2022 budget shortfall in Collector personnel account.
\$19,500.00	Public Services-Salaries Full Time	Engineering-Salaries Full Time	FY2022 budget shortfall for clerk of the works and less salary allocated to capital accounts than anticipated
\$13,000.00	Recreation-Salaries Full Time	Charter Street-Seasonal Labor	FY2022 budget shortfall for Charter Street seasonal personnel.
\$6,694.14	Human Resources-Unemployment Compensation	Treasurer-Medicare	FY2022 Medicare projection was less than final actual cost.
\$14,460.48	Human Resources-Unemployment Compensation	Treasurer-Insurance Premiums	Unanticipated and nonrecurring insurance premiums incurred in FY2022.
\$840.00	Human Resources-Unemployment Compensation	Traffic and Parking-Telephone	Higher than anticipated FY2022 telephone costs.
\$10,000.00	Human Resources-Unemployment Compensation	Traffic & Parking-Salaries Full Times (\$6,000.00) and Traffic & Parking-Stipend (\$4,000.00)	FY2022 budget shortfall for Traffic and Parking personnel account, as well as higher than anticipated overtime costs for parking enforcement.

Because this is a transfer of existing funds it does not add to the budget amount, nor does it increase the amount being raised from taxes. To enable us to properly close the books on FY2022, I recommend adoption of the enclosed Order at your meeting of July 14 and invite you to contact Finance Director Anna Freedman should you have any questions regarding it.

Sincerely,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive, flowing style.

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

July 14, 2022

That the sum of One Hundred Nineteen Thousand Two Hundred Forty-Two Dollars and Seventy-Seven Cents (\$119,242.77) is hereby transferred to the accounts as provided below to cover remaining final FY2022 costs necessary to close the fiscal year in accordance with the recommendation of Her Honor the Mayor.

TO ACCOUNT:				FROM ACCOUNT:			
Org/Obj	Dept	Account	Amount	Org/Obj	Dept	Account	Amount
11111-5111	City Council	Salaries - Full Time	\$ (7,500.00)	19131-5173	Human Resources	Unemployment Com	\$ 4,500.00
				11621-5118	Elections/Reg.	Seasonal Labor	\$ 3,000.00
		ORG TOTAL	\$ (7,500.00)			TRANSFER IN TOTAL	\$ 7,500.00
11611-5111	Clerk's Office	Full-Time Salaries	\$ (1,965.00)	11621-5113	Elections/Reg.	Salaries- Part Time	\$ 2,882.00
11611-5131	Clerk's Office	Overtime	\$ (917.00)				
		ORG TOTAL	\$ (2,882.00)			TRANSFER IN TOTAL	\$ 2,882.00
11622-5381	Elections/Reg.	Printing and Binding	\$ (1,107.28)	11621-5118	Elections/Reg.	Seasonal Labor	\$ 3,154.23
11622-5386	Elections/Reg.	Voting Machine Service	\$ (2,046.95)				
		ORG TOTAL	\$ (3,154.23)			TRANSFER IN TOTAL	\$ 3,154.23
11352-5320	Finance	Contracted Services	\$ (37,361.92)	11351-5111	Finance	Salaries Full-Time	\$ 8,270.00
				11351-5113	Finance	Salaries Part-Time	\$ 6,800.92
				11351-5150	Finance	Fringe/Stipends	\$ 2,000.00
				11212-5320	Mayor	Contracted Services	\$ 20,291.00
		ORG TOTAL	\$ (37,361.92)			TRANSFER IN TOTAL	\$ 37,361.92
11392-5422	Purchasing	Copiers & Supplies	\$ (2,000.00)	11382-5306	Purchasing	Advertising	\$ 2,000.00
		ORG TOTAL	\$ (2,000.00)			TRANSFER IN TOTAL	\$ 2,000.00
11111-5111	Collector	Salaries - Full Time	\$ (1,850.00)	19131-5173	Human Resources	Unemployment Com	\$ 1,850.00
		ORG TOTAL	\$ (1,850.00)			TRANSFER IN TOTAL	\$ 1,850.00
14112-5111	Engineering	Salaries - Full Time	\$ (19,500.00)	14111-5111	Public Services	Salaries - Full Time	\$ 19,500.00
		ORG TOTAL	\$ (19,500.00)			TRANSFER IN TOTAL	\$ 19,500.00
16981-5118	Charter Street	Seasonal Staff	\$ (13,000.00)	16501-5111	Recreation	Salaries - Full Time	\$ 13,000.00
		ORG TOTAL	\$ (13,000.00)			TRANSFER IN TOTAL	\$ 13,000.00
19191-5177	Treasurer	Medicare	\$ (6,694.14)	19131-5173	Human Resources	Unemployment Com	\$ 6,694.14
		ORG TOTAL	\$ (6,694.14)			TRANSFER IN TOTAL	\$ 6,694.14
19452-5740	Treasurer	Insurance Premiums	\$ (14,460.48)	19131-5173	Human Resources	Unemployment Com	\$ 14,460.48
		ORG TOTAL	\$ (14,460.48)			TRANSFER IN TOTAL	\$ 14,460.48

TO ACCOUNT:				FROM ACCOUNT:			
Org/Obj	Dept	Account	Amount	Org/Obj	Dept	Account	Amount

14812-5341	Traffic/Parking	Telephone	\$ (840.00)	19131-5173	Human Resources	Unemployment Com	\$ 840.00
		ORG TOTAL	\$ (840.00)			TRANSFER IN TOTAL	\$ 840.00

14811-5111	Traffic/Parking	Full-Time Salaries	\$ (6,000.00)	19131-5173	Human Resources	Unemployment Com	\$ 10,000.00
14811-5150	Traffic/Parking	Stipend	\$ (4,000.00)				
		ORG TOTAL	\$ (10,000.00)			TRANSFER IN TOTAL	\$ 10,000.00

TOTAL \$ (119,242.77)

TOTAL \$ 119,242.77



City of Salem, Massachusetts

Finance Department
93 Washington Street
Salem, MA 01970
www.salem.com

Kimberley L. Driscoll, Mayor

Anna Freedman, Finance Director

July 14, 2022

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to transfer \$119,242.77 in available funds to cover remaining final costs necessary to close out FY2022. Under Massachusetts General Law, Chapter 44, Section 33B, communities may transfer during the first 15 days of the new fiscal year, to apply to the previous fiscal year, any amount appropriated in one department to another department to address any remaining deficits. If the technical transfers noted below do not occur, this will impact Salem's free cash and this amount will need to be raised on the FY23 tax recap. Please note, none of these transfers support any new spending or initiatives at year-end.

- \$7,500 transfer to City Council Salaries Full-Time to fund salary deficit due to salary for 11th Councilor not being included in the FY22 budget.
- \$2,882 total transfer to City Clerk's Office for staffing needs for the final pay days of FY22 and \$3,154.23 to Elections and Registration for higher than anticipated invoices for printing and binding and voting machine services.
- \$37,361.92 transferred to Finance Department Contracted Services for final FY22 invoices for temporary auditing services that covered the previously vacant Deputy Finance Director position for a year.
- \$2,000 transferred to Purchasing Fixed Costs from Purchasing Advertising to fund final FY22 copying invoices that were higher than anticipated.
- \$1,850 transferred to the Collector's Office Full-Time Salaries line to fund the final pay days of FY22 – the budget did not correctly account for the year-end payroll for this department.
- \$19,500 to the Engineering Department's Full-Time Salaries line to fund payroll costs that were previously projected to be accounted for via capital project and other funds.

- \$13,000 to Charter Street – Seasonal Staff for higher than anticipated staffing costs.
- \$6,694.14 and \$14,460.48 transferred to the Treasurer's Office to fund higher than anticipated Medicare and Insurance Premium costs, respectively.
- \$840 transferred to the Traffic and Parking Office for higher than anticipated final FY22 telephone invoices.
- \$10,000 transferred to the Traffic and Parking Office to fund the final pay days of FY22 due to the FY22 budget not properly accounting for the current staffing structure and necessary year-end funding and inadvertently omitting a stipend line that has previously been included.

Please let me know if you would like to discuss further.

Regards,



Anna Freedman
Finance Director

Enclosures



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order transfers \$1,490,612.26 in unused FY2022 appropriations from the Human Resources-Medical Insurance account (19141-5174) in the amount of \$1,308,270.14 and from the Human Resources-Unemployment Compensation account (19131-5173) in the amount of \$182,342.12 to the Snow and Ice account to resolve this year's Snow and Ice deficit.

As was discussed during the FY2023 budget hearings, this year-end transferred of unused FY2022 funds will prevent the City from having to raise these funds on the recap to resolve the annual snow and ice removal deficit, providing an additional cost savings for the FY2023 budget.

Because this is a transfer of existing funds it does not add to the budget amount, nor does it increase the amount being raised from taxes. To enable us to properly close the books on FY2022, I recommend adoption of the enclosed Order at your meeting of July 14 and invite you to contact Finance Director Anna Freedman should you have any questions regarding it.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

July 14, 2022

That the sum of One Million Four Hundred Ninety Thousand Six Hundred Twelve Dollars and Twenty-Six Cents (\$1,490,612.26) is hereby transferred to the Snow and Ice "Snow Removal" account (14232-5292) from the accounts as provided below to fund the Snow and Ice deficit incurred for FY2022 in accordance with the recommendation of Her Honor the Mayor.

Description	Fund	Amount
Human Resources – Medical Insurance	19141-5174	\$ 1,308,270.14
Human Resources – Unemployment Comp	19131-5173	\$ 182,342.12
		\$ 1,490,612.26



City of Salem, Massachusetts

Finance Department
93 Washington Street
Salem, MA 01970
www.salem.com

Kimberley L. Driscoll, Mayor

Anna Freedman, Finance Director

July 14, 2022

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to transfer \$1,490,612.26 in available funds from the Human Resource Department's Medical Insurance Account (19141-5174) and Unemployment Compensation Account (19131-5173) to the Snow and Ice "Snow Removal" account (14232-5292) to fund Salem's snow and ice deficit for FY2022. Under Massachusetts General Law, communities may spend in excess of appropriation during the fiscal year for snow and ice-related expenditures and must then raise any remaining deficit on the next fiscal year's tax recap. While Salem has typically funded the deficit on the upcoming year's recap, I am recommending cleaning up the deficit at FY22 year-end using currently available funds as a cost saving measure for FY23. This will reduce the amount needed in new revenues for next year.

Please let me know if you would like to discuss further.

Regards,

A handwritten signature in dark ink, appearing to read "Anna Freedman", is written over a circular stamp or seal.

Anna Freedman
Finance Director

Enclosures



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As part of our efforts to secure the funding necessary to advance the proposed offshore wind marshalling facility here in Salem, the City is preparing an application to the Massachusetts Offshore Wind Industry Ports Investment Challenge grant program. The enclosed Resolution will be included with the application as an expression of the City Council's support.

This project represents a significant step in supporting the Commonwealth in reaching its renewable energy goals while providing social, environmental, business, and economic benefits to Salem and surrounding communities. Through this partnership, the Port of Salem will be developed into a marshalling hub for the deployment of over two gigawatts of already approved offshore wind capacity in the initial five-year port utilization period alone.

The Massachusetts Offshore Wind Industry Ports Investment Challenge grant is a critical component of the funding strategy for this project. It will leverage significant private investment, create new jobs for Massachusetts, and further stimulate the Commonwealth's position as a leader in wind energy.

I recommend adoption of the enclosed Resolution and invite you to contact Harbor Planner Seth Lattrell with any questions that you may have. Because this grant application is due by the end of July we are asking for a vote on this Resolution at your meeting of July 14th.

Sincerely,

A handwritten signature in black ink that reads "Kimberley Driscoll". The signature is written in a cursive, flowing style.

Kimberley Driscoll
Mayor
City of Salem



Resolution

Expressing Support for Salem's Application to the Massachusetts Offshore Wind Industry Ports Investment Challenge grant program

WHEREAS: Offshore wind represents a transformative opportunity to invest in and create substantial renewable power for Massachusetts, reduce our carbon footprint, expand and grow our tax base, and create thousands of green energy jobs; and,

WHEREAS: The City of Salem is seeking to redevelop a vacant, industrial portion of the Port of Salem – specifically, the site of a previously decommissioned coal fired power plant – to create a new purpose-built offshore wind turbine construction staging port; and,

WHEREAS: Salem's deep-water port provides sufficient upland area, a federally maintained navigation channel, and no height or width limitations, making it uniquely positioned to support the needs of the Commonwealth for offshore wind deployment; and,

WHEREAS: The offshore wind port development project will leverage substantial private funding in pursuit of state and federal grant funding to implement critical improvements to Salem's aging port infrastructure and bring an immediate and enduring positive economic and social benefit to the entire North Shore region through jobs and growth; and,

WHEREAS: The Massachusetts Clean Energy Center's Offshore Wind Industry Ports Investment Challenge is a critical component of the funding strategy for this project.

NOW THEREFORE BE IT RESOLVED: That the Mayor of the City of Salem and the Salem City Council expresses its strongest possible support for the City of Salem's application to the Massachusetts Clean Energy Center under the Massachusetts Offshore Wind Industry Ports Investment Challenge grant program;

AND BE IT FURTHER RESOLVED: That a copy of this Resolution be submitted to Jennifer Daloisio, Chief Executive Officer for the Massachusetts Clean Energy Center.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 14, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Resolution expresses our support for the Fair Share Amendment, a state proposal that would assess 4% surcharge on annual incomes over \$1 million and direct that additional funding to public schools, public higher education, and roads, bridges, and public transportation.

As you know, Massachusetts assesses a flat income tax, which results in a regressive system that disproportionately and negatively impacts working families. This measure would bring a degree of progressivity to our income tax structure, ensuring that those who have the highest incomes are contributing their fair share to our Commonwealth's most significant needs.

I recommend adoption of the enclosed Resolution and hope that other communities and leaders will join us in similarly expressing their endorsement for this commonsense approach to fairly funding Massachusetts' education, transportation, and infrastructure needs.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



Resolution

In Support of the Fair Share Amendment

WHEREAS, Massachusetts required additional revenue for our transportation and public education systems even before the COVID-19 pandemic, and long-term funding is needed now more than ever to lift our economy into an equitable and long-lasting recovery; and

WHEREAS, major investments in public education are needed to help students recover academically, socially, and emotionally from the COVID-19 pandemic; and WHEREAS, additional funding is needed to ensure that all schools can maintain or provide small class sizes, offer social-emotional supports, and hire additional counselors, nurses, and social workers; and

WHEREAS, the best way to help working families and build a stronger economy for us all is to make sure that we have quality public schools for our children, affordable public higher education, and a reliable transportation system; and

WHEREAS, new state revenue is necessary to rebuild and improve roads and bridges, improve our public schools from Pre-K through college, invest in fast and reliable public transportation, make public higher education affordable again, and expand opportunities for healthy walking and bicycling; and

WHEREAS, wealthy Massachusetts residents saw their investments grow during this pandemic, while working families struggled, and Massachusetts' wealthiest residents should pay their fair share to support our communities and grow our economy.

NOW THEREFORE, let it be resolved that the Salem City Council and Mayor of Salem supports the proposed Fair Share Amendment that would create an additional tax of four percentage points on annual income above one million dollars and dedicate the funds raised by this tax to quality public education, affordable public colleges and universities, and repair and maintenance of roads, bridges, and public transportation.