



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 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, Liz McGovern of 8 Lyme Street to the Scholarship and Education Committee for a term of 3 years to expire June 1, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Ms. McGovern 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

May 26, 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, Tyler Carlton of 34 Park Street #2 to the Scholarship and Education Committee for a term of 3 years to expire June 1, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Mr. Carlton 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

May 26, 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, David Moisan of 45 Saint Peter Street #311 to the Commission on Disabilities for a term of 3 years to expire June 1, 2025.

I recommend confirmation of this reappointment and ask that you join me in thanking Mr. Moisan 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

May 26, 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, Gary Santo of 25 Washington Square North to the Licensing Board for a term of 6 years to expire June 1, 2028.

I recommend confirmation of this reappointment and ask that you join me in thanking Mr. Santo for his 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

May 26, 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, Mickey Northcutt of 9 Northey Street #1 to the Affordable Housing Trust Fund Board for a term of two to expire May 26, 2024.

I recommend confirmation of this reappointment and ask that you join me in thanking Mr. Northcutt for his 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

May 24, 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 Friends of the Salem Council on Aging in the amount of One Thousand Five Hundred Dollars (\$1,500.00) to be deposited into the Council on Aging Fund 24011-4830. This donation is to cover expenses for Father's Day Luncheon and Heritage Days BBQ for Seniors.

In order to accept these two donations 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 Council on Aging.

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,

May 26, 2022

**Ordered:**

To accept the donation from Friends of the Salem COA in the amount of One Thousand Five Hundred Dollars (\$1,500.00) for the upcoming Father's Day Luncheon and Heritage Days BBQ. These funds will be deposited into the Council on Aging Donation Account #24011-4830 in accordance with the recommendation of Her Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**  
PARK, RECREATION & COMMUNITY SERVICES  
401 BRIDGE ST., SALEM, MA 01970  
(978) 744-0924

**KIMBERLEY DRISCOLL**  
MAYOR

**PATRICIA O'BRIEN**  
SUPERINTENDENT

May 19, 2022

Mayor Kimberley Driscoll  
93 Washington Street  
Salem, MA 01970

Dear Mayor Driscoll,

The Salem Council on Aging respectfully requests a donation acceptance of \$1,500.00 from the Friends of the Salem COA to be used to pay for the upcoming Father's Day luncheon as well as the Heritage Days BBQ this coming summer. This donation acceptance would defray costs and allow many Salem seniors the opportunity to enjoy these summer events.

Fund 2401  
Org/Obj is 24011-4830

Thank you for your consideration.

Sincerely,

*Teresa Gove Arnold*

Teresa Gove Arnold  
Director  
Salem Council on Aging





**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

May 26, 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 St. Jeans Credit Union Charitable Foundation Inc. in the amount of One Thousand Dollars (\$1,000.00) for the upcoming Friends of Park and Recreation Golf Tournament at Olde Salem Greens. 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, flowing style.

Kimberley Driscoll  
Mayor



# CITY OF SALEM

In City Council,

May 26, 2022

**Ordered:**

To accept the donation from St. Jeans Credit Union Charitable Foundation Inc. in the amount of One Thousand Dollars (\$1,000.00) for the upcoming Friends of Park and Recreation Golf Tournament at Olde Salem Greens. 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

JEAN A. LEVESQUE COMMUNITY LIFE CENTER  
PARK, RECREATION & COMMUNITY SERVICE  
401 Bridge Street, Salem, MA 01970  
Tel. (978) 744-0924

Kimberley Driscoll  
MAYOR

Trish O'Brien  
Superintendent

May 3, 2022

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

RE: Friends of Park and Recreation Tourney Sponsor

Dear Mayor Driscoll:

I am writing to request the acceptance of a \$1,000.00 (ck #332) donation from St. Jeans Credit Union Charitable Foundation Inc. To be deposited into Park & Recreation Donation Account (Income account #24061-4830).

This generous donation is for sponsorship of the upcoming Friends of Park and Recreation Golf Tournament at Olde Salem Greens.

Sincerely,

A handwritten signature in blue ink, appearing to be "Tricia O'Brien", is written over a horizontal line.

Tricia O'Brien  
Superintendent, City of Salem  
Jean A. Levesque Community Life Center  
(Park, Recreation & Community Services)



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

May 26, 2022

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Pursuant to M.G. L. Chapter 44, section 64, enclosed herewith is a request to authorize the payment of the below described Fiscal Year 2021 invoices from the Fiscal Year 2022 Police Department budget.

These invoices were not received by June 30, 2021, the end of the fiscal year.

<u>Department</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Amount</u>
Police	Salem Cycle	050421110339386	\$419.99
Police	Salem Cycle	101020101713858	\$100.00
		Total	\$519.99

M.G.L. Chapter 44, section 64 allows a municipality to pay for prior fiscal year invoices using current fiscal year appropriations by a two-thirds vote of the City Council.

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll  
Mayor



# CITY OF SALEM

In City Council,

Ordered:

May 26, 2022

Per MGL Chapter 44 Section 64 which allows for a municipality to pay for prior fiscal year invoices using current fiscal year appropriations by two-thirds vote of the City Council we request the sum of Five Hundred Nineteen Dollars and Ninety Nine Cents (\$519.99) of outstanding Fiscal Year 2021 invoices is hereby allowed to be paid from the Fiscal Year 2022 Police Department budget as listed below in accordance with the recommendation of Her Honor the Mayor.

Department	Vendor	Amount
Police	Salem Cycle	\$ 519.99
Total		\$ 519.99



CHIEF OF POLICE

LUCAS J. MILLER

# City of Salem, Massachusetts

## Police Department Headquarters

95 Margin Street

Salem, Massachusetts 01970

(978) 744-2204

May 4, 2022

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

Re: Salem Cycle Invoice #101020101713858 (\$100) and Invoice #050421110339386 (\$419.99)

Dear Mayor Driscoll –

I would like to request the attached invoice in the amount of \$100.00 dated October 10, 2020 and the attached invoice in the amount of \$419.99 dated May 4, 2021 be paid out our Fiscal Year 2022 Police Equipment Budget Line (12102-5862).

Multiple repairs/maintenance were made on bikes and were approved by a Captain. However, due to an oversight, a Purchase Order was never issued and we never received the invoices until May 2022. Our office has spoken with Salem Cycle directly to confirm the work was performed and with the officer in charge as well.

Due to the fact that this expense occurred from Fiscal Year 2021, we are requesting the amount be paid from our FY2022 Police Equipment Budget Line.

Sincerely,

Robert D. Mulligan for  
Chief of Police, Lucas J. Miller

RMD: jc  
Enclosure

# Invoice



050421110339386

Salem Cycle  
72 Washington St  
Salem, MA 01970  
Phone: 978-741-2222  
www.salemcycle.com

**Bill To**

DEEJAY GAGNON  
95 MARGIN ST  
SALEM, MA 01970-3337

**Ship To**

DEEJAY GAGNON  
95 MARGIN ST  
SALEM, MA 01970-3337

**Date:** 05/04/2021  
**Sales Person:** Connor Oleary  
**Barcode:** 050421110339386  
**Terms:** Net 30

**Account Number:** 00020653  
**Purchaser:** DEEJAY GAGNON  
**PO Number:** 7002834

**Ticket# 1286****WO Date Due: 05/05/2021 4:00 PM**

Repair Item: 3 police bikes

Serial Number:

Save Old Parts: Yes

**Located:**

Customer: DEEJAY GAGNON  
Customer Phone: 508-843-2300  
Contact: When ALL REPAIRS are complete  
Estimated By Advisor: Connor Oleary  
Serviced By Technician:

Description	Item Number	MSRP	Price	Qty	Extended
Labor - BASIC TUNE-UP	LAB16846566P	\$125.00	\$125.00	3	\$375.00
Labor - CHAIN REPLACEMENT	LAB21268867T	\$20.00	\$20.00	1	\$20.00
CHAIN KMC X9.93 9-SPEED BLACKSILVER	CHA29639995R	\$24.99	\$24.99	1	\$24.99
<b>Subtotal:</b>					<b>\$419.99</b>
<b>Sales Subtotal:</b>					<b>\$419.99</b>
<b>Shipping:</b>					<b>\$0.00</b>
<b>Tax:</b>					<b>\$0.00</b>
<b>Total:</b>					<b>\$419.99</b>
<b>05/04/2021 11:07 AM</b>			<b>Charged To Account:</b>	<b>\$419.99</b>	
<b>Amount Due:</b>					<b>\$419.99</b>

Salem Cycle, Inc  
72 Washington St, Salem, MA 01970  
978-741-2222  
staff@salemcycle.com  
www.salemcycle.com  
05/04/2022 2:36 PM Page 1 of 1

Invoice



101020101713858

Salem Cycle  
72 Washington St  
Salem, MA 01970  
Phone: 978-741-2222  
www.salemcycle.com

**Bill To**  
DEEJAY GAGNON  
95 MARGIN ST  
SALEM, MA 01970-3337

**Ship To**  
DEEJAY GAGNON  
95 MARGIN ST  
SALEM, MA 01970-3337

**Date:** 10/10/2020  
**Sales Person:** Connor Oleary  
**Barcode:** 101020101713858  
**Terms:** Net 30

**Account Number:** 00020653  
**Purchaser:** DEEJAY GAGNON  
**PO Number:** PO#7002834

Description	Item Number	MSRP	Price	Qty	Extended
Labor - BRAKE ADJUSTMENT EACH	LAB24713112H	\$25.00	\$25.00	2	\$50.00
Labor - SHIFTING ADJUSTMENT EACH	LAB27579349H	\$25.00	\$25.00	2	\$50.00
Subtotal:					\$100.00

Shipping: \$0.00  
Tax: \$0.00  
Total: \$100.00

10/10/2020 10:17 AM Charged To Account: \$100.00  
04/28/2022 2:05 PM Paid On Account: \$100.00  
Amount Due: \$0.00





## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll

Mayor

May 26, 2022

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The Department of Planning and Community Development, in collaboration with the Sustainability and Resiliency Department, is requesting an allocation of \$27,000 in short-term capital for the purpose of hiring a subject-matter expert to assist in the preparation of an updated Flood Hazard Overlay District (FHOD) Special Permit Ordinance.

The recently adopted Wetlands Protection and Conservation Ordinance enhances flood zone protections to preserve ecological functions. At the same time, many public comments highlighted a need to improve flood protections for health, safety, and welfare, for which a zoning ordinance is better suited. Furthermore, in order to remain eligible for federal flood insurance, the City must update its existing FHOD ordinance to reference anticipated flood map changes and comply with the Commonwealth's new model ordinance.

DPCD will collaborate with the Sustainability and Resiliency Department and the specialist to lead a working group and hold a public forum. The draft ordinance will be informed by the substantial public input regarding flood protection that was received during the drafting of the wetlands ordinance. Furthermore, this undertaking will be an implementation strategy of the *Resilient Together Climate Action & Resilience Plan* and the ongoing Point Neighborhood and North River resiliency studies.

I request approval of the enclosed Order and invite you to contact Tom Devine if 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:**

May 26, 2022

That the sum of Twenty Seven Thousand Dollars (\$27,000.00) is hereby appropriated and transferred from the "Capital Outlay Fund 2000" to ST CIP Planning (20002220-5846DN) for costs associated with contracted services to assist with revisions to the Flood Hazard Overlay District zoning ordinance in accordance with the recommendation of Her Honor the Mayor.

**CITY OF SALEM**  
**ST Capital Outlay Expenditure Request Form – FY 2022**

**From Department:** DPCD

**Date:** May 18, 2022

**Department Head Name:** Tom Daniel

**Authorization Signature:** \_\_\_\_\_



**Amount:**

\$27,000

**Description:**

Funding for professional services to work with staff from the Planning and Sustainability Departments on revisions to the Flood Hazard Overlay District zoning ordinance.

**For Finance Department Use Only:**



City Council Approval Needed (Y/N)

**CIP Balance:** \$ 6,158,124.46

**Recommendation:**



Approved



Denied



**Finance Director**

**Processed:**    **Date:** \_\_\_\_\_    **By:** \_\_\_\_\_

**CO #** \_\_\_\_\_    **JE#** \_\_\_\_\_    **Trans #** \_\_\_\_\_

**Org:** \_\_\_\_\_    **Obj:** \_\_\_\_\_



KIMBERLEY DRISCOLL  
MAYOR  
TOM DANIEL, AICP  
DIRECTOR

# CITY OF SALEM, MASSACHUSETTS

## DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

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98 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970  
TELE: 978-619-5685

May 18, 2022

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

### **Re: Short-Term Capital Request for Flood Hazard Overlay District (FHOD) Ordinance Update**

Mayor Driscoll:

We are requesting an allocation of \$27,000 in short-term capital for the purpose of hiring a specialist to support DPCD and Sustainability Department staff to update the Flood Hazard Overlay District (FHOD) Special Permit Zoning Ordinance. The update will implement goals identified through recent climate planning efforts and maintain the city's eligibility for federal flood insurance.

The recent update to the City's Wetlands Protection and Conservation Ordinance highlighted the need to review Salem's FHOD ordinance. The new wetlands ordinance includes enhanced protection of Salem's flood zones primarily to maintain their ecological functions. However, the process's public outreach, expert analysis, and review of best practices highlighted the need to review local flood protections that focus on human health, safety, and welfare, which are more appropriately housed within a zoning ordinance. In addition, the City is required to amend the ordinance to reference upcoming flood map updates and comply with the state's model ordinance in order for property owners to remain eligible for federal flood insurance.

Staff will convene a working group and hire an expert in flood zoning to review the existing ordinance, evaluate model policies and best practices, and draft an amended ordinance. The review will draw on the substantial public input regarding flood protection that was received during the wetlands ordinance update and a public forum will be held. In addition, the ongoing *Resilient Together: The Point* and *Resilient North River* initiatives include further outreach and analysis and will provide recommendations for flood mitigation and climate resiliency with citywide applicability. By utilizing an expert consultant, engaging stakeholders, and building upon related local climate planning, the amended ordinance will incorporate thoughtful, science-based best practices to mitigate the impacts of both current and future flooding.



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Considering inflation and the escalating cost of living, at its meeting on April 27, 2022, the Salem Contributory Retirement Board voted unanimously to increase the base amount used for calculating retirees' cost-of-living-adjustments from its current \$12,000 amount to \$15,000. Of the 102 retirement systems in Massachusetts, this would place Salem just above the average COLA base, of about \$14,100.

The Board, after consulting with their actuarial advisers, determined that an increase at this time would not negatively impact the City's annual appropriation or require an extension of the funding timetable. This is due to the fund's strong performance over the last few years, coupled with a conservative level for the assumed rate of investment return, which the Board also approved on April 27<sup>th</sup>.

Pursuant to M.G.L. Chapter 32, section 103(j), this change requires approval by the City Council and is therefore being presented to you for a vote this evening. If you have any questions, please contact Finance Director Anna Freedman, the Board Chair Dominick Pangallo, and Salem Retirement's Executive Director Paul Findlen.

Respectfully,

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

Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council, May 26, 2022

## Ordered:

That, pursuant to MGL c. 32, § 103(j), an increase of the maximum base upon which the cost-of-living adjustment is calculated shall be increased from \$12,000 to \$15,000 for all retirees and beneficiaries of the Salem Contributory Retirement System effective July 1, 2022.

## **Part I**

### ADMINISTRATION OF THE GOVERNMENT

## **Title IV**

### CIVIL SERVICE, RETIREMENTS AND PENSIONS

## **Chapter 32**

### RETIREMENT SYSTEMS AND PENSIONS

## **Section 103**

### SYSTEMS OTHER THAN STATE EMPLOYEES' RETIREMENT SYSTEM AND TEACHERS' RETIREMENT SYSTEM; COST-OF LIVING; FUNDING SCHEDULE; ANNUAL DETERMINATION OF CHANGES; SUPPLEMENTAL PAYMENTS

Section 103. (a) Any system other than the state employees' retirement system and the teachers' retirement system may, by accepting the provisions of this section as hereinafter provided, elect to establish a cost of living adjustment calculation pursuant to this section; provided, however, that such system shall have established a funding schedule pursuant to the provisions of subdivision (6A) of section 22 or section 22D. Such election shall be made by majority vote of the board of such system, subject to the approval of the legislative body. For the purposes of this section, legislative body shall mean in the case of a city the city council in accordance with its charter, in the case of a town the town meeting, in the case of a county the county retirement board advisory council, in the case of a district the district members, and in the case of an authority the governing body. The base amount upon which such cost of living adjustment shall be calculated shall be \$12,000. Acceptance of this

section shall be deemed to have occurred upon the filing of certification of such votes with the commission. A decision to accept the provisions of this section may not be revoked.

(b) For each system that has accepted the provisions of this section, the board, in consultation with the commission, shall prepare a funding schedule which shall reflect the costs and the actuarial liabilities attributable to the cost of living allowance that may be paid in accordance with the provisions of this section and said schedule shall be designed to reduce the applicable retirement system's additional pension liability to zero by such year as approved by the commission. The board shall file revised funding schedules triennially with the joint committee on public service until such costs and liabilities are reduced to zero.

(c) On April 1 of each year, the commission shall send to every system that has accepted the provisions of this section the report prepared in accordance with paragraph (f) of subdivision (3) of section 21. Such report shall be subject to the review of the retirement board of such system after said April 1. In the event that the board determines that the cost of living adjustment recommended by said report shall substantially impair the funding schedule of said system, the board may elect not to pay a cost of living increase for said fiscal year and shall file notice of its election not to pay and analysis of the impact on the funding schedule with the commission within 30 days of its action. In the event that the board votes to adopt the cost of living increase recommended by said report, it shall file notice of its election to pay with the commission within 30 days of its action and the retirement allowance, pension or annuity of every member of the system who has received a retirement allowance, pension or annuity on June 30 of the prior fiscal year, or of a spouse or other beneficiary of such member who has received a



retirement allowance, pension or annuity on June 30 of the prior fiscal year, shall be increased by the percentage as recommended by said report. Said cost of living increase shall be funded from the investment income account of the system. The sum of the dollar amount of each cost of living increase, together with the amount of retirement allowance, pension or annuity to which the cost of living per cent factor is applied, shall become the fixed retirement allowance, pension or annuity for all future purposes, including the application of subsequent cost of living adjustments in future years.

(d) Whenever the amount of any retirement allowance, pension or annuity is revised in accordance with the provisions of this section, the monthly payment provided for in section 13 shall be recomputed on the basis of such revised retirement allowance, pension or annuity, and one-twelfth of such new figure shall be due and payable each month. In any case where such revised retirement allowance, pension or annuity cannot be administratively determined in time for adjusting the monthly payment for July pursuant to said section 13, such cost of living adjustment shall be added to the monthly retirement allowance, pension or annuity in August or September, as the case may be.

(e) In any case where such former employee, spouse, or other beneficiary is receiving an annual retirement allowance, pension or annuity which is equal to or in excess of the maximum base amount set by the board and approved by the legislative authority pursuant to clause (i) of paragraph (a) exclusive of an additional annuity obtained by special purchase under paragraph (g) of subdivision (1) of section 22 or any similar law, the cost of living adjustment shall be in an amount determined by applying the percentum of change set by the board pursuant to said paragraph (c) to said maximum base amount. When a cost of living adjustment is granted

pursuant to paragraph (c), the dollar amount of such increase as determined in said paragraph (c) shall be added to each retirement allowance, pension or annuity which is in excess of said maximum base amount. The sum of the dollar amount of such cost of living adjustments, together with the amount of retirement allowance, pension or annuity to which the cost of living percentum factor is applied and any amounts in excess of said maximum base amount shall become the fixed retirement allowance, pension or annuity for all future purposes including the application of subsequent cost of living adjustments in future years; provided, however, that the limitations of this paragraph shall continue to apply.

(f) Whenever the amount of any retirement allowance, pension or annuity is revised in accordance with the provisions of subsection (c), the monthly payment provided for in section 13 shall be recomputed on the basis of such revised retirement allowance, pension or annuity and one-twelfth of such new figure shall be due and payable each month. In any case where such revised retirement allowance, pension or annuity cannot be administratively determined in time for adjusting the monthly payment for July pursuant to said section 13, such cost of living adjustment shall be added to the monthly retirement allowance, pension or annuity in August or September, as the case may be.

(g) Notwithstanding any provision of this section to the contrary, the supplemental payments due and payable to a spouse receiving the minimum allowance under the provisions of option (d) of subdivision (2) of section 12, or under section 101, or under the provisions of chapter 526 of the acts of 1963 to any spouse, child or children under the provisions of section 12B, shall be, at all times, in an amount equal to the cumulative percentum of change in the cost of living resulting from the

determination by the life actuary, with the average of the cost of living for the year 1972 serving as the basis of the comparison to be made by the actuary as set forth in paragraph (a) of section 102.

(h) Whenever a cost of living adjustment is granted pursuant to this section, a former employee of a county, city, town, district, or authority, or spouse or other beneficiary of such employee, who is receiving a noncontributory pension from such governmental unit under the provisions of this chapter or under corresponding provisions of earlier laws or any general or special law, shall receive the same cost of living adjustment from such governmental unit in accordance with the applicable provisions of this chapter or under corresponding provisions of earlier laws or any other general or special law, if the legislative body of such governmental unit accepts this paragraph by a majority vote. For purposes of this paragraph, legislative body shall mean in the case of a city the city council in accordance with its charter, in the case of a town the town meeting, in the case of a county the county retirement board advisory council, in the case of a district the district members, and in the case of an authority the governing body.

(i) Notwithstanding the provisions of paragraph (c) to the contrary, the board of any system may, by accepting the provisions of this as hereinafter provided, elect annually to pay a cost-of-living increase greater than the percentage increase, as recommended in the report prepared in accordance with paragraph (f) of subdivision (3) of section 21 for that year, but not greater than 3 per cent. The board shall conduct such election in a public meeting, properly posted, called specifically for such election. The board shall also notify each legislative body at least 30 days before such election.

Acceptance of this subsection shall be by a majority vote of the board of such system, subject to the approval of the legislative body. For the purpose of this section, "legislative body" shall mean, in the case of a city, the city council in accordance with its charter, in the case of a town, the town meeting, in the case of a county, the county retirement board advisory council, in the case of a district, the district members, and, in the case of an authority, the governing body. Acceptance of this subsection shall be deemed to have occurred upon the filing of the certification of such vote with the commission. A decision to accept the provisions of this subsection may not be revoked.

(j) Notwithstanding paragraph (a), the board of any system that establishes a schedule pursuant to section 22D or 22F, may increase the maximum base amount on which the cost-of-living adjustment is calculated, in multiples of \$1,000. Each increase in the maximum base amount shall be accepted by a majority vote of the board of such system, subject to the approval of the legislative body. For the purpose of this section, "legislative body" shall mean, in the case of a city, the city council in accordance with its charter, in the case of a town, the town meeting, in the case of a district, the district members, and, in the case of an authority, the governing body. In the case of a county or region, acceptance shall be by the county or regional retirement board advisory council at a meeting called for that purpose by the county or regional retirement board that shall notify council members at least 60 days before the meeting. Upon receiving notice, the treasurer of a town belonging to the county or regional retirement system shall make a presentation to the town's chief executive officer, as defined in paragraph (c) of subdivision (8) of section 22, regarding the impact of the increase in the cost-of-living adjustment base, the failure of which by a treasurer shall not

impede or otherwise nullify the vote by the advisory council. Acceptance of an increase in the maximum base amount shall be deemed to have occurred upon the filing of the certification of such vote with the commission. A decision to accept an increase in the maximum base amount may not be revoked.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Honorable Salem City Council  
Salem City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

I am pleased to notify you that the Forest River Outdoor Recreation and Nature Center Project has been selected by the Commonwealth of Massachusetts and the National Park Service to receive up to \$750,000 in federal Land and Water Conservation Fund grant assistance.

The awarding of this grant will reduce the amount of City funds necessary to be directed toward the project. In order to accept these funds, the City Council is required to adopt the enclosed Resolution as drafted.

I recommend adoption of the enclosed Resolution and invite you to contact Jenna Ide should you have any questions regarding this matter.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



**RESOLUTION TO FILE AND ACCEPT GRANTS WITH AND FROM THE COMMONWEALTH OF MASSACHUSETTS, EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS FOR THE LAND AND WATER CONSERVATION FUND GRANT PROGRAM FOR IMPROVEMENTS TO THE FOREST RIVER PARK for the FOREST RIVER OUTDOOR RECREATION & NATURE CENTER**

Whereas: The Forest River Park is by far a community-wide asset and the preservation and improvements to this facility are a City priority as evidenced in the most recent Open Space and Recreation Plan; and  
Whereas: The Forest River is dedicated to park and recreation purposes under M.G.L. Chapter 45, Section 3; and

Whereas: The Forest River Park's ultimate restoration, guided in principle by the Open Space Plan, will greatly enhance this facility with improved pool, water recreation, infrastructure, path systems, site lighting, universal access, nature education opportunities, wildlife viewing, bathhouse, tree and landscape planting, restored coastal resource areas etc.; and

Whereas: The main focus of the project is to provide an accessible, affordable, resilient pool, recreation, and  
nature center for use by Salem residents and other communities. This overall cost and fiscal budget constraints prevented the City from proceeding forward with implementation as one project; and

Whereas: The project was instead viewed as a series of phases, to be implemented over time, by priority as fiscal resources were available, with the intention of securing grant funding, when and if available, to assist in this effort; and

Whereas: The Executive Office of Energy and Environmental Affairs (EEA) is offering reimbursable grants to cities and towns to support the preservation and restoration of urban parks through the Land and Water Conservation Fund Act (P.L. 88-578, 78 Stat 897); and

Whereas: the Forest River Outdoor Education and Nature Center will cost a total of \$13.1M (Thirteen million, one hundred thousand dollars) and the City has allocated \$13.1M in Community Preservation Act Funds, capital improvement plan bonds, bond premiums, water and sewer enterprise bonds, and other sources.

**NOW, THEREFORE, BE IT RESOLVED**

1. That the Mayor be and is hereby authorized to file and accept grants from the Executive Office of Energy and Environmental Affairs; and
2. That the Mayor be and is hereby authorized to take such other actions as are necessary to carry out the terms, purposes, and conditions of this grant to be administered by Parks and Recreation and Engineering Departments; and
3. That this resolution shall take effect upon passage



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Resolution recognizes the commitment of Salem resident Hale Bradt to the preservation of the historic Almy's Clock on the Essex Street pedestrian mall.

As we bring National Preservation Month, this May, to a close, it is fitting to celebrate the dedication of a community member who has made a tremendous investment of his own time and funds to the restoration and continued operation of this important downtown landmark.

I recommend adoption of the enclosed Resolution and invite you to join me in thanking Mr. Bradt for his years of commitment to the Clock and to our community.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem





## **Resolution**

### **Recognizing Hale Bradt for his commitment to historic preservation**

**WHEREAS:** Around 1910 the Almy, Bigelow & Washburn Department Store on Essex Street in Salem, close to its 50<sup>th</sup> anniversary, installed an E. Howard Clock Company post clock outside its store; and,

**WHEREAS:** As part of a refurbishment in the 1980s, the original clock faces were removed and new ones added to the clock; and,

**WHEREAS:** In 2021 the City of Salem began a preservation project to restore and refurbish the clock as an important landmark and reminder of downtown Salem's important role in the 20<sup>th</sup> century commercial economy of the region and in the memories of generations of Salem residents who have fond remembrances of shopping or working at Almy's and other large department stores of the time; and,

**WHEREAS:** As part of that current historic preservation and restoration project on the clock, the 1980s faces were removed to be replaced by more historically appropriate faces; and,

**WHEREAS:** Mr. Hale Bradt, a Salem resident of the Essex Condominiums next to the clock, played a leading role in volunteer efforts to repaint the clock and faces and repair the clock workings over the past many years, and was a vocal advocate for the clock's restoration; and,

**WHEREAS:** When Electric Time Co. removed the 1980s faces for the current preservation project, Mr. Bradt, at his own expense, paid to have the 1980s faces electrified and kept operable, one to be displayed in the Essex Condominiums, which has supplied the electricity to keep the clock operating since Almy's closed in 1985, and the other in a City building for public viewing.

**NOW THEREFORE BE IT RESOLVED:** That the Mayor and City Council do hereby recognize and honor Hale Bradt on National Preservation Month May 2022 for his many years of commitment to the community and to the preservation and restoration of the historic Almy's Clock and his generosity and dedication in saving and sharing for future generations a unique and special symbol of Salem's 20<sup>th</sup> century history, and direct the City Clerk to provide a copy of this Resolution and a Seal of the City of Salem to Mr. Bradt in appreciation for his efforts.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Each October Salem welcomes hundreds of thousands of visitors. While we have worked hard to encourage them to come by train and ferry, or use the satellite lots and free shuttle, many people still arrive here in private passenger vehicles. Our public parking facilities lack the capacity to accommodate the number of cars that come to Salem in October and, even with our efforts to promote alternative methods of transportation, we need to plan reasonably for future October seasons where we will continue to have a very large quantity of cars driving into Salem.

Each year, private property owners in proximity to the downtown take advantage of this influx of cars to charge for parking on their property. Some keep the money for themselves, while others are more community-minded and donate all or a portion of their revenues from this practice to local nonprofit organizations. To this point, however, the practice of allowing paid parking on these lots where that parking is not related to the principal use the property itself is not consistent with our zoning.

The enclosed Ordinance is intended to provide structure and order to this activity through the creation of a Parking Overlay District from the Friday prior to October to the Monday after October 31 that includes the B5 zone and up to one-quarter mile from the B5. Within those dates and that area, paid parking on private lots would be allowed in a manner consistent with the existing regulations for parking areas in the Zoning code.

As we continue to manage the safety and orderliness of October in Salem, I believe this is a good step forward in that work. It establishes guardrails around a practice that has, to this point, been largely unregulated and difficult to monitor and manage.

I recommend adoption of the Ordinance following the required joint public hearing with the Planning Board and invite you to contact David Kucharsky, Beth Rennard, and Tom St. Pierre with any questions that you may have 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*

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*In the year Two Thousand and Twenty-two*

**An Ordinance** to amend an ordinance relative to special district regulations.

Be it ordained by the City Council of the City of Salem, as follows:

**Section 1.** The City of Salem Zoning Ordinance Section 8.0 – Special District Regulations is hereby amended by adding a new sub-section as follows:

**“8.7 – HALLOWEEN PARKING OVERLAY DISTRICT**

**8.7.1 Purpose**

The purpose of the Halloween Parking Overlay District (“HPOD”) is to augment the underlying zoning regulations in the overlay district to allow for additional necessary off-street parking during periods of peak demand associated with the Halloween season.

**8.7.2 Establishment of Halloween Parking Overlay District**

The Halloween Parking Overlay District is hereby established and consists of the area(s) shown on the Map entitled “Halloween Parking Overlay District” on file with the City Clerk, as it may, from time to time, be amended.

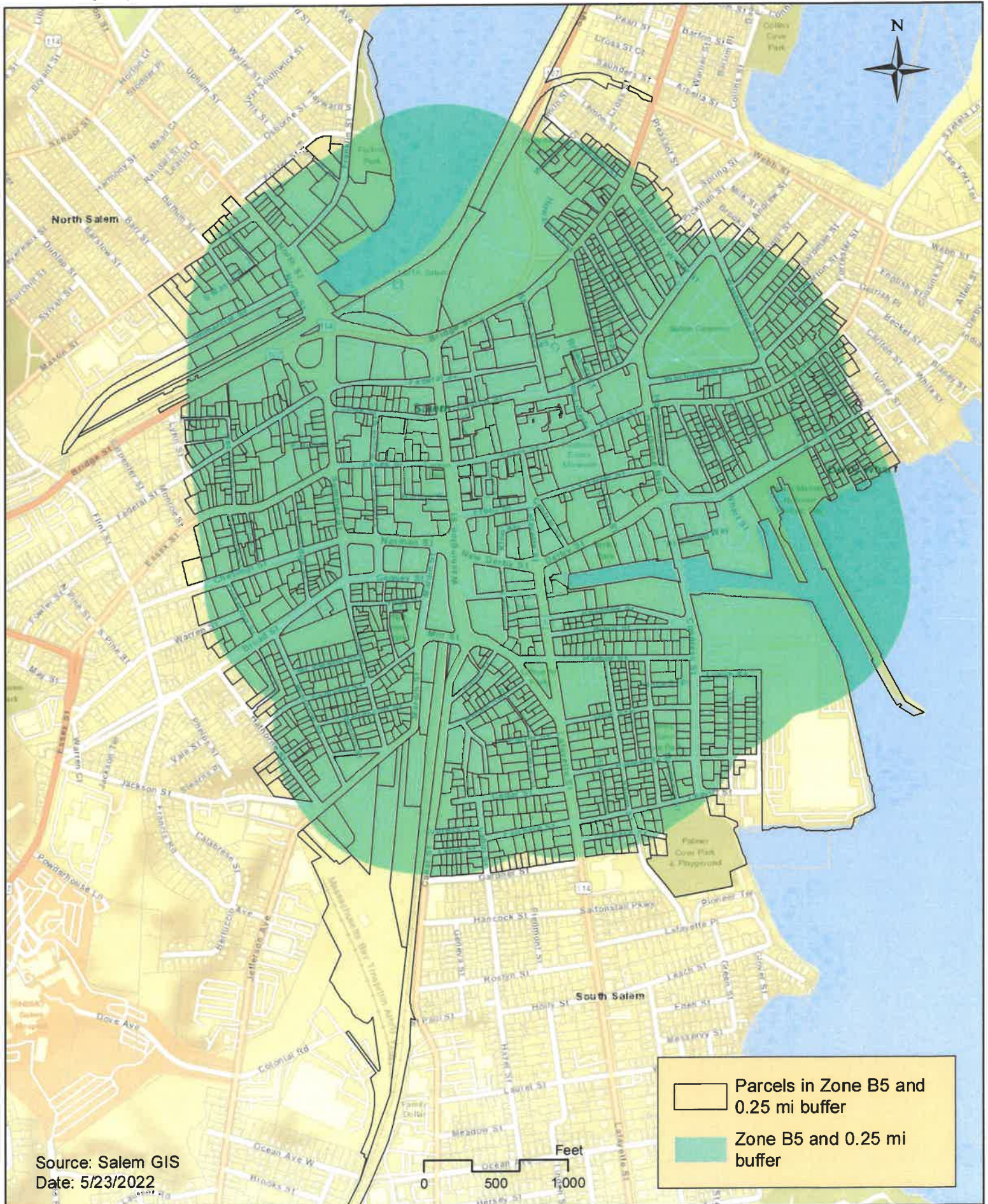
**8.7.3 Permitted Uses**

1. Any use permitted in the underlying zoning district shall be a permitted use in the HPOD.
2. In addition, each year during the period beginning on the Friday preceding October 1 and ending on the first Monday after October 31, Lots in the HPOD lawfully in use for non-residential purposes may be used for independent public parking as follows:
  - a. Parking on any Lot shall only be permitted in spaces that are lawfully existing off-street parking and
  - b. Subject to any regulation adopted by the Traffic and Parking Commission which may include, but not limited to, an application and fee.”

**Section II.** This Ordinance shall take effect as provided by City Charter.



# Halloween Parking Overlay District







## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Honorable Salem City Council  
Salem City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed please find the proposed FY2023 operating and capital budgets for the City of Salem and the Salem Public Schools. I am pleased to submit this proposed expenditure plan and recognize that the coming fiscal year presents unique challenges and opportunities for our community.

As we continue the recovery from the COVID-19 pandemic, the uncertainty of the future course of the virus, as well as the scope of state and federal resources to address it, is complicated by a larger economic picture impacted by global conflicts, historic supply chain and labor issues, and rapidly rising interest rates and prices. Against this backdrop we must also consider the impacts of inflation on energy costs, materials and supplies, and wages, not to mention the unavoidable increase in fixed cost centers with which the City must contend. These contextual challenges are exacerbated by level funding of our school aid from the state, increased state assessments, aging infrastructure, and a housing market where costs and values are rapidly escalating.

There are reasons for optimism, however.

I am proud to say that the pro-active measures we used locally to safeguard, strengthen, and rebuild our local economy during the pandemic have worked. Our revenues are rebounding, and our local economy is coming back stronger than ever. During the pandemic Salem had a net zero loss in businesses and our storefront vacancy rate decreased to 4%. Our local unemployment rate has returned to its pre-pandemic level. We weathered the fiscal challenges without having to draw down substantially from our reserve funds or tap heavily into our levy capacity.

Indeed, Salem should be proud of our record stabilization levels, bond rating, and considerable levy capacity. We have also enjoyed a low average tax bill increase relative to our region and to

the considerable increases Salem endured prior to this administration. Lastly, while net state aid has been reduced and Salem is being disproportionately and negatively treated under the new Chapter 70 formula, we do have the benefit of one-time relief funds from the American Rescue Plan Act (ARPA), the Bipartisan Infrastructure Investment and Jobs Act, the Elementary and Secondary School Emergency Relief Fund, and other federal and state sources that we are working to creatively leverage and apply to one-time needs related to recovery or to investing in our capital needs.

All of this is thanks in large part to a collective partnership between local elected officials to see our way through the early stages of this pandemic as a team united in our efforts to address the impacts of this virus on our community. The professionalism and commitment of City staff, including the early actions taken to support businesses and embrace investment in our city, as well as our thoughtful approach to managing municipal finances all played a hand in our efforts to date to weather pandemic related challenges. Our collaborative partnership with the City Council, small business owners, private and public partners and our neighboring municipalities in the region has helped us to meet our needs and grow back stronger than ever.

The proposed FY2023 Salem budget is \$188,157,262, a change of 3.4% over the FY2022 budget. Fixed costs, such as health insurance, pension and retirement payments, insurance, debt payments, and state and other government assessments, account for about \$1 of every \$3 in the budget and will increase by roughly \$2.5 million in FY2023, accounting for around 40% of the budget increase.

Our schools' budget is \$68,747,963, an increase of \$2,150,044 or 3.2%, over the FY2022 school budget. This does not include school-related costs that appear elsewhere in the budget, such as school employee health insurance increases, unemployment costs, debt for school building projects, and so forth. When those factors are included, a substantial amount of Salem's budget is tied to our schools and our students, easily the largest single area of spending.

The enterprise fund budgets will increase by \$335,929, or 1.7%, over the FY2022 enterprise funds budget, due to increases in assessments for these services and the need for ongoing infrastructure maintenance and upgrades. Ordinances have been submitted to you establishing the water and sewer rates necessary to fund these budgets.

The FY2023 Capital Improvement Plan (CIP) is also included as part of this budget, as are the associated bond orders to fund these capital investments. I am proud that we instituted a practice of including a forward-looking capital plan in our budget each year as a responsible and transparent way of planning for future obligations while meeting present-day needs to best serve Salem residents.

One point you will notice for FY2023 is a larger reliance on "pay-as-you-go" or short-term capital outlays, as well as retained earnings for water and sewer capital and ARPA allocations, all over traditional bonding. This is because rising interest rates make borrowing less cost effective at the current moment, even with our historically high bond rating. This has the additional benefit of lessening our long-term debt service payments. Highlights in the capital plan include \$2.5 million in sidewalks, crosswalks, and roads, over \$1 million in school building

upgrades, signature park projects including the Willows Pier and the next phase of the Pioneer Village/Camp Naumkeag project, a major enhancement of the Mayor Jean Levesque Community Life Center kitchen facility, over \$250,000 for new public safety vehicles, and the first phase of a much-needed overhaul of our critical police and fire radio communication system.

From having around \$35,000 in our stabilization fund when I took office in 2006, we today have over \$14.2 million in that fund thanks to permanent, prudent finance policies that we have worked collectively with the Council to put in place.

Despite the past financial difficulties we faced, Salem remains dedicated to policies that foster economic growth, to stable financial management practices, and to sustainable and transparent budgeting. Since 2006 we have implemented professional financial management standards and our debt payment as a share of the budget has been reduced by 33%. We have been able to accomplish this by leveraging hundreds of millions in grants, as well as PILOT, SILOT, and other tax agreements, and by being responsible, thoughtful, and prudent with tax dollars. Over the last 16 years, the average single-family tax bill in Salem increased by half as much as it did in the 16 years before 2006.

In our budgeting practices, the taxpayers of Salem have always been foremost in mind, and FY2023 is no different. This budget recognizes and respects the impact of property taxes on our residents, especially as many are suffering from the financial hardship afflicting many Americans today. Salem's average tax bill change over the last decade has been well below the average for our region and bolstered by the adoption of as many exemptions and abatements as practical, particularly focused on our neediest taxpayers, including lower income residents, seniors, veterans, and those living with disabilities, as well as through increasing the share of the cost burden being exported to visitors and non-residents through fees and excises. Salem has never sought a Proposition 2-1/2 override and we continue to tax below our allowable levy limit. For FY2023, we will continue to maintain excess levy capacity – in the amount of \$6.2 million – a further demonstration of our prudence and care with taxpayer dollars.

Despite the overwhelming impact of the pandemic on our budgetary situation, it does not diminish the other external influences with which we still must also contend. Whether it is housing needs, fears about growth, the opioids epidemic, changing demographics, or a changing climate, our community is facing many challenges that require strategic and sensible leadership. Indeed, in some respects the pandemic and ensuing economic downturn only exacerbated some of these challenges, such as the need for affordable and available housing.

On the financial side, we continue to see challenges with the state not fully funding their obligations for charter school reimbursements and the existing PILOT with the South Essex Sewerage District failing to adequately compensate our community for hosting this regional facility. Most egregiously this year, an embedded flaw in the state's school aid formula means that Salem will effectively be level funded in Chapter 70 funds for our schools: where other Gateway Cities are seeing an average increase in Chapter 70 funds of around 13%, Salem's increase is just 1%. Aid is increasing to all other Gateway Cities by between \$1.6 million and \$35.8 million; in Salem, our aid is only increasing by \$248,340. Rising health care costs are impacting both the public and private sector and we continue to face the challenge of OPEB and



pension liabilities, not to mention costly sick-leave buybacks, agreed to decades ago, but impacting our retirement stabilization fund now.

We have worked hard to tackle these challenges by allocating funds to reserve and stabilization accounts to plan for the future and by taking actions like entering into the Group Insurance Commission and annually reassessing the cost-effectiveness of that choice. However, the financial challenges presented by these fixed cost centers are still very real and have a real effect on our budget. Despite those pressures and despite the economic setbacks of the past year, the FY2023 budget maintains our dedication to fiscal responsibility while making important investments to strengthen our community.

I am proud of our collective efforts to limit impacts on Salem taxpayers while also providing much needed services to constituents. This is possible due to our joint attentiveness to City finances, as well as our ongoing efforts at identifying efficiencies in the delivery of services.

Our fiscal practices have resulted in not only affirmation of our historic high AA bond rating for the last nine years in a row, but also our regular receipt – for fourteen years in a row – of recognitions and awards from the Government Finance Officers' Association, a national agency that provides professional guidelines for government budgets and fiscal practices.

In its most recent affirmation of the AA bond rating, issued just this month, S&P Global Ratings specifically cited Salem's "robust and strong economy...consistent positive financial operations...[and] strong financial management conditions, including conservative budgeting and long-term financial planning."

Lastly, another key factor in enhancing our local economy and contributing to new revenues to help meet the projected budget deficit are the public and private investments we continue to see in our community. These projects enhance our short- and long-term economic growth, create much needed housing, add to our tax base, and generate jobs. We are projecting the value increase of new growth for FY2023 at around \$1 million; that is \$1 million less burden on existing Salem taxpayers. Without responsible new growth we cannot provide the services and improvements that our constituents rightly demand and deserve. Given the reliable increase in fixed costs to the City and the financial challenges of the past year, a reflexively anti-growth position is equivalent to endorsing substantial tax increases on Salem homeowners and reduction in critical City services like public safety and public works. With appropriate new growth comes much needed housing, commercial enterprises with jobs, and new revenues to support the needs of Salem taxpayers and local government.

In FY2023 we will continue to strive to exceed the service level expectations of our constituents, while simultaneously ensuring fiscal prudence in all expenditures. The mission of City government in Salem is to provide open, honest, and pro-active services effectively and efficiently, focusing on the needs of today, with a vision for the future. To accomplish this, the proposed budget aligns operations with short-term and long-term strategic goals and objectives, while maintaining necessary fiscal controls and a careful attention to our financial forecasts in our budgeting.

Balancing the City's budget in a normal year itself is no easy task and I appreciate the hard work and cooperation our department heads have put into the preparation of this year's budget. I cannot say enough about the efforts made by our Finance Department especially. The department's work ensured that the budget was ready for submission and in compliance with the high standards we set for ourselves pursuant to GFOA Distinguished Budget guidelines. We are one of only a handful of Massachusetts communities who annually qualify for both a Certificate of Excellence for our Comprehensive Annual Financial Reporting and a Distinguished Budget Presentation Award from the GFOA. New this year, in furtherance of the GFOA's prioritization of improving transparency in public budgets, we are proud to offer a "Budget in Brief" summary that quickly highlights the most important parts of the FY2023 City budget.

The proposed FY2023 budget represents a strong commitment to the people we are fortunate enough to have been elected to serve. It continues our balanced and responsible approach to City finances. It invests in the critical services that make Salem a vibrant city and one with schools in which we can all take pride – in short, a stronger, more livable city for all. I recommend adoption of the proposed FY2023 budget, CIP, and other associated budgetary measures and I look forward to working with you in the coming days to enact this proposed spending plan to continue ensuring that Salem is a financially strong and professionally administered community.

Sincerely,

A handwritten signature in cursive script that reads "Kimberley Driscoll". The ink is dark and the signature is fluid.

Kimberley Driscoll  
Mayor  
City of Salem

cc: City of Salem Department Heads



# City of Salem FY2023 Budget in Brief

July 1, 2022 – June 30, 2023  
[www.salemma.gov/FY23](http://www.salemma.gov/FY23)





# Leading Salem Forward for All

The City of Salem's FY2023 budget lays out an optimistic and forward-looking vision that builds on the City's fiscal strength and its commitment to public services. It is centered in the City's mission statement, **"to provide open, honest, and proactive services effectively and efficiently, focusing on the needs of today, with a vision for the future."**

The budget reflects Salem's commitment to being a community that is accessible, equitable, responsive, and visionary. With Salem's 400<sup>th</sup> anniversary on the horizon, in 2026, the FY2023 budget lays the groundwork for that historic

occasion and is structured on the foundation of the City's existing fiscal health and shared priorities.

The investments outlined in the FY2023 budget will help continue to make Salem a City that works for all.



# The Budget in Brief...Briefly

A City's budget reflects its values and its vision for the future. More than just a technical compendium of numbers, a budget should tell the story of the community that it serves.

Because the budget is such a centrally important document for understanding a City's values and vision, **Salem consistently strives to find new ways to make its budget accessible, transparent, and more understandable.**

This Brief is intended to provide a key overview of the FY2023 budget. You can find the full FY2023 budget online at [salemma.gov/fy23](https://salemma.gov/fy23).

## Budget Snapshot

Salem has received the **Distinguished Budget Presentation award** from the Government Finance Officers Association for the last 14 years in a row, in recognition of the budget document's clarity and level of detail.



# FY2023 Key Priorities - 1



## Recovery

- Recover from the impacts of the COVID-19 pandemic.
- We do this by (1) aligning investments with funding opportunities also supported by federal and state pandemic relief funds, (2) improving service delivery as residents begin interacting more with one another and their neighbors, and (3) investing in economic, community, housing, school, and public health needs particularly impacted by COVID-19.



## Resiliency

- Continue commitments to prepare for the climate crisis and lessen our contribution to it.
- We do this by (1) supporting the new Sustainability Department, (2) investing in projects and programs that meet the goals of the Resilient Together plan, and (3) continuing and expanding transportation innovations to reduce passenger vehicle trips.

# FY2023 Key Priorities - 2



## Equitable

- Build on Salem's efforts to create a more welcoming and inclusive city for all.
- We do this by (1) investing financially and staff-wise in supporting the new Director of Diversity, Equity, and Inclusion, (2) supporting age-friendly initiatives for Salem's youngest and oldest residents, and (3) structuring services to serve and support historically under-served populations.



## Forward Looking

- Instill a long-term vision in the City's plans and actions.
- We do this by (1) remaining focused on capital projects and investments that meet our ADA, park, and historic plans, and our Salem 400 goals, (2) aligning department investments with the City's strategic plan, and (3) supporting the continued excellence of Salem's public schools.



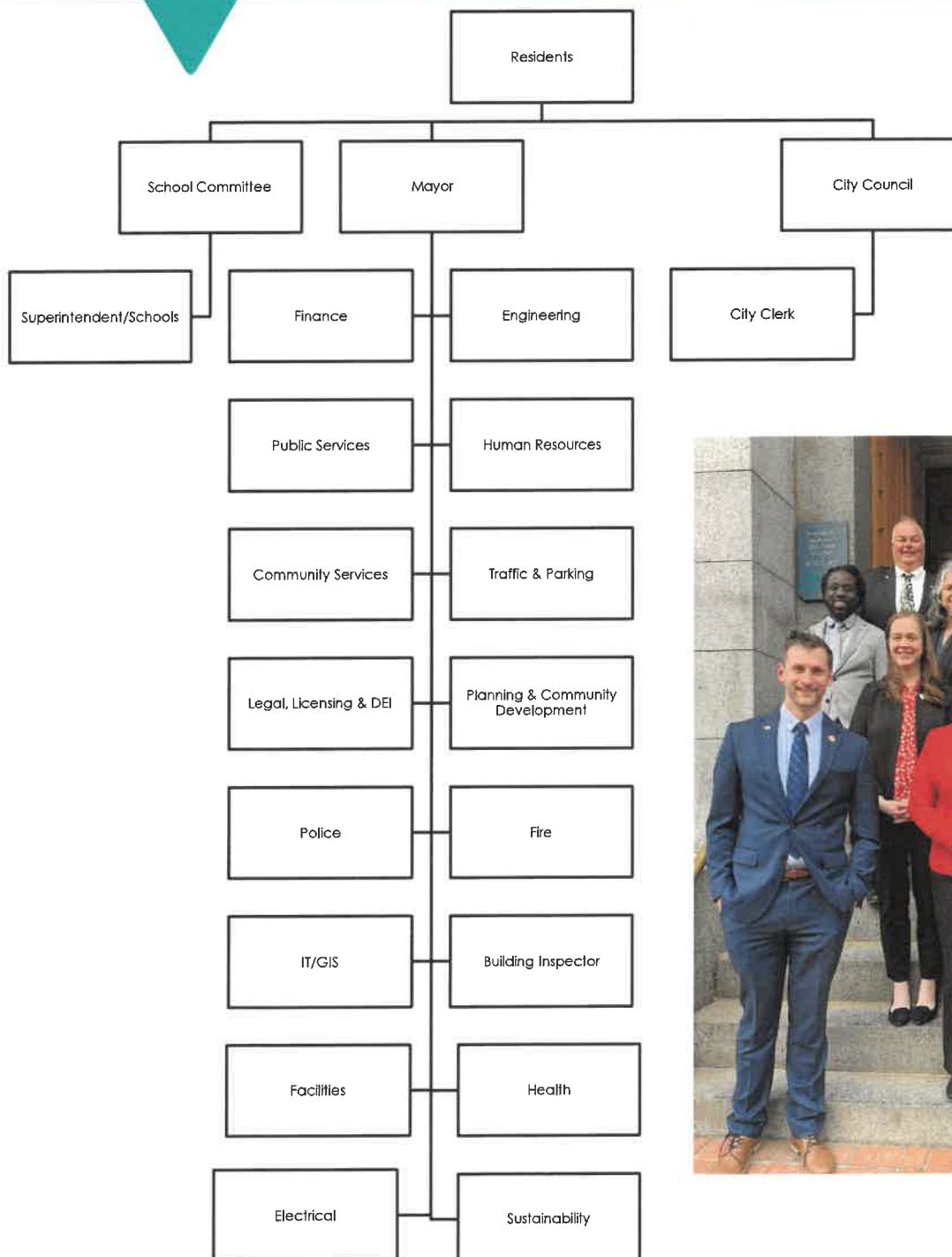
# About Salem



- **Population:** 44,480
- **Total employment:** 23,038
- **Number of businesses:** 4,058
- **People who live elsewhere and commute into Salem to work:** approximately 17,000
- **Median household income:** \$66,428
- **Persons in poverty:** 15.9%
- **Median home value:** \$490,000
- **Median condo value:** \$385,000
- **Median rent:** \$2,014
- **Housing units:** 19,631
- **Bachelor's degree or higher:** 45.1%
- **Students in Salem Public Schools:** 3,665
- **Salem High School graduation rate:** 88.9%
- **Economically disadvantaged students:** 67.9%
- **Non-White students:** 57.0%
- **Non-White City population:** 29.4%
- **Speak a language other than English at home:** 21.5%
- **Under 18 years of age:** 15.6%
- **Over 65 years of age:** 16.4%
- **Square miles:** 8.0
- **Road miles:** 115.3
- **Public parks and open spaces:** 43



# Structure of Salem's City Government



# Forming the Budget

## Budget Timeline

- January: Budget message sent by Mayor to Department heads and Superintendent of schools.
- January - February: Department heads develop budget requests.
- March - April: Department heads meet with Mayor to review budgets and capital requests.
- May: School Committee votes on requested budget.
- May: Budget filed with City Council.
- May-June: Council's Administration & Finance Committee holds budget hearings; Council votes on the budget.
- July 1st: New fiscal year begins.
- December: City Council sets tax rate.



## Sections of the Budget

- Section 1: Mayor's budget message
- Section 2: Overview of the City of Salem
- Section 3: Overview of the budget
- Section 4: Schools budget
- Section 5: Enterprise Funds budget
- Section 6: Financial forecast, plans, and policies
- Section 7: Capital plan
- Section 8: Department budgets

## Budget Snapshot

An **enterprise fund** is a separate accounting mechanism for services for which a fee is charged by the City and for which the revenues and spending are not comingled with the general budget. Salem has four enterprise funds: water, sewer, trash, and cable access.

# What's the Budget based on?

The budget in Salem is shaped by six sources of information:

1. Department requests aligned with objectives and the City's strategic plan.
2. Mayor and City Council priorities reviewed at the annual strategic planning retreat and throughout the year.
3. School Committee requested budget based on Superintendent and district input.
4. Annual resident survey and resident feedback gathered throughout the year.
5. Existing plans →
6. Fixed costs.



## Some Existing Plans that Shape the FY2023 Budget

- Imagine Salem
- Open Space & Recreation Plan Update
- Race Equity Task Force Plan
- Salem for All Ages Action Plan
- Resilient Together Climate Action Plan
- Pavement Management Plan
- Salem Public Schools Strategic Plan
- Historic Preservation Plan
- Emergency Management Plan
- Housing Needs Assessment
- Bicycling Master Plan
- Public Art Master Plan

## Forthcoming Plans that will Shape Future Budgets

- Housing Roadmap
- School Building Master Plan
- Harbor Plan



# Revenues for Salem's Budget - 1

## ○ **Property Taxes**

- The amount raised by property taxes cannot increase over the previous year's amount by more than 2.5% plus the amount of new growth.
- To do so requires a "Proposition 2-1/2 override" vote by the community, which Salem has never needed.
- If the amount that is raised in property taxes is less than the amount that can be raised, the community has "excess levy capacity," which is seen as a measure of fiscal health. Salem's excess levy capacity in FY2023 will be \$6.2 million, which is considered strong.
- The more new growth a community has, the less it must rely on taxes from existing taxpayers.



## ○ **Local Receipts**

Salem has nearly 20 different types of local receipts, which include things like motor vehicle excise, meals excise, license and permit fees, and so forth.

## ○ **Enterprise Funds Revenues**

These are payments made by users of enterprise services (water, sewer, trash). Some communities do not include enterprise fund revenues and expenditures in their budget document, however Salem does so to ensure greater transparency.

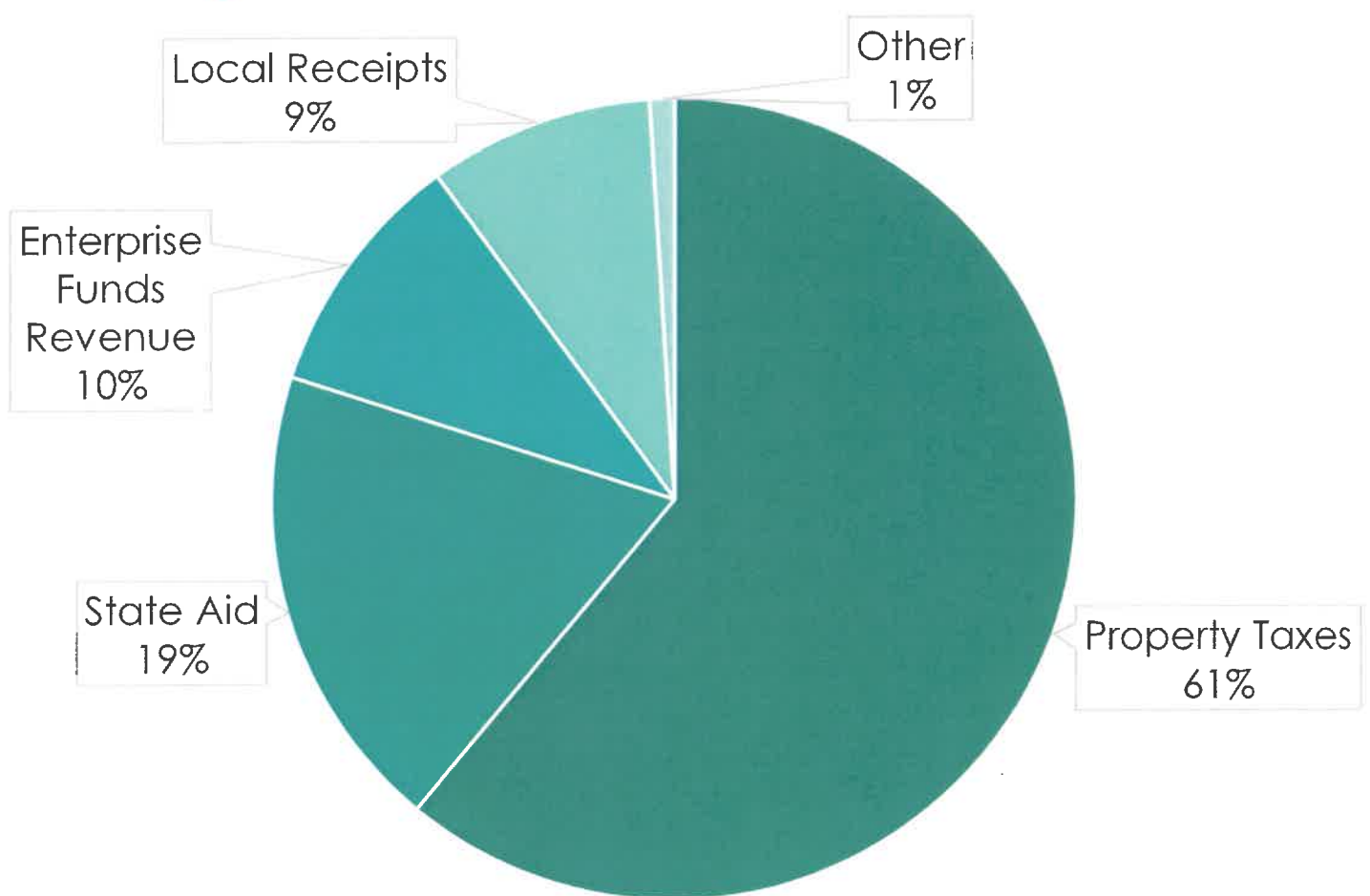
## ○ **State Aid**

The largest category of state aid is for schools, however there are other smaller categories of state funding that the City receives, as well.

## ○ **Other**

Salem uses excess receipts from City programs like the Witch House and Golf Course to help fund the budget and reduce the amount that must be raised through property taxes.

# Revenues for Salem's Budget - 2

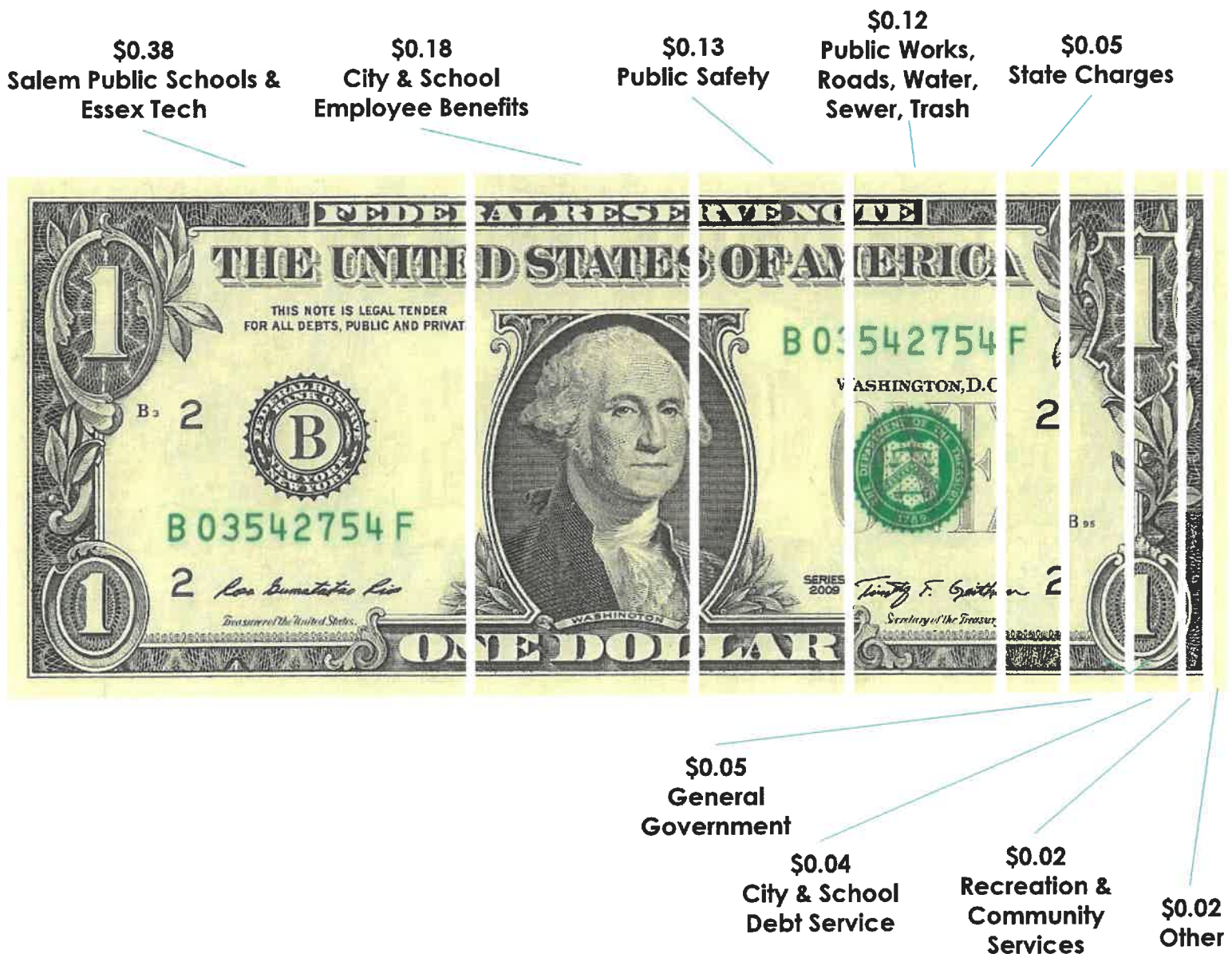


## Budget Snapshot

By law, Salem's City budget must be **balanced**. That means that the planned expenditures must be equal to the anticipated revenues. Financial forecasting and revenue projections help estimate what the expected funds will be for the coming year.

# Where your tax dollars go

The FY2023 budget totals \$188,151,327, a 3.4% increase over last year's. The City budget is increasing 4.6%, the Schools budget is increasing 3.2%, and the Enterprise Funds budget is increasing 1.7%.





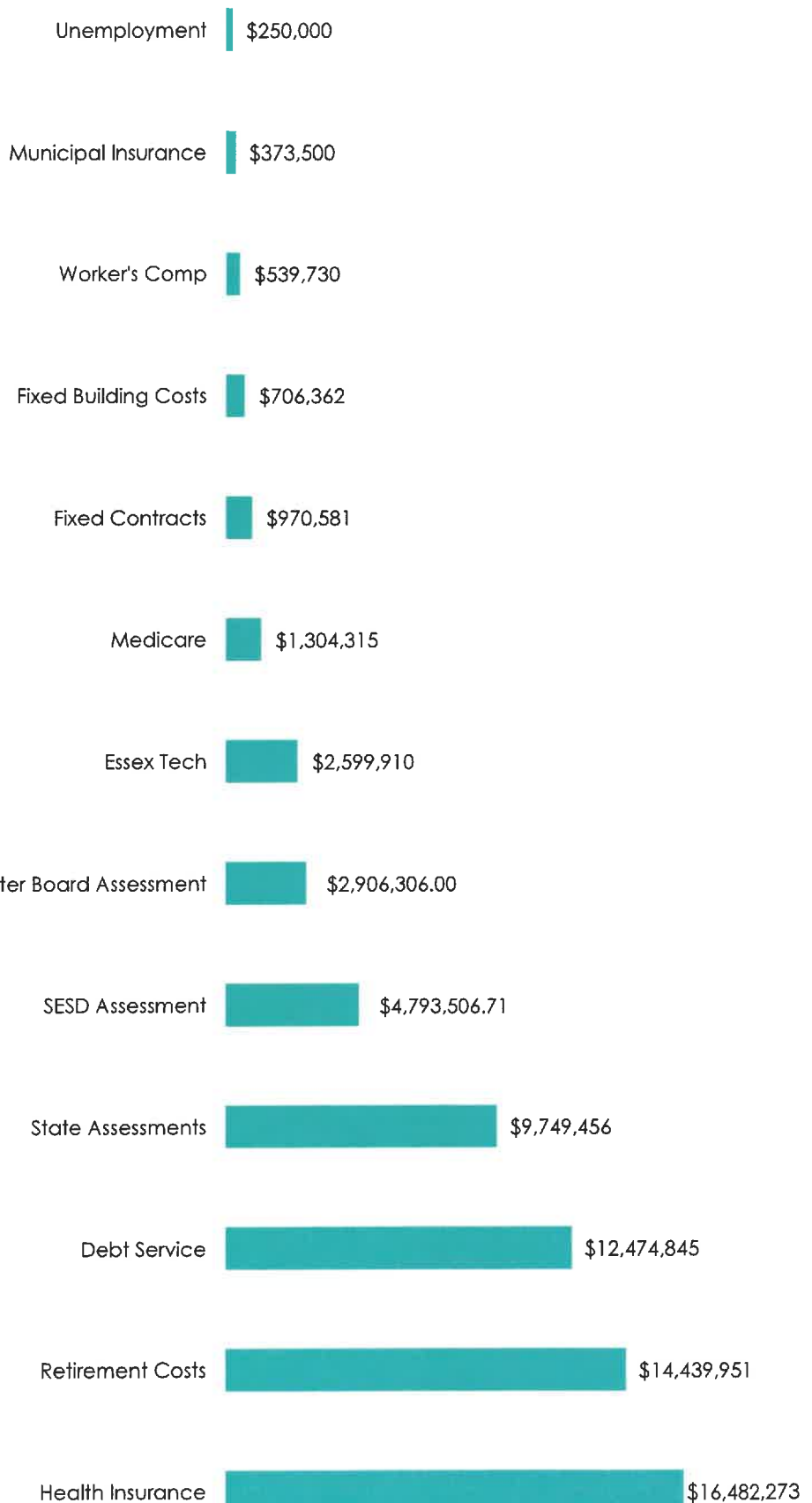
# Fixed Costs in Salem's Budget

Fixed costs include debt service, retirement, insurance, and health insurance charges, assessments by the state and other governmental bodies, and contractually required payments. These costs are "fixed" because the City does not have discretion to reduce them.

Fixed costs comprise roughly \$68 million, which is 36% of the City's total budget – in other words, about \$1 of every \$3 spent in the budget is on a fixed cost. In FY2023, changes in fixed costs account for about 40% of the budget's overall increase over the previous fiscal year.

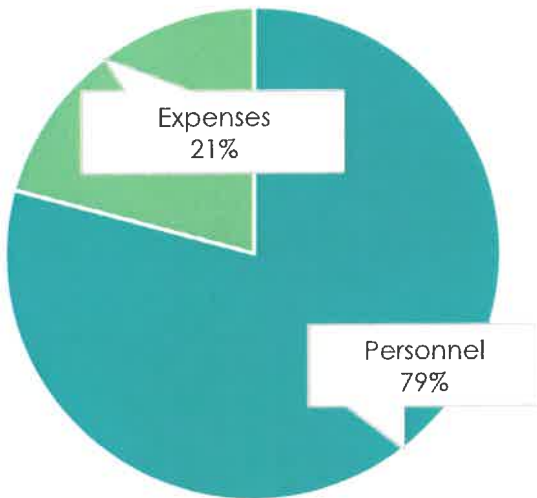


## Fixed Costs in the FY2023 Budget



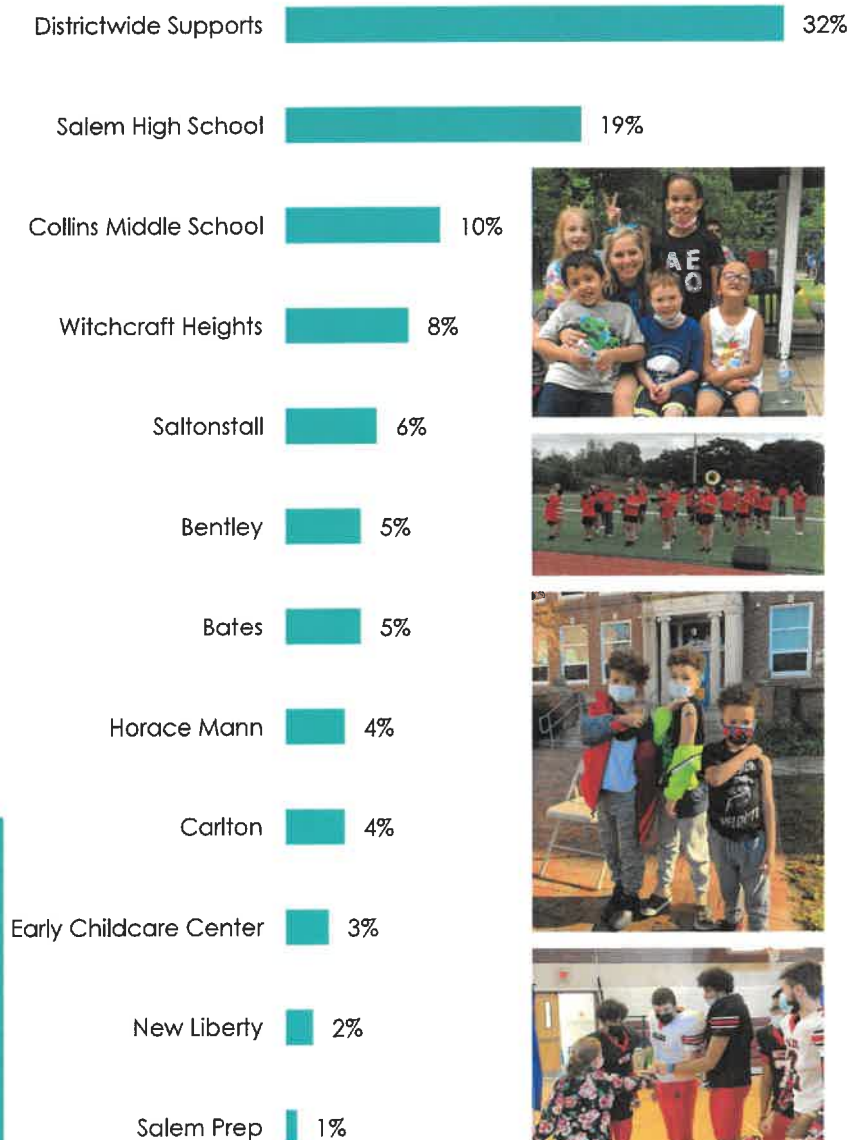
# FY2023 Salem Schools Budget

For FY2023, Salem's school budget is \$68,747,963. This does not include school-related costs that are carried on the "City side" of the budget, like school building project debt, health insurance for teachers and other school employees, and so forth.



## Budget Snapshot

Around 64 cents of every \$1 Salem spends on schools comes from taxes. The next largest source of **school funding** is state aid, which comprises about 27 cents of every \$1. Despite increasing costs, however, state school aid to Salem is level funded in FY23, increasing the share of the school budget that must be funded by the community.





# FY2023 Capital Budget

The capital plan section of the budget, Section 7, outlines capital expenditures for FY2023, as well as those planned for future years, how they are being paid for (borrowing, ARPA and federal grants, etc.), and what their long-term impact is projected to be on the regular budget.

## General Capital Highlights

- Pioneer Village Phase 1
- Boston Street Design
- Police/Fire Radio System
- ADA Upgrades
- Road Paving & Sidewalks
- Mack Park Food Farm
- Senior Center Kitchen
- Willows Pier
- Artists Row & Old Town Hall
- School Cameras & HVAC
- Building Energy Efficiencies

## Water/Sewer Capital Highlights

- Palmer Cove Storm Drain
- Ocean Ave Pump Station
- Point Catch Basins Project
- Water System Upgrades



## Budget Snapshot

Capital are tangible assets or projects with a value of \$25,000 or more and a depreciable life of 5 or more years.

Capital projects and equipment are most commonly funded from **bonds** (borrowing). General capital bonds are paid by tax dollars and water/sewer capital bonds are paid by water and sewer ratepayers. Salem currently has its highest bond rating in its history, meaning its interest rates for capital debt is low. This is counterbalanced, however, by rising inflation and material costs.

# ARPA and Salem's FY2023 Budget

The American Rescue Plan Act (ARPA) is a federal law passed in 2021 that provides funds to communities to help them recover from the COVID-19 pandemic. Salem is directing its ARPA funds to a wide variety of community and municipal needs. This list outlines how a portion of those resources will be used in FY2023 to take on critical capital projects that otherwise would be funded by taxpayers. For some projects, ARPA funds are used as the City's match to leverage even more grant funding.

Project	ARPA Funds	Grants Due to ARPA Match
Bicycling Infrastructure	\$50,000	-
Charlotte Forten Memorial	\$50,000	\$75,000
Greenlawn Cemetery Roads and Drainage	\$75,000	-
South Salem Commuter Rail station study	\$93,000	\$372,000
Mack Park Food Farm – phase 3	\$94,105	-
Fire Department Chest Compression Devices	\$96,000	-
Park and Playground Repairs	\$100,000	-
Community Life Center Kitchen	\$140,000	\$35,000
Palmer Cove Park project – phase 2	\$140,000	\$115,000
Outdoor Dining Areas	\$270,000	-
Willows Pier	\$350,000	\$3,250,000
Ocean Avenue Stormwater Pump Station – design phase	\$370,000	\$600,000
Salem High School Rooftop Ventilation Units	\$500,000	-
Pioneer Village - phase 1	\$670,000	-
Old Town Hall restoration – phases 2 & 3	\$1,000,000	\$3,000,000
Police/Fire Radio Communications System	\$2,500,000	\$75,375
<b>Total</b>	<b>\$6,498,105</b>	<b>\$7,522,375</b>



# FY2023 Departmental Budgets

Schools	\$68,747,963	
Police	\$11,812,346	
Fire	\$9,873,274	
Public Services	\$4,137,209	
Recreation	\$2,220,880	
IT Department	\$1,745,907	
Traffic & Parking	\$1,562,615	
Building Inspector	\$1,511,974	
Library	\$1,482,913	
Planning	\$1,136,364	
Electrical	\$855,067	
City Clerk	\$829,232	
Health	\$686,764	
Mayor's Office	\$643,677	
Council on Aging	\$621,062	
Veterans	\$546,642	
Legal & DEI	\$546,640	
Treasurer	\$450,944	
Finance	\$427,978	
Harbormaster	\$415,107	
Assessors	\$408,467	
Human Resources	\$320,694	
Collector	\$262,091	
Purchasing	\$240,791	
City Council	\$232,050	
Sustainability	\$227,657	
Engineering	\$184,461	
Personnel		
Expenses		



## Budget Snapshot

The budget presented to the City Council is usually considerably less than the amount originally requested by departments. Each year the administration pares requests down to a level that will ensure a balanced budget based on projected revenues.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Salem City Council  
City Hall  
93 Washington Street  
Salem, MA 01970

Ladies and Gentlemen of the City Council:

Enclosed please find supporting Orders and Ordinances necessary for the adoption of the FY2023 City budget. These items include:

1. Council Order authorizing the revolving funds.
2. Council Order appropriating from short-term capital.
3. Council Order appropriating from retained earnings.
4. Bond Order for general fund capital.
5. Bond Order for water and sewer capital.
6. Ordinance for water rate.
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8. Ordinance for solid waste fees.

Additional details about these measures can be found in the FY2023 City budget. I recommend adoption of the enclosed Orders and Ordinances as part of the FY2023 budget process and welcome any questions you may have regarding them during our regular budget hearings.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



## City of Salem, Massachusetts

Finance Department  
93 Washington Street  
Salem, MA 01970  
[www.salem.com](http://www.salem.com)

**Kimberley L. Driscoll, Mayor**

**Anna Freedman, Finance Director**

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May 24, 2022

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

RE: Revolving Funds

Dear Mayor Driscoll:

Massachusetts General Law Chapter 44 Section 53E ½ allows for a city the annually authorized the use of revolving funds by departments which shall be accounted for separately from all other monies in the city. The revenues collected for each program are credited to individual accounts and the expenditures made from these funds can be made without further appropriation in connection with the program that each revolving fund supports.

The City Council shall vote each year prior to the respective fiscal year for the authorization of such account. Attached is a summary of the revolving funds of the City that lists the department, fund name, fund account number, program and purpose, type of receipt credited, and the maximum dollar spending allowance from each revolving fund.

This annual process is part of the budget process, and, as such, I recommend that we authorize all accounts as listed on the attached council order.

Respectfully yours,

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

Anna Freedman  
Finance Director



# CITY OF SALEM

In City Council,

Ordered:

In City Council, May 26, 2022

ORDERED: That the Salem City council vote, pursuant to the provisions of MGL Chapter 44, Section 53E ½ to authorize the establishment of the revolving funds for fiscal year 2022 has herein described. Expenditures from said funds shall not exceed the amount of funds received in the respective accounts or as authorized as stated, shall come from any funds received by respective boards for performing services, shall be used solely for the purpose of implementing the programs delineated and shall be approved by a majority vote of any respective boards in accordance with Her Honor the Mayor.

Dept.	Fund Name	Fund #	Programs & Purposes	Type of Receipts Credited	Authorization for Spending	FY 2023 Budget Request Maximum Annual Expenditures
COA	COA Programs	2374	To defray program costs including instructors, presenters, entertainment, decorations, food, etc.	Revenues and fees charged for programs	COA Director and Mayor	40,000.00
Electrical	Telecom	2376	To fund public information technology, telecommunication and electrical initiatives and projects	Application fees and rental revenue from telecommunications attachments pursuant to sections 12-125 and 12-170 of the City Ordinances	City Electrician and Mayor	50,000.00
Fire	R/A Local Emergency Planning Comm	2433	Training and special equipment needed to respond to hazardous materials incidents per CH 21E	Fees charged to persons spilling or releasing hazardous materials	Fire Chief and Mayor	40,000.00
Harbormaster	R/A WI STORAGE	2368	To Fund Capital items for Harbormaster, maintenance costs of equipment and maritime access projects.	Fees charged for Boat and Float Storage at Winter Island and Kernwood Marina	Harbormaster and Mayor	55,000.00
Health Dept	Health Clinics	2364	To support vaccination program and other Health Promotion activities of the Health Department	Reimbursements from vaccination programs	Health Agent and Mayor	20,000.00
Mayor	Special Events	2361	To cover expenses for Fireworks, bands, portable potties and other unanticipated expenditures	Revenue from RFP's for services from vendors, and from misc sponsorships.	Mayor	125,000.00

Dept.	Fund Name	Fund #	Programs & Purposes	Type of Receipts Credited	Authorization for Spending	FY 2023 Budget Request Maximum Annual Expenditures
Recreation	Winter Island Store	2362	To increase and replenish store inventory as needed and to enhance and maintain Winter Island Store & Facilities.	Revenue from sale of inventory/services at Winter Island.	Recreation Director and Mayor	<b>40,000.00</b>
Recreation	Proctor's Ledge	2384	For Maintenance of Proctor's Ledge site	Revenue of 25 cents from the sale of each ticket at the Witch House.	Recreation Director and Mayor	<b>12,000.00</b>
Recreation	Road Race Fees	2385	For Park Maintenance	Field rental fees and five percent of race and event registration fees.	Recreation Director and Mayor	<b>6,000.00</b>
Recreation	Dog Park	2435	Renovations and Maintenance of Dog Park at Leslie's Retreat Park.	Fee charged for pass to use dog park (pooch pass). \$25. annually for pass.	Recreation Director and Mayor	<b>5,000.00</b>
Recreation	Park & Rec Public Access	2452	To be used for the operation and maintenance of Winter Island and McCabe Marina	Parking and launch fees charged at McCabe Marina & Winter Island	Recreation Director and Mayor	<b>50,000.00</b>
Recreation	Salem Willows Meters	2459	Renovations and Maintenance of Willows Park.	Money generated from Willows Meters	Recreation Director and Mayor	<b>30,000.00</b>
Recreation	Witch House	2499	To support Salem Award committee and the Salem Witch Trial Memorial	25 cent surcharge to tickets beginning in May 2009	Recreation Director and Mayor	<b>10,000.00</b>
Planning & Community Development	Old Town Hall	2373	Maintenance costs of old town hall	Rental revenue of old town hall	Director of Planning and Mayor	<b>50,000.00</b>
Planning & Community Development	Derby Square/Artists' Row	2375	Improvements for Derby Square and Artists' Row including outdoor furniture, signage, lighting, public art, marketing and stipends for performers	Vendor fees from Derby Square Flea/Salvage Art Market, Rent and Vendor Fees at Artists Row	Director of Planning and Mayor	<b>50,000.00</b>
Sustainability/ Planning & Community Development	Utility Energy Credit Fund	2377	To be used for City projects or programs that reduce utility costs, use, and/or emissions. This may include personnel costs associated with participation in the programs that generate the credits.	Credits or payments received for City projects or programs that specifically result in reduction in utility costs, use, or emissions.	Director of Planning and Mayor	<b>250,000.00</b>
Planning & Community Development	Bike Sharing	2383	To receive and expend revenue from bike share program for system operation and promotion	Revenue from rentals and annual memberships	Director of Planning and Mayor	<b>50,000.00</b>

Dept.	Fund Name	Fund #	Programs & Purposes	Type of Receipts Credited	Authorization for Spending	FY 2023 Budget Request Maximum Annual Expenditures
Planning & Community Development	Salem Ferry/Salem Wharf Operational	2453	Fund operational costs of the Salem Ferry and operating, maintenance, capital repairs, security, utilities related to Salem Wharf	Fees received during the season for leasing of the Salem Wharf, MBTA Salem Passes, and fuel reimbursements	Director of Planning and Mayor	<b>500,000.00</b>
Insp Services	Abandoned Prop Maint	2371	To maintain abandoned and foreclosing residential and commercial properties	Registration fees (\$300.00) for vacant and/or foreclosing residential properties.	Inspectional Services Director and Mayor	<b>85,000.00</b>
Public Services	Tree Replacement	New 2330	To replace trees removed during construction as directed by the Tree Warden or Planning Board	Revenue from contributions per the Tree Ordinance or Planning Board decision	Director of Public Services And Mayor	<b>30,000.00</b>
Engineering	Traffic Island	2439	Projects related to City beautification events including Traffic Island, Beautification, and special events	Primarily from: Traffic Island Sponsorships, Special Events Revenues, Event and Beautification effort sponsors	City Engineer and Mayor	<b>20,000.00</b>
					<b>Totals</b>	<b>1,518,000.00</b>





## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Salem City Council  
City Hall  
93 Washington Street  
Salem, MA 01970

Ladies and Gentlemen of the City Council:

Enclosed please find supporting Orders and Ordinances necessary for the adoption of the FY2023 City budget. These items include:

1. Council Order authorizing the revolving funds.
2. Council Order appropriating from short-term capital.
3. Council Order appropriating from retained earnings.
4. Bond Order for general fund capital.
5. Bond Order for water and sewer capital.
6. Ordinance for water rate.
7. Ordinance for sewer rate.
8. Ordinance for solid waste fees.

Additional details about these measures can be found in the FY2023 City budget. I recommend adoption of the enclosed Orders and Ordinances as part of the FY2023 budget process and welcome any questions you may have regarding them during our regular budget hearings.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,

**Ordered:**

**Ordered:**

That the sum of \$3,078,020 be and hereby is appropriated as part of the FY 2023 Capital Improvement Plan to be expended as listed below in accordance with the recommendation of Her Honor the Mayor.

Department	Description	Account	Amount
Assessor	City wide aerial imagery and software that documents changes in parcels	20002301-5846DN	\$ 12,000
Assessor	Justappraised software for entering deeds.	20002301-5846DO	\$ 14,800
Building	ADA Compliance and Associated Improvements	20002322-5846DP	\$ 30,000
Building	City Hall Long Term Restoration Study	20002322-5846DQ	\$ 40,000
Building	Annual Priority Small Repairs, Upgrades, FF&E & Associated Improvements	20002322-5846DR	\$ 75,000
Building	City Hall Phased Short Term Priority Improvements	20002322-5846DS	\$ 85,000
Clerk	High Speed Scanner for Voting and Multilanguage Software	20002303-5846DT	\$ 32,000
Electrical	ADA walk signal buttons	20002308-5846DU	\$ 20,000
Engineering Municipal	Citywide Seawall Improvements and Studies	20002329-5846DV	\$ 50,000
Engineering Municipal	Furlong Park Soil Remediation	20002329-5846DW	\$ 170,000
Engineering Municipal	Essex Street Roadway & Townhouse Sq.	20002329-5846DX	\$ 200,000
Fire	ADA Compliance and Associated Repairs	20002310-5846DY	\$ 20,000
Fire	Lexipol - Standard Operating Guidelines	20002310-5846DZ	\$ 27,000

Fire	Annual Priority Small Repairs, Upgrades, FF&E & Associated Improvements	20002310-5846EA	\$ 30,000
Fire	Bathroom, Women's Locker and ADA Code Upgrades Headquarters Study	20002310-5846EB	\$ 30,000
Fire	Replace Front line response vehicle #2 Deputy Chiefs Car	20002310-5846EC	\$ 50,000
Fire	Vehicles for Fire Prevention inspectional services, safety officer and fire investigation	20002310-5846ED	\$ 66,000
Fire	Fire Station 5 - site improvements	20002310-5846EE	\$ 100,000
Harbor Master	Harbormaster Department Truck	20002311-5846EF	\$ 58,000
IT	IT Lifecycle Management (City)	20002307-5846EG	\$ 190,000
Library	ADA Improvements and Associated Repairs at Library	20002314-5846EH	\$ 10,000
Library	Annual Priority Small Repairs, Upgrades, FF&E & Associated Improvements	20002314-5846EI	\$ 20,000
Library	Repairs to Brownstone Stairs	20002314-5846EJ	\$ 50,000
Park & Recreation	Court/Field and Associated Renovations	20002317-5846EK	\$ 100,000
Park & Recreation	Golf Cart Paths - Phase II	20002317-5846EL	\$ 100,000
Parking	Parking Infrastructure Improvements, EV, and Equipment Install/Maintenance	20002318-5846EM	\$ 50,000
Parking	Garage Improvements - Annual Repairs & ADA Compliance	20002318-5846EN	\$ 80,000
Parking	Fort Ave/Columbus Ave Intersection Re-Design Project	20002318-5846EO	\$ 183,000
Parking	Traffic Calming Capital Improvements	20002318-5846EP	\$ 200,000
Planning	Harmony Grove Multiuse Path Study/Design	20002320-5846EQ	\$ 12,000
Planning	Neighborhood Interpretive Signs	20002320-5846ER	\$ 14,000
Planning	Old Town Hall & Artists' Row Annual Repairs, Minor Renovations, Studies Etc. (non-ADA)	20002320-5846ES	\$ 20,000
Planning	Old Town Hall & Artists' Row ADA Compliance and Associated Repairs	20002320-5846ET	\$ 20,000
Planning	Historic Cemetery Headstone and Tomb Conservation	20002320-5846EU	\$ 30,000
Planning	Artists' Row Roof Repair	20002320-5846EV	\$ 60,000
Police	Small ADA Compliance and Associated Repairs	20002321-5846EW	\$ 15,000

Police	PSGP 2020 Harbor Security Camera Project Expansion	20002321-5846EX	\$ 32,500
Police	Salem Police Headquarters General Repairs, Upgrades, FF&E, Studies, and Associated Replacements	20002321-5846EY	\$ 35,000
Police	Cameras - Community/Police	20002321-5846EZ	\$ 45,000
Police	Body Worn Cameras	20002321-5846FA	\$ 67,220
Police	Vehicle Replacement Plan - Patrol and Non Patrol -	20002321-5846FB	\$ 187,000
Public Services	Annual Small Repairs, DPS Building Studies - DPS & Cemeteries	20002323-5846FC	\$ 15,000
Public Services	ADA Improvements and Associated Repairs- DPS & Cemeteries	20002323-5846FD	\$ 20,000
Public Services	Update Safety and SOP for trench safety and general best practices plans and manuals for DPS operations	20002323-5846FE	\$ 50,000
Public Services	Expansion of Greenlawn Cemetery Interment	20002323-5846FF	\$ 20,000
School	New Liberty and Salem Prep Schools Facility	20002325-5846FG	\$ 60,000
School	Architectural/Interior, Site Repairs, Upgrades, Studies Schools	20002325-5846FH	\$ 75,000
School	ADA and Associated Repairs Schools	20002325-5846FI	\$ 100,000
Sustainability	Environmental Education Signage	20002330-5846FJ	\$ 7,500
Sustainability	Climate Change Resiliency Project - Point - Design	20002330-5846FK	\$ 100,000
TOTAL CAPITAL OUTLAY FUND			\$ 3,078,020



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Salem City Council  
City Hall  
93 Washington Street  
Salem, MA 01970

Ladies and Gentlemen of the City Council:

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1. Council Order authorizing the revolving funds.
2. Council Order appropriating from short-term capital.
3. Council Order appropriating from retained earnings.
4. Bond Order for general fund capital.
5. Bond Order for water and sewer capital.
6. Ordinance for water rate.
7. Ordinance for sewer rate.
8. Ordinance for solid waste fees.

Additional details about these measures can be found in the FY2023 City budget. I recommend adoption of the enclosed Orders and Ordinances as part of the FY2023 budget process and welcome any questions you may have regarding them during our regular budget hearings.

Sincerely,

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

Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,  
May 26, 2022

**Ordered:**

That the sum of Four Hundred Five Thousand Dollars (\$405,000.00) is hereby appropriated from the "Retained Earnings – Water/Sewer Fund" account (6000-3120) to the following accounts for the FY2023 capital improvement plan projects as listed below in accordance with the recommendation of Her Honor the Mayor.

FY2023 CIP-Funded from Water/Sewer Fund Retained Earnings		
Sewer – 600132-5877	Point Area Neighborhood Catch Basin Screening & Improvements	\$ 100,000.00
Sewer – 600132-5878	Derby St. Interceptor Sewer Cleaning and Evaluation	\$ 125,000.00
Water – 610032-5879	Replacement of Water/Sewer Utility Truck	\$ 180,000.00
Total:		\$ 405,000.00



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Salem City Council  
City Hall  
93 Washington Street  
Salem, MA 01970


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Sincerely,

  
Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,

Ordered:

**Fiscal Year 2023 General Fund Capital Improvement Program Funded from Bond Authorization as amended below:**

Ordered:

That the sum of \$5,745,000 be and hereby is appropriated to pay costs of the following capital equipment and capital improvement projects listed under the heading FY23 CIP- Funded from BOND AUTHORIZATION and for the payment of all costs incidental and related thereto, and that to meet said appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said sum under M.G.L. Chapter 44, Sections 7 and 8, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

FY2023 CIP-Funded from BOND AUTHORIZATION			
Electrical	FORD F 650 AREAL/Bucket Truck		\$ 175,000
Engineering Municipal	Boston Street Complete Upgrade - Design		\$ 210,000
Engineering Municipal	McGrath Park Soils Remediation -		\$ 300,000
Engineering Municipal	Citywide Roads, Sidewalks, and Crosswalk Improvements (Non-Chapter 90)		\$ 1,200,000
Engineering Municipal	Transfer Station Clean Up Phase 2 Capping		\$ 2,200,000
Police	Police Headquarters - Flooring replacement		\$ 150,000
Public Services	Traffic Division Utility Truck		\$ 170,000
Public Services	DPS Building Project		\$ 250,000
Public Services	JD Front Loader (replacement of loader #41)		\$ 290,000
School	Bates Envelope Repair Project		\$ 75,000
School	Collins Roof/Masonry Repair		\$ 110,000
School	School Life Safety, MEP, Utility, Roof Repairs, Upgrades, Studies		\$ 200,000
School	Districtwide Sprinkler Repairs		\$ 265,000
Sustainability	Comprehensive Energy and Water Upgrades at City and School Facilities		\$ 150,000
TOTAL BOND AUTHORIZATION:			\$ 5,745,000

Be it further

Ordered:



That the Mayor and the Treasurer are each authorized to file an application to qualify under Chapter 44A of the Massachusetts General Laws any and all bonds of the City issued under and pursuant hereto, and to provide such information and execute such documents as may be required in connection therewith.



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Salem City Council  
City Hall  
93 Washington Street  
Salem, MA 01970

Ladies and Gentlemen of the City Council:

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Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,

**Ordered:**

**Fiscal Year 2023 Water and Sewer Capital Improvement Program Funded from Bond Authorization as amended below:**

**Ordered:**

That the sum of \$3,600,000 be and hereby is appropriated to pay costs of the following capital equipment and capital improvement projects listed under the heading FY23 CIP – Funded from BOND AUTHORIZATION and for the payment of all costs incidental and related there to, and that to meet said appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said sum under M.G.L. Chapter 44, Sections 7 and/or 8, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

FY2023 CIP-Funded from BOND AUTHORIZATION			
Water	Pioneer Village Relocation and Expanded Facility Phase 1: Sewer/Water/Stormwater		\$ 100,000.00
Water	Citywide Flushing, Valve Repair/Maintenance, Leak detection, GIS		\$ 400,000.00
Water	Water Distribution Main System Improvements		\$ 800,000.00
Water	Water Transmission Main System Improvements		\$ 1,000,000.00
Sewer	Palmer Cove Park Drain Outfall Installation of Stormwater Treatment		\$ 100,000.00
Sewer	Citywide Drain & Sewer cleaning, inspection, replacement, engineering, GIS, construction		\$ 400,000.00
Sewer	Pioneer Village Relocation and Expanded Facility Phase 1: Sewer/Water/Stormwater		\$ 200,000.00
Sewer	SSES Report Implementation (eliminate I/I sources citywide)		\$ 600,000.00
TOTAL BOND AUTHORIZATION:			\$ 3,600,000

Be it further **Ordered:**

That the Mayor and the Treasurer are each authorized to file an application to qualify under Chapter 44A of the

Massachusetts General Laws any and all bonds of the City issued under and pursuant hereto, and to provide such information and execute such documents as may be required in connection therewith.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Salem City Council  
City Hall  
93 Washington Street  
Salem, MA 01970

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Additional details about these measures can be found in the FY2023 City budget. I recommend adoption of the enclosed Orders and Ordinances as part of the FY2023 budget process and welcome any questions you may have regarding them during our regular budget hearings.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem

***CITY OF SALEM***

*In the year Two Thousand and Twenty-Two*

***An Ordinance to amend an Ordinance relative to Rates for Use of Water***

***Be it ordained by the City Council of the City of Salem, as follows:***

Chapter 46, Section 66 is hereby amended by deleting subparagraph (b) in its entirety and replacing it with the following:

“(b) The rate for all water furnished by meter measurements effective July 1, 2022, shall be as follows:

- (1) Residential, per 100 cubic feet      \$3.72
- (2) Nonresidential, per 100 cubic feet      \$5.04

***Section 2.*** Chapter 46, Section 66 is hereby further amended by deleting subparagraph (e) in its entirety and replacing it with the following:

“(e) The minimum rate for residential metered water for each quarter shall be \$37.20 per 1000 cubic feet effective July 1, 2022.

The use of all water and sewer funds and SESD funds shall be excluded from all private development projects.”

***Section 3.*** This Ordinance shall take effect as provided by City Charter.





## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Salem City Council  
City Hall  
93 Washington Street  
Salem, MA 01970

Ladies and Gentlemen of the City Council:

Enclosed please find supporting Orders and Ordinances necessary for the adoption of the FY2023 City budget. These items include:

1. Council Order authorizing the revolving funds.
2. Council Order appropriating from short-term capital.
3. Council Order appropriating from retained earnings.
4. Bond Order for general fund capital.
5. Bond Order for water and sewer capital.
6. Ordinance for water rate.
7. Ordinance for sewer rate.
8. Ordinance for solid waste fees.

Additional details about these measures can be found in the FY2023 City budget. I recommend adoption of the enclosed Orders and Ordinances as part of the FY2023 budget process and welcome any questions you may have regarding them during our regular budget hearings.

Sincerely,

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

Kimberley Driscoll  
Mayor  
City of Salem

***CITY OF SALEM***

*In the year Two Thousand and Twenty-Two*

***An Ordinance to amend an Ordinance relative to Sewer User Charges***

***Be it ordained by the City Council of the City of Salem, as follows:***

Chapter 46, Section 230 is hereby amended by deleting subsection (c) in its entirety and replacing it with the following:

“(c) The rates for sewer use charges effective July 1, 2022, shall be as follows:

Residential, per 100 cubic feet...	\$ 7.58
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Nonresidential, per 100 cubic feet up to 25,000 cubic feet per month	\$11.48
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Nonresidential, per 100 cubic feet for 25,000 cubic feet and greater per month	\$14.70
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The use of all water and sewer funds and SESD funds shall be excluded from all private development projects.”

**Section II.** This Ordinance shall take effect as provided by City Charter.



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

Office of the Mayor

May 26, 2022

Salem City Council  
City Hall  
93 Washington Street  
Salem, MA 01970

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Sincerely,

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

Kimberley Driscoll  
Mayor  
City of Salem

# City of Salem

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*In the year Two Thousand and Twenty-Two*

**An Ordinance** to amend an ordinance relative to solid waste management.

*Be it ordained by the City Council of the City of Salem, as follows:*

## **Section 1.**

1) Chapter 36, Section 36-6 Collection fee for certain residences is hereby amended by deleting the fee of "\$20.00" as it appears in paragraph (a) and replacing it with the fee of "\$20.50" and further amending this paragraph (a) by deleting the fee of "\$127.00" and replacing it with a fee of "\$130.25".

2) Chapter 36, Section 36-8 Collection fee for certain commercial establishments is hereby amended by deleting the fee of "\$29.00" and replacing it with the fee of "\$29.75".

**Section 2.** This Ordinance shall take effect as provided by City Charter.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

May 26, 2022

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

In the fall of 2021, the City of Salem kicked off a planning process to develop the *Salem Housing Roadmap: A Housing Plan for All*. The Housing Roadmap is intended to serve as the City of Salem's Housing Production Plan, a state-recognized planning tool that assists municipalities in identifying the location, type, and pace of affordable housing development. I am pleased to inform you that the draft plan will be ready for review in June and that it will be transmitted to you and posted publicly for review in the coming weeks.

The Roadmap has been guided by a Steering Committee comprised of City Councillors, members of the Affordable Housing Trust Fund Board, Planning Board, Housing Authority, Board of Health, Redevelopment Authority, Salem for All Ages, public schools, Council on Aging, and affordable housing finance professionals. Thanks to the tremendous efforts of the Steering Committee, over 500 points of community participation have occurred to date through stakeholder interviews, focus groups, online community forums, online and paper surveys, and Meeting-in-a-Box sessions. Through the multiple engagements people have shared their perspectives on housing needs, issues, and opportunities in Salem and set the direction for the Roadmap's vision, goals, and strategies.

The next step is to refer the matter to a mid-June meeting with the Committee of the Whole and the Planning Board to review and approve the plan. That meeting should take place after the draft plan has been completed and shared with you, the Planning Board, and the public, and with enough time to allow for people to read it prior to the meeting. I look forward to discussing the Roadmap with you and invite you to contact Amanda Chiancola, Deputy Director of Planning and Community Development, if you have any questions regarding this initiative.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem