



## **CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy  
Office of the Mayor

May 11, 2023

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Brendan Casey of 29 Briggs Street Salem, MA to serve on the Traffic and Parking Commission. Mr. Casey has a wealth of experience and education. As a civil engineer he will provide tremendous insight. He is interested in providing a fair and balanced viewpoint for both residents and businesses on traffic and parking management in the city.

I strongly recommend confirmation of Mr. Casey to the traffic and Parking Commission for a term to expire May 11, 2024. We are fortunate that he is willing to serve our community in this important role and lends his perspective and time to the Commission and its work.

Sincerely,

Robert K. McCarthy  
Mayor  
City of Salem

CC: Janelle Rolke, City of Salem Waste Reduction Coordinator



**CITY OF SALEM, MASSACHUSETTS**  
Kimberley Driscoll  
Mayor

**Application for Appointment to City Board or Commission**

For a complete list of City boards visit [www.salem.com/boards](http://www.salem.com/boards). Please send this form, **along with a current resume**, to [mayor@salem.com](mailto:mayor@salem.com) or mail to: Mayor's Office, City Hall, 93 Washington Street, Salem MA 01970.

**Name:** Brendan Casey

**Address:** 29 Briggs Street, Salem

**Email:** [brendancasey2@gmail.com](mailto:brendancasey2@gmail.com)

**Daytime Phone:** 857-2910485

**Evening Phone:** 617-9554685

**Current occupation:** Director, Capital Delivery, MBTA

**Board or commission in which you are interested:** Traffic & Parking

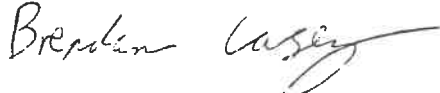
**Why are you interested in serving on this board or commission?**

As a civil engineer by training, I have always had an interest in traffic engineering and roadway design. As someone who lives near the Common, I also have an interest in how the city manages traffic and parking during the tourist season, in a way that is fair to both residents and the businesses that rely on tourists visiting the city

**In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?**

My education has included traffic and highway engineering courses. My current role at the MBTA as Director in the Capital Delivery (aka Design & Construction) department means that I have a lot of familiarity with how public works construction projects are managed, how designer and contractor contracts are procured for a public agency, ADA requirements, and permitting procedures. In particular, I am very familiar with asphalt paving projects given my experience on numerous MBTA projects to pave our bus maintenance facilities, busways, and parking lots.

**If you are currently serving on any other City boards, please indicate which:**

**Signature:** 

**Date:** 4/25/2023

# BRENDAN CASEY

29 Briggs Street  
Salem, MA 01970

brendan.casey2@gmail.com  
Cell: 857-2910485

## EXPERIENCE:

### **Director, Capital Delivery, MBTA**

2023 – Present

Work in Capital Delivery 'Operations Support' group where I oversee a staff of project managers managing a large number of widely varied projects involving design, procurement, permitting, construction, closeout and project initiation/funding, reviewing design proposals, engineer and contractor cost estimates, budgeting, and liaising with other MBTA departments.

### **Sr. Project Manager, Capital Delivery, MBTA**

2020 – 2023

Worked in Capital Delivery 'Operations Support' group. Example projects include design of the Lynn Bus Garage Maintenance Pits, construction of the Transit Accessibility Improvement (PATI) project, systemwide busway paving, bus maintenance facility paving, design and construction of the Reservoir Station busway, MBTA CNG Facility Upgrades at Cabot and Arborway bus maintenance facilities, permitting and construction of the Southampton Expanded Parking project, as well as numerous other smaller tasks.

### **Project Manager, Capital Delivery, MBTA, Boston, MA**

2019 – 2020

Worked in Capital Delivery Commuter Rail group managing large transport infrastructure projects. Major projects include Ruggles Station Platform Project (\$30M), Natick Center Accessibility Improvements (\$35M) and an 'On-Call' Maintenance Project involving urgent repairs to MBTA's Commuter Rail network.

### **Managing Engineer, Exponent Inc., Natick, MA**

2014 – 2019

Worked as part of a multi-disciplinary team on a wide variety of projects involving failure analysis, construction contract disputes, insurance claims and litigation related to design and construction activities. Specialized in geotechnical investigations, construction induced vibrations, slope failures, stormwater management and drainage. Analyzed stability of dams and involved in the causation analyses of tailings dam and natural slope failures. Provided expert testimony on the functioning of a large stormwater management and detention system as well as on issues related site excavation.

### **Part-time Lecturer, Tufts University, Medford, MA**

2018 – 2019

Taught 'Advanced Soil Mechanics' class that includes both full time graduate students and part-time professionals. Tasks included preparing of lecture materials, setting homeworks and exams, and assisting students outside of scheduled classes.

### **Intern, Baker Hughes Incorporated, Houston, TX**

2013

Main project involved upgrading a computer model to estimate the flow properties of conventional reservoir rock.

## EDUCATION:

- Massachusetts Institute of Technology, Cambridge, MA 2009 - 2014
  - Ph.D. in Geotechnical Engineering. Research examined the high-pressure behavior of sediments with applications for hydrocarbon extraction. Pursued courses in economics and finance as a minor concentration
  - Cumulative GPA 5.0/5.0
  - M.S. in Civil and Environmental Engineering in May 2011
- National University of Ireland, Cork, Ireland 2005-2009
  - First Class Honors B.Eng. in Civil and Environmental Engineering
- Study abroad at the University of Massachusetts Amherst, MA 2007-2008
- Eight peer-review journal publications and ten conference papers/presentations

## LICENSES AND CERTIFICATIONS

- Licensed Professional Engineer, Commonwealth of Massachusetts (#53503) and State of Maine, (#14381)
- Project Management Professional (#2767249)
- Private Pilot (FAA #24473492)
- Blasting Certificate of Competency, Commonwealth of Massachusetts, #BL-007253



## CITY OF SALEM, MASSACHUSETTS

Robert K. McCarthy  
Acting Mayor

May 11, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I appoint, subject to Council confirmation, William Jacob who resides at 51 Memorial Drive Salem, MA to serve as a member of the Conservation Commission for a term to expire March 24, 2025. Mr. Jacob will replace Tom Philbin who resigned effective February 9, 2023.

Mr. Jacob is a licensed architect of Jones Architecture since 2017, starting as Project Manager, and more recently as Associate. He has over 15 years of experience in architecture. He is a current member of the BSA and AIA since 2019. House of Seven Gables Advisory Council since 2019. A graduate of University of Kentucky, 2007, Bachelor of Architecture.

Mr. Jacob extraordinary credentials and his extensive experience in the field of conservation planning make him a highly qualified candidate for membership on our Conservation Commission and I am pleased to have this opportunity to recommend confirmation of his appointment.

Very truly yours,

Robert K. McCarthy  
Mayor



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

**Application for Appointment to City Board or Commission**

For a complete list of City boards visit [www.salem.com/boards](http://www.salem.com/boards). Please send this form, along with a current resume, to [mayor@salem.com](mailto:mayor@salem.com) or mail to: Mayor's Office, City Hall, 93 Washington Street, Salem MA 01970.

**Name:** William Jacob

**Address:** 51 Memorial Drive

**Email:** [williamjjacob@gmail.com](mailto:williamjjacob@gmail.com)

**Daytime Phone:** 859.466.6057

**Evening Phone:**

**Current occupation:** Architect

**Board or commission in which you are interested:** Conservation Commission

**Why are you interested in serving on this board or commission?**

As a Salem resident, and architect - I take pride in the city I live and work in. My wife and I moved to Salem to raise our family, and we have a vested interest in seeing Salem grow the right way. Having a residence on the coast, there is growing awareness that protective measures need to be taken, and I look forward to educating myself and taking on a more active role in the process.

**In addition to the experience listed in your attached resume, what specific skills or expertise do you believe you can bring to this board or commission?**

As a practicing architect, I have sat on the other side of the table. I have presented to local overlays, planning review boards and other groups as part of past project experiences, both in MA and other states. I understand the difficulties in bringing multiple voices together for a greater good, and the wide range of complexities a project can present. From project genesis to project completion, I enjoy both the hardships and resolutions to the problems each project can present and I take pride in navigating both.

**If you are currently serving on any other City boards, please indicate which:**

None.

**Signature:**

**Date:**

04/18/2023

**WILLIAM JACOB**  
**AIA, Associate**  
**Project Manager**



Bill joined Jones in 2017. He has managed projects for UMass-Lowell, Northeastern University's Boston campus and Innovation Campus Burlington Massachusetts (ICBM), and Olin College of Engineering, among others. Bill is versatile across a wide variety of project types, navigating the inherent existing problems while trying to offer real design improvements. He is particularly interested in adaptive rehabilitation and finding opportunities present in recapturing old space for new programming and functionality. Bill graduated from the University of Kentucky College of Design. After graduating he gained experience in mixed-use, food service and retail architecture. Prior to joining Jones Architecture, Bill worked in NYC on projects in adaptive rehabilitation, multifamily residential and mixed-use architecture.

**Professional Licensure:**  
 MA #952366

**Affiliations:**  
 Member AIA  
 Member BSA

**Education:**  
 Bachelor of Architecture,  
 University of Kentucky,  
 2007

Spring Semester, Tokyo,  
 Japan, 2007 (Studio  
 as Atelier: A College  
 Campus in Japan,  
 Development, Design, and  
 Completion of IEC Campus  
 Administration Building in  
 Yatsushiro, Japan); Paris,  
 France, 2005.

**RECENT PROJECT EXPERIENCE**

**Ball Hall Renewal**  
 UMass-Lowell  
 Lowell, MA

**IT Master Plan**  
 UMass-Lowell  
 Lowell, MA

**Lyophilizer Lab**  
 UMass-Lowell  
 Lowell, MA

**Team-Based Learning Studio/  
 Classroom**  
 Olin College of Engineering  
 Needham, MA

**Ongoing Planning Assessments**  
 Northeastern University  
 Boston, MA

**Ongoing/House Doctor**  
 Roxbury Community College  
 Boston, MA

**Osmund & Liberty Building  
 Renovations**  
 Lynn Shelter Association  
 Lynn, MA

**Innovation Campus Burlington Massachusetts  
 (ICBM)**  
 Northeastern University  
 Burlington, MA:

***Kostas Research Institute:***

- Rogers Battery & Electronics Lab
- 2nd Floor South
- Turnstiles
- Nano Ops Compressor 180
- 120 and 110B Laser Lab
- Acoustic Storefront
- 330 Offices
- 310 Vestibule
- 340 and 350 Offices
- Colosseum Quad 5
- Drone Workshop
- Mother's Room

***Building 5:***

- Colosseum Quads 1-4
- Wireless Internet of Things

***Elliot Hall:***

- UAS Drone Lab
- Regulatory Upgrades
- Deferred Maintenance Phase 1 -  
 Curtain Wall
- Deferred Maintenance Phase 2 -  
 Boiler Plant
- AHU Replacement

---

WILLIAM JACOB

---

ADDITIONAL  
EXPERIENCE (WHILE AT  
PERKINS EASTMAN/S9  
ARCHITECTURE, 2013-  
2017)

MULTIFAMILY:  
153 Remsen Street/ Lonicera/ Quinlan Development Group, Brooklyn, NY  
(76,000 GSF; completed in 2017)  
438 East 12th Street/ Steiner Studios, New York, NY  
(160,000 GSF; completed in 2018)

ADAPTIVE REUSE:  
INDUSTRY CITY/ Belvedere & Jamestown, Brooklyn, NY; Multiple projects including the  
Building 26 Lobby, Retail Tenant Fit-outs, Exterior Courtyards, Wayfinding, Entry Gates  
as part of a 6 Million SF overhaul of classic New York industrial architecture.

---

ADDITIONAL  
EXPERIENCE (WHILE AT  
S3 ARCHITECTURE, 2012-  
2013)

MULTIFAMILY:  
The Brooklyn Zinc/ Industrie Capital Partners, Brooklyn, NY (completed in 2017)

---

ADDITIONAL EXPERIENCE  
(WHILE AT DESIGN +  
ARCHITECTS, 2007-2012)

MIXED-USE:  
Highland Green Building + Learning Center/ Michael Jones/ Doric Real Estate,  
Louisville, KY (5,100 GSF; \$1.5M; completed in 2011; LEED Gold Certified)

RESTAURANTS:  
Multiple Renovations & New Construction/ YUM Brands, Nationwide

---

VOLUNTEER WORK

The House of Seven Gables - Salem, MA 2019 Member of the Advisory Council.  
Holmes Camp - Holmes, NY  
Fall 2014 and Spring 2015 Provided architectural design drawing and rendering  
assistance for camp shelter project, completed in 2015.

Friends of Rockaway - Far Rockaway, Queens, NY  
Fall 2013 and Spring 2014 Helped with the rebuilding effort of several homes in the  
aftermath of Hurricane Sandy.

---

PROFESSIONAL  
EXPERIENCE

Perkins Eastman/S9 Architecture, New York, NY; 2013-2017, Associate  
S3 Architecture, New York, NY; 2012-2013, Architectural Designer  
Design+ Architecture, Louisville, KY; 2007-2012, Junior Architect

---

# William Jacob, AIA

51 Memorial Drive  
Salem, MA  
01970  
859.466.6057  
williamjjacob@gmail.com

April 11, 2023

**Katherine Kennedy & Gregory St. Louis**  
City of Salem Conservation Commission  
Salem City Hall  
93 Washington Street  
Salem, MA  
01970

To Katherine Kennedy (Conservation Commission Agent) and Gregory St. Louis (Chairman):

As an employee of Jones Architecture and a resident of Salem, I strive to improve my understanding of the built world and its intrinsic relationship to the surrounding environment. I also realize the importance of protecting our natural surroundings. In looking for ways to better those relationships and educate myself in the process, I feel that taking on a more active role with the Conservation Commission would provide an excellent opportunity for growth.

I have worked at Jones Architecture since 2017, starting as Project Manager, and more recently as Associate. I have over 15 years of experience in architecture, having worked on mixed-use and restaurants while in Louisville, KY, multi-family residential and commercial while in NYC, and higher education and non-profit since moving to Salem and joining Jones Architecture.

- Salem resident and employee of Jones Architecture since 2017.
- Licensed architect and member of the BSA and AIA since 2019.
- House of the Seven Gables Advisory Council since 2019.

I would be happy to further discuss my background, experience and the position at your earliest convenience, by phone, email or in person, as preferred. Thank you for the time and consideration.

With best regards,

**William Jacob, AIA**





# CITY OF SALEM

In City Council,

Ordered:

May 11, 2023

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 One Thousand Five Hundred Forty-Two Dollars and Six Cents (\$1,542.06) of outstanding Fiscal Year 2020 invoices is hereby allowed to be paid from the Fiscal Year 2023 Police Department budget as listed below in accordance with the recommendation of His Honor the Mayor.

Department	Vendor	Amount
Police Department (12102-5421 Office Supplies)	Konica Minolta	\$ 1,542.06
<b>Total</b>		<b>\$ 1,542.06</b>



**CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy

Mayor

May 11, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to approve the payment of One Thousand Five Hundred and Forty-Two dollars and six cents (\$1,542.06) of outstanding Fiscal Year 2020 invoices to be paid from Fiscal year 2023 Police Department budget.

Department	Vendor	Amount
Police Department (12102-5421) Office Supplies	Konica Minolta	\$1,542.06

This order is necessary to cover the cost for an invoice for an FY 2020 payment for Konica Minolta per MGL Chapter 44 Section 64, which allows for a municipality to pay for prior fiscal year invoices using current fiscal year appropriation by two-thirds vote of the City Council.

I recommend passage of the accompanying Order.

Very truly yours,

  
Robert K. McCarthy  
Mayor



CHIEF OF POLICE  
LUCAS J. MILLER

**City of Salem, Massachusetts**  
**Police Department Headquarters**  
95 Margin Street  
Salem, Massachusetts 01970  
(978) 744-2204

April 27, 2023

Acting Mayor Robert McCarthy  
Salem City Hall  
93 Washington Street  
Salem, MA 01970

Re: Konica Invoices FY2020 – (3 total)

Dear Acting Mayor McCarthy –

I would like to request the attached invoices in the amount of \$1,542.06 (3 invoices total) be paid out of our Fiscal Year 2023 Office Supplies Budget Line (12102-5421).

A statement dated 3/31/2023 was recently received referencing the following outstanding invoices:

264067438 - \$1,281.47  
264967637 - \$111.74  
267033821 - \$148.85

We have confirmed supplies were received and payment was never issued.

Due to the fact that these invoices occurred from our Fiscal Year 2020, we are requesting the amount be paid from our Fiscal Year 2023 Office Supplies Budget Line.

Sincerely,

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

RDM:jc  
Enclosures

Fed Tax# 13-1921089  
 Corporate Duns No 00-170-7322  
 Federal Duns No 62-657-8911



KONICA MINOLTA

Maintenance

Invoice No: 264067637  
 Invoice Date: 01/31/2020

**ORIGINAL  
 INVOICE**

Payment Due Date: 03/16/2020  
 Payment Terms: NET 45 DAYS

Bill / Mail To: 100059330  
 SALEM POLICE DEPARTMENT  
 95 MARGIN ST  
 SALEM MA 01970-3337

Payer: 100059330  
 SALEM POLICE DEPARTMENT  
 95 MARGIN ST  
 SALEM MA 01970-3337

Purchase Order Number		Equipment Location		100059320					
Customer Contract		Contract Coverage Dates		SALEM POLICE DEPARTMENT 95 MARGIN ST SALEM MA 01970-3337					
ITC66/3091		09/03/2019-09/02/2022							
Invoice Description / Comments									
Monthly invoice for Maintenance agreement covering the billing period of 01/01/2020 - 01/31/2020. Includes labor, parts, drums, staples and supplies. Excludes paper.									
Summary of Invoice Charges			Quantity	Unit Charge	Bill Amount				
BIZHUB 458E AA6U011014440			1						
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier			
18,319	1	18,318	0	0	0	999,999,999	18,318	0.00610	111.74
Total Meter									
					Non-Taxable Amount:	61.46			
					Taxable Amount:	50.28			
					Invoice Sub Total:	111.74			
					Tax Total:	0.00			
					Invoice TOTAL:	\$ 111.74			

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK.

Please pay online at [www.MyKMBS.com](http://www.MyKMBS.com) using your payer id #100059330  
 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS  
 USA INC  
 DEPT. AT 952823  
 ATLANTA GA 31192-2823

Payer ID: 100059330

Invoice Nbr: 264067637

Payment Due Date: 03/16/2020

Pay This Amount: \$ 111.74

For Administrative Use Only  
 40183100

Maintenance  
 MM-NO PO 11

100059330  
 61069741

264067637

AA6U011014440  
 R25

Red Tax# 13-1921089  
 Corporate Duns No 00-170-7322  
 Federal Duns No 02-657-8941



KONICA MINOLTA

Maintenance

Invoice No: 267033821  
 Invoice Date: 06/30/2020

**ORIGINAL  
 INVOICE**

Payment Due Date: 08/14/2020  
 Payment Terms: NET 45 DAYS

Bill / Mail To: 100059330  
 SALEM POLICE DEPARTMENT  
 95 MARGIN ST  
 SALEM MA 01970-3337

Payer: 100059330  
 SALEM POLICE DEPARTMENT  
 95 MARGIN ST  
 SALEM MA 01970-3337

Purchase Order Number		Equipment Location		100059320		
Customer Contract		Contract Coverage Dates		SALEM POLICE DEPARTMENT 95 MARGIN ST SALEM MA 01970-3337		
ITC66/3091		09/03/2019-09/02/2022				
<b>Invoice Description / Comments</b>						
Monthly invoice for Maintenance agreement covering the billing period of 06/01/2020 - 06/30/2020. Includes labor, parts, drums, staples and supplies. Excludes paper.						
Summary of Invoice Charges				Quantity	Unit Charge	Bill Amount
BIZHUB C458 A79M011045565				1		
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier
65,911	60,457	5,454	0	0	0	999,999,999
B&W Meter				5,454	0.00680	37.09
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier
36,600	34,001	2,599	0	0	0	999,999,999
Color Meter				2,599	0.04300	111.76
Non-Taxable Amount:						81.87
Taxable Amount:						66.98
Invoice Sub Total:						148.85
Tax Total:						0.00
Invoice TOTAL:						<b>\$ 148.85</b>

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at [www.MyKMBS.com](http://www.MyKMBS.com) using your payer id #100059330 or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS  
 USA INC  
 DEPT. AT 952823  
 ATLANTA GA 31192-2823

Payer ID: 100059330

Invoice Nbr: 267033821

Payment Due Date: 08/14/2020

Pay This Amount: \$ 148.85

By Administrative Use Only  
 40163100

Maintenance  
 M/M-NO PO 11

100059330  
 61969742

267033821

A79M011045565  
 R26

Kodak # 13-1921069  
Corporate Duns No 00-170-7322  
Federal Duns No 62-657-8941



KONICA MINOLTA

Page 1 / 1

Maintenance

Invoice No: 264067438  
Invoice Date: 01/31/2020

**ORIGINAL  
INVOICE**

Payment Due Date: 03/16/2020  
Payment Terms: NET 45 DAYS

Bill / Mail To: 100059330  
SALEM POLICE DEPARTMENT  
95 MARGIN ST  
SALEM MA 01970-3337

Payer: 100059330  
SALEM POLICE DEPARTMENT  
95 MARGIN ST  
SALEM MA 01970-3337

Purchase Order Number		Equipment Location		100059320		
Customer Contract		Contract Coverage Dates		SALEM POLICE DEPARTMENT 95 MARGIN ST SALEM MA 01970-3337		
ITC66/3091		09/03/2019-09/02/2022				
Invoice Description / Comments						
Monthly invoice for Maintenance agreement covering the billing period of 01/01/2020 - 01/31/2020. Includes labor, parts, drums, staples and supplies. Excludes paper.						
Summary of Invoice Charges						
				Quantity	Unit Charge	Bill Amount
BIZHUB C458 A79M011045565				1		
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier
41,765	1	41,764	0	0	0 999,999,999	
B&W Meter				41,764	0.00680	284.00
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Agg Cred	Up to Tier
23,198	1	23,197	0	0	0 999,999,999	
Color Meter				23,197	0.04300	997.47
					Non-Taxable Amount:	704.81
					Taxable Amount:	576.66
					Invoice Sub Total:	1,281.47
					Tax Total:	0.00
					Invoice TOTAL:	\$ 1,281.47

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFORMATION ON BACK

Please pay online at [www.MyKMBS.com](http://www.MyKMBS.com) using your payer id #100059330  
or remit payment to:

KONICA MINOLTA BUSINESS SOLUTIONS  
USA INC  
DEPT. AT 952823  
ATLANTA GA 31192-2823

Payer ID: 100059330

Invoice Nbr: 264067438

Payment Due Date: 03/16/2020

Pay This Amount: \$ 1,281.47

For Administrative Use Only  
40183100

Maintenance  
MM NO PO 11

100059330  
51960742

264067438

A79M011045565  
125



# CITY OF SALEM

In City Council,

May 11, 2023

**Ordered:**

To accept the donation from Lifebridge in the amount of Twenty-Five Thousand Dollars (\$25,000.00) to support costs associated with the Community Impact Unit (CIU) and Community Rescue Dog (CRD) at the Salem Police Department. These funds will be deposited into the K9 Donation Account - Fund (2412) account number 24121-4830 in accordance with the recommendation of His Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

**Robert K. McCarthy**  
Mayor

May 11, 2023

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed is a request to accept a donation from Lifebridge in the amount of Twenty-Five Thousand Dollars (\$25,000.00) to support costs associated with the Community Impact Unit (CIU) and Community Rescue Dog (CRD) at the Salem Police Department. These funds will be deposited into the K9 Donation Account – Fund (2412) account number 21421-4830.

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 for the K9 Donation Fund.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert K. McCarthy", written over a large, stylized flourish.

Robert K. McCarthy  
Mayor





**City of Salem, Massachusetts**  
**Police Department Headquarters**

95 Margin Street

Salem, Massachusetts 01970

(978) 744-2204

CHIEF OF POLICE

LUCAS J. MILLER

28 April 2023

Acting Mayor Robert McCarthy  
Salem City Hall  
93 Washington Street  
Salem, Massachusetts 01970

**Re: Donation From Lifebridge**

Dear Acting Mayor McCarthy,

For many years, the Salem Police Department has worked side-by-side with Lifebridge of the North Shore to address the needs of the City's most vulnerable residents, many of whom suffer from homelessness, mental health issues, and polysubstance abuse disorders. This important mission falls primarily to officers assigned to the Community Impact Unit (CIU). In 2023 we added "Derby", a Community Resource Dog (CRD), to the CIU and we have found that he has enabled us to make positive inroads with the individuals Lifebridge and the Department serves.

Recognizing the unique services that our CIU provides to their clients, Lifebridge has made a \$25,000.00 donation to the Salem Police Department for use by the CIU/CRD program. If accepted by the City Council, I intend to utilize these funds for the purchase of CIU/CRD-specific items to better facilitate our interaction with Lifebridge and other community-focused organizations, the school system, and other groups and individuals in need of specialized assistance.

I request that you present this donation to the City Council and if approved, request that the Council formally recognize Lifebridge for their very generous donation and support to the Salem Police Department and the community we both serve. I am available to discuss this matter at your convenience.

Sincerely,

Lucas J. Miller  
Chief of Police

Encl: (1) Lifebridge Check (#8477)/20APR23

cc: Captain Burke, Community Services Division Officer



# CITY OF SALEM

In City Council,

May 11, 2023

**Ordered:**

To accept the donation from David H. Twomey in the amount of One Thousand Nine Hundred Fifty-Five Dollars (\$1,955.00) for tree plantings in the Salem Common. These funds will be deposited into the Tree Donation Fund (26C0) account number 26C01-4830 in accordance with the recommendation of His Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

**Robert K. McCarthy**  
Mayor

May 11, 2023

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed is a request to accept a donation from David H. Twomey in the amount of one Thousand Nine Hundred Fifty-Five Dollars (\$1,955.00) for Tree planting in the Salem Common. These funds will be deposited into the Tree Donation Fund (26C) account number 26C01-4830.

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

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert K. McCarthy", written over a faint circular stamp.

Robert K. McCarthy  
Mayor



ROBERT MCCARTHY  
INTERIM MAYOR

DAVID KNOWLTON P.E.  
DIRECTOR OF PUBLIC SERVICES

# CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PUBLIC SERVICES  
5 JEFFERSON AVENUE - FACILITY LOCATION  
98 WASHINGTON STREET - MAILING ADDRESS  
SALEM, MASSACHUSETTS 01970

TEL. (978) 744-3302  
FAX (978) 744-6820  
DKNOWLTON@SALEM.COM

April 25, 2023

The Honorable Robert McCarthy  
City of Salem  
93 Washington Street  
Salem, Massachusetts 01970

Subject: Tree donation for the purpose of tree planting.

Dear Mayor McCarthy,

We respectfully request the acceptance of funds in the amount of One thousand nine hundred and fifty-five dollars, (\$1,955.00) to be deposited in the Public Services Donation tree fund – 26C01 - 4830. The Reason for this request is from a donation from David H Twomey and they would like to contribute these funds to the city to help the project known as the Salem tree planting on the Salem common in 2023.

I have attached a copy of the check for your records.

If you have any questions, please feel free to reach out to me. Thank you.

Respectfully yours,

A handwritten signature in black ink, appearing to read "David Knowlton", followed by a horizontal line.

David Knowlton  
Director of Public Services

Cc: Anna Freedman  
Ray Jodoin  
File Copy

DAVID H TWOMEY  
701 KEITNER BLVD.  
UNIT 156  
SAN DIEGO, CA 92101-5975

90-8164/3222

6675

DATE 11-17-73

PAY TO  
THE ORDER OF

CITY OF SALON

\$ 1955-

NINETEEN HUNDRED FIFTY FIVE NOV 17 1973  
DOLLARS 116

\*

POSTAL SERVICE  
CREDIT TO BANK

DOLLARS

NOV 17 1973

116

POSTAL SERVICE  
CREDIT TO BANK

DOLLARS

NOV 17 1973

116

POSTAL SERVICE  
CREDIT TO BANK

DOLLARS

NOV 17 1973

116

POSTAL SERVICE  
CREDIT TO BANK

DOLLARS

wheelhouse  
CREDIT UNION  
Post Office Box 719089  
San Diego, CA 92171-9089  
(619) 297-4885

H. J. Hoome

MEMO SALON BEE DONATION

⑆322281549⑆0000083023736⑆ 6675

RECALCULATED



**CITY OF SALEM, MASSACHUSETTS**

**Robert K. McCarthy**

Acting Salem Mayor

*Presented to the Council by Councillor Conard Prosniewski*

**Secure Firearm Storage Notification Resolution**

*May 9, 2023*

The City of Salem Administration and City Council wish to echo the Salem Public School Committee's efforts, especially include that our highest priority is school safety. While we focus on all areas of safety, this particular resolution has a focus on gun violence prevention through the leadership of the district, information sharing, empowerment, and education of our school community.

Whereas, The safety and well-being of our students, teachers, and staff is a top priority of Salem City Council;

Whereas, In the United States, gun violence is the leading cause of death in children and teens;

Whereas, Evidence strongly suggests that secure firearm storage is an essential component to any effective strategy to keep schools and students safe;

Whereas, An estimated 4.6 million American children live in households with at least one loaded, unlocked firearm;

Whereas, Every year, roughly 350 children under the age of 18 unintentionally shoot themselves or someone else, about one unintentional shooting per day; and 70 percent of these incidents take place inside a home;

Whereas, 1200 children and teens die by gun suicide each year and over 80 percent of children under age 18 who died by firearm suicide used a gun belonging to a family member;

Whereas, Research shows that secure firearm storage practices are associated with up to a 78 percent reduction in the risk of self-inflicted firearm injuries and up to an 85 percent reduction in the risk of unintentional firearm injuries among children and teens;

Whereas, In incidents of gun violence on school grounds, up to 80 percent of shooters under the age of 18 obtained their guns from their own home or that of relatives or friends;

Whereas the US Secret Service National Threat Assessment Center recommend the importance of appropriate storage of weapons because many school attackers used firearms acquired from their homes;

Whereas, Keeping students, teachers, and staff safe from the threat of gun violence should be the responsibility of all adult stakeholders at each of our school sites;

Whereas, Across the country, lawmakers, community members and local leaders are working together to implement public awareness campaigns, such as the Be SMART Program, which is endorsed by the National PTA and encourages secure gun storage practices and highlights the public safety risks of unsecured guns;

Whereas, Secure storage of firearms is a legal requirement in Massachusetts pursuant to G.L. Chapter 140, sections 131L and 131C, and failure to comply with secure storage laws can lead to criminal prosecution, jail time, fines, and/or revocation of FID card or license, depending on the offense;

Whereas, the American Academy of Pediatrics recommends storing firearms unloaded and locked, with ammunition locked separately to reduce risks of injury to children;

Whereas, in order to continue with preventive measures to increase student and school safety we must act now; therefore, be it Resolved, That the Salem City Council Committee and the Mayor will continue to work with local law enforcement agencies, health agencies and non-profit organizations to collaborate and increase efforts to inform District parents and guardians of their obligations regarding secure storage of firearms in their homes and vehicles.



**CITY OF SALEM, MASSACHUSETTS**

**Robert K. McCarthy**

Acting Salem Mayor

May 11, 2023

Honorable City Councillors,

The Salem Public School Committee recently passed the "***Secure Firearm Storage Notification Resolution***," on May 5, 2023, which did an excellent job of stating gun violence facts and ensuring the appropriate attention is paid on this important matter.

Relative to this matter, please see the attached draft joint Resolution that we would like to codify with your collective support. To echo the Salem Public School Committee language, the Administration wishes to share to all parties that we will always put student safety first. While we focus on all areas of safety, this particular resolution has a focus on gun violence prevention through the leadership of the district, information sharing, empowerment, and education of our school community.

Thank you to Nicole Ryan and Heather Jones from Moms Demand Action for their presentation to the School Committee on these matters. Also, thanks again to Councillor Conrad Prosniewski for his alignment with the Mayor's Office on this proposed joint Resolution, and we are confident that we will gain quick passage as the safety our student's will always be a critical matter to our teams.

Sincerely,

Acting Mayor Bob McCarthy



## References:

- 1 Centers for Disease Control and Prevention, National Center for Health Statistics. WONDER Online Database, Underlying Cause of Death, Injury Mechanism & All Other Leading Causes. Data from 2020. Analysis includes children and teens aged 1 to 19.
- 2 Matthew Miller and Deborah Azrael, "Firearm Storage in US Households with Children: Findings from the 2021 National Firearm Survey," JAMA Network Open 5, no. 2 (2022): e2148823, <https://doi.org/10.1001/jamanetworkopen.2021.48823>
- 3 Everytown for Gun Safety. #NotAnAccident Index. 2020. <https://everytownresearch.org/maps/notanaccident/> Analysis includes incidents that occurred between 2015 and 2019.
- 4 Everytown for Gun Safety. #NotAnAccident Index. 2020. <https://everytownresearch.org/maps/notanaccident/>. Analysis includes homes of the shooter, the victim, relatives' homes, friends' homes, and "other" homes.
- 5 Centers for Disease Control and Prevention, National Center for Health Statistics. WONDER Online Database, Underlying Cause of Death. A yearly average was developed using five years of the most recent available data: 2016 to 2020. Children and teens aged 0 to 19.
- 6 Johnson RM, Barber C, Azrael D, Clark DE, Hemenway D. Who are the owners of firearms used in adolescent suicides? Suicide and Life-Threatening Behavior. 2010;40(6):609-611. Study defined children as under the age of 18.
- 7 Grossman DC, Mueller BA, Riedy C, et al. Gun storage practices and risk of youth suicide and unintentional injuries. JAMA. 2005; 293(6):707-714.
- 8 National Threat Assessment Center, "Protecting America's Schools: A US Secret Service Analysis of Targeted School Violence," US Secret Service, Department of Homeland Security, 2019. <https://bit.ly/2U7vnwa>
- 9 M.J. Bull, et al., "Firearm-related Injuries Affecting the Pediatric Population," Pediatrics 105, no. 4 (2000): 888-895.



**SALEM**  
**PUBLIC SCHOOLS**  
*Where belonging leads to opportunity.*

## **Secure Firearm Storage Notification Resolution**

*May 5, 2023*

One of the Salem Public School District's highest priorities is school safety. While we focus on all areas of safety, this particular resolution has a focus on gun violence prevention through the leadership of the district, information sharing, empowerment, and education of our school community.

Whereas, The safety and well-being of our students, teachers, and staff is a top priority of Salem Public Schools;

Whereas, In the United States, gun violence is the leading cause of death in children and teens;<sup>1</sup>

Whereas, Evidence strongly suggests that secure firearm storage is an essential component to any effective strategy to keep schools and students safe;

Whereas, An estimated 4.6 million American children live in households with at least one loaded, unlocked firearm;<sup>2</sup>

Whereas, Every year, roughly 350 children under the age of 18 unintentionally shoot themselves or someone else,<sup>3</sup> about one unintentional shooting per day, and 70 percent of these incidents take place inside a home;<sup>4</sup>

Whereas, 1200 children and teens die by gun suicide each year<sup>5</sup> and over 80 percent of children under age 18 who died by firearm suicide used a gun belonging to a family member;<sup>6</sup>

Whereas, Research shows that secure firearm storage practices are associated with up to a 78 percent reduction in the risk of self-inflicted firearm injuries and up to an 85 percent reduction in the risk of unintentional firearm injuries among children and teens;<sup>7</sup>

Whereas, In incidents of gun violence on school grounds, up to 80 percent of shooters under the age of 18 obtained their guns from their own home or that of relatives or friends;<sup>8</sup>

Whereas, the US Secret Service National Threat Assessment Center recommends the importance of appropriate storage of weapons because many school attackers used firearms acquired from their homes;

Whereas, Keeping students, teachers, and staff safe from the threat of gun violence should be the responsibility of all adult stakeholders at each of our school sites;

Whereas, Across the country, lawmakers, community members and local leaders are working





*References:*

<sup>1</sup> Centers for Disease Control and Prevention, National Center for Health Statistics. WONDER Online Database, Underlying Cause of Death, Injury Mechanism & All Other Leading Causes. Data from 2020. Analysis includes children and teens aged 1 to 19.

<sup>2</sup> Matthew Miller and Deborah Azrael, "Firearm Storage in US Households with Children: Findings from the 2021 National Firearm Survey," JAMA Network Open 5, no. 2 (2022): e2148823, <https://doi.org/10.1001/jamanetworkopen.2021.48823>

<sup>3</sup> Everytown for Gun Safety. #NotAnAccident Index. 2020. <https://everytownresearch.org/maps/notanaccident/> Analysis includes incidents that occurred between 2015 and 2019.

<sup>4</sup> Everytown for Gun Safety. #NotAnAccident Index. 2020. <https://everytownresearch.org/maps/notanaccident/>. Analysis includes homes of the shooter, the victim, relatives' homes, friends' homes, and "other" homes.

<sup>5</sup> Centers for Disease Control and Prevention, National Center for Health Statistics. WONDER Online Database, Underlying Cause of Death. A yearly average was developed using five years of the most recent available data: 2016 to 2020. Children and teens aged 0 to 19.

<sup>6</sup> Johnson RM, Barber C, Azrael D, Clark DE, Hemenway D. Who are the owners of firearms used in adolescent suicides? Suicide and Life-Threatening Behavior. 2010;40(6):609-611.



**CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy

Acting Mayor

May 11, 2023

Honorable City Councillors,

On behalf of the Beautification Committee and Acting Mayor Bob McCarthy, we would like to thank Sandra Power for her contributions over the past many years in working to make the City of Salem beautiful.

As a member of the community and a member of the Salem Beautification Committee, Sandi has worked tirelessly creating and maintaining the lovely gardens that community members and visitors have enjoyed and will continue to enjoy for many years. These spaces throughout the City have been closely monitored and maintained by Sandi and her dedicated volunteer group. We recognize Sandi played an important role initiatives such as the Window Box Competition and finding traffic island sponsors.

We thank Sandi for her passion, dedication, and talent that you shared for so many years. I recommend that the Salem City Council please send an official recognition through a letter of thanks with the City Seal and send to Ms. Power to extend our unified thanks and gratitude.

Thank you,

Acting Mayor Bob McCarthy



**CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy

Acting Mayor

Honorable City Councillors,

On behalf of the Beautification Committee and Acting Mayor Bob McCarthy, we would like to thank Sandra Power for her contributions over the past many years in working to make the City of Salem beautiful.

As a member of the community and a member of the Salem Beautification Committee, Sandi has worked tirelessly creating and maintaining the lovely gardens that community members and visitors have enjoyed and will continue to enjoy for many years. These spaces throughout the City have been closely monitored and maintained by Sandi and her dedicated volunteer group. We recognize Sandi played an important role initiatives such as the Window Box Competition and finding traffic island sponsors.

We thank Sandi for her passion, dedication, and talent that you shared for so many years.

Thank you,

Janelle Rolke (she/her)  
Waste Reduction Coordinator  
City of Salem  
98 Washington Street, 2<sup>nd</sup> floor  
Salem, Massachusetts 01970  
[www.salemma.gov/recycling-and-trash](http://www.salemma.gov/recycling-and-trash)  
978-619-5672 x46204

**CITY OF SALEM**

**In the year two thousand and twenty-three**

***An Ordinance*** to amend an Ordinance relative to Traffic

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

**Section 1.** Chapter 42, Section 50B – “Handicap Zone Limited Time” is hereby amended by adding the following:

North Street - in front of #227 North Street, running in a southerly direction for a distance of twenty (20) feet, “Handicap Parking, Limited Time, Tow Zone”

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



**City of Salem, Massachusetts**  
Office of the City Council  
City Hall



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
FROM: Councilor Stott DATE: May 8, 2023

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

NAME OF STREET North Street

TYPE OF STREET CHANGE Handicapped Zones, Limited Time

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED In front of 227 North Street.

COUNCILLOR'S COMMENTS/EXPLANATION A resident of 227 North Street, who has a disability, has requested an accessible parking space. They have no off-street parking, and an accessible space in front of their home would improve their access.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

APPROVAL  
 DENIAL  
 TRIAL PERIOD

CHAPTER: 42 SECTION: 50B TITLE: Handicapped Zones, Limited Time

DESCRIPTION: North Street – in front of #227 North Street, running in a southerly direction for twenty (20) feet.

COMMENTS (IF ANY): \_\_\_\_\_

\_\_\_\_\_

**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

*City of Salem Clerk's Office, 93 Washington St, Salem Massachusetts 01970*

*(978) 745-9595 ext 41292 www.salem.com*

# City of Salem

---

*In the year Two Thousand and Twenty-Three*

## **An Ordinance Relative to Traffic**

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

**Section 1.** Section 17 – Penalties of Article I is hereby amended by deleting the following from Section 17B - Municipal Parking Lot Made Available for Local Youth Fundraising:

of \$20.00

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





**City of Salem, Massachusetts**  
 Office of the City Council  
 City Hall



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
 FROM: Councilor Prosniowski DATE: May 8, 2023

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

NAME OF STREET Municipal parking lot at 297 Bridge Street

TYPE OF STREET CHANGE Municipal Parking Lot Made Available for Local Youth Fundraising

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Municipal parking lot at 297 Bridge Street.

COUNCILLOR'S COMMENTS/EXPLANATION To allow flexibility in what parking fee may be charged during youth fundraising events, the stated fee of \$20 should be deleted. The City can then set the fee to be more in line with the rates that are being charged elsewhere in the city.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

XX APPROVAL  
 \_\_\_\_\_ DENIAL  
 \_\_\_\_\_ TRIAL PERIOD

CHAPTER:42 SECTION:17B TITLE: Municipal Parking Lot Made Available for Local Youth Fundraising

DESCRIPTION: Delete the words "of \$20" from the first sentence, after the words "...and collect a parking fee..."

COMMENTS (IF ANY): Changes based on analysis conducted by Traffic and Parking Dept.

\_\_\_\_\_  
**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

*City of Salem Clerk's Office, 93 Washington St. Salem Massachusetts 01970*

*(978) 745-9595 ext 41202 www.salem.com*

Salem Street from Harbor Street to Chase Street, Saunders Street, Smith Street, South Pine Street, Spring Street, Stearns Place, Summer Street from Margin Street to Endicott Street, Vale Street, Ward Street, Warner Street, Warren Street from Flint Street to Pickering Street on southerly side, Washington Square East on the easterly side, Washington Square North on the northerly side, Washington Square South on the southerly side from 38 Washington Square South to Washington Square East, Webb Street, Webster Street, Winter Street, Winthrop Street, Woodbury Court.

~~D. **Free Weekend Parking for Salem Residents.** The Church Street West Lot and the City of Salem Lot at the MBTA Station shall be made available for use by Salem residents free of charge on weekends in October. Nonresidents seeking to park at the Church Street West Lot on weekends in October shall be charged a rate of \$30.00.~~

## **Sec. 17B. - Municipal Parking Lot Made Available for Local Youth Fundraising.**

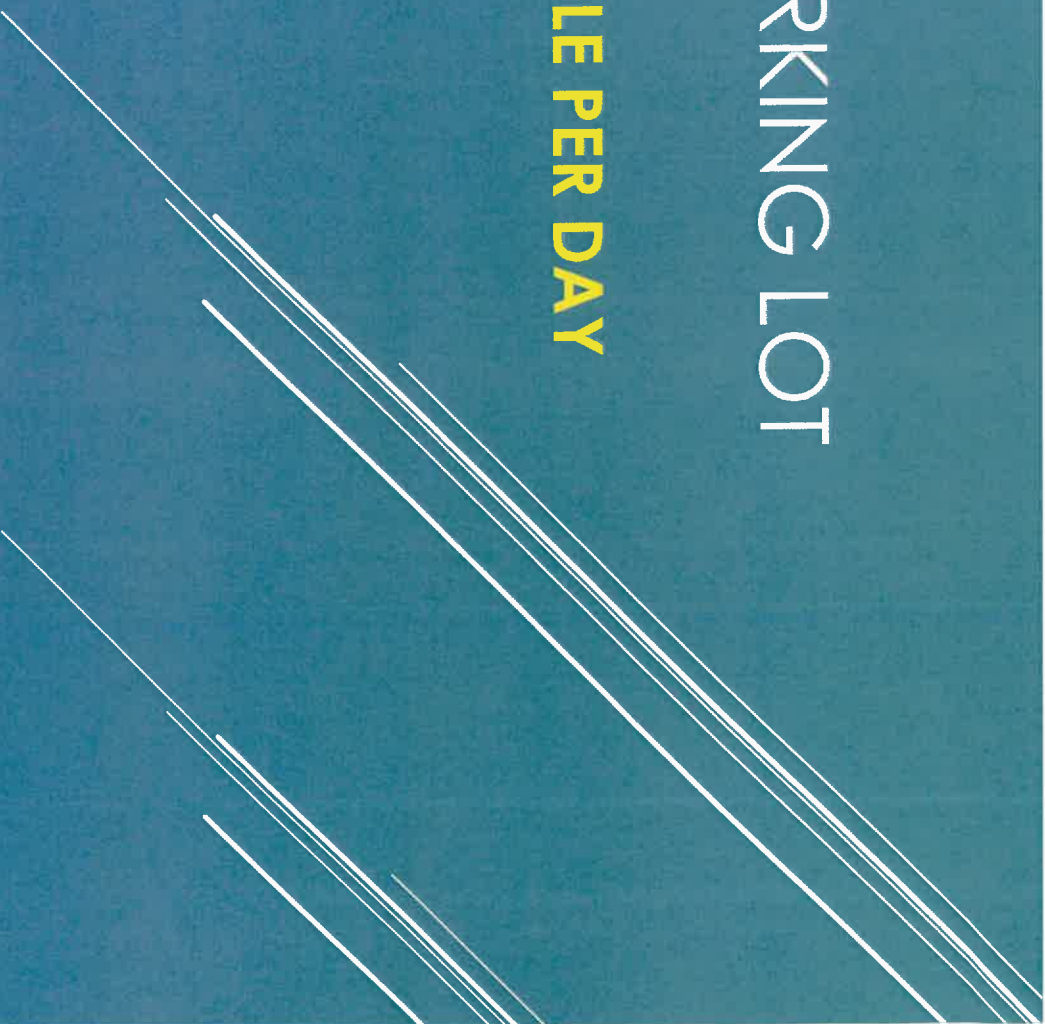
Salem youth organizations are authorized to staff the parking lot at 297 Bridge Street and collect a parking fee ~~of \$20.00~~ per vehicle per day on Saturdays and Sundays in October, as well as the second Monday of October and October 31. Organizations seeking to staff the lot shall submit their request to the Traffic and Parking Director no later than August 31. The Director will seek to allow as many organizations that qualify as possible to be granted at least one date to staff the parking lot. If fewer organizations submit requests than dates available, the extra dates shall be distributed to organizations that have indicated a desire or ability to staff the lot on more than one date. If more organizations submit requests than available dates, every attempt will be made to accommodate as many organizations as possible, including having multiple organizations staff the lot on busier and more heavily trafficked dates.

# OCTOBER ORDINANCE AMENDMENTS

Traffic & Parking Commission Meeting  
April 12, 2023

SECTION 17B  
UNIVERSAL STEEL PARKING LOT

**REMOVE \$20 FEE PER VEHICLE PER DAY**





## Ilene Simons

---

**From:** David Kucharsky  
**Sent:** Thursday, April 27, 2023 5:27 PM  
**To:** Ilene Simons  
**Cc:** Maureen Fisher; David M. Tucker; Chris Sicuranza; Christina Hodge; Alan Sullaway; Tanya Shallop  
**Subject:** October Ordinance & Order Recommendations  
**Attachments:** October Resident Parking Amendments 4-26-2023.pdf; October Weekend Parking Rate Recommendations 4-11-2023.pdf; October Ordinance Amendments 4-11-2023.pdf; Notice to Council - T&P Commission Action re October Parking Rates.docx; Notice to Council - T&P Commission Action re October Resident Parking Period.docx; Proposed Ordinance Change - October Resident Parking 4-11-2023.docx; October Parking Changes Red Line 4-11-2023.docx; Proposed Ordinance Change - Section 17B Universal Steel Lot 4-11-2023.docx; Proposed Order - October Temporary Wknd Parking Lot Rates 2023.docx; Proposed Order - October Temporary On Street Wknd Parking Rates 2023.docx; Proposed Order - October Resident Parking on Temporal Year Round Streets.docx

Ilene,

Attached are the following ordinance and order recommendations related to October resident parking as well as parking rates during weekends in October. I have also included presentations that were made during Traffic & Parking Commission Meetings on April 12<sup>th</sup> & April 26<sup>th</sup>. Please let me know if you have any questions.

1. October Resident Parking Ordinance Section 75A
  - a. 2 Notices to City Council (April 12, 2023 & April 26, 2023)
  - b. Ordinance Amendments
  - c. Red lined Version
2. October Fundraising in October Section 17B
  - a. Ordinance Amendment
3. October Orders
  - a. Recommended weekend rate changes for City owned parking lots & garages
  - b. Recommended weekend parking rates for certain on street parking areas
  - c. Creating October resident permit parking for streets which have temporal year round resident permit parking

David Kucharsky  
Director of Traffic & Parking  
98 Washington Street, 2<sup>nd</sup> Floor  
Salem, MA 01970  
978-619-5697

# City of Salem

---

*In the year Two Thousand and Twenty-Three*

## **An Ordinance Relative to Traffic**

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

**Section 1.** Section 75A – Parking prohibitions towing zone (October resident parking) of Article V-A is hereby amended by repealing the following Section A - Temporary October Resident Permit Parking:

Essex Street from Cambridge Street to Summer Street

And inserting the following:

Lynch Street from Congress Street to Perkins Street

**Section 2.** Section 75A – Parking prohibitions towing zone (October resident parking) of Article V-A is hereby amended by deleting the following:

Section D - Free Weekend Parking for Salem Residents. The Church Street West Lot and the City of Salem Lot at the MBTA Station shall be made available for use by Salem residents free of charge on weekends in October. Nonresidents seeking to park at the Church Street West Lot on weekends in October shall be charged a rate of \$30.00.

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



**City of Salem, Massachusetts**  
 Office of the City Council  
 City Hall



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
 FROM: Councilor Prosniewski DATE: May 8, 2023

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

NAME OF STREET Essex Street and Lynch Street  
 TYPE OF STREET CHANGE Parking Prohibitions Towing Zone (October Resident Sticker)  
 DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Essex Street, from Cambridge Street to Summer Street. Lynch Street, from Congress Street to Perkins Street.

COUNCILLOR'S COMMENTS/EXPLANATION These are minor modifications to the October resident sticker zones listed in part A of section 75A.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

XX APPROVAL  
 \_\_\_\_\_ DENIAL  
 \_\_\_\_\_ TRIAL PERIOD

CHAPTER: 42 SECTION: 75A TITLE: Parking Prohibitions Towing Zone (October Resident Sticker)  
 DESCRIPTION: Repeal from Parking Prohibitions Towing Zone (October Resident Sticker), section A: Essex St from Cambridge Street to Summer Street.  
Add to Parking Prohibitions Towing Zone (October Resident Sticker), section A: Lynch Street from Congress Street to Perkins Street.  
 COMMENTS (IF ANY): Changes based on analysis conducted by Traffic and Parking Dept.

\_\_\_\_\_  
**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

*City of Salem Clerk's Office, 93 Washington St, Salem Massachusetts 01970*

*(978) 745-9595 ext 41202 www.salem.com*



**City of Salem, Massachusetts**  
Office of the City Council  
City Hall



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
FROM: Councilor Prosniewski DATE: May 8, 2023

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

NAME OF STREET Church Street Municipal Parking Lots  
TYPE OF STREET CHANGE Parking Prohibitions Towing Zone (October Resident Sticker)  
DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Church Street municipal parking lots.

COUNCILLOR'S COMMENTS/EXPLANATION This is removal of the free October weekend resident parking in municipal lots listed in part D of section 75A. This program will be included in a Council order rather than section 75A.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

XX APPROVAL  
\_\_\_\_\_ DENIAL  
\_\_\_\_\_ TRIAL PERIOD

CHAPTER: 42 SECTION: 75A TITLE: Parking Prohibitions Towing Zone (October Resident Sticker)  
DESCRIPTION: Repeal: Section D - Free Weekend Parking for Salem Residents. The Church Street West Lot and the City of Salem Lot at the MBTA Station shall be made available for use by Salem residents free of charge on weekends in October. Nonresidents seeking to park at the Church Street West Lot on weekends in October shall be charged a rate of \$30.00.

COMMENTS (IF ANY): Changes based on analysis conducted by Traffic and Parking Dept.

\_\_\_\_\_

**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

*City of Salem Clerk's Office, 93 Washington St, Salem Massachusetts 01970*

*(978) 745-9595 ext 41202 www.salem.com*



## **Sec. 75A. - Parking prohibitions towing zone (October resident parking).**

**A. Temporary October Resident Permit Parking.** Residents of certain streets shall be granted eligibility for temporary resident permit parking, and certain streets shall be designated as temporary resident permit parking streets, from October 1 to November 1. Eligible residents will have a temporary resident parking permit sent to them in the mail and must display the permit following the written instructions included with said permit. One temporary guest pass shall be issued if requested in accordance with Section 75C. Temporary resident permit parking signage will be installed on said streets. Temporary October Resident Permit Parking shall be in effect from 5:00 P.M. to 7:00 A.M., Monday through Friday, and 12:00 P.M. to 7:00 A.M. Saturday through Sunday, October 1 to November 1. Temporary October Resident Parking shall occur on the street in existing parking areas and shall not supersede other parking restrictions, including but not limited to, handicap/accessible parking spaces, parking within four (4) feet of a driveway, parking within twenty (20) feet of an intersection, or parking restricted on a certain side of the street.

Residents of the following streets shall be eligible for Temporary October Resident Permit Parking. Temporary signage shall be installed before October 1 indicating streets designated as Temporary October Resident Permit Parking streets and all parking shall be prohibited during the hours indicated except by motor vehicles displaying a Temporary October Resident Parking permit.

Temporary October Resident Permit Parking - Parking prohibitions towing zone (October Resident Parking) - Andrew Street, Barton Place, Beacon Street, Boardman Street, Bridge Street from Howard Street to Beacon Street, Briggs Street, Broad Street from Dalton Parkway to Jackson Street, Broad Street from Phelps Street to a point one hundred fifty (150) feet west of Cambridge Street, Cabot Street from Cedar Street to Hancock Street, Cedar Street, Chase Street, Cherry Street, Conant Street, Cross Street, Cross Street Court, Cypress Street, Dalton Parkway even side only (14-18 Dalton Pkwy), Derby Street from Webb Street to Fort Avenue, Dow Street, Downing Street, Emerton Street, Endicott Street, Essex Street from Boston Street to Monroe Street, ~~Essex Street from Cambridge Street to Summer Street~~, Essex Street from Herbert Street to Webb Street, Fairfield Street, Flint Street from Bridge Street to Federal Street and from Essex Street to Dalton Parkway, Forrester Street, Fort Avenue from Webb Street to 39 Fort Avenue, Fowler Street, Gardner Street, Hancock Street from Cabot Street to Lafayette Street, Harbor Street from Lafayette Street to Congress Street, Harrington Court, Harrison Avenue, Hathorne Crescent, Hathorne Place, Hathorne Street, Leavitt Street from Lafayette Street to Perkins Street, Lemon Street Court, Lemon Street, Lyme Street, Lynch Street from Congress Street to Perkins Street, Lynn Street from Andover Street to River Street, Margin Street from Winthrop Street to Prescott Street on the even numbered side, Milk Street, Mount Vernon Street, Naumkeag Street, North Pine Street, Orne Square, Palmer Street, Park Street, Parker Court Peabody Street, Pearl Street, Perkins Street, Phelps Street, Pickering Street, Pickman Street, Pingree Street, Pleasant Street Avenue, Pleasant Street, Pond Street, Porter Street Court, Porter Street, Prescott Street, Prince Street, Prince Street Place,

Salem Street from Harbor Street to Chase Street, Saunders Street, Smith Street, South Pine Street, Spring Street, Stearns Place, Summer Street from Margin Street to Endicott Street, Vale Street, Ward Street, Warner Street, Warren Street from Flint Street to Pickering Street on southerly side, Washington Square East on the easterly side, Washington Square North on the northerly side, Washington Square South on the southerly side from 38 Washington Square South to Washington Square East, Webb Street, Webster Street, Winter Street, Winthrop Street, Woodbury Court.

~~D. **Free Weekend Parking for Salem Residents.** The Church Street West Lot and the City of Salem Lot at the MBTA Station shall be made available for use by Salem residents free of charge on weekends in October. Nonresidents seeking to park at the Church Street West Lot on weekends in October shall be charged a rate of \$30.00.~~

## **Sec. 17B. - Municipal Parking Lot Made Available for Local Youth Fundraising.**

Salem youth organizations are authorized to staff the parking lot at 297 Bridge Street and collect a parking fee ~~of \$20.00~~ per vehicle per day on Saturdays and Sundays in October, as well as the second Monday of October and October 31. Organizations seeking to staff the lot shall submit their request to the Traffic and Parking Director no later than August 31. The Director will seek to allow as many organizations that qualify as possible to be granted at least one date to staff the parking lot. If fewer organizations submit requests than dates available, the extra dates shall be distributed to organizations that have indicated a desire or ability to staff the lot on more than one date. If more organizations submit requests than available dates, every attempt will be made to accommodate as many organizations as possible, including having multiple organizations staff the lot on busier and more heavily trafficked dates.

# OCTOBER ORDINANCE AMENDMENTS

Traffic & Parking Commission Meeting  
April 12, 2023





**City of Salem, Massachusetts**  
**Traffic and Parking Commission**  
 98 Washington Street, 2<sup>nd</sup> Floor  
 Salem, MA 01970  
[www.salem.com](http://www.salem.com)

Robert McCarthy, Acting Mayor

David Kucharsky, Traffic and Parking Director

**Notice to the City Council of Traffic and Parking Commission Action**

At a meeting of the Salem Traffic and Parking Commission held on April 12, 2023 and attended by:

- Tanya Shallop, Chair
- Jaime Garmendia
- Jeff Swartz
- Lt. David Tucker

The Commission took the following action:

- Advisory Recommendation
- Ordinance Change Recommendation
  - Handicap Parking
  - Resident Parking
  - Other Change

**Background and notes:** Early in 2023, City staff were asked by the Mayor’s Office to look at city owned lots and garages with the goal of increasing revenues while creating opportunities for additional free parking for residents during weekends in October. As part of this effort, staff introduced several orders which recommended weekend rate changes at several parking lots and both city garages. The orders would permit residents to park for free at the parking lot locations but required them to register at the kiosks or with the Passport parking app. Staff also recommended an order which would create on-street parking rates during October weekends. These rates are what was approved by order of the City Council in 2022. City staff also presented amendments to Section 75A of the City’s Traffic Ordinance pertaining to October resident permit parking as well as Section 17B related to youth fundraising at the Universal Steel lot during weekends in October. These recommendations were brought before the Traffic and Parking Commission at the April 12, 2023, meeting. At this meeting, the commissioners reviewed the proposed changes and recommended the changes be adopted by Council. Commissioners also asked staff to provide some additional parking data at the next scheduled Commission meeting to help determine whether the amendment to extend the time for October resident parking from October 1 – November 1 to the 3<sup>rd</sup> Saturday in September – November 1 be recommended to Council.

**Motion and Vote:** *On a motion duly made by Commissioner Garmendia and seconded by Commissioner Swartz, the Traffic and Parking Commission voted to recommend the proposed rate changes as proposed by City staff as well as the ordinance amendments except for extending the October resident parking period. **The vote is three (3) in favor, and none (0) opposed, the motion passes.***

Vote:

The motion was made by Commissioner Garmendia and seconded by Commissioner Swartz.

In Favor:

- Tanya Stepasiuk, Chair
- Jaime Garmendia
- Jeff Swartz
- Lt. David Tucker

Opposed:

- Tanya Stepasiuk, Chair
- Jaime Garmendia
- Jeff Swartz
- Lt. David Tucker

Abstained:

- Tanya Stepasiuk, Chair
- Jaime Garmendia
- Jeff Swartz
- Lt. David Tucker



# CITY OF SALEM

In City Council, May 11, 2023

**ORDERED:** That the parking rate for the parking lot locations identified below shall be \$20.00 per day\*:

Crombie Lot (283 Essex Street) – October 1 to October 31, 2023. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

Old Salem Jail Lot (Adjacent to 13 Howard Street) – October 1 to October 31, 2023. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

Crescent Lot (252 Bridge Street) – October 1 to October 31, 2023. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

\* Visit shall be defined as any length of stay between 0-12 hours

\*\* When Halloween falls on a weekday, higher rates go into effect at 3PM

# OCTOBER WEEKEND PARKING RATE RECOMMENDATIONS

Traffic & Parking Commission Meeting  
April 12, 2023

# PARKING LOT WEEKEND RATES





**CROMBIE STREET LOT**

**EXISTING**

**4 HR MAX  
MON-SAT 8AM-6PM SUN 12PM-6PM  
\$1.00/HR VISITORS \$0.50/HOUR RESIDENTS  
RESIDENTS FREE ON SUNDAYS\***

**PROPOSED**

**OCTOBER WEEKENDS  
\$20 PER DAY\*\*  
FREE FOR RESIDENTS\***

\* Residents must register at kiosk or app  
\*\* Visit shall be defined as any length of stay between 0-12 hours

**OLD SALEM JAIL LOT**

**EXISTING**

**4 HR MAX  
MON-SAT 8AM-6PM SUN 12PM-6PM  
\$1.00/HR VISITORS  
RESIDENTS FREE ON SUNDAYS\***

**PROPOSED**

**OCTOBER WEEKENDS  
\$20 PER DAY\*\*  
FREE FOR RESIDENTS\***

\* Residents must register at kiosk or app  
\*\* Visit shall be defined as any length of stay between 0-12 hours

**CRESCENT LOT**

**EXISTING**

**MON-SAT 8AM-6PM SUN 12PM-6PM  
\$4.00 PER DAY  
RESIDENTS FREE ON SUNDAYS\***

**PROPOSED**

**OCTOBER WEEKENDS  
\$20 PER DAY\*\*  
FREE FOR RESIDENTS\***

\* Residents must register at kiosk or app  
\*\* Visit shall be defined as any length of stay between 0-12 hours





# CITY OF SALEM

In City Council, May 11, 2023

**ORDERED:** That the parking rate for the parking lot locations identified below shall be \$40.00 per day:

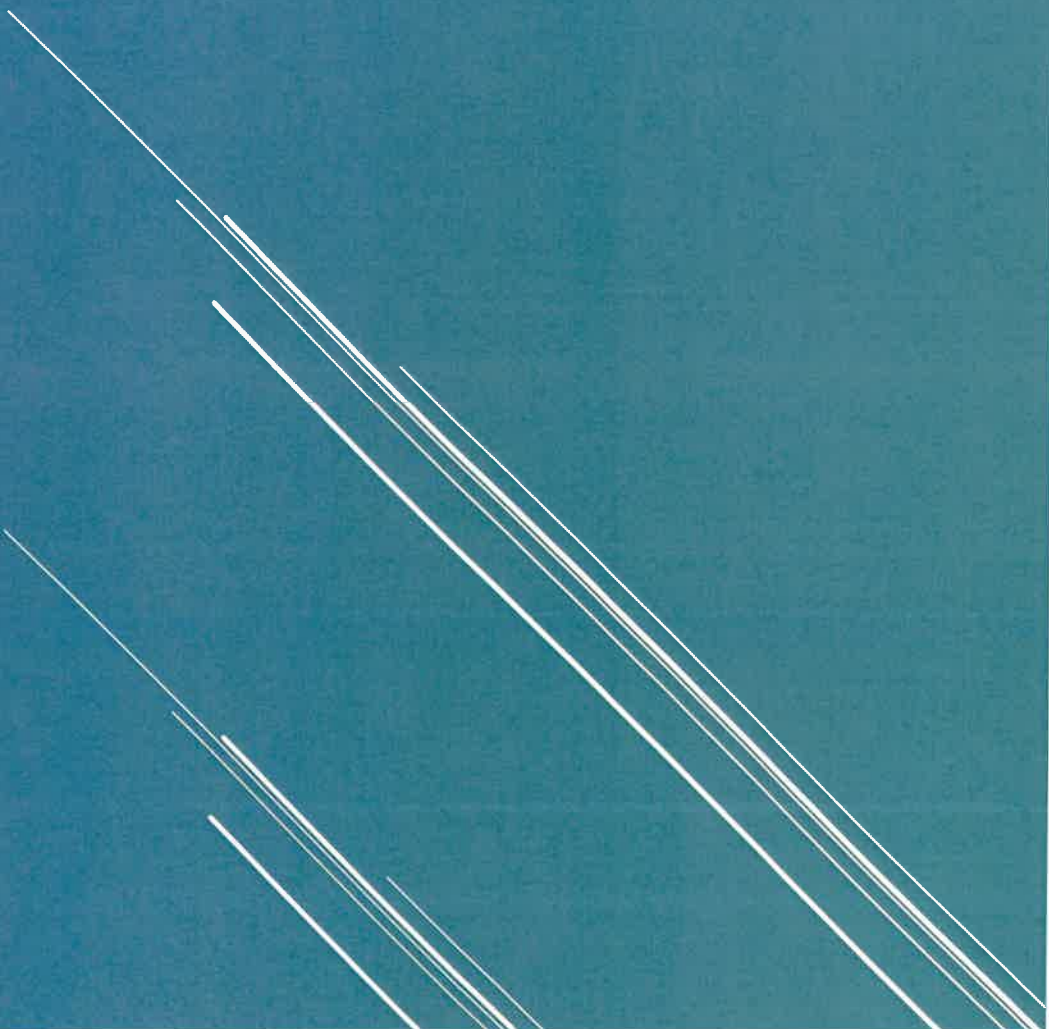
Church Street East Lot (15 Federal Street) – October 1 to October 31, 2023.  
Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

Church Street West Lot (15 & 29 Federal Street) – October 1 to October 31, 2023.  
Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

# OCTOBER WEEKEND PARKING RATE RECOMMENDATIONS

Traffic & Parking Commission Meeting  
April 12, 2023

# PARKING LOT WEEKEND RATES



**CHURCH STREET EAST LOT**

EXISTING	PROPOSED
<p>4 HR MAX                  MON-SAT 8AM-6PM SUN 12PM-6PM                  \$1.50/HR VISITORS \$1.00/HOUR RESIDENTS                  RESIDENTS FREE ON SUNDAYS*</p>	<p>OCTOBER WEEKENDS                  \$40 PER DAY**                  FREE FOR RESIDENTS*</p>

\* Residents must register at kiosk or app

\*\* Visit shall be defined as any length of stay between 0-12 hours

**CHURCH STREET WEST LOT**

EXISTING	PROPOSED
<p>10 HR MAX                  MON-SAT 8AM-6PM SUN 12PM-6PM                  \$1.50/HR VISITORS \$1.00/HOUR RESIDENTS                  RESIDENTS FREE ON SUNDAYS*</p>	<p>OCTOBER WEEKENDS                  \$40 PER DAY**                  FREE FOR RESIDENTS*</p>

\* Residents must register at kiosk or app

\*\* Visit shall be defined as any length of stay between 0-12 hours





# CITY OF SALEM

In City Council, May 11, 2023

**ORDERED:** That the parking rate for the parking garage locations identified below shall be \$20.00 for 0-2 hours and \$50 for 2 hours and up:

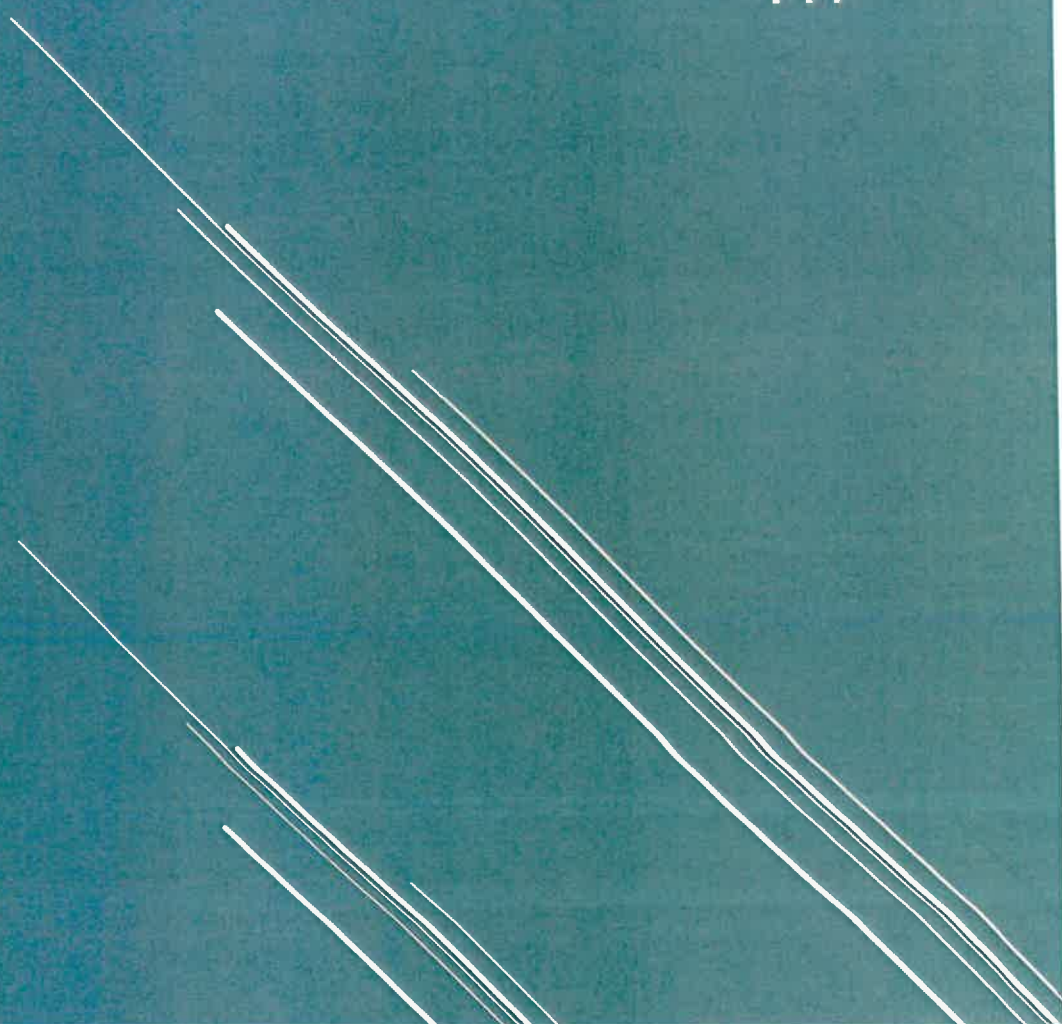
Museum Place Garage (1 New Liberty Street) – October 1 to October 31, 2023  
Weekends including Indigenous People's Day (Columbus Day) and Halloween\*\*.

South Harbor Garage (245 Derby Street) – October 1 to October 31, 2023  
Weekends including Indigenous People's Day (Columbus Day) and Halloween\*\*.

\* Visit shall be defined as any length of stay between 0-12 hours

\*\* When Halloween falls on a weekday, higher rates go into effect at 3PM

# PARKING GARAGE WEEKEND RATES





### MUSEUM PLACE GARAGE

EXISTING	PROPOSED
OCTOBER WEEKENDS & HALLOWEEN* 0-2 HRS: \$10.00 2HRS+: \$30.00	OCTOBER WEEKENDS, INDIGENOUS PEOPLE'S DAY & HALLOWEEN* 0-2 HRS: \$20.00 2HRS+: \$50.00

\* When Halloween falls on a weekday, higher rates go into effect at 3PM

### SOUTH HARBOR GARAGE

EXISTING	PROPOSED
OCTOBER WEEKENDS & HALLOWEEN* 0-2 HRS: \$10.00 2HRS+: \$30.00	OCTOBER WEEKENDS, INDIGENOUS PEOPLE'S DAY & HALLOWEEN* 0-2 HRS: \$20.00 2HRS+: \$50.00

\* When Halloween falls on a weekday, higher rates go into effect at 3PM



# CITY OF SALEM

In City Council, May 11, 2023

**ORDERED:** That the parking rate for the locations identified below shall be \$1.00 per hour:

Canal Street – Temporary Parking Meter Zone Established – both sides, from the intersection with Lyme Street to a point approximately two hundred fifty (250) feet south of the intersection with Washington Street / Mill Street. October 1 to October 31, 2023. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.

Margin Street – Temporary Parking Meter Zone Established – east side only, from the intersection with Endicott Street to a point just north of the Salem Police Department's driveway (95 Margin St). October 1 to October 31, 2023. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.



# ON STREET PARKING WEEKEND RATES





The parking rate for the locations identified below shall be \$1.00 per hour.

Canal Street – Temporary Parking Meter Zone Established – both sides, from the intersection with Lyme Street to a point approximately two hundred fifty (250) feet south of the intersection with Washington Street / Mill Street. October 1 to October 31, 2023. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.

Margin Street – Temporary Parking Meter Zone Established – east side only, from the intersection with Endicott Street to a point just north of the Salem Police Department's driveway (95 Margin St). October 1 to October 31, 2023. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.





# CITY OF SALEM

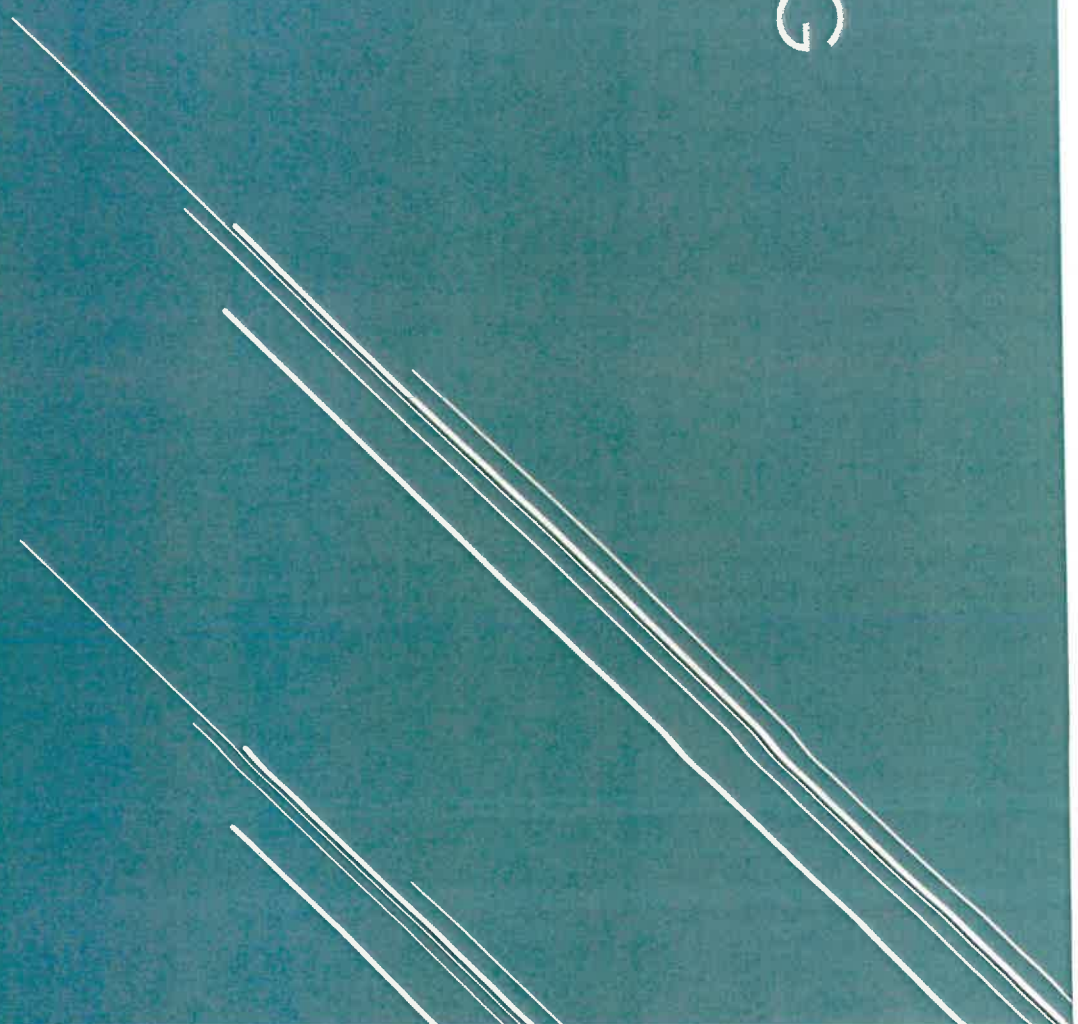
In City Council, May 11, 2023

**ORDERED:** That the parking rate for the location identified below shall be \$2.00 per hour:

North Street – Temporary Parking Meter Zone Established – 22 perpendicular spaces located adjacent to the North Street Bridge and 4 Franklin Street. October 1 to October 31, 2023. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.



# ON STREET PARKING WEEKEND RATES





The parking rate for the location identified below shall be \$2.00 per hour:

North Street – Temporary Parking Meter Zone Established – 22 perpendicular spaces located adjacent to the North Street Bridge and 4 Franklin Street. October 1 to October 31, 2023. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.





# CITY OF SALEM

In City Council, May 11, 2023

**ORDERED:** That the streets set forth below, with limited resident permit parking, shall be designated as temporary resident permit parking only streets from October 1 to November 1, 2023, during the hours of 5:00 P.M. to 7:00 A.M., Monday through Friday, and 12:00 P.M. to 7:00 A.M. Saturday through Sunday.

## Temporary Resident Permit Parking Only Streets

1. Chestnut Street from Cambridge Street to Summer Street
2. Derby Street from Becket Avenue to Webb Street
3. Essex Street from Monroe Street to Summer Street
4. Hawthorne Boulevard from Essex Street to Charter Street

# TEMPORAL YEAR-ROUND RESIDENT PARKING

## Recommended Order:

The streets set forth below, with limited resident permit parking, shall be designated as temporary resident permit parking only streets from the third Saturday in September to November 1, 2023, during the hours of 5:00 P.M. to 7:00 A.M., Monday through Friday, and 12:00 P.M. to 7:00 A.M. Saturday through Sunday.

## Temporal Resident Permit Parking Only Streets

1. Chestnut Street from Cambridge Street to Summer Street
2. Derby Street from Becket Avenue to Webb Street
3. Essex Street from Monroe Street to Summer Street
4. Hawthorne Boulevard from Essex Street to Charter Street





City of Salem, Massachusetts  
 Traffic and Parking Commission

98 Washington Street, 2<sup>nd</sup> Floor  
 Salem, MA 01970  
[www.salem.com](http://www.salem.com)

Robert McCarthy, Acting Mayor

David Kucharsky, Traffic and Parking Director

Notice to the City Council of Traffic and Parking Commission Action

At a meeting of the Salem Traffic and Parking Commission held on April 26, 2023 and attended by:

- Tanya Shallop, Chair
- Jaime Garmendia
- Jeff Swartz
- Lt. David Tucker

The Commission took the following action:

- Advisory Recommendation
- Ordinance Change Recommendation
  - Handicap Parking
  - Resident Parking
  - Other Change

**Background and notes:** During a meeting of the Traffic & Parking Commission on April 26, 2023, city staff presented data related to parking activity in 2022 with a focus around parking utilization during the middle to end of September. This was based on a request from the Commissioners at a prior meeting to help determine whether an extension of October resident permit parking was warranted. Based on the data presented, staff recommended that an extension be postponed and further monitoring take place in the fall of 2023. At this meeting, the commissioners reviewed the data and agreed with the staff's recommendation.

**Motion and Vote:** *On a motion duly made by Commissioner Garmendia and seconded by Commissioner Tucker, the Traffic and Parking Commission voted to recommend waiting on extending the October resident parking period in order to monitor parking activity in September 2023. The vote is three (3) in favor, and none (0) opposed, the motion passes.*

Vote:

The motion was made by Commissioner Garmendia and seconded by Commissioner Tucker.

In Favor:

- Tanya Stepasiuk, Chair
- Jaime Garmendia
- Jeff Swartz
- Lt. David Tucker

Opposed:

- Tanya Stepasiuk, Chair
- Jaime Garmendia
- Jeff Swartz
- Lt. David Tucker

Abstained:

- Tanya Stepasiuk, Chair
- Jaime Garmendia
- Jeff Swartz
- Lt. David Tucker



# OCTOBER RESIDENT PERMIT PARKING AMENDMENTS

Traffic & Parking Commission Meeting  
April 26, 2023

# SECTION 75A OCTOBER RESIDENT PARKING

**CURRENT:**  
OCTOBER 1 – NOVEMBER 1

**PROPOSED:**  
3<sup>RD</sup> SATURDAY IN SEPTEMBER – NOVEMBER 1

# TEMPORAL YEAR-ROUND RESIDENT PARKING

## RECOMMENDED ORDER:

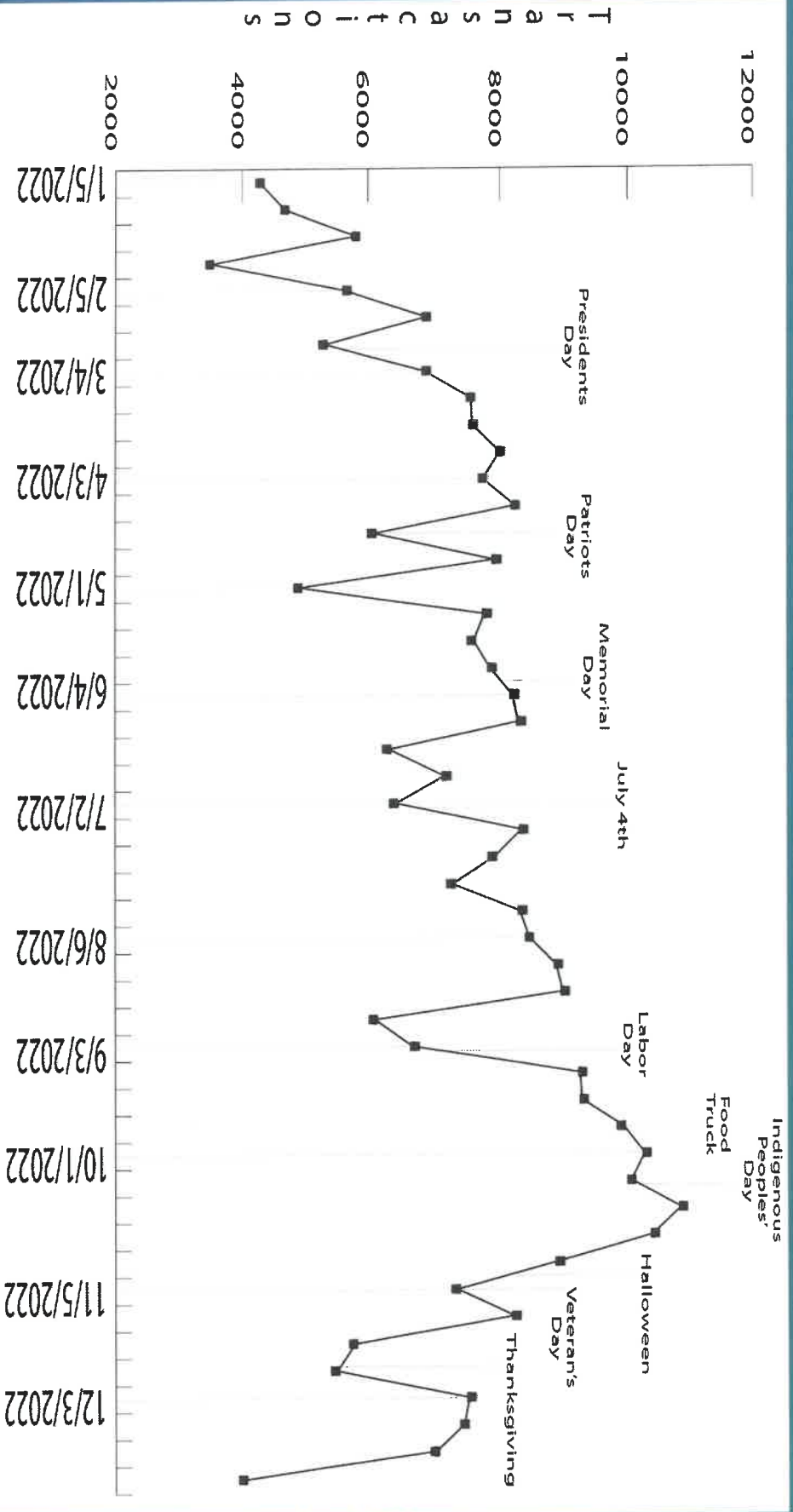
The streets set forth below, with limited resident permit parking, shall be designated as temporary resident permit parking only streets from the third Saturday in September to November 1, 2023, during the hours of 5:00 P.M. to 7:00 A.M., Monday through Friday, and 12:00 P.M. to 7:00 A.M. Saturday through Sunday.

### Temporal Resident Permit Parking Only Streets

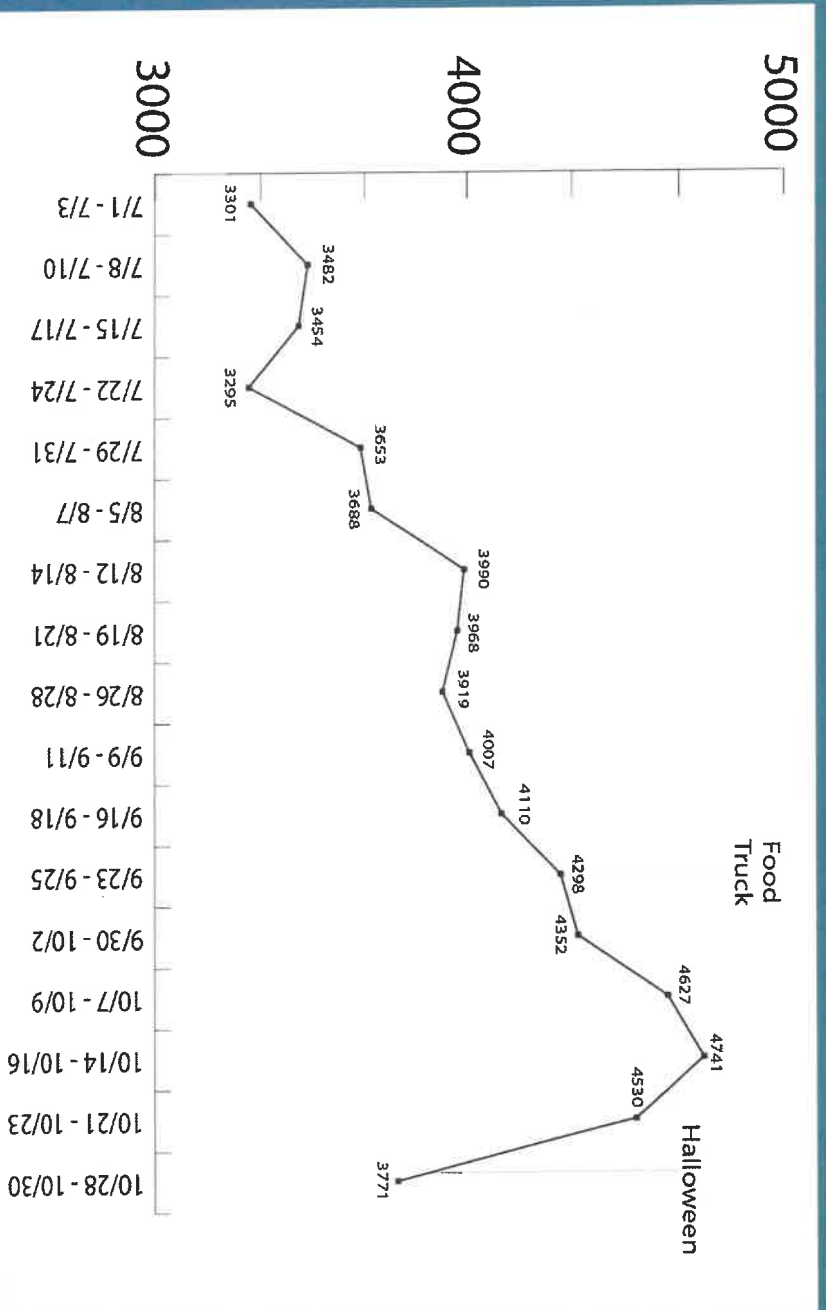
1. Chestnut Street from Cambridge Street to Summer Street
2. Derby Street from Becket Avenue to Webb Street
3. Essex Street from Monroe Street to Summer Street
4. Hawthorne Boulevard from Essex Street to Charter Street



# PASSPORT WEEKLY TRANSACTIONS 2022

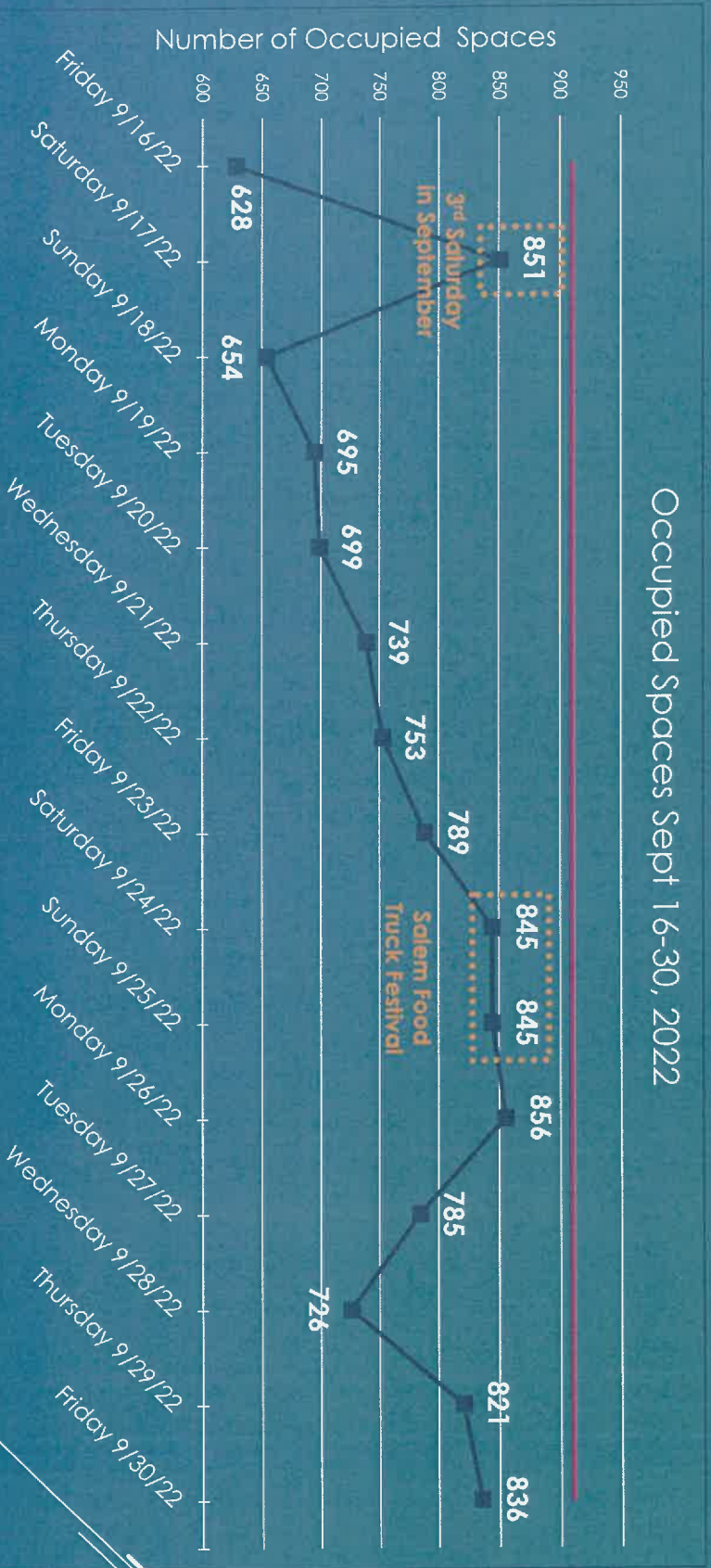


# PASSPORT WKND TRANSACTIONS JULY-NOV 2022



# MUSEUM PLACE GARAGE

Occupied Spaces Sept 16-30, 2022

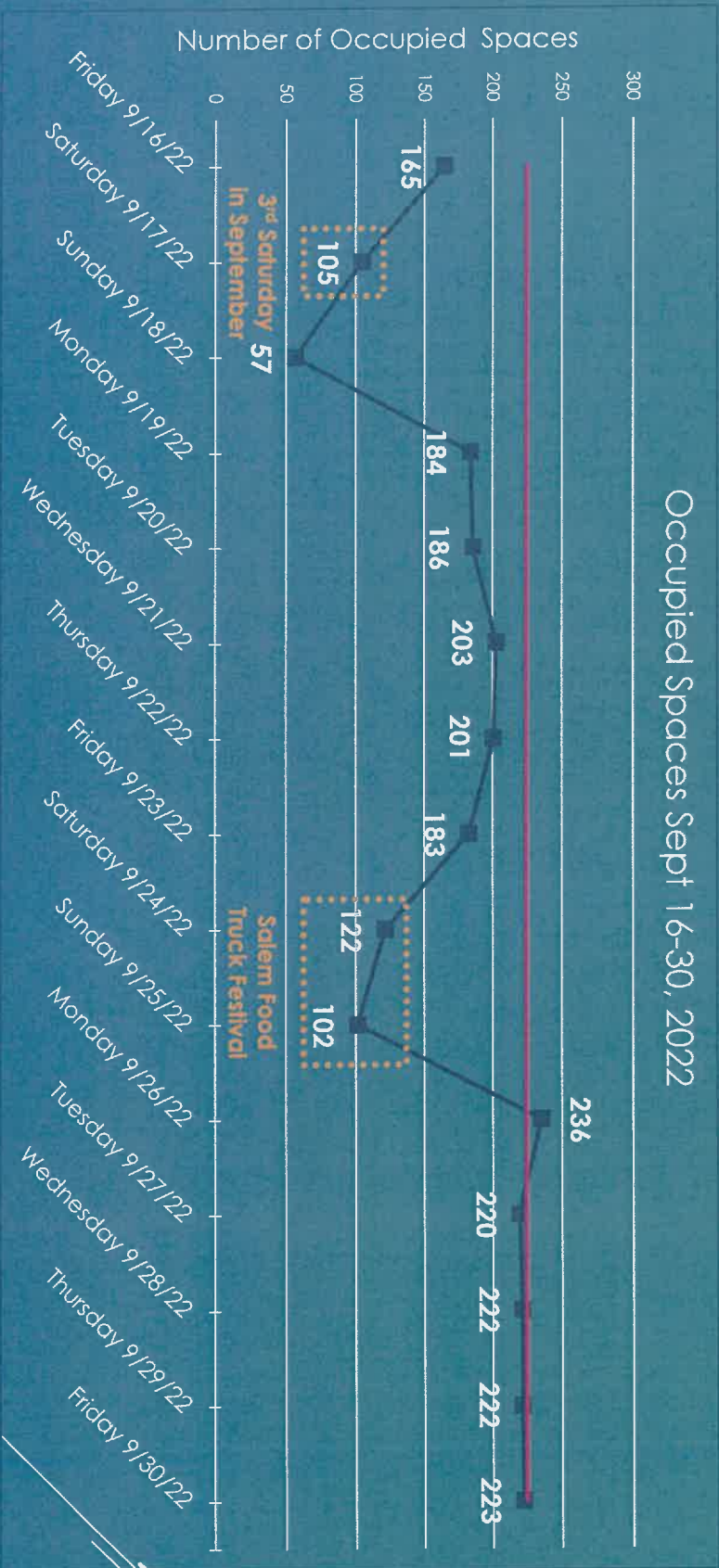


Note that Museum Place Garage has various areas of reserved parking, so the maximum available spaces may be lower than the 910 total striped spaces.



# SOUTH HARBOR GARAGE

Occupied Spaces Sept 16-30, 2022



# STAFF RECOMMENDATION

## WAIT & MONITOR UPCOMING SEASON

- *Implementing Rate Changes & Free Resident Parking*
- *Need additional time to order and install signage as well as distribute permits*
- *Currently in process to update Resident Permit Program*





# CITY OF SALEM

In City Council, **May 11, 2023**

Ordered:

In accordance with Massachusetts General Law, Chapter 268A, Section 20(b) the City Council hereby declares that Linda Abbene has met the requirements for exemption as set forth in this Section and may be retained as an Art Teacher by the Park, Recreation and Community Services Department and Council on Aging, not to exceed 500 hours in this calendar year.

**DISCLOSURE BY MUNICIPAL EMPLOYEE  
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT  
AS REQUIRED BY G. L. c. 268A, § 20(b)**

MUNICIPAL EMPLOYEE INFORMATION	
Name of municipal employee:	Sat Linda Abbene
Title/ Position	special educational para professional
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Salton stall Elementary School
Agency Address	211 Lafayette St. Salem, MA. 01970
Office phone:	978 740-1297
Office e-mail:	
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	7/2007
<b>BOX # 1</b>	<b>ELECTED MUNICIPAL EMPLOYEE</b>
Select either STATEMENT #1 or STATEMENT #2.	I am an elected municipal employee.
Write an X beside your financial interest.	<input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. <b>OR</b> <input type="checkbox"/> <b>STATEMENT #2:</b> I will have a new financial interest in a contract made by a municipal agency.
	<b>My financial interest in a municipal contract is:</b> <input type="checkbox"/> I have a non-elected, compensated municipal employee position. <input type="checkbox"/> A municipal agency has a contract with me. <input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. <input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
<b>BOX # 2</b>	<b>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</b>
Select either STATEMENT #1 or STATEMENT #2.	I am a non-elected municipal employee.
	<input type="checkbox"/> <b>STATEMENT # 1:</b> I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

<p><b>Write an X beside your financial interest.</b></p>	<p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p>-- OR --</p> <p><input type="checkbox"/> <b>STATEMENT # 2:</b> I will have a new financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<p><b>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</b></p>	
<p>Name and address of municipal agency that made the contract</p>	<p>City of Salem Park, Recreation and Community Services</p>
<p><b>Please put in an X to confirm these facts.</b></p>	<p><b>"My Municipal Agency"</b> is the municipal agency that I serve as a <b>municipal employee.</b></p> <p>The <b>"contracting agency"</b> is the <b>municipal agency that made the contract.</b></p> <p><input checked="" type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p><b>FILL IN THIS BOX OR THE BOX BELOW</b></p>	<p><b>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</b></p> <p>- Please explain what the contract is for.</p> <p>For the Department of Park, Recreation and Community Services, Linda teaches art classes twice a month for the Council on Aging and various classes for youth in our Park and Recreation Programs.</p>
<p><b>FILL IN THIS BOX OR THE BOX ABOVE</b></p>	<p><b>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</b></p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> <p>- What is your relationship to the person or entity?</p> <p>- What is the contract for?</p>

<p>What is your financial interest in the municipal contract?</p>	<p>- Please explain the financial interest and include the dollar amount if you know it.</p>
<p>Date when you acquired a financial interest</p>	
<p>What is the financial interest of your immediate family?</p>	<p>- Please explain the financial interest and include the dollar amount if you know it.</p>
<p>Date when your immediate family acquired a financial interest</p>	
<p>Write an X to confirm each statement.</p>	<p><b>FOR A CONTRACT FOR PERSONAL SERVICES –</b></p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input checked="" type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
<p>Employee signature:</p>	<p><i>Lindsay. Abene</i></p>
<p>Date: 4/20/23</p>	

Attach additional pages if necessary.


NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

**FOR CONTRACTS FOR PERSONAL SERVICES ONLY:**

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

**CERTIFICATION BY HEAD OF CONTRACTING AGENCY**

	<b>INFORMATION ABOUT HEAD OF CONTRACTING AGENCY</b>
Name:	<i>Patricia O'Brien</i>
Title/ Position	<i>Superintendent</i>
Municipal Agency:	<i>Salem Park Recreation &amp; Community Services</i>
Agency Address:	<i>401 Bridge St. Salem Ma</i>
Office Phone:	<i>401 Bridge St. Salem Ma 01970</i> <i>978 744-0924</i>
	<b>CERTIFICATION</b>
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	<i>4/24/23</i>

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,  
BOARD OF SELECTMEN OR TOWN COUNCIL**

	<b>INFORMATION ABOUT APPROVING BODY</b>
Name:	
Title/ Position	
Agency Address:	
Office Phone:	
	<b>APPROVAL</b>
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.  
File disclosure, Certification and Approval with the city or town clerk.

**ELIZABETH M. RENNARD**  
CITY SOLICITOR  
TEL: 978.619.5633  
[BRENNARD@SALEM.COM](mailto:BRENNARD@SALEM.COM)



**CITY OF SALEM**  
ROBERT MCCARTHY, ACTING MAYOR  
LEGAL DEPARTMENT  
93 WASHINGTON STREET  
SALEM, MASSACHUSETTS 01970  
FAX: 978.744.1279

**DAVID RODRIGUES**  
COUNSEL  
93 WASHINGTON STREET  
SALEM, MA 01970  
978-744-9595 x41406  
EMAIL: [DRODRIGUES@SALEM.COM](mailto:DRODRIGUES@SALEM.COM)

**JOANNE M. ROOMEY**  
PARALEGAL  
93 WASHINGTON STREET  
SALEM, MA 01970  
TEL: 978.619.5638  
EMAIL: [JROOMEY@SALEM.COM](mailto:JROOMEY@SALEM.COM)

May 11, 2023

Salem City Council  
City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith are proposed Orders approving a Massachusetts Conflict of Interest Law exemption for Linda Abbene and Kristen Stevens, as provided in General Law c. 268A, § 20(b), to work for the Park, Recreation and Community Services Department.

The Conflict of Interest Law, specifically General Law c. 268A, § 20(b), requires that because Linda Abbene and Kristen Stevens will provide personal services to the Park, Recreation and Community Services Department, they must receive City Council approval of a § 20(b) exemption. A copy of the required disclosure forms and instructions are attached for your review.

If you have any questions relative to the proposed Orders, please contact me at your earliest convenience. Thank you.

Sincerely,

Elizabeth Rennard

Enclosure

## CHAPTER 268A. CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

### Chapter 268A: Section 20. Municipal employees; financial interest in contracts; holding one or more elected positions

Section 20. (a) A municipal employee who has a financial interest, directly or indirectly, in a contract made by a municipal agency of the same city or town, in which the city or town is an interested party of which financial interest he has knowledge or has reason to know, shall be punished by a fine of not more than three thousand dollars or by imprisonment for not more than two years, or both.

This section shall not apply if such financial interest consists of the ownership of less than one per cent of the stock of a corporation.

This section shall not apply (a) to a municipal employee who in good faith and within thirty days after he learns of an actual or prospective violation of this section makes full disclosure of his financial interest to the contracting agency and terminates or disposes of the interest, or (b) to a municipal employee who is not employed by the contracting agency or an agency which regulates the activities of the contracting agency and who does not participate in or have official responsibility for any of the activities of the contracting agency, if the contract is made after public notice or where applicable, through competitive bidding, and if the municipal employee files with the clerk of the city or town a statement making full disclosure of his interest and the interest of his immediate family, and if in the case of a contract for personal services (1) the services will be provided outside the normal working hours of the municipal employee, (2) the services are not required as part of the municipal employee's regular duties, the employee is compensated for not more than five hundred hours during a calendar year, (3) the head of the contracting agency makes and files with the clerk of the city or town a written certification that no employee of that agency is available to perform those services as part of their regular duties, and (4) the city council, board of selectmen or board of aldermen approve the exemption of his interest from this section.





# CITY OF SALEM

In City Council, **May 11, 2023**

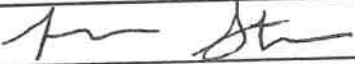
Ordered:

In accordance with Massachusetts General Law, Chapter 268A, Section 20(b) the City Council hereby declares that Kristen Stevens has met the requirements for exemption as set forth in this Section and may be retained as a Lacrosse Leader by the Park, Recreation and Community Services Department, not to exceed 500 hours in this calendar year.

**DISCLOSURE BY MUNICIPAL EMPLOYEE  
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT  
AS REQUIRED BY G. L. c. 268A, § 20(b)**

MUNICIPAL EMPLOYEE INFORMATION	
Name of municipal employee:	Kristen Stevens
Title/ Position	6th Grade teacher
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Collins Middle School
Agency Address	29 Highland Ave Salem, MA 01970
Office phone:	978-740-1194
Office e-mail:	kstevens@salem.k12.org
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	Sept. 2017
<b>BOX # 1</b>  Select either <b>STATEMENT #1</b> or <b>STATEMENT #2</b> .  Write an X beside your financial interest.	<p><b>ELECTED MUNICIPAL EMPLOYEE</b></p> <p>I am an elected municipal employee.</p> <p><input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. <b>OR</b></p> <p><input type="checkbox"/> <b>STATEMENT #2:</b> I will have a new financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<b>BOX # 2</b>  Select either <b>STATEMENT #1</b> or <b>STATEMENT #2</b> .	<p><b>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</b></p> <p>I am a non-elected municipal employee.</p> <p><input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.</p> <p><b>My financial interest in a municipal contract is:</b></p>

<p><b>Write an X beside your financial interest.</b></p>	<p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><b>-- OR --</b></p> <p><input type="checkbox"/> <b>STATEMENT # 2:</b> I will have a new financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<p><b>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</b></p>	
<p>Name and address of municipal agency that made the contract</p>	<p>City of Salem Park, Recreation and Community Services</p>
<p>Please put in an X to confirm these facts.</p>	<p><b>"My Municipal Agency"</b> is the municipal agency that I serve as a municipal employee.</p> <p>The <b>"contracting agency"</b> is the municipal agency that made the contract.</p> <p><input checked="" type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p><b>FILL IN THIS BOX OR THE BOX BELOW</b></p>	<p><b>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</b></p> <p>- Please explain what the contract is for.</p> <p style="text-align: center;"><i>Leading a 1 week (10 hrs) lacrosse clinic for Parks &amp; Recreation</i></p>
<p><b>FILL IN THIS BOX OR THE BOX ABOVE</b></p>	<p><b>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</b></p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> <p>- What is your relationship to the person or entity?</p> <p>- What is the contract for?</p>
<p>What is your</p>	<p>- Please explain the financial interest and include the dollar amount if you know it.</p>

financial interest in the municipal contract?	
Date when you acquired a financial interest	
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	<p><b>FOR A CONTRACT FOR PERSONAL SERVICES –</b></p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input checked="" type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
Employee signature:	
Date:	4/13/23

Attach additional pages if necessary.

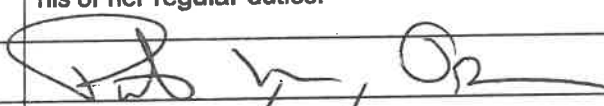
NOT A PERSONAL SERVICES CONTRACT – File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

**FOR CONTRACTS FOR PERSONAL SERVICES ONLY:**

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

**CERTIFICATION BY HEAD OF CONTRACTING AGENCY**

INFORMATION ABOUT HEAD OF CONTRACTING AGENCY	
Name:	Patricia O'Brien
Title/ Position	Superintendent
Municipal Agency:	Salem Park Recreation + Community Services
Agency Address:	401 Bridge St. Salem Ma
Office Phone:	978 744-0924
CERTIFICATION	
I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.	
Signature:	
Date:	4/24/23

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,  
BOARD OF SELECTMEN OR TOWN COUNCIL**

INFORMATION ABOUT APPROVING BODY	
Name:	
Title/ Position	
Agency Address:	
Office Phone:	
APPROVAL	
I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.	
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.  
File disclosure, Certification and Approval with the city or town clerk.

**ELIZABETH M. RENNARD**  
CITY SOLICITOR  
TEL: 978.619.5633  
[BRENNARD@SALEM.COM](mailto:BRENNARD@SALEM.COM)



**CITY OF SALEM**  
ROBERT MCCARTHY, ACTING MAYOR  
LEGAL DEPARTMENT  
93 WASHINGTON STREET  
SALEM, MASSACHUSETTS 01970  
FAX: 978.744.1279

**DAVID RODRIGUES**  
COUNSEL  
93 WASHINGTON STREET  
SALEM, MA 01970  
978-744-9595 X41406  
EMAIL: [DRODRIGUES@SALEM.COM](mailto:DRODRIGUES@SALEM.COM)

**JOANNE M. ROOMEY**  
PARALEGAL  
93 WASHINGTON STREET  
SALEM, MA 01970  
TEL: 978.619.5638  
EMAIL: [JROOMEY@SALEM.COM](mailto:JROOMEY@SALEM.COM)

May 11, 2023

Salem City Council  
City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith are proposed Orders approving a Massachusetts Conflict of Interest Law exemption for Linda Abbene and Kristen Stevens, as provided in General Law c. 268A, § 20(b), to work for the Park, Recreation and Community Services Department.

The Conflict of Interest Law, specifically General Law c. 268A, § 20(b), requires that because Linda Abbene and Kristen Stevens will provide personal services to the Park, Recreation and Community Services Department, they must receive City Council approval of a § 20(b) exemption. A copy of the required disclosure forms and instructions are attached for your review.

If you have any questions relative to the proposed Orders, please contact me at your earliest convenience. Thank you.

Sincerely,

Elizabeth Rennard

Enclosure

## CHAPTER 268A. CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

### Chapter 268A: Section 20. Municipal employees; financial interest in contracts; holding one or more elected positions

Section 20. (a) A municipal employee who has a financial interest, directly or indirectly, in a contract made by a municipal agency of the same city or town, in which the city or town is an interested party of which financial interest he has knowledge or has reason to know, shall be punished by a fine of not more than three thousand dollars or by imprisonment for not more than two years, or both.

This section shall not apply if such financial interest consists of the ownership of less than one per cent of the stock of a corporation.

This section shall not apply (a) to a municipal employee who in good faith and within thirty days after he learns of an actual or prospective violation of this section makes full disclosure of his financial interest to the contracting agency and terminates or disposes of the interest, or (b) to a municipal employee who is not employed by the contracting agency or an agency which regulates the activities of the contracting agency and who does not participate in or have official responsibility for any of the activities of the contracting agency, if the contract is made after public notice or where applicable, through competitive bidding, and if the municipal employee files with the clerk of the city or town a statement making full disclosure of his interest and the interest of his immediate family, and if in the case of a contract for personal services (1) the services will be provided outside the normal working hours of the municipal employee, (2) the services are not required as part of the municipal employee's regular duties, the employee is compensated for not more than five hundred hours during a calendar year, (3) the head of the contracting agency makes and files with the clerk of the city or town a written certification that no employee of that agency is available to perform those services as part of their regular duties, and (4) the city council, board of selectmen or board of aldermen approve the exemption of his interest from this section.





CITY OF SALEM, MASSACHUSETTS  
DEPARTMENT OF PLANNING AND  
COMMUNITY DEVELOPMENT

ROBERT C. MCCARTHY  
ACTING MAYOR

TOM DANIEL, AICP  
DIRECTOR

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

May 5, 2023

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

RE: Request to Present Flood Ordinance to Committee of the Whole

Dear Honorable Members of the City Council:

At the City Council meeting on May 26, 2022, the City Council adopted an order authorizing Short-Term Capital funds to support the update the Flood Hazard Overlay District Zoning Ordinance to require new and renovated buildings to be resilient to not only today's flood risk, but to flooding projected to worsen in the coming decades as a result of climate change.

DPCD and Sustainability staff, with technical support from Beals + Thomas, Inc., have been developing the ordinance with a working group consisting of staff from the DPCD, Engineering, Building, and Sustainability Departments, representatives from the City Council, land use boards, local environmental groups, the development community, and the general public. The project team hosted a public forum on April 10 and presented the proposed ordinance to the Sustainability, Energy, and Resiliency Committee on May 26.

We anticipate formally submitting a draft ordinance for the Council's consideration later this year. However, we propose to present preliminarily to the Committee of the Whole to request input prior to formal submittal. Ideally, the Committee of the Whole meeting would be scheduled in May.

If you have any questions, please contact Tom Devine at [tdevine@salem.com](mailto:tdevine@salem.com) or 978-619-5685.

Sincerely,

Tom Daniel, AICP  
Director

Cc: Acting Mayor McCarthy

Questions contact – Sibhita Mahabier 781-258-9169

Petition of the Massachusetts Electric Company d/b/a National Grid  
Of NORTH ANDOVER, MASSACHUSETTS  
For Electric conduit Location:

To City Council of Salem, Massachusetts

Respectfully represents the Massachusetts Electric Company d/b/a National Grid of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed here with marked: Jefferson Ave - Salem - Massachusetts.

The following are the streets and highways referred to:

Plan # 30686407 Jefferson Ave - National Grid to install beginning at a point approximately 308' +/- feet south of the centerline of the intersection of Jackson St and continuing approximately 5' +/- feet in a westerly direction. Installation of 5' ft +/- of 2-4" PVC conduits from P # 4577 to the property of 36-38 Jefferson Ave.

Location approximately as shown on plan attached

Massachusetts Electric Company d/b/a

NATIONAL GRID *Bob Coulter*

BY \_\_\_\_\_

Engineering Department

Dated: April 6, 2023

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a National Grid be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 6th day of April, 2023.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Jefferson Ave - Salem - Massachusetts. Plan # 30686407.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Jefferson Ave - National Grid to install beginning at a point approximately 308' +/- feet south of the centerline of the intersection of Jackson St and continuing approximately 5' +/- feet in a westerly direction. Installation of 5' ft +/- of 2-4" PVC conduits from P # 4577 to the property of 36-38 Jefferson Ave.

I hereby certify that the foregoing order was adopted at a meeting of the .....  
.....  
....., held on the ..... day of ....., 20 .....  
....., ..... 20 .....

Received and entered in the records of location orders of the City/Town of  
Book ..... Page .....

Attest:  
.....

..... hereby certify that on .....20....., at ..... o'clock, ....M  
at ....., a public hearing was held on the petition of  
Massachusetts Electric Company d/b/a National Grid for permission to construct the underground  
electric conduits described in the order herewith recorded, and that I mailed at least seven days  
before said hearing a written notice of the time and place of said hearing to each of the owners of  
real estate (as determined by the last preceding assessment for taxation) along the ways or parts of  
ways upon which the Company is permitted to construct the underground electric conduits under  
said order. And that thereupon said order was duly adopted.

.....  
.....  
.....

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a National Grid be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 6th day of April, 2023.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Jefferson Ave - Salem - Massachusetts. Plan # 30686407.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

Jefferson Ave - National Grid to install beginning at a point approximately 308' +/- feet south of the centerline of the intersection of Jackson St and continuing approximately 5' +/- feet in a westerly direction. Installation of 5' ft +/- of 2-4" PVC conduits from P # 4577 to the property of 36-38 Jefferson Ave.

I hereby certify that the foregoing order was adopted at a meeting of the .....  
.....  
....., held on the ..... day of ....., 20 .....  
....., ..... 20 .....

Received and entered in the records of location orders of the City/Town of  
Book ..... Page .....

Attest:  
.....

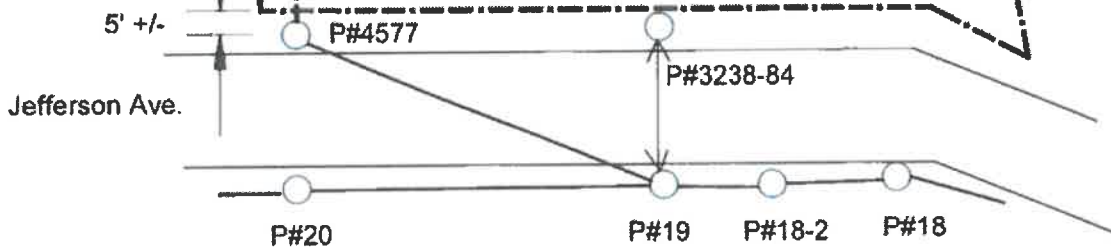
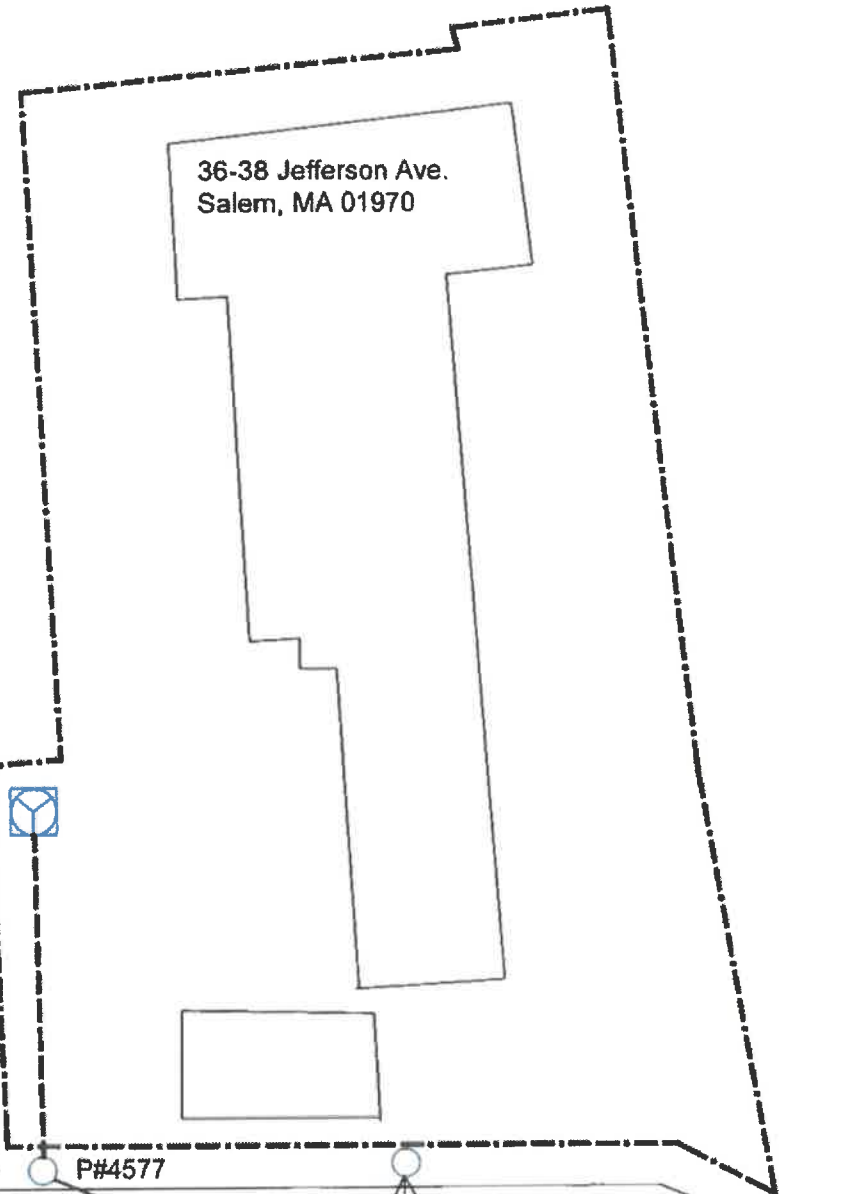
..... hereby certify that on .....20....., at ..... o'clock, ....M  
at ....., a public hearing was held on the petition of  
Massachusetts Electric Company d/b/a National Grid for permission to construct the underground  
electric conduits described in the order herewith recorded, and that I mailed at least seven days  
before said hearing a written notice of the time and place of said hearing to each of the owners of  
real estate (as determined by the last preceding assessment for taxation) along the ways or parts of  
ways upon which the Company is permitted to construct the underground electric conduits under  
said order. And that thereupon said order was duly adopted.

.....  
.....  
.....

ABUTTERS LIST	MAILING LIST		
Parcel ID	Address	Owner	Mailing Address
25-0388-0	38 Jefferson Ave. Salem, MA 01970	36-38 Jefferson Ave LLC C/O Talbot Electric Inc.	36-38 Jefferson Ave. Salem, MA 01970
25-0387-0	42 Jefferson Ave. Salem, MA 01970	J & G Realty Trust	10 Wentworth Place Lynn, MA 01904
25-0390-0	102-108 Jackson St. Salem, MA 01970	102 Jackson Street, LLC	102 Jackson St. Salem, MA 01970
24-0120-0	99 Margin Street Salem, MA 01970	Mass Bay Trans C/O No Shore Recycling Corp.	53 Jefferson Ave. Salem, MA 01970
24-0120-1	99 Margin Street Salem, MA 01970	Mass Bay Trans C/O No Shore Recycling Corp.	53 Jefferson Ave. Salem, MA 01970
25-0654-0	53 Jefferson Ave. Salem, MA 01970	Neward Group dba N.S. Recycled C/O Industrial Valuation Serv	P.O. Box 92108 Austin, TX 78709



36-38 Jefferson Ave.  
Salem, MA 01970



### UNDERGROUND PETITION

-  JO POLE (EXISTING)
-  PROPOSED PAD TRANSFORMER
-  POLE TO POLE GUY
-  EDGE OF STREET
-  PROPOSED CONDUIT 2-4"
-  Property Line

# nationalgrid

Sketch to Accompany Petition for the installation of 5ft +/- of 2-4" PVC conduits encased in concrete from P# 4577 to the property of 36-38 Jefferson Ave., Salem, MA 01970.

Date: 03-25-2023

WORK REQUEST: 12-23-30686407

To The: City Of Salem

For Proposed: 2-4" Conduit Encased in Concrete Location: Jefferson Ave.

DISTANCES ARE APPROXIMATE

Drawn By: Sibhita Mahabier-Sheehy



Questions contact – Sibhita Mahabier 781-258-9169

**PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS**

North Andover, Massachusetts

To the City Council  
Of Salem, Massachusetts

Massachusetts Electric Company d/b/a National Grid and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Jefferson Ave - National Grid to install 1 JO Pole on Jefferson Ave. Installation of one (1) JO Pole # 18-2 on Jefferson Ave.

Location approximately as shown on plan attached

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – Jefferson Ave - Salem – Massachusetts.

No.# 30686407 April 6, 2023

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a

NATIONAL GRID *Bob Coulter*

BY \_\_\_\_\_

Engineering Department

VERIZON NEW ENGLAND, INC.

BY \_\_\_\_\_

Manager / Right of Way

**ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS**

To the City Council - Salem, Massachusetts

Notice having been given and public hearing held, as provided by law,  
IT IS HEREBY ORDERED:

that Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 6th day of April, 2023.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Jefferson Ave - Salem – Massachusetts.

April 6, 2023. Filed with this order

There may be attached to said poles by Massachusetts Electric Company d/b/a National Grid and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Jefferson Ave - National Grid to install 1 JO Pole on Jefferson Ave. Installation of one (1) JO Pole # 18-2 on Jefferson Ave.

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the of the City/Town of \_\_\_\_\_, Massachusetts held on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
Massachusetts City/Town Clerk. 20\_\_

Received and entered in the records of location orders of the City/Town of  
Book \_\_\_\_\_ Page \_\_\_\_\_

Attest:

City/Town Clerk

I hereby certify that on \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock, M  
at \_\_\_\_\_ a public hearing was held on the petition of  
Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND, INC.

for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and  
that we mailed at least seven days before said hearing a written notice of the time and place of said  
hearing to each of the owners of real estate (as determined by the last preceding assessment for  
taxation) along the ways or parts of ways upon which the Company is permitted to erect  
poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....  
.....  
.....  
.....

Board or Council of Town or City, Massachusetts

**CERTIFICATE**

I hereby certify that the foregoing is a true copy of the location order and certificate of  
hearing with notice adopted by the \_\_\_\_\_ of the City of \_\_\_\_\_  
Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and recorded with the  
records of location orders of the said City, Book \_\_\_\_\_, Page \_\_\_\_\_. This certified copy  
is made under the provisions of Chapter 166 of General Laws and any additions thereto or  
amendments thereof.

Attest:  
City/Town Clerk

**ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS**

To the City Council - Salem, Massachusetts

Notice having been given and public hearing held, as provided by law,  
IT IS HEREBY ORDERED:

that Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 6th day of April, 2023.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Jefferson Ave - Salem – Massachusetts.

April 6, 2023. Filed with this order

There may be attached to said poles by Massachusetts Electric Company d/b/a National Grid and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Jefferson Ave - National Grid to install 1 JO Pole on Jefferson Ave. Installation of one (1) JO Pole # 18-2 on Jefferson Ave.

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the  
of the City/Town of \_\_\_\_\_, Massachusetts held on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ .

\_\_\_\_\_  
Massachusetts City/Town Clerk.  
20\_\_ .

Received and entered in the records of location orders of the City/Town of  
Book \_\_\_\_\_ Page \_\_\_\_\_

Attest:

City/Town Clerk

I hereby certify that on \_\_\_\_\_ 20\_\_\_\_, at \_\_\_\_\_ o'clock, M  
at \_\_\_\_\_ a public hearing was held on the petition of  
Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND, INC.

for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and  
that we mailed at least seven days before said hearing a written notice of the time and place of said  
hearing to each of the owners of real estate (as determined by the last preceding assessment for  
taxation) along the ways or parts of ways upon which the Company is permitted to erect  
poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....  
.....  
.....  
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of  
hearing with notice adopted by the \_\_\_\_\_ of the City of \_\_\_\_\_  
Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, and recorded with the  
records of location orders of the said City, Book \_\_\_\_\_, Page \_\_\_\_\_. This certified copy  
is made under the provisions of Chapter 166 of General Laws and any additions thereto or  
amendments thereof.

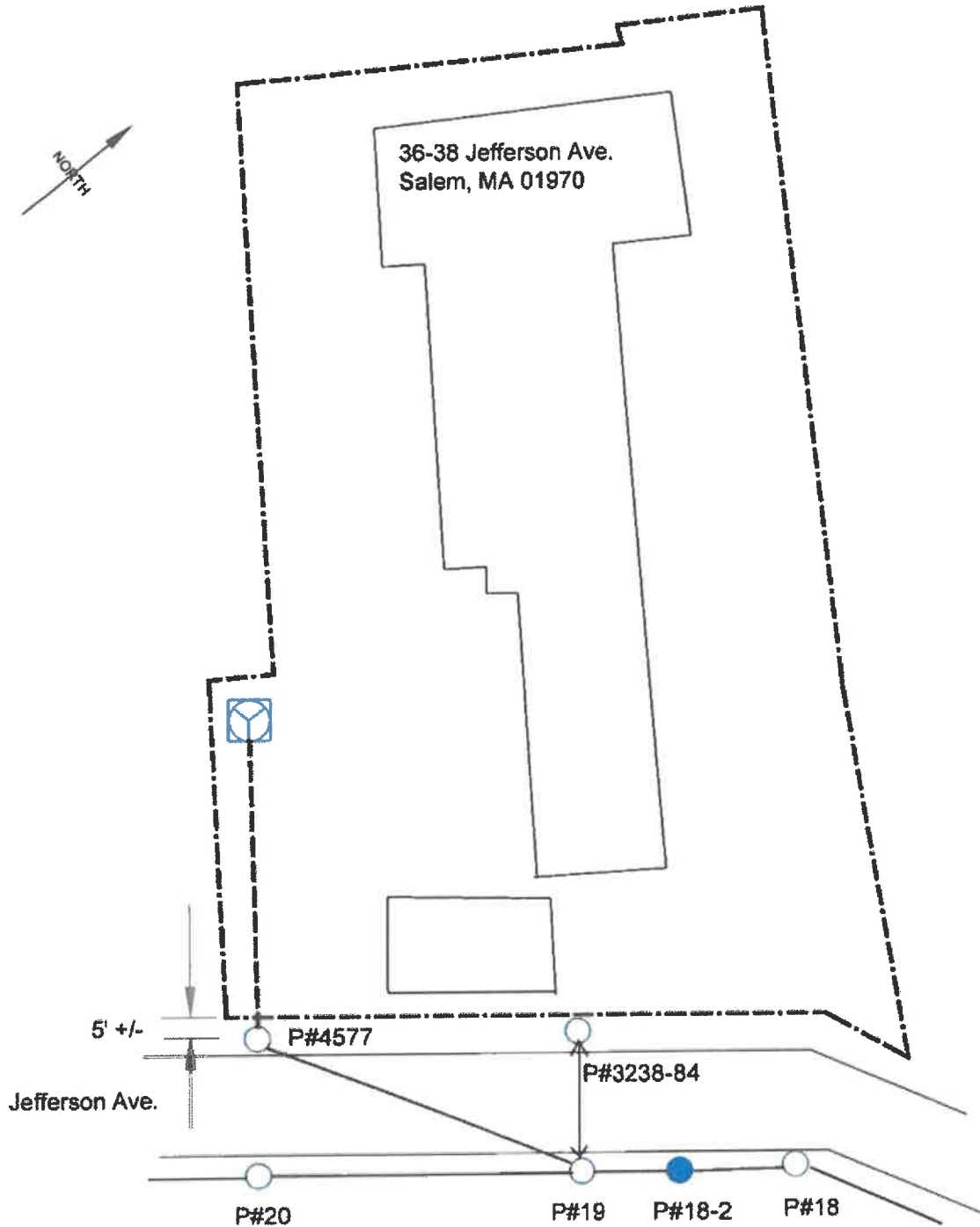
Attest:  
City/Town Clerk

<b>ABUTTERS LIST</b>	<b>MAILING LIST</b>		
<b>Parcel ID</b>	<b>Address</b>	<b>Owner</b>	<b>Mailing Address</b>
25-0388-0	38 Jefferson Ave. Salem, MA 01970	36-38 Jefferson Ave LLC C/O Talbot Electric Inc.	36-38 Jefferson Ave. Salem, MA 01970
25-0387-0	42 Jefferson Ave. Salem, MA 01970	J & G Realty Trust	10 Wentworth Place Lynn, MA 01904
25-0390-0	102-108 Jackson St. Salem, MA 01970	102 Jackson Street, LLC	102 Jackson St. Salem, MA 01970
24-0120-0	99 Margin Street Salem, MA 01970	Mass Bay Trans C/O No Shore Recycling Corp.	53 Jefferson Ave. Salem, MA 01970
24-0120-1	99 Margin Street Salem, MA 01970	Mass Bay Trans C/O No Shore Recycling Corp.	53 Jefferson Ave. Salem, MA 01970
25-0654-0	53 Jefferson Ave. Salem, MA 01970	Neward Group dba N.S. Recycled C/O Industrial Valuation Serv	P.O. Box 92108 Austin, TX 78709












36-38 Jefferson Ave.  
Salem, MA 01970



### OVERHEAD PETITION

-  JO POLE (EXISTING)
-  PROPOSED PAD TRANSFORMER
-  JO POLE (PROPOSED)
-  EDGE OF STREET
-  PROPOSED CONDUIT 2-4"
-  PROPERTY LINE
-  POLE TO POLE GUY



Sketch to Accompany Petition for the installation of one JO Pole# 18-2 in Jefferson Ave., Salem, MA 01970.

Date: 03-25-2023

WORK REQUEST: 12-23-30686407

To The: City Of Salem

For Proposed: 1 JO Pole Location: Jefferson Ave.

DISTANCES ARE APPROXIMATE

Drawn By: Sibhita Mahabier-Sheehy



FP-002A  
(Rev. 1.2018)

The Commonwealth of Massachusetts

City/Town of Salem

### Application For License

Massachusetts General Law, Chapter 148 §13

New License     Amended License

GIS Coordinates	
_____	LAT.
_____	LONG.
_____	License Number

Application is hereby made in accordance with the provisions of Chapter 148 of the General Laws of Massachusetts for a license to store flammables, combustibles or explosives on land in buildings or structures herein described.

Location of Land: 373 Highland Ave. Salem, MA (Map/Lot # 07-0058-0)  
Number, Street and Assessor's Map and Parcel ID

Attach a plot plan of the property indicating the location of property lines and all buildings or structures.

Owner of Land: Berman Properties, LLC

Address of Land Owner: 220 Highland Ave. Salem, MA 01970

Use and Occupancy of Buildings and Structures: September 15, 2023

If this is an application for amendment of an existing license, indicate date of original license and any subsequent amendments

Attach a copy of the current license

#### **Flammable and Combustible Liquids, Flammable Gases and Solids**

*Complete this section for the storage of flammable and combustible liquids, solids, and gases; see 527 CMR 1.00 Table 1.12.8.50; Attach additional pages if needed. All tanks and containers are considered full for the purposes of licensing and permitting.*

PRODUCT NAME	CLASS	MAXIMUM QUANTITY	UNITS gal., lbs, cubic feet	CONTAINER UST, AST, IBC, drums
LP-gas	II	4000	Gallons	AST

Total quantity of all flammable liquids to be stored: 4000 Gallons

Total quantity of all combustible liquids to be stored: \_\_\_\_\_

Total quantity of all flammable gases to be stored: \_\_\_\_\_

Total quantity of all flammable solids to be stored: \_\_\_\_\_

**LP-gas** (Complete this section for the storage of LP-gas or propane)

Indicate the maximum quantity of LP-gas to be stored and the sizes and capacities of all storage containers. (See 527 CMR 1.00 Table 1.12.8.50)

❖ Maximum quantity (in gallons) of LP-gas to be stored in aboveground containers: 4000 Gallons  
List sizes and capacities of all aboveground containers used for storage: 1000 Gallon tanks (4x AST)

❖ Maximum quantity (in gallons) of LP-gas to be stored in underground containers: Zero (0) Gallons  
List sizes and capacities of all underground containers used for storage: \_\_\_\_\_

Total aggregate quantity of all LP-gas to be stored: 4000 Gallons

**Fireworks** (Complete this section for the storage of fireworks)

Indicate classes of fireworks to be stored and maximum quantity of each class. (See 527 CMR 1.00 Table 1.12.8.50)

- ❖ Maximum amount (in pounds) of Class 1.3G: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_
- ❖ Maximum amount (in pounds) of Class 1.4G: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_
- ❖ Maximum amount (in pounds) of Class 1.4: \_\_\_\_\_ Type/class of magazine used for storage: \_\_\_\_\_

Total aggregate quantity of all classes of fireworks to be stored: \_\_\_\_\_

**Explosives** (Complete this section for the storage of explosives)

Indicate classes of explosive to be stored and maximum quantity of each class. (See 527 CMR 1.00 Table 1.12.8.50)

- ❖ Maximum amount (in pounds) of Class 1.1: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_
- ❖ Maximum amount (in pounds) of Class 1.2: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_
- ❖ Maximum amount (in pounds) of Class 1.3: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_
- ❖ Maximum amount (in pounds) of Class 1.4: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_
- ❖ Maximum amount (in pounds) of Class 1.5: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_
- ❖ Maximum amount (in pounds) of Class 1.6: \_\_\_\_\_ Number of magazines used for storage: \_\_\_\_\_

I, Robert Spence, hereby attest that I am authorized to make this application. I acknowledge that the information contained herein is accurate and complete to the best of my knowledge and belief. I acknowledge that all materials stored pursuant to any license granted hereunder must be stored or kept in accordance with all applicable laws, codes, rules and regulations, including but not limited to Massachusetts Chapter 148, and the Massachusetts Fire Code (527 CMR 1.00). I further acknowledge that the storage of any material specified in any license granted hereunder may not exceed the maximum quantity specified by the license.

Signature [Signature] Date May 2, 2023 Name Robert Spence

*Fire Department Use Only*

I, Peter Schaublin, Head of the Salem Fire Department endorse this application with my

Approval  Disapproval

[Signature] - Fire Marshal 5/8/23  
Signature of Head of the Fire Department Date

Recommendations: \_\_\_\_\_





## City of Salem

*In the year Two Thousand and Twenty-three*

**An Ordinance** to establish a flag raising policy

*WHEREAS,* The City of Salem traditionally displays thirteen flags at Riley Plaza of the United States and of the Missing in Action Prisoners of War; *and*

*WHEREAS,* Historically, the City of Salem has also on occasion flown various other flags in place of the United States Flag; *and*

*WHEREAS,* A municipal flag display should express official messages of the City and not a public forum for private speech to which all voices are entitled to access; *and*

*WHEREAS,* It is important that the City of Salem, as a city of immigrants, be able to express its official solidarity with people who have come to Salem from other nations, and to express other official, City-endorsed messages from the Mayor and City Council that may be appropriately accompanied by ceremonial flag-raising; *and*

*WHEREAS,* For these expressions of official City sentiment to be clearly construed by the residents of Salem, it is also important to clearly demarcate and codify that the City's flagpoles are expressing official messages of the City and not intended to serve as a forum for free expression by the public; *and*

*WHEREAS,* The clearest way to establish a new City of Salem policy in regard to the display of flags at Riley Plaza is to enshrine our standards for such displays in city ordinance.

*NOW, THEREFORE*

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

**SECTION 1:** City of Salem Code, Ordinances, Chapter 1, is hereby amended by inserting a new section as set forth below:

**“Sec. 1-13. Flag Raising**

**(a) Purpose**

The purpose of this Ordinance is to establish guidelines for the display by the City of Salem of (1) flags of governments recognized by the Federal Government, and (2) other flags on Riley Plaza.

**(b) Policy**

It is the policy of the City of Salem that flags should be displayed in conformance with Federal and State policies, as stated in the Federal "Our Flag" publication of the Congress, House Document No. 96-144 and Chapter 2, Section 6 of the Massachusetts General Laws and Chapter 2.

**(c) Order of Precedence**

Outdoor flags will be flown Riley Plaza in the following order of precedence: first, the United States flag and second, the Missing in Action Prisoners of War flag.

**(d) Special occasions of Federal, State and local proclamation**

1. Flags at Riley Plaza shall be displayed in accordance with the above standards. However, the Mayor may order flags to be lowered to half-staff including, but not limited to flags of the United States of America and the Commonwealth of Massachusetts in honor of the death of a City employee killed in the line of duty, or in observance of a specific event or circumstance.
2. Pursuant to proclamation of the Mayor, or resolution of the City Council, other flags may be flown by the City in place of the Missing in Action Prisoners of War flag.

**(e) Other Flags**

The City's flagpoles are not intended to serve as a forum for free expression by the public. The following flags may be displayed by the City as an expression of the City's official sentiments:

1. *Flags of Governments Recognized by the United States.* Flags of governments recognized by the United States may be displayed upon the proclamation of the Mayor or by resolution of the City Council.
2. *Flags Displayed in Conjunction With Official Events or Ceremonies as Announced by Mayoral Proclamation or City Council Resolution.* By proclamation of the Mayor or resolution of the City Council, other flags may be displayed as official City events or ceremonies.
3. *Flags of Professional Sports Teams.* The Mayor may order the display of the flag of a professional sports team in commemoration of a significant achievement involving the City of Salem.
4. *Ownership of Other Flags.* The City shall acquire ownership of all flags that it flies in place of the City of Salem flag.

**(f) Time limit**

Flags other than the United States and of the Missing in Action Prisoners of War flags shall be displayed for 24 hours, but no more than two weeks, unless otherwise agreed upon in writing by the Salem Mayor's Office no less than two weeks before the scheduled flag raising. The display shall not exceed two weeks.

**(g) Application**

Any entity or individual requesting a flag raising shall submit an application to the Mayor's Office no less than two weeks prior to the desired flag raising date.

**SECTION 2:** This Ordinance shall take effect upon passage.

In City Council April 27, 2023

Adopted for first passage by a roll call vote of 10 yeas, 0 nays and 0 absent

ATTEST:

ILENE SIMONS  
CITY CLERK