

ORDER FOR CONDUIT LOCATION

In the City Council of Salem, Massachusetts.

ORDERED:

That permission be and hereby is granted to Comcast of Massachusetts I, Inc., to lay and maintain underground conduits and manholes, with the wires and cables to be placed therein, under the surface of the following public way or ways as requested in petition of said Company dated March 6, 2017.

29 Traders Way, Salem, MA: From existing Comcast manhole on Traders Way place (1) 4" PVC communication conduit 456' +/- in an Easterly direction to the property line of 29 Traders Way and continue conduit placement another 543' +/- in a Northeasterly direction on private property to the rear of the building located at 29 Traders Way.

Location approximately as shown on Plan attached

Substantially as shown on plan marked - Proposed Cable Installation at 29 Traders Way, Salem, MA, filed with said petition.

Also that permission be and hereby is granted said Comcast to lay and maintain underground conduits, manholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

The foregoing permission is subject to the following conditions:

1. The conduits and manholes shall be of such materials and construction and all work done in such manner as to be satisfactory to the City Council or to such officers as it may appoint to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the City when the work is completed.
2. Said Company shall indemnify and save the City harmless against all damages, costs and expense whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.
3. In addition, said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of One Hundred Thousand Dollars (\$100,000) (reference being had to the bond already on file with said City) conditioned for the faithful performance of its duties under this permit.
4. Said Company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City of Salem, Massachusetts, held on the _____ day of _____ 2017.

Town Clerk

(over)

We hereby certify that on _____, 2017, at _____ o'clock _____ M., at Salem, Massachusetts a public hearing was held on the petition of the Comcast for permission to lay and maintain underground conduits, manholes and connections, with the wires and cables to be placed therein, described in the order herewith recorded, that we mailed at least seven days before said hearing a written notice the time and place of said hearing to each of the owners of real estate determined by the last preceding assessment for taxation along the ways parts of ways upon which the Company is permitted to construct the lines said Company under said order. And that thereupon said order was duly adopted.

City Council of Salem, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order, and certificate of hearing with the notice adopted by the City Council of the City of Salem, Massachusetts, on the _____ day of _____ 2017, recorded with the records of location orders of said City, Book _____, Page _____. This certified copy is made under the provision of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

Town Clerk



PROPOSED CABLE INSTALLATION
AT
29 TRADERS WAY
SALEM, MA



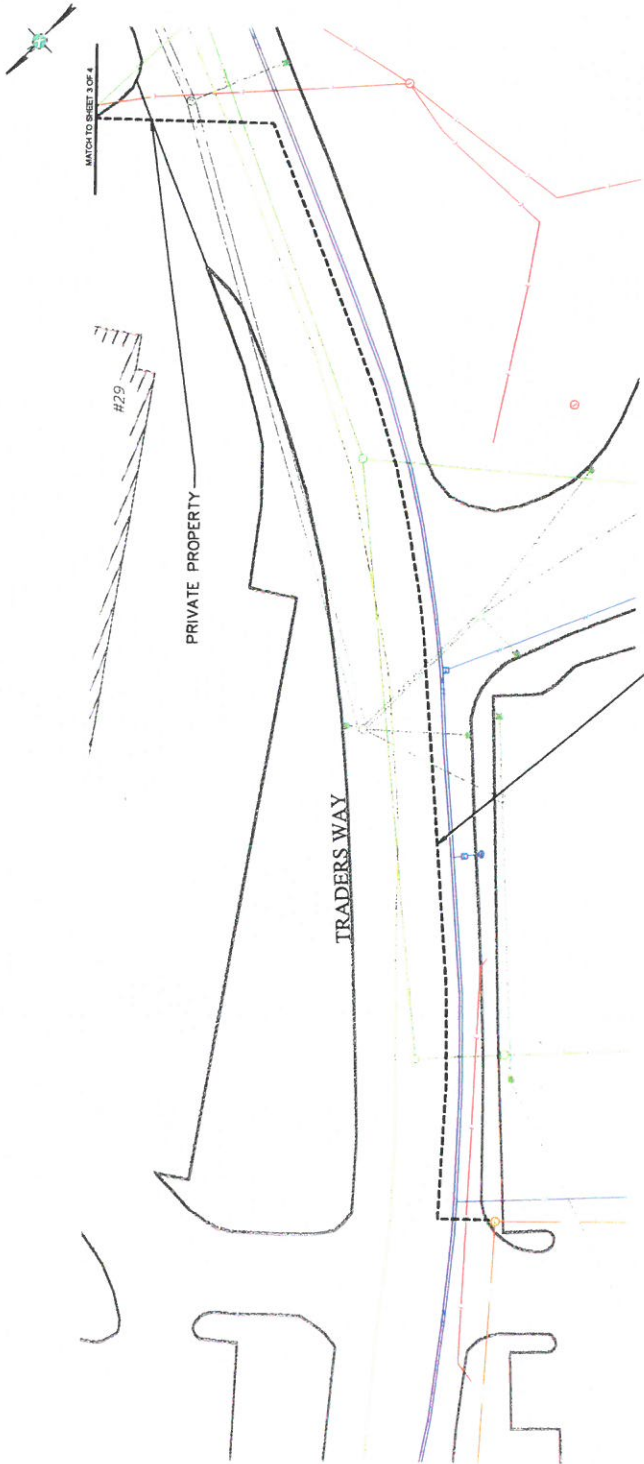
LOCUS
N.T.S

INDEX OF DRAWING

| SHEET NO. | DESCRIPTION |
|-----------|---------------------------|
| 01 | COVER SHEET |
| 02 | CIVIL PLAN 01 |
| 03 | CIVIL PLAN 02 |
| 04 | DETAILS AND GENERAL NOTES |

AXIS
ENGINEERING GROUP
1900 West Park Dr., Suite 165
Westborough, MA 01581
(508) 870-7721 | www.axisgroup.com

March 6, 2017



PROPOSED ±456' OF
 (1)-4" COMMUNICATION CONDUIT (SCHEDULE 40)
 FROM EXISTING COMCAST MH TO PRIVATE PROPERTY.



N.T.S



LEGEND

| | |
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| 1 | STREET LIGHT |
| 2 | ELECTRIC POLE |
| 3 | ELECTRIC POLE |
| 4 | LAMP POST |
| 5 | TRUNK LINE |
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| 7 | TRUNK LINE |
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EXISTING UTILITIES SHOWN ARE APPROXIMATE AND NOT WARRANTED TO BE CORRECT. THE ALL CONTRACTOR SHALL VERIFY ALL UTILITIES PRIOR TO BEGINNING ANY EXCAVATION.

CALL BEFORE YOU DIG
 UNDERGROUND SERVICE ALERT
 1-800-4-A-SAFE (4272)

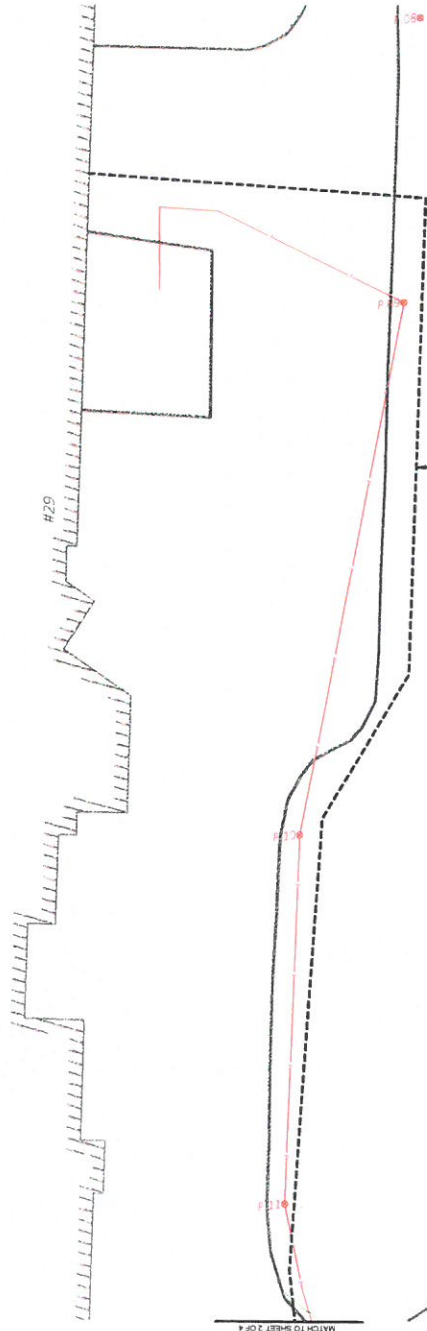
PREPARED BY:
AXIS
 ENGINEERING GROUP

PREPARED FOR:
Comcast

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TITLE:
 CIVIL PLAN 01
 TRUNK LINE
 24 TRADERS WAY
 SUKIA, MA

DRAWN BY: LP
 DATE: 04/20/2021
 SCALE: AS NOTED
 SHEET NO: 1 OF 4
 PROJECT NO: 2021-001



PROPOSED ±543' OF (1)-4" COMMUNICATION CONDUIT (SCHEDULE 40) FROM PRIVATE PROPERTY LINE TO REAR OF BUILDING AT 29 TRADERS WAY.



N.T.S.

1" = 20 FEET (PRINTED 2/23/24)
1" = 40 FEET (PRINTED 11/17/23)



| LEGEND | |
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| 1 | ELECTRIC POLE |
| 2 | TELEPHONE POLE |
| 3 | WATER METER |
| 4 | WATER MAIN |
| 5 | TELEPHONE MAIN |
| 6 | ELECTRIC MAIN |
| 7 | CITY WATER |
| 8 | SEWER |
| 9 | SEWER MAIN |
| 10 | SEWER LATERAL |
| 11 | SEWER MANHOLE |
| 12 | SEWER CLEANOUT |
| 13 | SEWER CHECK VALVE |
| 14 | SEWER PUMP |
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NOTE: EXISTING UTILITIES SHOWN ARE APPROXIMATE AND CONTRACTOR SHALL VERIFY THE LOCATION OF ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO BEGINNING ANY EXCAVATION.

CALL BEFORE YOU DIG. 800-4-A-DAWN (436296)
FOR INFORMATION ON THE 811 SERVICE, VISIT www.811.com
ENTER 1-888-80-CALIF

PREPARED BY: **AXIS ENGINEERING GROUP**

PREPARED FOR: **Comcast**

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TITLE: CIVIL PLAN 02
29 TRADERS WAY
SALINA, KS

DESIGNED BY: AXIS ENGINEERING GROUP
DRAWN BY: LUP
DATE: 02/23/24
SHEET NO. 3 OF 4
SCALE: AS SHOWN
MARKET:



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 23, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Kerry Murphy of 10 ½ Mall Street, to the Salem Board of Health for a three-year term to expire March 23, 2020. Ms. Murphy will take the seat previously held by Janet Greene, who has decided to step down from the Board. I hope you will join me in thanking Ms. Greene for her years of volunteer service to the board.

Ms. Murphy is a nutritionist and public health advocate who currently serves as the Salem Mass in Motion Healthy Living Coordinator and the program manager for our Salem Summer Meals program. She is leading our newly launched Salem Food Policy Council initiative, serves on the Salem for All Ages Task Force, and volunteers with the Salem Food Pantry, on the Carlton Innovation School Council, and as coordinator of the Salem Backpack Program. As a dietetic technician pursuing her M.S. degree in the field she has completed multiple supervised practices in community, long-term care, and outpatient nutrition.

I strongly recommend confirmation of Ms. Murphy's appointment. We are fortunate that she is willing to volunteer to serve our community in this important role and lend her expertise and dedication to this board and their work.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem

Kerry Murphy
10 ½ Mall Street
Salem, MA 01970

Home: 978-594-5008/Cell: 978-317-3738/kerry@simplebits.com

Education

Eastern Michigan University, 2014-present

Pursuing M.S. in Dietetics through Coordinated Program

Anticipated graduation date: August 2017, current GPA: 3.88

Central Arizona College, 2003-2005

Associate of Science, Dietetic Technician program. GPA: 4.0

Berklee College of Music, 1989-1994

Double BA, Music Business & Management and Commercial Arranging

Supervised Practice Experience

Community Nutrition

WIC

Lynn, MA

Sept. – Oct. 2016

- Collaborated with the Good Food Project, a cooking workshop designed to teach WIC participants how to cook healthy food on a budget
- Designed visually appealing nutrition displays

North Shore YMCA

Beverly, MA

Sept. – Dec. 2016

- Assisted RD in counseling sessions for diabetes prevention and cancer support
- Provided general nutrition counseling at weekly “Ask the Nutritionist” tables
- Created and delivered engaging, age-appropriate nutrition-related presentations to pre-school and kindergarten YMCA programs

Dube Nutrition

Peabody, MA

Sept. -- Nov. 2016

- Prepared and implemented group presentations for weight management group
- Assisted RD with individual counseling for patients with diabetes, cardiac conditions and obesity
- Conducted nutrition screening, assessment, and evaluation of patients

Outpatient Nutrition

Lahey Lifestyle Mgmt. Institute

Danvers, MA

March-Apr 2016

- Prepared and presented nutrition education materials for members of the Weight Management Program
- Counseled preoperative bariatric surgery patients

Long-term Care

Ledgewood Rehabilitation

Beverly, MA

Jan-March 2016

Conducted and documented quarterly nutrition assessments for long-term care patients

ServSafe Food Protection Manager Certification from the Educational Foundation of the National Restaurant Association, December 2015 – December 2020

American College of Sports Medicine Personal Trainer Certification, May 2013 - present

Volunteer Experience

Salem Backpack Program. 2012-present

Founder and coordinator of a weekend nutrition program that provides supplemental meals and snacks for over 150 elementary school children in need.

Salem Food Pantry, Board Member. 2012-Present

Assist in fundraising and day-to-day operations of this non-profit organization.

Carlton Innovation School Council. 2012-present

Assist principal and faculty members with identifying curriculum goals and promoting activities to benefit the entire school community.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 23, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Fred Atkins of 3 Neptune Road, Marblehead, to the Salem Harbor Port Authority for a two-year term to expire March 23, 2019.

Mr. Atkins, who grew up in Salem, is the third-generation owner of the Fred J. Dion Yacht Yard, 23 Glendale Avenue, which was founded by his grandfather in 1914. An anchor business and employer in our community, Mr. Atkins has helped guide its growth and expansion since he became the owner in 1979. Today the facility provides marine storage, repair, maintenance, and restoration services, as well as leased space to East Coast Yachts and to North Sails sailmakers. Mr. Atkins and his team played a significant role in the completion of the mast, rigging, metal work, and figurehead of the Friendship in 1998 and with hull repairs to the ship over the years. Mr. Atkins holds a degree in marine engineering from Maine Maritime Academy, serves on the board of Sail Salem, an educational program based at Winter Island that promotes positive life skills and values in children through the sport of sailing, and co-chaired the 2008 Salem Harbor Plan Committee.

I strongly recommend confirmation of Mr. Atkin's appointment. We are fortunate that he is willing to volunteer to serve our community in this important role and lend his expertise and dedication to this new board and their work.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 23, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I appoint Nikolas Berard of 67 Croteau Court 1H Manchester, NH 03104 to serve as a Constable in the City of Salem for a term to expire February 21, 2018.

Very truly yours,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 23, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I appoint Michael Dobe of 8 Charleston Avenue Londonderry, NH 03053 to serve as a Constable in the City of Salem for a term to expire February 21, 2018.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 23, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Fernando M. Valadao of 50 Hanson Street Salem, MA 01970 to serve as a Constable in the City of Salem for a term to expire January 27, 2020.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

March 23, 2017

Ordered:

That the sum of Seventy-Five Thousand Dollars (\$75,000.00) is hereby appropriated in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the negotiated sick leave buyback provision as needed in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 23, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Seventy-Five Thousand Dollars (\$75,000.00) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the negotiated sick leave buyback provision.

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll", written in a cursive style.

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

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

March 8, 2017

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

RE: Retirement Stabilization


Dear Mayor Driscoll:

I am respectfully requesting the amount of Seventy-Five thousand dollars (\$75,000) be appropriated in the Retirement Stabilization Fund for sick leave buybacks submitted in accordance with collective bargaining agreements with our various unions.

Sick leave buy back to be filled under this particular appropriation request are for these active employees, not retirees, who wish to take advantage of the most recent contractual language allowing members to buyback certain amounts of unused sick leave, on a one-time basis. A lump sum request for this purpose will allow us to process those requests in more efficient and timely manner.

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

Very truly yours,



Lisa B. Cammarata

cc: File



CITY OF SALEM

In City Council,
March 23, 2017

Ordered:

That the sum of Two Thousand Five Hundred Dollars (\$2,500.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Health Department Rodent Control" Account (15102-5785) in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

March 23, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Two Thousand Five Hundred Dollars (\$2,500.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Health Department Rodent Control" Account (15102-5785).

This request is necessary to cover the costs addressing increased rodent activity and more treatment.

I recommend passage of this accompanying order.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll".

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

BOARD OF HEALTH

120 WASHINGTON STREET, 4TH FLOOR
TEL. (978) 741-1800 FAX (978) 745-0343
lramdin@salem.com

KIMBERLEY DRISCOLL
MAYOR



Public Health
Prevent. Promote. Protect.

LARRY RAMDIN, RS/REHS, CHO, CP-FS
HEALTH AGENT

March 16, 2017
Mayor Kimberly Driscoll
City of Salem
City Hall
93 Washington Street,
Salem MA 01970

Dear Mayor Driscoll,

The BOH rodent control budget (**Org: 15102, Object: 5785**) will be exhausted with one more request for treatment. I would be grateful if the line can be increased by another \$2 500.00, to cover the rest of this FY.

An increase in the rodent population and secondarily increases in calls from residents to treat their storm drains for rodents. While it is our hope that a cooler winter this year will reduce the problem, it is anticipated that there will be a population increase again because of the larger population we are starting with. Thus, the need to continue the treatments and provide this important public health service to our residents.

Again I will be grateful if we can have an increase in this line to cover this much needed service

Yours Very Truly

A handwritten signature in black ink, appearing to read "Larry A. Ramdin".

Larry A. Ramdin
Health Agent

CITY OF SALEM - Finance Department

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

From: Health Department  Department Head Authorizing Signature March 16, 2017 Date

Budget or R/Res Transfers

To : _____ Desc: _____ Budget Amt: _____
(Org/Object) Balance: _____

From : _____ Desc: _____ Budget Amt: _____
(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines) Balance: _____

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or Retained Earnings (W/S) To : 15102/5785 Desc: Rodent Control Budget Amt: \$5000.00
(Org/Object) Balance: \$425.00
 Please circle one

Amount Requested: \$ 2500

Reason (Be Specific) The department responded to increased rodent calls last fall and we provided treatments . We will expend the \$5000 allocated to Rodent Control due to increased Rodent activity calls with 1 more treatment(2 already done waiting on bill). We anticipate increased call as we enter into the spring. We are asking for \$2500 that will allow us to provide 20 more treatments for rodent complaints

For Finance Department and Mayor's Use Only:

Budget Transfer Mayor Approval City Council Approval
 Free Cash Appropriation - City Council Approval - Gen Fund \$ _____
Free Cash Balance
 R/E Appropriation - Water \$ _____ R/E Appropriation Sewer \$ _____
R/E Balance R/E Balance
 Receipts Reserve - City Council Approval \$ _____
R/Res Fund Balance
 Raise & Appropriate Other _____

Recommendation: Approved Denied


 Finance Director

Completed: Date: _____ By: _____ CO # _____ JE#: _____ Transfer #: _____



CITY OF SALEM

In City Council,

Resolved

A RESOLUTION APPROVING THE STATEMENT OF INTEREST TO MASSACHUSETTS SCHOOL BUILDING AUTHORITY

BE IT RESOLVED:

Having convened in an open meeting on March 23, 2017, prior to the closing date, the City Council of Salem, Massachusetts, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the State of Interest Form dated April 7, 2017 for the Horace Mann Laboratory School located at 33 Loring Avenue, Salem MA, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future:

- Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
- Replacement, renovation, or modernization of school facility systems, such as roofs, windows, boilers, heating, and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.

And hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Salem School District to filing an application for funding with the Massachusetts School Building Authority.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 23, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed resolution expresses the City Council's endorsement of the Superintendent of the Salem Public Schools' submission of a formal State of Interest (SOI) to the Massachusetts School Building Authority (MSBA) and includes the language required for the MSBA SOI process. The SOI specifically establishes priorities for renovations to the Harrington Building at Salem State University's south campus in order to bring the facility to code for the relocation of the Horace Mann Laboratory School (HMLS). This measure is the first step in the MSBA's process to qualify the project for grants or other funding, and it requires approval from both the School Committee and the City Council. The School Committee voted unanimously to endorse the SOI submission at their regular meeting on March 20.

For many years, the City of Salem and the Salem Public Schools have been working with SSU to find a more suitable location for HMLS. A few years ago, the City completed a study of the Harrington Building to ascertain the modifications and general costs that would be required to upgrade the building to accommodate the HMLS needs and bring the facility up to code for an elementary school. SSU has last month completed their study to determine how and where they can relocate the university's existing programs currently in the Harrington Building. In addition, our Mass in Motion program will shortly be conducting a Safe Routes to School audit of the Harrison Road area, to better plan for any necessary pedestrian and bicycle improvements that may be necessary for the future location and access points to the elementary school.

City of Salem

In the year Two Thousand and Seventeen

An Ordinance to amend the Ordinance relative to **Chapter 2, Administration, Article IV. Boards, Commissions, Committees and Authorities**

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

DIVISION 3. BOARD OF HEALTH

Section 2-705. - Certificate of fitness of rented dwelling unit, apartment or tenement is hereby amended by deleting subsections (a) through (d):

“(a) *Owner/lessor responsibility.* Whenever a rented dwelling unit, apartment, or tenement, other than one in a hotel or motel, is vacated by the occupant thereof or prior to such vacancy, the owner or lessor of such residential property shall be responsible for notifying the board of health of such vacancy and for scheduling an inspection required by this section.

(b) *Certification required; fee.* Such unit must be certified by the board of health or its agents as meeting 105 CMR 410.000, State Sanitary Code, Chapter II, Minimum Standards of Fitness for Human Habitation, as promulgated and from time to time amended by the state department of public health prior to being reoccupied by a new occupant. The fee for such a certificate shall be \$50.00.

(c) *Refusal of certification.* If, after any inspection by the board of health or its agents pursuant to this section, an inspector refuses to issue a certificate of fitness, such inspector shall issue a written order or copy of the inspection form setting forth the violations of chapter 11 of the state sanitary code existing in the unit, which must be corrected before a certificate of fitness may be issued. It shall be the responsibility of the owner or lessor receiving such order to notify the board of health when such violations have been corrected.

(d) *Time limitations on inspections.* The board of health shall make such an inspection within five working days of notification. If the inspection shall not have been made within five working days, the owner or lessor may rent the unit.”

And replacing them with:

“(a) *Purpose.* To ensure that all rental units within the city are fit for human habitation and meet the requirements of the sanitary code, all rented dwelling units, apartments, or tenements, other than those in a hotel or motel or otherwise exempted from this ordinance, shall be required to obtain a certificate of fitness at least every three years and every time a new tenant occupies a rental unit.

(1) *Three-year inspection requirement.* Every three years, each rental unit, excluding those in owner occupied two- and three-family homes or those which have provided proof of passing a HUD inspection within the previous three years, shall be inspected to ensure compliance with the state sanitary code and city ordinances. Any dwelling unit, apartment, or tenement which has not been found in violation of any sanitary or building code provisions and has not received any disorderly house citations in the three-year period since last inspected will be subject to inspection every five years, provided there has been no change of ownership or tenancy. The three-year inspection requirement shall not apply to any owner-occupied unit regardless of the number of units in the building.

(2) *Inspection upon change of tenancy.* Each rented dwelling unit, apartment, or tenement, including those in owner occupied two- and three- family homes, shall be subject to inspection whenever they are vacated by the occupant thereof or prior to such vacancy. The owner or lessor of such residential property shall be responsible for notifying the board of health of such vacancy and for scheduling an inspection required by this section. A change in tenancy shall not include circumstances where the change results in an owner becoming the new occupant of the unit.

(3) *Short-term rentals.* A certificate of fitness shall also be required for any owner of residential property who rents or leases a dwelling or any portion of a dwelling on a short-term basis. “Short-term” shall be defined as fewer than fourteen days in any one year. Owners who intend to offer

such short-term rentals to tourists must notify the board of health to register the property as such and schedule an inspection to receive a certificate of fitness. This registration and certificate must be renewed every three years or upon a change in ownership, but not upon any change in the short-term tenancy.

(4) *Problem property.* Any rental dwelling unit, apartment, or tenement located at an address to which the police department has been called to not fewer than four (4) times within the preceding twelve (12) month period for any incident involving any arrestable offense including, but not limited to, disturbing the peace, trespassing, underage drinking or assault; or where the inspectional services department and/or the board of health have received no fewer than four (4) sustained complaints within the preceding twelve (12) month period, may be deemed a “problem property” and subject to annual inspection at the discretion of the director of inspectional services.

(b) *Certification required; fee.* Such unit must be inspected and certified by the board of health or its agents as meeting 105 CMR 410.000, State Sanitary Code, Chapter II, Minimum Standards of Fitness for Human Habitation, as promulgated and from time to time amended by the state department of public health. The fee for such an inspection shall be \$50.00. The fee for the inspection of a second unit in the same building, conducted on the same day as the first unit, shall be \$25. The fee for the inspection of a third and any additional units in the same building, conducted on the same day as the first two units, shall be \$15.

(c) *Refusal of certification.* If, after any inspection by the board of health or its agents pursuant to this section, an inspector refuses to issue a certificate of fitness, such inspector shall issue a written order or copy of the inspection form setting forth the violations of chapter 11 of the state sanitary code existing in the unit, which must be corrected before a certificate of fitness may be issued. It shall be the responsibility of the owner or lessor receiving such order to notify the board of health when such violations have been corrected. The initial inspection fee shall cover the cost of the initial inspection and one re-inspection of the unit. An additional fee of \$50.00 shall be imposed for the third and any subsequent inspections.

(d) *Time of inspections.* The board of health shall make such an inspection within ten working days of notification from the owner as to a change of

tenancy or the intent to establish a short-term rental. If the inspection shall not have been made within ten working days, the owner or lessor may proceed to rent the unit provided the owner arranges for an inspection to occur within thirty days of notification. The health agent, in consultation with the director of inspectional services, shall establish a schedule for the three-year inspections required under this provision.”

DIVISION 3. BOARD OF HEALTH

Section 2-705. - Certificate of fitness of rented dwelling unit, apartment or tenement

is hereby amended by deleting subsections (g) through (k):

“(g) *Records.* Whether or not a certificate of fitness has been issued by the board of health for a particular unit shall be a matter of public record.

(h) *Penalties.* Any owner or lessor of such property used for dwelling purposes failing to comply with this section shall pay a fine of up to \$20.00 each and every day that he allows any person to live, occupy, or inhabit the premises without having received a certificate of fitness from the board of health for a particular unit.

(i) *Reinspections.* No rented dwelling unit, apartment, or tenement shall be required to be certified for occupancy more than once in any consecutive 12-month period.

(j) *Exemptions.* Exemptions from this section shall include property owned and managed by the city housing authority and any new construction completed less than five years prior to date on which the rented dwelling unit, apartment, or tenement becomes vacant. Also exempted from this section is property consisting of 100 or more rental units that is subject to periodic inspections by the state housing finance agency, the Metropolitan Housing Assistance Program, the Department of Housing and Urban Development, and/or the city housing authority.

(k) *Right to inspect.* The board of health reserves the right to inspect any dwelling unit, apartment, or tenement at any time.”

And replacing them with:

“(g) *Records.* Owners shall keep a register listing the names of tenants and dates of tenancy for the previous five years, including any short-term tenants, and make such record available for to the board of health inspector upon request. The owner’s register shall not be retained by the board of health and shall not be a public record under the law. Whether or not a certificate of fitness has been issued by the board of health for a particular unit shall be a matter of public record.

(h) *Penalties.* Any owner or lessor of such property used for dwelling purposes failing to comply with this section shall be subject to a fine of \$50.00 each and every day that he allows any person to live, occupy, or inhabit the premises without having received a certificate of fitness from the board of health for a particular unit upon a change in tenancy or upon failure to comply with the three-year inspection requirement.

(i) *Certification requirement limited.* Absent a change in tenancy or ownership, no rented dwelling unit, apartment, or tenement shall be required to be certified for occupancy more than once in any consecutive three-year period, unless the property has been determined by the director of inspectional services to meet the criteria for designation as a problem property so as to be subject to annual inspection.

(j) *Exemptions.* Exemptions from this section shall include property owned and managed by the city housing authority. Also exempted from this section is property consisting of 100 or more rental units that is subject to periodic inspections by the state housing finance agency, the Metropolitan Housing Assistance Program, the Department of Housing and Urban Development, and/or the city housing authority. Any new construction completed less than five years prior to the date on which the rented dwelling unit, apartment, or tenement becomes vacant shall not be required to be inspected under this section unless it has been designated as a problem property as provided above.

(k) *Right to inspect.* Notwithstanding the foregoing, the board of health reserves the right to inspect any dwelling unit, apartment, or tenement in accordance with the provisions of the state sanitary code.”



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 23, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Ordinance amends our Code relative to the Certificate of Fitness issued to landlords for renting houses or units and extends these inspections to include short term rentals. It incorporates feedback we received following a public comment period and public meeting held in December.

This Ordinance ends the practice of relying solely on landlords to voluntarily self-report a change in tenant to trigger an inspection. In FY2015 we conducted 538 such inspections; however, based on Census data we know there are 9,727 rental units in the City. The proposed Ordinance it establishes a three-year schedule for these inspections, with some exceptions. Owner-occupied two- and three-family homes will continue to only require inspection upon a change in tenant and other dwelling units that have no previous code violations or disorderly house citations will be placed on a five-year inspection schedule, provided there is no change in ownership or tenant. Exemptions are also provided for owner-occupied units and for units that already undergo annual HUD inspections because they are a federal housing voucher unit.

The Ordinance additionally extends the requirement for these Certificates and inspections to short-term rental units (AirBNB, VRBO, etc.). Any residential property owner who intends to rent out a dwelling unit for a period of time equal to or exceeding 14 days in any one year will be required to notify the Health Department and undergo the same fitness inspection as any other rental unit. Such short-term rental inspections will also take place every three years or on a change in ownership, but not upon a change in tenant.

In addition, the Ordinance allows for problem properties to be inspected annually. Problem properties are defined in the Ordinance based on a history of police citations or building or health complaints. Finally, the penalty for renting out a dwelling unit without a Certificate of Fitness is increased from the current \$20 per day to \$50 per day, an amount that is both more in line with comparable communities and, importantly, identical to the amount charged for the inspection fee, though inspection fees are reduced for multiple inspections conducted on the same day in the same building.

The intention of this Ordinance is to ensure that rental units in Salem meet the highest standards for structural integrity, public health, and safety. Not only will it bring added security to renters, it will help landlords keep their investments in good repair and condition and, perhaps most importantly, ensure the quality of life of the surrounding neighborhood is not diminished. The current process, where changes in tenancy are voluntarily reported, does not provide for an objective, standardized inspection schedule for rental units and could be abused by landlords who wished to avoid inspections.

Especially with the provision requiring annual inspections for the most problematic properties, this Ordinance change is one more positive step in our efforts to ensure the quality of Salem's residential properties. Three years ago, we launched a Problem Properties Task Force and two years ago, we began an aggressive receivership program to rehabilitate the worst residential properties in the City. Last year our application to the Ash Center for Democratic Governance & Innovation at Harvard's Kennedy School was approved and Salem became the fourth Massachusetts city to join their Innovation Field Lab. As a partner in the Innovation Field Lab, Salem has a full-time fellow from the Ash Center, as well as a class of graduate students, working with the City to help develop and implement management tools and strategies to address problem properties in Salem. The specific focus for the initiative has been improving the condition and quality of investor-owned rental properties and abandoned/foreclosed properties through the problem properties efforts. This work has resulted in the development of the CityNexus program for calculating property risk scores so the City can be pro-active in addressing nuisance properties and an online database for tracking building and health code violations.

Ensuring that all of Salem's neighborhoods meet high standards for livability is a major priority. I believe the proposed changes to make these inspections required on a more standardized basis is an appropriate step toward accomplishing that goal. The inclusion of short term rentals should provide equal treatment for these types of rentals, while also giving renters the comfort of mind in knowing that all residential units in Salem meet all appropriate standards for habitation and use.

One other important way that we also help ensure greater fairness on this matter is by encouraging the state legislature to extend the existing local room occupancy tax to all short-term rentals and other licensed lodging establishments, regardless of the number of rooms they rent. Legislation that would have extended the state's occupancy tax to these uses was proposed in the State Senate last year, but failed to advance. It also did not include consideration of local occupancy taxes. I was encouraged to see that Governor Baker's proposed budget FY2018 state budget includes just such a measure, and I hope you will join me in asking our legislators to do what they can to help ensure it remains in the House and Senate budgets, as well. Such a proposal would help level the playing field among all of our hotels, motels, inns, bed and breakfasts, and short term rentals. All of these operators benefit economically from the revenues generated by the room tax, as those funds represent a substantial amount of the budget for our destination marketing organization, Destination Salem. Because they all stand to benefit from Destination Salem's work, they all should contribute in a fair manner. In addition, by extending this tax uniformly we would ensure that all lodging operators are playing by the same rules and face equal cost considerations in attracting customers.

I recommend adoption of the enclosed Ordinance as another positive step in our on-going efforts to address problem properties in Salem. Once in effect, we will work to establish the approved inspections schedule and evaluate the use of both in-house and contracted inspectional services to work to meet the increased work load in a manner that only utilizes as much funding as the inspection fees themselves generate.

The steps outlined in this Ordinance will ensure that all rental units, no matter the duration or intention of their rental use, are safe for those who will occupy them and respectful of those who live near them. I hope you will approve the proposed Ordinance and I look forward to your feedback on the measure.

Sincerely,



Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 23, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Filed separate from this communication for this week's City Council meeting you will find the appointments of two new constables and a re-appointment of an existing constable. I wish to take this opportunity to ask that you take up the proposed Ordinance that was filed with you six months ago reforming and strengthening our Ordinances relative to constables.

At the time it was filed, September 22, 2016, it was referred to the Committee on Ordinances, Licenses, and Legal Affairs, and it was carried forward into 2017 in that committee. I encourage you to consider holding a meeting on this proposed Ordinance and welcome your questions or comments regarding it. I have attached, for informational purposes, a copy of the cover letter and Ordinance that was filed last September.

Sincerely,

A handwritten signature in cursive script that reads "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

September 22, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Ordinance regards the appointment and registration of constables and amends our existing Ordinances regarding constables, Section 32-19 of our Code.

Most notably, the proposed changes limit the number of constables at any one time to 50 and requires that at least half be residents of Salem. While this sets a ratio of population-to-constables that is higher than comparable communities, we are the seat of the courts for Essex County and therefore normally would have a proportionally higher percentage of constables. The Ordinance additionally sets out more stringent background check reviews, requires photo identification, and prohibits constables from wearing a uniform similar to a police officer and from carrying a visible firearm in the exercise of their constable duties. Finally, the Mayor is empowered to revoke a constable's appointment for violations of the Ordinance, with City Council approval.

The Ordinance also adjusts the fees associated with constable appointments to better align them with the actual cost of staff time and materials used to process and oversee these appointments. The adjusted fees are also more in line with what is being charged in comparable communities.

The proposed Ordinance was developed after a number of months of research and work by our Assistant City Solicitor, the Chief of Police, and my office. I believe it is a suitable revision to our Code that will bring better oversight for constable appointments and activities moving forward and ensure a more appropriate, though not excessive, compensation to the City for their registration and review. I recommend adoption of the enclosed Ordinance.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

City of Salem

In the year Two Thousand and Sixteen

An Ordinance to amend ordinance relative to Constables

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

Section I

Chapter 32 – Police is hereby amended by deleting Sec. 32-19 - Constables in its entirety and replacing it with the following:

“Sec. 32-19. - Constables.

(a) Pursuant to G.L. Chapter 41, Section 91, the mayor may appoint constables. Such appointments shall be made for a term not exceeding three years. An application for appointment as constable shall be accompanied by a non-refundable application fee of \$50.00 to cover the city’s cost of processing. There shall also be a fee of \$35.00 for each year of the appointment, payable to the city upon application which shall be refunded in the event the application is not approved. The total number of constables at any one time, shall not exceed 50, at least half of whom shall be residents of the city. No new constables shall be appointed until there are fewer than 50 appointed constables. In addition, no new non-resident constables shall be appointed until the number is reduced to fewer than half of the existing constables. All individuals currently holding valid constable appointments shall not be prevented from continuing to serve due to these limits so long as they file for reappointment and meet the requirements contained herein. No fees or limits shall apply to any city employees who are appointed to serve as constables as a part of their city jobs.

(b) Applicants for constable must be at least 21 years of age and submit a written resume and completed application to the mayor containing such information reasonably required by the city for use in determining the fitness, reputation and character of the applicant to hold the office of constable. All applicants for appointment or reappointment as constable shall, as part of the application, consent in writing to a background investigation and a Criminal Offender Record Information (CORI) report. These application materials shall be forwarded to the police chief who shall conduct an investigation and make a recommendation to the mayor as to the individual’s fitness to serve as a constable. Pursuant to M.G.L., Chap. 41, Sec. 91B, the application shall include a statement as to the moral character of the applicant signed by a minimum of five (5) citizens of the community in which he/she resides, one of whom must be an attorney. All constables shall also be subject to the fingerprinting requirements of Sec. 14-46, and shall, once appointed, receive a photo identification badge.

(c) Immediately upon appointment, a constable must submit to the city clerk a surety bond in the amount of \$5,000 pursuant to the provisions of M.G.L., Chap. 41, Sec. 92. Said bond shall be maintained throughout the term of the constable's appointment.

(d) Constables appointed pursuant to this ordinance shall be subject at all times to the orders as well as any rules and regulations pertaining to constables issued by the police chief. No constable appointed by the city shall wear a uniform similar to that of the appointed officers of the city's police department, or to that of any other appointed police officers within the Commonwealth, or otherwise attempt to present themselves as an appointed police officer. A constable who possesses a valid license to carry a firearm shall not wear the weapon as a visible part of any uniform or otherwise exhibit the weapon on his/her person while exercising duties as a constable. The mayor may, with the approval of the city council, revoke the appointment of a constable for gross misconduct. Gross misconduct shall include, but not be limited to: (1) failure to follow the police chief's orders; (2) violation of the rules and regulations governing constables; (3) violation of any provision of this section; and (4) criminal acts in violation of the laws of the United States or any local jurisdiction."

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

0004 FEB 13 2004



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

March 23, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am sharing with you a copy of a correspondence I received this past week from retired Brigadier General Albin Irzyk, formerly of Salem. I had sent a City seal to General Irzyk in recognition of his 100th birthday recently and he offered this gracious reply, which I wish to share with you.

In 1999 the City of Salem dedicated the park and playground on Fort Avenue in honor of General Irzyk. During World War II he commanded the 8th Tank Battalion, which played a key role in the liberation of the Belgian Ardennes from Nazi occupation. In gratitude for his role and that of the U.S. Third Army in the liberation effort, the Belgian town of Vaux-sur-Sûre dedicated a central square in the town in General Irzyk's honor in 2009. In 2015 the City of Salem and the town of Vaux-sur-Sûre formalized a Sister City agreement, due entirely to our unique historic connection through General Irzyk's heroic service.

I am pleased to share this correspondence with you and to recognize, again, a truly remarkable son of Salem.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



Brigadier General Albin F. Irzyk, USA (Ret.)
2527 South Flagler Drive
West Palm Beach, FL 33401

15 March 2017

Hon. Kimberly Driscoll

Mayor, City of Salem

City Hall, 120 Washington St.

Salem, MA. 01970

Your Honor,

I was astonished, overwhelmed, but delightfully surprised to be presented on my hundredth birthday celebration with a colorful, attractive seal of the city together with a very special birthday message from you. Of course it was totally unexpected and quite impressive for me to be so recognized. I marvel and am most impressed that there was an awareness in the city that I had reached this unusual milestone.

I send to you and those who may have assisted my deepest, warmest most heartfelt appreciation for honoring me in such a manner. The award is something very special, and I will always greatly treasure it.

I am particularly proud to have been so recognized. I had a fantastic boyhood/ young manhood in the city which I have always greatly loved. My roots in the city are very deep. I was born in Salem, attended its public schools, played on its many baseball fields, graduated from its high school, left from it to go to Mass. State College (now UMASS), and left Salem to go to war. In later years the city has previously honored me. Those roots were earlier planted by my Dad, Felix, who served unprecedented years

as a city ward councillor.

During my lifetime, I have traveled extensively and have met many people. When asked the proverbial, "Where are you from?" I was always very proud to answer, Salem, Mass. It is truly amazing at the limited number whom I met who had never heard of our city.

Because of this, it is small wonder why this birthday gift so late in my life is so meaningful, greatly valued and rewarding. I send my most heartfelt thanks for being so specially recognized and honored.

Sincerely and gratefully,

A handwritten signature in black ink, appearing to read "Alvin J. Byss". The signature is fluid and cursive, with a long horizontal stroke extending to the right.



CITY OF SALEM

In City Council, March 23, 2017

Ordered:

Pursuant to Massachusetts Conflict of Interest Law, General Law c. 268A, § 20(b), the City Council hereby approves a § 20(b) exemption for Mayor Kimberley Driscoll to serve as the Commonwealth of Massachusetts Department of Housing and Community Development's appointee to the Salem Housing Authority pursuant to a January 2017 letter of appointment, a copy of which is attached hereto.



CITY OF SALEM
LEGAL DEPARTMENT

93 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970
TEL: 978-745-9595 ♦ FAX: 978-744-1279

KIMBERLEY DRISCOLL
MAYOR

ELIZABETH RENNARD, ESQ.
CITY SOLICITOR
brennard@salem.com

VICTORIA CALDWELL, ESQ.
ASST. CITY SOLICITOR
vcaldwell@salem.com

March 23, 2017

Salem City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

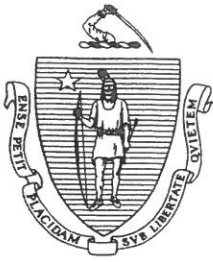
Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Mayor Kimberley Driscoll, as provided in General Law c. 268A, § 20(b), to serve as the Commonwealth of Massachusetts Department of Housing and Community Development's (DHCD) appointee, as set forth in General Law c. 121B § 5, to the Salem Housing Authority.

Prior to Mayor Driscoll accepting DHCD's appointment to the Housing Authority, she must take the oath of office and comply with the Massachusetts Conflict of Interest Law. After consultation with the Massachusetts State Ethics Commission, I have determined that the Conflict of Interest Law, specifically General Law c. 268A, § 20(b), requires that because the Mayor will provide personal services to the Housing Authority, she must receive City Council approval of a § 20(b) exemption. A copy of the required disclosure form and instructions are attached for your review.

Once the Order is approved, a new letter of appointment will be provided by DHCD. If you have any questions relative to the proposed Order, please contact me at your earliest convenience. Thank you.

Sincerely,

Elizabeth Rennard



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

January 19, 2017

Mayor Kimberley Driscoll
16 Glenn Avenue
Salem, MA 01970

Dear Mayor Driscoll:

Congratulations on your appointment to the Salem Housing Authority. Your commitment to active citizenship is a tremendous asset to your community, the Commonwealth, and the complex housing challenges we face.

Lieutenant Governor Polito and I appreciate your willingness to serve the Commonwealth in this capacity.

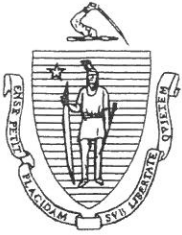
Congratulations on your appointment and best wishes for success.

Sincerely,

A handwritten signature in black ink that reads "Charles D. Baker". The signature is fluid and cursive, with the first name "Charles" being the most prominent.

Charles D. Baker

cc: Karyn E. Polito, Lieutenant Governor of the Commonwealth
William F. Galvin, Secretary of the Commonwealth
Thomas G. Shack III, Comptroller of the Commonwealth
Jay Ash, Secretary of the Executive Office of Housing and Economic Development



Commonwealth of Massachusetts
DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT

Charles D. Baker, Governor ♦ Karyn E. Polito, Lieutenant Governor ♦ Chrystal Komegay, Undersecretary

January 18, 2017

Mayor Kimberley Driscoll
16 Glenn Avenue
Salem, MA 01970

Dear Mayor Driscoll:

A handwritten signature in cursive script that reads "Kim".

I congratulate you on your appointment as the state member to the Salem Housing Authority for the term of office which will expire on February 1, 2021. In becoming a board member, you take on a position of significant importance. I appreciate your willingness to take on the responsibility, and assure you that this office will help you and the Board of Salem Housing Authority in any way it can to assure that the Salem Housing Authority's housing portfolio continues to be a viable housing resource for the long term.

The Board as a whole is responsible for establishing and monitoring the achievement of goals, establishing policy, ensuring the integrity of the authority, maintaining good community relations, supporting tenant participation, advocating for low-income housing and preserving Salem's public housing. As the state appointee, you have been selected to represent the Administration's interests and policy to the fullest extent possible.

As a first step, DHCD developed a Training Manual for Local Housing Authority Board Members. The manual explains your role and responsibilities as a board member and will serve as a reference point for understanding actions that the board needs to take to fulfill its responsibilities. It gives an overview of how public housing is funded, regulated and operates, and a brief history of public housing. It can be found at the following link: <http://www.mass.gov/hed/housing/ph-manage/resources-for-local-housing-authorities.html>. Your board also has a paper copy. You will be expected to attend monthly board meetings.

A Certificate of Appointment is enclosed for your records, but to make your appointment effective, you must take your certificate to the office of the town/city clerk and take your oath of office within 45 days of the date hereof. Please ask the clerk to verify the administration of your oath by forwarding a signed statement to the following:

Associate Director for Public Housing and Rental Assistance
Department of Housing and Community Development
100 Cambridge Street, Suite 300
Boston, MA 02114

Supervisor, Commissions
Secretary of State's Office
Division of Public Records
One Ashburton Place, 17th Floor
Boston, MA 02108-1512

Also, please note that DHCD appointees to housing authorities are considered Special Municipal Employees for the purposes of the Commonwealth's conflicts of interest laws (M.G.L. Ch. 268A). As such, you are required to complete the State Ethics Commission's Conflict of Interest Law Online Training Program within 30 days of your appointment. You may access the training on the State Ethics Commission's website, or through this link:

<http://www.stateprog.eth.state.ma.us>. If you do not have a personal computer, please use one at your local library or housing authority. When you have completed the final page of the training, you will be directed to the "Certificate of Completion" page. Please print this page and return it by mail to the Associate Director for Public Housing and Rental Assistance at the address listed above, by fax to 617-573-1340, or by email to Joyce Taylor, assistant to the Associate Director at joyce.m.taylor@state.ma.us.

DHCD has a team of staff dedicated to working in your community. If you have questions please feel free to contact Robert Pelletier, DHCD's Housing Management Specialist for the Salem Housing Authority, at 617-573-1231 at any time.

Again, congratulations on this very important appointment. We wish you well and hope to stay in touch as you serve this term.

Sincerely,



Chrystal Kornegay
Undersecretary



Commonwealth of Massachusetts
**DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ♦ Karyn E. Polito, Lieutenant Governor ♦ Chrystal Komegay, Undersecretary

January 18, 2017

CERTIFICATE OF APPOINTMENT

Pursuant to the powers vested in me as

Undersecretary, Department of Housing and Community Development

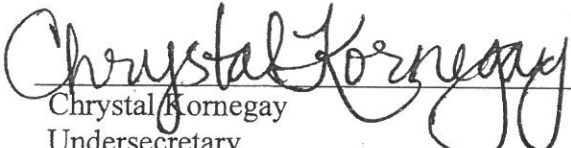
**Kimberley Driscoll
16 Glenn Avenue
Salem, MA 01970**

Is hereby appointed the State Member of the

Salem Housing Authority

For a term which will expire on

February 1, 2021


Chrystal Komegay
Undersecretary

**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: | Kimberley Driscoll |
| Title/ Position | Mayor |
| 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 | Mayor's office, City of Salem |
| Agency Address | Salem City Hall 93 Washington St. Salem, MA 01970 |
| Office phone: | 978-619-5600 |
| Office e-mail: | kdriscoll@salem.com |
| | Check one: <input checked="" type="checkbox"/> Elected or <input type="checkbox"/> Non-elected |
| Starting date as a municipal employee. | January, 2006 |
| BOX # 1 | ELECTED MUNICIPAL EMPLOYEE |
| Select either STATEMENT #1 or STATEMENT #2. | I am an elected municipal employee . |
| Write an X beside your financial interest. | <p><input type="checkbox"/> STATEMENT #1: 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. OR</p> <p><input checked="" type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a municipal contract is:</p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position (with Housing Authority).</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> |
| BOX # 2 | NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE |
| Select either STATEMENT #1 or | I am a non-elected municipal employee . |
| | <input type="checkbox"/> STATEMENT #1: 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>STATEMENT #2.</p> <p>Write an X beside your financial interest.</p> | <p>My financial interest in a municipal contract is:</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"/> STATEMENT # 2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a municipal contract is:</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> |
| <p>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</p> | |
| <p>Name and address of municipal agency that made the contract</p> | <p>Salem Housing Authority, 27 Charter St., Salem MA 01970</p> |
| <p>Please put in an X to confirm these facts.</p> | <p>"My Municipal Agency" is the municipal agency that I serve as a municipal employee.</p> <p>The "contracting agency" 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>FILL IN THIS BOX OR THE BOX BELOW</p> | <p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</p> <p>- Please explain what the contract is for.</p> <p>Mass. DHCD has requested that I serve as its appointee to the Housing Authority Board. The Governor's office informed me that they have made public notice about the availability of this appointed position.</p> |
| | <p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> |

| | |
|---|--|
| FILL IN THIS BOX OR THE BOX ABOVE | <ul style="list-style-type: none"> - What is your relationship to the person or entity? - What is the contract for? |
| What is your financial interest in the municipal contract? | <ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it. <p>A quarterly stipend is provided to Board members based on calculations set forth in MGL 121B, s. 7. The last quarterly payment to members was \$849.90.</p> |
| Date when you acquired a financial interest | Not applicable. |
| What is the financial interest of your immediate family? | <ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it. <p>Not applicable.</p> |
| Date when your immediate family acquired a financial interest | Not applicable. |
| Write an X to confirm each statement. | <p>FOR A CONTRACT FOR PERSONAL SERVICES –</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: | |

Attach additional pages if necessary.

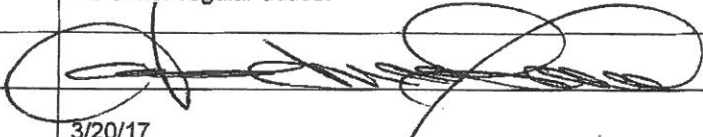
NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

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: | Carol MacGown |
| Title/ Position | Executive Director |
| Municipal Agency: | Salem Housing Authority |
| Agency Address: | 27 Charter St. Salem, MA 01970 |
| Office Phone: | 978-744-4431 |
| 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: | 3/20/17 |

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

| | |
|---|---|
| INFORMATION ABOUT APPROVING BODY | |
| Name: | City of Salem City Council |
| Title/ Position | City Clerk |
| Agency Address: | 93 Washington St., Salem |
| Office Phone: | 978-745-9595 |
| 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, I sign this approval. |
| Date: | |

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

Form revised February, 2012

INSTRUCTIONS FOR DISCLOSURE BY MUNICIPAL EMPLOYEE UNDER G.L. c. 268A, § 20(b)

FINANCIAL INTEREST IN A MUNICIPAL CONTRACT

SUMMARY

You are a municipal employee. You wish to have a financial interest, directly or indirectly, in a contract made by a municipal agency other than the one you serve. To be eligible for an exemption under § 20(b) of the conflict of interest law, you must meet certain requirements, explained below, and you must file a § 20(b) disclosure with the city or town clerk. If the contract is for your personal services, you must get a written certification from the head of the agency that makes the contract and written approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

WHEN TO USE THE § 20(b) DISCLOSURE FORM

You are either an **elected or non-elected municipal employee**, as defined by G.L. c. 268A, § 1(g). Section 20 of the conflict of interest law prohibits you from having a **financial interest, directly or indirectly, in a contract made by a municipal agency of the same city or town that you serve**. This financial interest may be:

- A **non-elected, compensated municipal position**, or
- A direct financial interest in a **contract between a municipal agency and you**; or
- An indirect financial interest in a municipal contract – in other words, you have a **financial stake in a contract or transaction between a municipal agency and someone else**, such as a company or organization.

You may be eligible for an **exemption under § 20(b)**, however, that will allow you to have such a financial interest in a municipal contract. To use a § 20(b) exemption, you must be able to meet the following requirements:

- 1) The municipal agency that you serve as a municipal employee (“your Municipal Agency”) is **not the same municipal agency** that makes the contract in which you have a financial interest (“the contracting agency”) – you are not already employed by the contracting agency;
- 2) Your Municipal Agency **does not regulate** the activities of the contracting agency;
- 3) In your position as a municipal employee, you **do not participate in or have official responsibility for** the activities of the contracting agency; and
- 4) The municipal contract was made after **public notice** (i.e., the city or town advertised the opportunity so members of the public could apply or compete for it) or through **competitive bidding**.

If you can meet all of these requirements, you must complete a **§ 20(b) disclosure** that fully discloses your interest and the interests of your immediate family in the municipal contract and file it with the city or town clerk.

PERSONAL SERVICES CONTRACTS

There are additional requirements if you have a financial interest in a **contract for personal services**, i.e., you will **work directly for a municipal agency** as an employee, independent contractor, consultant, etc. In that case, it must be true that:

- 1) the services will be provided **outside your normal working hours** as a municipal employee;
- 2) the services are **not required as part of your regular duties as a municipal employee**; and
- 3) you are compensated for your services under the personal services contract for **not more than 500 hours** during a calendar year;

For a personal services contract, you must complete a **§ 20(b) disclosure**, and

- a. the **head of the contracting agency** must make a **written certification** that no employee of that agency is available to perform those services as part of their regular duties, and
- b. you must get **approval of the exemption from the city council, board of aldermen, board of selectmen or town council; and**
- c. your Disclosure, showing the necessary certification and approval, **must be filed with the city or town clerk.**

FINANCIAL INTEREST IN A MUNICIPAL CONTRACT

A **financial interest** in a contract may be **direct or indirect, large or small, positive or negative** – a gain or a loss, a benefit or an obligation. Section 20 does not prohibit you from having a financial interest in a municipal contract by owning less than 1% of the stock of a corporation.

Examples of financial interests in a municipal contract are:

- You have a **non-elected, compensated municipal employee position** -- this is a **personal services contract** if you work directly for a municipal agency.
- **A municipal agency has a contract with you.**
- **You have a financial stake in a contract or transaction between a municipal agency and another person or an entity**, such as a company or organization.
- You work for a company or organization that has a contract with a municipal agency other than the one you serve as a municipal employee, and you are a **“key employee”** because the **contract identifies you by name or otherwise makes it clear that the city or town has contracted for your services in particular.**

KEEPING OR ADDING A FINANCIAL INTEREST IN A MUNICIPAL CONTRACT

Depending on the circumstances, you may use a **§ 20(b) disclosure** to report the following facts:

- You **ALREADY HAD** a financial interest in a municipal contract **BEFORE** you became a municipal employee, and you will continue to **KEEP** it, **OR**
- You already are a municipal employee, and you will **ADD** a **NEW** financial interest in a municipal contract.

The disclosure form indicates when **ELECTED** and **NON-ELECTED** municipal employees can use a § 20(b) exemption to **KEEP** or **ADD** financial interests in municipal contracts of the types listed above.

IF YOU ALREADY HAVE MORE THAN ONE MUNICIPAL EMPLOYEE POSITION, PLEASE CALL THE STATE ETHICS COMMISSION FOR ADVICE ABOUT § 20(b).

FILING THE § 20(b) DISCLOSURE

In the disclosure, enter information about your municipal employee position at the top of the form.

Enter information about the financial interest in a municipal contract in the next parts of the form.

- Answer questions in **BOX # 1** if you are an **ELECTED municipal employee.**
- Answer questions in **BOX # 2** if you are a **NON-ELECTED municipal employee.**

Not a personal services contract -

If the financial interest that you are reporting is **NOT a personal services contract**, complete and sign the disclosure and **file it with the city or town clerk**.

Personal services contract -

If the financial interest that you are reporting is a **PERSONAL SERVICES CONTRACT** with a municipal agency, a **Certification** at the end of the disclosure form must be signed by the head of the municipal agency which is hiring you. **Submit your completed Disclosure and the blank Certification form to the head of the contracting agency**. The head of the contracting agency should complete the Certification and provide you with a copy.

Next, submit the disclosure to the **city council, board of aldermen, board of selectmen or town council** for approval. Once approved, **the Disclosure must be filed with the city or town clerk**.

WHO DOES NOT NEED TO USE A § 20(b) DISCLOSURE

If your position has been designated as a **special municipal employee** position by the city council or board of selectmen, you may be able to use exemptions under **§ 20(c), § 20(d) or 930 CMR 6.13** instead of § 20(b).

If you are **adding an uncompensated municipal position**, use the exemption under **930 CMR 6.02**.

If you need advice about completing the disclosure, please call the Attorney of the Day at (617) 371-9500 or e-mail the State Ethics Commission at requestadvice@massmail.state.ma.us.

| | |
|-------------------|---|
| Part I | ADMINISTRATION OF THE GOVERNMENT |
| Title XVII | PUBLIC WELFARE |
| Chapter | HOUSING AND URBAN RENEWAL |
| 121B | |
| Section 5 | MEMBERSHIP; APPOINTMENT; ELECTION; TERM OF OFFICE |

Section 5. Every housing and redevelopment authority shall be managed, controlled and governed by five members, appointed or elected as provided in this section, of whom three shall constitute a quorum. Every member of a housing or redevelopment authority shall be a fiduciary of the housing or redevelopment authority.

In a city, four members of a housing or redevelopment authority shall be appointed by the mayor subject to confirmation by the city council; provided, that, the members shall be appointed to serve for initial terms of one, two, four and five years, respectively.

In a town, 3 members shall be elected by the town; provided, that of the members originally elected at an annual town meeting, the one receiving the highest number of votes shall serve for five years, the one receiving the next highest number of votes, for four years and the one receiving the next highest number of votes, for two years; provided, that upon the initial organization of a housing or redevelopment authority, if a town so votes at an annual or special town meeting called for the purpose, four members of such an authority shall be appointed forthwith by the selectmen to serve only until the qualification of their successors, who shall be elected at the next annual town meeting as provided above.

[Fourth paragraph effective until November 7, 2016. For text effective November 7, 2016, see below.]

In a city or town, one member of a housing or redevelopment authority shall be appointed by the department for an initial term of three years.

[Fourth paragraph as amended by 2016, 218, Sec. 216 effective November 7, 2016. For text effective until November 7, 2016, see above.]

In a city or town, one member of a housing or redevelopment authority shall be appointed by the department for an initial term of three years. If the department does not fill a vacancy in the position of that member within 120 days from the date that the vacancy is created, the board of selectmen shall appoint, in writing, a person by a majority vote to fill such vacancy for the unexpired term. In a city, the mayor shall appoint a person subject to confirmation by the city council for the unexpired term.

Thereafter, as the term of a member of any housing or redevelopment authority expires, his successor shall be appointed or elected, in the same manner and by the same body, for a term of five years from such expiration. Membership in a housing or redevelopment authority shall be restricted to residents of the city or town.

In a city, one of the four members of a housing authority appointed by the mayor shall be a resident of that city and shall be a representative of organized labor who shall be appointed by the mayor from a list of not less than two nor more than five names, representing different unions submitted by the Central Labor Council, AFL-CIO and the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America of the city or of the district within which the city is included. If no such list of names is submitted within sixty days after a vacancy occurs, the mayor may appoint any representative of organized labor of his own choosing to the authority. In a city, one of the four members of a housing authority appointed by the mayor shall be a tenant in a building owned and operated by or on behalf of the local housing authority who shall be appointed by the mayor from lists of names submitted by each duly recognized city-wide and project-wide tenants' organization in the city. A tenants' organization may submit a list which contains not less than two nor more than five names to the mayor who shall make his selection from among the names so submitted; provided that, where no public housing units are owned and operated by the local housing authority and no such units are owned and operated on behalf of the local housing authority, the mayor shall appoint any tenant of the housing authority from lists submitted in accordance with this section. If no list of names is submitted within sixty days after a vacancy occurs, the mayor shall appoint any tenant of his choosing to the authority. The mayor shall notify in writing tenant organizations as specified herein not less than ninety days prior to the expiration of the term of a tenant member. Whenever a vacancy occurs in the term of a tenant member for any reason other than the expiration of a term, the mayor shall notify in writing the tenant organizations specified herein within ten working days after the vacancy occurs. The mayor shall make an appointment within a reasonable time after the expiration of sixty days after said notice.

Vacancies, other than by reason of expiration of terms, shall be filled for the balance of the unexpired term, in the same manner and by the same body, except elected members in towns whose terms shall be filled in accordance with the provisions of section eleven of chapter forty-one. Every member, unless sooner removed, shall serve until the qualification of his successor.

As soon as possible after the qualification of the members of a housing or redevelopment authority the city or town clerk, as the case may be, shall file a certificate of such appointment, or of such appointment and election, as the case may be, with the department, and a duplicate thereof, in either case, in the office of the state secretary. If the state secretary finds that the housing or redevelopment authority has been organized and the members thereof elected or appointed according to law, he shall issue to it a certificate of organization and such certificate shall be conclusive evidence of the lawful organization of the authority and of the election or appointment of the members thereof.

Whenever the membership of an authority is changed by appointment, election, resignation or removal, a certificate and duplicate certificate to that effect shall be promptly so filed. A certificate so filed shall be conclusive evidence of the change in membership of the authority referred to therein.



March 16, 2017

Ms. Cheryl A. LaPointe
Salem City Clerk
City Hall
93 Washington Street
Salem, MA 01970

Dear Ms. LaPointe:

Lighttower Fiber Networks, LLC would like to request a hearing with the Salem City Council for a grant of location. The purpose of the grant of location request is to install (1) 4" PVC communication conduit 109' +/- in a Westerly direction from NGRID MH#7 at the intersection of Central St and Essex St, to a proposed 4'x4' Lighttower Manhole and continue conduit placement another 1' +/- in a Westerly direction to the building located at 209 Essex St.

Please feel free to call me with any questions. I can be reached at (860)-576-0742.

Sincerely,

Steve Crescimanno

Steve Crescimanno
Fiber Construction Engineer
screscimanno@lighttower.com

Enclosures

PETITION OF LIGHTOWER FIBER NETWORKS, LLC, FOR LOCACTION FOR
CONDUITS AND MANHOLES

To the City Council for the City of Salem, Massachusetts:

Respectfully represents Lightower Fiber Networks, LLC a company incorporated for the distribution of telecommunications services, that it desires to construct a line for such telecommunications under the public way or ways hereinafter specified.

209 Essex St, Salem, MA: From NGRID MH#7 at the intersection of Central St and Essex St, place (1) 4" PVC communication conduit 109' +/- in a Westerly direction to a proposed 4'x4' Lightower Manhole and continue conduit placement 1' +/- to the building located at 209 Essex St.

Wherefore, your petition prays that, after due notice and hearing as provided by law, the City Council may by Order grant your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by Lightower Fiber Networks, LLC dated March 16, 2017, and filed here with, under the following public way or ways of said City of Salem.

Lightower Fiber Networks, LLC

By: Steve Crescimanno

Steve Crescimanno
Fiber Construction Engineer

Dated this March 16, 2017

City of Salem Massachusetts

Received and filed _____, 2017



PROPOSED CONDUIT INSTALLATION

**AT
209 ESSEX ST
IN
SALEM, MA**

INDEX OF DRAWING

| SHT NO. | DESCRIPTION |
|---------|---------------|
| 01 | PROPOSED PLAN |

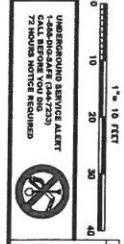
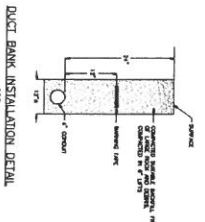
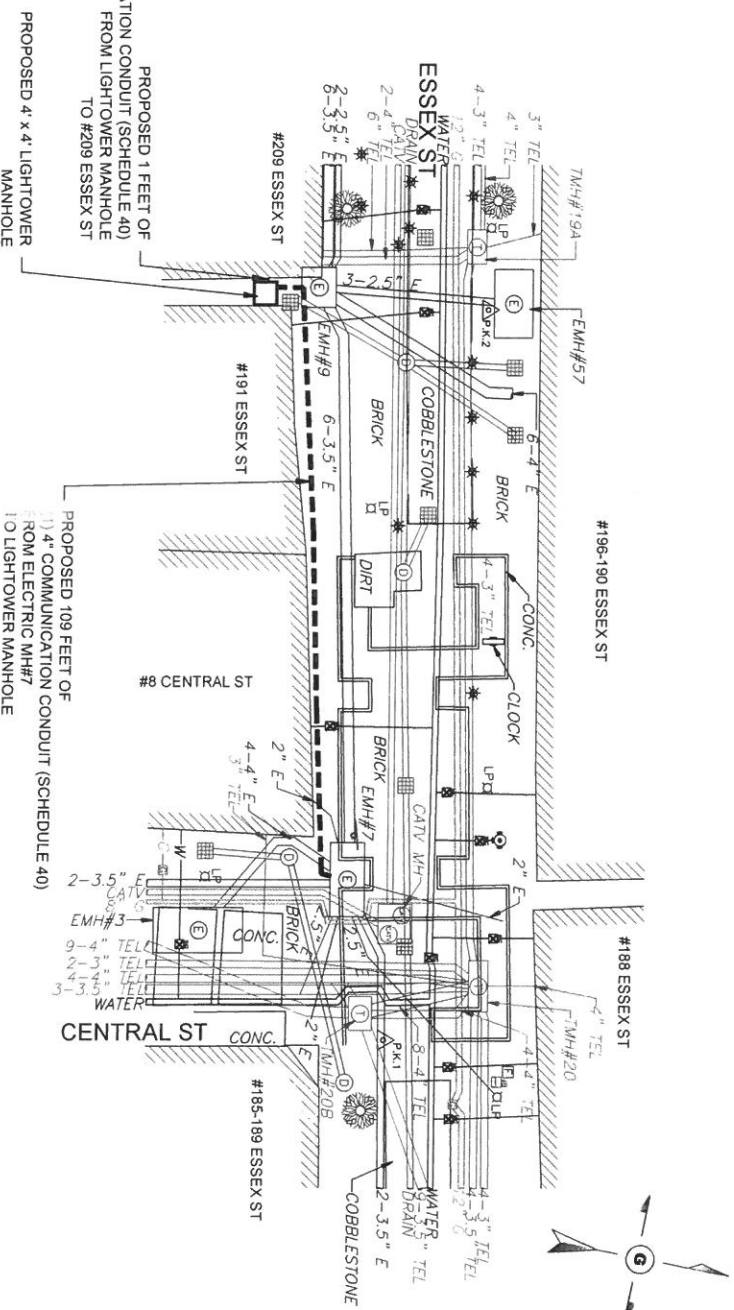
March 16, 2017

GENERAL NOTES

1. THE LOCATION OF EXISTING UTILITIES SHOWN ON THIS PLAN IS APPROXIMATE. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES BY THE OWNER OR THEIR REPRESENTATIVE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES BEFORE ANY EXCAVATION OR CONSTRUCTION WORK IS BEGUN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES BEFORE ANY EXCAVATION OR CONSTRUCTION WORK IS BEGUN.
2. IF AN EXISTING UTILITY IS FOUND TO BE DEEPER THAN THE LOCATION SHOWN ON THIS PLAN, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES BEFORE ANY EXCAVATION OR CONSTRUCTION WORK IS BEGUN.
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12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES BEFORE ANY EXCAVATION OR CONSTRUCTION WORK IS BEGUN.

PROPOSED 1 FEET OF (1) 4" COMMUNICATION CONDUIT (SCHEDULE 40) FROM LIGHT TOWER MANHOLE TO #209 ESSEX ST

PROPOSED 109 FEET OF (1) 4" COMMUNICATION CONDUIT (SCHEDULE 40) FROM ELECTRIC MH#7 TO LIGHT TOWER MANHOLE



| PROPERTY LINE | PROPERTY LINE | PROPERTY LINE | PROPERTY LINE |
|---------------------|---------------------|---------------------|---------------------|
| — PA — | — PA — | — PA — | — PA — |
| — DOG OF PADMINT | — DOG OF PADMINT | — DOG OF PADMINT | — DOG OF PADMINT |
| — PROPOSED MANHOLE | — PROPOSED MANHOLE | — PROPOSED MANHOLE | — PROPOSED MANHOLE |
| — PROPOSED CONDUIT | — PROPOSED CONDUIT | — PROPOSED CONDUIT | — PROPOSED CONDUIT |
| — 45-DEGREE CONDUIT | — 45-DEGREE CONDUIT | — 45-DEGREE CONDUIT | — 45-DEGREE CONDUIT |

| LEGEND | LEGEND | LEGEND | LEGEND |
|---------------------|---------------------|---------------------|---------------------|
| — PA — | — PA — | — PA — | — PA — |
| — DOG OF PADMINT | — DOG OF PADMINT | — DOG OF PADMINT | — DOG OF PADMINT |
| — PROPOSED MANHOLE | — PROPOSED MANHOLE | — PROPOSED MANHOLE | — PROPOSED MANHOLE |
| — PROPOSED CONDUIT | — PROPOSED CONDUIT | — PROPOSED CONDUIT | — PROPOSED CONDUIT |
| — 45-DEGREE CONDUIT | — 45-DEGREE CONDUIT | — 45-DEGREE CONDUIT | — 45-DEGREE CONDUIT |

NOTES: THE LOCATION OF EXISTING UTILITIES SHOWN ON THIS PLAN IS APPROXIMATE. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES BY THE OWNER OR THEIR REPRESENTATIVE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL EXISTING UTILITIES BEFORE ANY EXCAVATION OR CONSTRUCTION WORK IS BEGUN.

| DATE | APPROVED | REVISION |
|------|----------|----------|
| | | |
| | | |

PROPOSED PLAN

208 ESSEX ST

Light Tower

DATE: 10/1/2011

SCALE: 1" = 10'

DATE: 10/1/2011

SCALE: 1" = 10'

DATE: 10/1/2011

SCALE: 1" = 10'

City of Salem

In the year two thousand and Seventeen

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 Parking – Limited Time’

Tremont Street in front of #74, for a distance of twenty (20) feet. “Handicap Parking Tow Zone”.

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

In City Council March 9, 2017
Adopted for first passage

ATTEST:

CHERYL A. LAPOINTE
CITY CLERK