



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

April 11, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors:

I reappoint, subject to City Council confirmation, the following Salem residents to these boards and commissions, for the terms set forth below.

Name	Board/Commission	Term Length	Term Expiration
Joy Livramento-Bryant	Community Preservation Committee	2 years	5/10/2026
Brendan Casey	Traffic & Parking Commission	3 years	5/11/2027
Aaron Paternoster	Salem Housing Authority	5 years	3/28/2029

I recommend confirmation of these reappointments and ask that you join me in thanking them for their continued dedicated service and commitment to our community.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

April 25, 2024

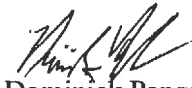
Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear City Councillors:

I reappoint, subject to City Council confirmation, Liza Ruano-Lucey of 7 Freeman Road, to serve on the Affordable Housing Trust Fund Board for a two-year term to expire May 26, 2026.

I recommend confirmation of these reappointments and ask that you join me in thanking them for their continued dedicated service and commitment to our community.

Sincerely,

  
Dominick Pangallo  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

April 25, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear City Councillors,

I re-appoint Mark Stephen Ianuzzi of 29 Granite Street Peabody, MA to serve as a Constable for a term to expire April 25, 2027.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



# City of Salem, Massachusetts

## Police Department Headquarters

95 Margin Street

Salem, Massachusetts 01970

(978) 744-2204

CHIEF OF POLICE

LUCAS J. MILLER

08 April 2024

Mayor Dominck Pangallo  
Salem City Hall  
93 Washington Street  
Salem, Massachusetts 01970

Re: **CONSTABLE REAPPOINTMENT APPLICATION (Ianuzzi)**

Dear Mayor Driscoll,

Mr. Mark Ianuzzi, a resident of Peabody, Massachusetts, has submitted an application for reappointment as a constable with the City of Salem.

The required criminal indices checks on Mr. Ianuzzi have been completed and no derogatory information which would preclude him from reappointment has surfaced. He was interviewed by me on 08 April 2024, during which he reaffirmed his responsibilities to comply with the requirements of the Salem City Ordinance, Chapter 32, Section 19 (as amended May 15<sup>th</sup>, 2017).

Mr. Havey was last appointed a constable in April 2021 (term expiring on 23 April 2024).

Based on the information provided by Mr. Ianuzzi on his application, the results of the background check and my interview with him, Mr. Ianuzzi meets the requirements for reappointment as a constable. Mr. Ianuzzi's application is hereby forwarded to you for review, consideration and presentation to the City Council should you elect to reappoint him.

Sincerely,

Lucas J. Miller  
Chief of Police

Enclosure: Constable Reappointment Application

cc: Constable File



# CITY OF SALEM

In City Council,

**Ordered:**

April 25, 2024

That the sum of Ten Thousand Dollars (\$10,000.00) is hereby appropriated and transferred from "Information Technology Full-Time Salary Account" (11551-5111) to the "Information Technology/GIS Fixed Cost Maintenance Account" (11562-5161) in FY2024 to outsource the open IT technical support analyst position to Delphi Technology Solutions effective April 25, 2024, in accordance with the recommendation of His Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

April 25, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors:

Enclosed herewith is a request for an appropriation and transfer of Ten Thousand Dollars (\$10,000.00) from the "Information Technology Full Time Salary Account" (11551-5111) to the "Information Technology/GIS Fixed Cost Maintenance Account" (11562-5161) in FY2024 to outsource the open IT technical support analyst position to Delphi Technology Solutions effective April 25, 2024.

I recommend passage of the enclosed order and invite you to contact Deputy CIO, Acting IT Director Roberta Gansenberg and/or Finance Director Anna Freedman, with any questions you may have regarding it.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



**DOMINICK PANGALLO**  
MAYOR

**Roberta Gansenberg**  
Deputy CIO

## CITY OF SALEM, MASSACHUSETTS

OFFICE OF INFORMATION TECHNOLOGY  
29 HIGHLAND AVE, ROOM 127  
TEL. 978-825-3613  
[RGANSENBERG@SALEM.COM](mailto:RGANSENBERG@SALEM.COM)

Dear Mayor,

Proposal : Outsource IT support at the Police Department

The City of Salem IT department, in collaboration with the Police Department, would like to outsource the open IT technical support analyst position to Delphi Technology Solutions. They are a local company and specialize in public safety tech support.

<https://delphi-ts.com/>

The Police Department requires specialized onsite tech support. Our limited technology support analysts staff spend over ½ of their hours supporting the police department. Outsourcing some of this support will be a tremendous help to our IT department and provide high-level, specialized, tech support to the Police Department. Delphi will not only provide onsite support, but they will also provide public safety specific technical support skills that can be transferred on to our IT department. The goal is twofold. The short-term goal is to alleviate some of the time demands on IT staff as well as transfer knowledge from skilled Delphi Techs to the city of Salem IT department techs. The long-term goal of outsourcing IT support to Delphi is to permanently resolve many of the repeat tech issues at the Police Department resulting in fewer hours spent on Police Department tech support.

We propose to supplement the City of Salem's IT department tech support at the Police Department with 8 hours per week of outsourced, on-site, specialized tech support. Delphi is a local company that provides this type of support. Delphi is unique in that it provides *onsite* support. There are many companies that provide outsourced tech support but few that specialize in the technology found in police departments and that also work onsite.

Due to turnover in the IT Department staffing this year, we have funds for the vacant tech support position available to support this request. Thus, this request is to transfer \$10,000 from the 11551-5111 to IT/GIS -Fixed Costs line 11562-5243. Note, I am recommending that we back-out this position for FY25 to continue the services with Delphi and my budget request reflects this for next year.

Quotes are attached with additional information. (Please note, in Quote 1189, the additional \$18,000 on the estimate is optional for off hours, on call support. Currently, we do not expect to use this service).

Sincerely,  
Roberta Gansenberg  
Deputy CIO, Acting IT Director.

Cc: Chief Miller, Anna Freedman



# CITY OF SALEM

In City Council,

Ordered:

April 25, 2024

To accept the donation from Americal Auctioneers Services in the amount of Twelve Hundred Dollars (\$1,200.00) to the Parks and Recreation Department. These funds will be deposited into the Park and Recreation Donation account 24061-4830 in accordance with the recommendation of His Honor the Mayor.





**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

April 25, 2024


Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors:

Enclosed is a request to accept a donation from Americal Auctioneers Services in the amount of Twelve Hundred Dollars (\$1,200). These funds will be deposited into the Parks and Recreation Donation Fund 24-06 (24061-4830) for a standard bench.

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.

Sincerely,

  
Dominick Pangallo  
Mayor  
City of Salem



CITY OF SALEM, MASSACHUSETTS  
PARK, RECREATION & COMMUNITY SERVICES  
401 Bridge Street, Salem MA 01970  
(978) 744-0924  
Fax (978) 219-1665

Dominick Pangallo  
MAYOR

Trish O'Brien  
SUPERINTENDENT

April 9, 2024

Dear Mayor Pangallo,

I am writing to request the acceptance of a \$1,200.00 check written to the City of Salem for a bench donation of \$1,200.00 from Americal Auctioneers Services for a Park and Recreation Donation. The amount to be deposited into the Park and Recreation Donation account 24061-4830.

Thank You

Sincerely,

*Trish O'Brien*

Trish O'Brien  
Superintendent, City of Salem  
Park, Recreation and Community Services  
Jean A. Levesque Community Life Center

# City of Salem

*In the year Two Thousand and Twenty-four*

**An Ordinance** to amend the Ordinance relative to October parking prohibitions

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

**Section I.** Amend Chapter 42, Section 75A Parking prohibitions towing zone (October resident parking) by deleting the first paragraph in its entirety in paragraph A and replacing it with the following:

- 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 be permitted to register their vehicles through an online portal provided by the City. Residents will be required to provide proof of residence and vehicle registration such that their vehicle is identifiable to parking enforcement and police department staff based on said vehicles license plate. One temporary guest permit may be purchased, in accordance with Section 75C, at a cost of \$30.00. 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.

**Section II.** Further amend Section 75A by inserting the following sentence at the end of Section B:

“In those instances, each issued permit shall cost \$2.00. “

**Section III.** 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 Morsillo DATE: April 23, 2024

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

NAME OF STREET Various streets that are included in the October Resident parking ordinance.  
TYPE OF STREET CHANGE Parking Prohibitions Towing Zone (October Resident parking)  
DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Various streets that are included in the October Resident parking ordinance.  
COUNCILLOR'S COMMENTS/EXPLANATION The City is transitioning to a license plate – based resident permit parking system, therefore the ordinances regarding resident permit parking must be amended to reflect the new process of obtaining permits.

**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 parking)  
DESCRIPTION: Repeal:

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.

**Replace with:**

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 be permitted to register their vehicles through an online portal provided by the City. Residents will be required to provide proof of residence and vehicle registration such that their vehicle is identifiable to parking enforcement and police department staff based on said vehicles license plate. One temporary guest permit may be purchased, in accordance with Section 75C, at a cost of \$30.00. 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.

**Add, to the end of section B:** In those instances, each issued permit shall cost \$2.00.

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 41202 www.salem.com*



## 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)

Dominick Pangallo, 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 November 1, 2023 and attended by:

Jaime Garmendia, Acting Chair

Brendan Casey

Lt. David Tucker

Jeff Swartz

The Commission took the following action:

Advisory Recommendation

Ordinance Change Recommendation

Handicap Parking

Resident Parking

Other Change

**Background and notes:** On October 18<sup>th</sup>, 2023, staff presented a recommendation to remove several streets from the traffic ordinance which had been designated for residential permit parking. Staff presented data on a street-by-street basis which identified overall participation in the permit program, estimated on street parking, the existence of off-street parking as well as parking utilization based on aerial photos. Staff recommended the removal in cases where 20% or less of the residents had purchased permits. Commissioners asked for additional information and requested staff present at the next meeting.

On November 1<sup>st</sup>, 2023, staff reviewed their recommendation providing some additional information. During the time between the two meeting Councilor Varela requested that 20 of the streets identified for removal be submitted to Council to begin the process for review and adoption. The councilor had spoken with several of the residents on these streets and indicated there was consensus that they no longer be designated for resident parking. Staff identified 14 additional streets for removal, Councilor Varela requested that one of the streets, Wilfred Terrace, remain until an ongoing access issue to adjacent land, owned by the Town of Marblehead, is resolved. The Commission voted to recommend removal of 13 streets and maintain Wilfred Terrace for the time being. Following the meeting Councilor Morsillo contacted the Director requesting that Jackson Street be amended to continue designating resident parking along the northerly side of the street from 93-99 Jackson. Councilor Stott requested that Franklin Street maintain its current resident permit designation. The Director included the requests in the submitted ordinance amendment.

During both meetings staff also presented rezoning recommendations and proposed rate changes to both year-round resident and temporary October resident permits. The intent of the proposed rezoning changes is to redraw parking zones to reflect geographic areas and intuitive boundaries. The goal is not to establish zones which cover the entire city but focus on areas where clusters of currently designated streets exist and create opportunities to establish new areas based on feedback the Department has received from Councilors and the public over the last few years. In terms of the rate changes, staff conducted a comparative analysis of six other communities in the Commonwealth to develop the recommended rate changes.

**Motion and Vote:** *On a motion duly made by Commissioner Swartz and seconded by Commissioner Casey, the Traffic and Parking Commission voted to recommend removal of the 13 streets from Section 75 of the Traffic Ordinance and keep Wilfred Terrace for the time being.*

***The vote is four (4) in favor, and zero (0) opposed, the motion passes.***

Vote: The motion was made by Commissioner Swartz and seconded by Commissioner Casey.

In Favor:

- Jaime Garmendia, Acting Chair
- Brendan Casey
- Lt. David Tucker
- Jeff Swartz

Opposed:

- Jaime Garmendia, Acting Chair
- Brendan Casey
- Lt. David Tucker
- Jeff Swartz

Abstained:

- Jaime Garmendia, Acting Chair
- Brendan Casey
- Lt. David Tucker
- Jeff Swartz

# City of Salem

*In the year Two Thousand and Twenty-four*

**An Ordinance** to amend the Ordinance relative to parking prohibitions

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

**Section I.** Amend Chapter 42, Section 75 by deleting this section in its entirety and replacing it with the following:

**Sec. 75. Parking prohibitions towing zone (resident permit parking).**

**I. Resident Parking Zones**

The following zones are hereby designated resident parking zones and only streets within these zones shall be eligible to be made limited to resident parking: ZONE A, ZONE B, ZONE C, ZONE D, ZONE E, ZONE F, and ZONE G. Any streets located outside ZONES A-G that are designated or should become designated for resident parking shall be part of a catch-all ZONE H.

The boundaries of the aforementioned zones are shown on a plan on file with the Director of Traffic and Parking entitled "City of Salem Residential Parking Zones: Parking Prohibitions Towing Zone" and is incorporated and made part of this ordinance.

No person shall stand or park or allow, permit or suffer any vehicle registered in their name to stand or park on any of the ways or parts of ways hereinafter described and during the periods of time set forth unless a resident permit has been purchased and is identifiable by parking enforcement and police department staff based on said vehicles license plate or visitor parking permit has been purchased and identifiable by parking enforcement and police department staff based on said vehicles license plate or unless said vehicles bear a handicapped license plate issued by the Registrar of Motor Vehicles pursuant to Massachusetts General Laws Chapter 90 Section 2.

**Official Traffic Signs**

The provisions of Section 75 shall be effective only during such time as sufficient number of official traffic signs bearing the legend "Tow-Away Zone" are installed, erected, maintained and located as to be visible to approaching drivers, said signs to be appended above or incorporated into the legend of Resident Parking Prohibition Signs.

**Procedures for Designating or Modifying a Street within a Resident Parking Zone**



The Traffic and Parking Commission shall recommend policies for designating and modifying resident parking zones. These shall include accepting petitions from residents, and in coordination with the Ward Councillor, making recommendations to the City Council for approval.

## **II. Procedures for Obtaining Permits.**

- A. **Eligibility:** Any motor vehicle owned by a resident domiciliary of the City of Salem registered under the General Laws of the Commonwealth of Massachusetts and garaged in the City of Salem, excluding any vehicles prohibited from residential areas under the provisions of Chapter 42, Section 55B, shall be eligible for a Resident Parking Permit provided said resident domiciliary resides in one of the zones aforementioned and streets hereinafter mentioned. A resident parking permit applicant shall provide the Traffic and Parking Department with a vehicle registration, driver's license, and utility/household bill as proof of current residency.

Eligibility of College and University Students Living Off Campus: A resident parking permit shall be issued to a College or University student living off campus with proof of a residential lease and/or utility bill in the student's name for a residence in one of the zones aforementioned and street hereinafter mentioned, College issued enrollment verification and vehicle registration, regardless of where the vehicle is registered.

Eligibility of Active-Duty Military Personnel: A resident permit shall be issued to active-duty military personnel living in Salem with proof of a residential lease and/or utility bill in the individual's name for a residence in one of the zones aforementioned and street hereinafter mentioned, verification of active-duty military status, and vehicle registration, regardless of where the vehicle is registered.

Compliance with state and local laws: No resident parking permits shall be issued for any unit where the number of non-related residents violates the State Building Code and/or City Ordinances, as determined by the City's Building Inspector.

- B. **How and where to obtain permits:** The Traffic and Parking Department shall be in charge of issuing permits upon verification of residence, domicile and registration. The City's Police Department and Traffic and Parking Department shall be responsible for enforcement of the ordinance. The Police Chief or their designee, or the Director of Traffic and Parking, may alter the requirements for obtaining a resident permit in limited circumstances, and upon consultation with the Ward Councillor. Renewal of resident parking permits shall be on a rolling basis by zone and staggered throughout the year, as determined by the Director of Traffic and Parking
- C. **Visitor parking permits:** The Traffic and Parking Department shall also be in charge of issuing no more than two (2) portable Visitor Parking Permits per dwelling unit, as defined in Section 10 of the City's Zoning Ordinance, excluding College and University Student Resident Parking Permit holders as defined in

sub-section A above, that shall be used for visitors of the residents of the area. Proof of residency is required as in Sub-Section B above. The Visitor Permits are to be used ONLY while visitors are actually visiting the dwelling unit to which the permits are issued. Visitor permits shall be valid only for a period of time not longer than 7 consecutive days for any one visitor. Any abuse in the use of a Visitor Permit will result in the revocation of the Permit.

- D. **Fees:** The fee for each Resident Parking Permit shall be \$20.00 and shall be valid for a period of one year, provided that the owner of the vehicle continues to be domiciled within the zone indicated on the resident parking permit, in the event the owner of the vehicle is domiciled outside the zone indicated, the resident parking permit shall be considered null and void. The fee for the first Visitor Parking Permit shall be \$30.00. The fee for a second Visitor Parking Permit shall be \$50.00. Each Visitor Parking Permit shall be valid for one year.

The fee for each Resident Parking Permit issued to an individual who resides part-time in the city, with vehicles registered elsewhere, will be \$30.00 and no visitor parking permits shall be issued.

The fee for each Resident Parking Permit issued to a non-resident property owner or landlord shall be \$50.00 and no visitor parking permits shall be issued.

**Fees for College and University Students Living Off Campus with non-Salem vehicle registration:** The fee for each Resident Parking Permit issued to a College or University student living off campus and eligible for such a Permit shall be \$20.00 and shall be valid for a period of one year, provided that the owner of the vehicle continues to be domiciled within the zone indicated on the resident parking permit. In the event the owner of the vehicle is domiciled outside the zone indicated, the resident parking permit shall be considered null and void. No Visitor Parking Permits shall be issued.

**Fees for Active-Duty Military Personnel with non-Salem vehicle registration:** The fee for each Resident Parking Permit issued to active-duty military personnel living in Salem with non-Salem vehicle registration and eligible for such a Permit shall be waived and shall be valid for a period of one year, provided that the owner of the vehicle continues to be domiciled within the zone indicated on the resident parking permit. In the event the owner of the vehicle is domiciled outside the zone indicated, the resident parking permit shall be considered null and void.

E. **Miscellaneous:**

1. The Traffic and Parking Department shall keep records of the issuance of all resident permits and their expiration dates.
2. The Director of Traffic and Parking is authorized to revoke the residential parking permit of any person found in violation of these regulations.

II. **Parking prohibitions—Fine and/or towing.**

The following streets or portions thereof, shall comprise the Resident Parking Zones within the City and all parking shall be prohibited during the hours indicated except by motor vehicles containing the Resident Parking Permit or Visitor Parking Permit provided herein:

FOR A LIST OF STREETS, TURN TO THE NEXT PAGE

SEC	STREET	TITLE	DESCRIPTION
75			
	<b>ALLEN STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- in its entirety. (2-16-2000)
	<b>ANDOVER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- both sides, in its entirety. (11/10/86)
	<b>ARBELLA STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE G- northerly side in its entirety, southerly side beginning at a point one hundred (100) feet from the intersection of Bridge Street in an easterly direction to the intersection with Collins Street. (2/25/21)
	<b>BARTON STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE G- northerly side, starting at a point one hundred (100) feet from the intersection of Bridge Street and extending in an easterly direction in its' entirety and on the southerly side, starting at a point of ninety (90) feet from the intersection of Bridge Street and extending in an easterly direction in its entirety, (9/24/09)
	<b>BAY VIEW AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE B- from Fort Avenue to Columbus Avenue, both sides. (5/5/94)
	<b>BEACH AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE B- northerly side, to Columbus Avenue. (11/10/86)
	<b>BECKET AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- #3 and 3½ Becket Avenue, 6:00 P.M. to 8:00 A.M., but no visitor passes shall be issued. (6/10/21)
	<b>BECKET STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A - from Essex Street to Derby Street. (7-20-98)
	<b>BECKFORD STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C, in its entirety, both sides, except where parking is prohibited. (12/6/2007)
	<b>BELLEAU ROAD</b>	PARKING PROHIBITIONS TOWING ZONES	ZONE E- both sides in its entirety. (5/9/13)
	<b>BENTLEY STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- in its entirety. (10/1/96)

	<b>BOTTS COURT</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- both sides in its entirety, (9-27-12)
	<b>BRISTOL STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- both sides in its entirety, 8:00 A. M. to 8:00 P. M. Monday through Friday. (11/10/86)
	<b>BROAD STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- -northerly side, from Summer Street to one hundred fifty (150) feet beyond the intersection of Cambridge Street. (11/10/86)
	<b>BROADWAY</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- easterly side starting at the southerly intersection of Canal Street and continuing in a northerly direction to the northerly property line of 17 Broadway, resident parking only, tow zone. Canal Street residents at numbers 212, 216, 218, 220, 222, 224, 224-1/224-2, 226, 228, and 230 to be eligible and included for resident only (12/7/17)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- northeasterly side starting at the intersection with Loring Avenue and ending at the intersection with Canal Street. (12/6/18)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- southwesterly side starting at the intersection with Loring Avenue and ending at the intersection with Canal Street, 6:00 PM to 8:00 AM. (12/6/18)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- southwesterly side starting at the intersection with Tulip Street and ending at the intersection with Lily Street
	<b>CAMBRIDGE STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- easterly side, in its entirety. (11/10/86)
	<b>CARLTON STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- from Derby Street to Essex Street, easterly side. (12/28/92)
	<b>CARPENTER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- on the easterly side, in its entirety. (11/10/86)
	<b>CHARLES STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- southerly side, in its entirety, twenty-four (24) hours a day. (9/22/88)
	<b>CHARTER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- both sides, from the intersection with Hawthorne Boulevard, proceeding in a westerly direction for a distance of one hundred twenty (120) feet. Two (2) hour

			nonresident parking allowed, Monday through Saturday, 8:00 A.M. to 6:00 P.M. No visitor passes shall be issued for qualifying addresses on this street. (9/10/20)
	<b>CHESTNUT STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D - both sides, beginning at Flint Street and continuing in an easterly direction to Cambridge Street. Two (2) hour nonresident parking permitted
		PARKING PROHIBITIONS TOWING ZONE	ZONE D - both sides, beginning at Cambridge Street and continuing in an easterly direction to Summer Street
	<b>CLEVELAND STREET</b>	PARKING PROHIBITIONS TOWING ZONES	ZONE H- -north side only, beginning forty (40) feet from the intersection with Jefferson Avenue, proceeding in a westerly direction for a distance of thirty (30) feet. No visitor passes shall be issued for qualifying addresses on this street. (2/10/22)
	<b>CLIFF STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- both sides, in its entirety. (10/2/95)
	<b>CLIFTON AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- in its entirety, from #1 to #32 Clifton Avenue. (7/3/96)
	<b>CLOVER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE- in its entirety. (01-10-2002)
	<b>COLUMBUS AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE B- both sides, from Bay View Avenue to Beach Avenue, from June 1 to Labor Day. (11/10/86)
	<b>COUSINS STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- westerly side, from Webb Street to English Street. (3/21/94)
	<b>CROMBIE STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- easterly side from #9 Crombie Street to the intersection of Norman Street. (4/9/09)
	<b>CROMWELL STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- in its entirety. (5/28/87)
	<b>CURTIS STREET</b>	PARKING PROHIBITIONS TOWING ZONES	Residents to be included to obtain resident parking permits for Zone A- parking on Curtis Street is prohibited on both sides. (9-26-13)
	<b>DANIELS STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- easterly side, from Derby Street to Salem Harbor. (11/10/86)

		PARKING PROHIBITIONS TOWING ZONE	ZONE A-easterly side, in its entirety. (6/23/88)
	<b>DANIELS STREET COURT</b>	PARKING PROHIBITIONS TOWING ZONES	Residents to be included to obtain resident parking permits for Zone A- parking on Daniels Street Court is prohibited on both sides. (9-26-13)
	<b>DERBY STREET</b>	RESIDENT PARKING, TOW ZONE	ZONE A- from #66 to \$159 Derby Street to be included to obtain resident parking permits, but no visitor passes shall be issued. (6/25/20)
		PARKING PROHIBITIONS TOWING ZONE	ZONE A- from Becket Avenue to Webb Street, 6:00 P.M. to 8:00 A.M., but no visitor passes shall be issued. (6/10/21)
	<b>DUSTIN STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE B- in its entirety. (10/1/96)
	<b>EDEN STREET</b>	PARKING PROHIBITIONS TOWING ZONES	ZONE E- in its entirety. (9/26/13)
	<b>ENGLISH STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- in its entirety. (2/16/00)
	<b>ESSEX STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- northerly side, beginning at Monroe Street and continuing in an easterly direction to opposite Cambridge Street. Resident Parking Only Tow Zone, 7:00 A.M. to 9:30 A. M. (12/19/90)
		PARKING PROHIBITIONS TOWING ZONE	ZONE C- southerly side, beginning at Cambridge Street and continuing in a westerly direction to opposite Monroe Street. Resident Parking Only, Tow Zone, 7:00 A. M. to 9:30 A. M. (12/19/90)
		PARKING PROHIBITIONS TOWING ZONE	ZONE D- at #421 (Warren Street side) 6:00 A. M. to 5:00 P. M., seven (7) days a week. (10/18/93)
	<b>ESSEX STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- both sides, beginning at Summer Street and continuing in a westerly direction to Cambridge Street. Two (2) hour nonresidential parking allowed, Monday through Sunday, 8:00 A.M. to 6:00 P.M. No visitor passes shall be issued for qualifying addresses on this street. (4/13/23)

	<b>FAIRVIEW ROAD</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- -in its entirety. (11/10/86)
	<b>FEDERAL COURT</b>	PARKING PROHIBITIONS TOWING ZONE	easterly side in its entirety beginning thirty (30) feet from Federal Street, Zone C, "Resident Parking, Tow Zone"
	<b>FEDERAL STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- -southerly side, beginning at a point two hundred and twenty-five (225) feet west of the intersection of Washington and Federal Streets, in a westerly direction to the intersection of North Street and Federal Street, Resident Parking Only, Tow Zone. (4/27/23)
		PARKING PROHIBITIONS TOWING ZONE	ZONE C- -in a westerly direction, beginning at the intersection with North Street and continuing to the intersection with Boston Street. (4/27/23)
	<b>FLINT STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- -easterly side, starting at a point fifty (50) feet from the intersection of Essex Street and extending in a northerly direction to the intersection of Federal Street. (11/10/86)
	<b>FOREST AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- -both sides, from Lafayette Street, running in a westerly direction to Lussier Street, Monday through Friday, 8:00 A. M. to 8:00 P. M. (11/10/86)
	<b>FORT AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE B- from Columbus Avenue to Bay View Avenue, southeasterly side. Resident Parking, Tow Zone. (6/10/21)
	<b>FOSTER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE H- Foster Street eastbound beginning at #7 and extending to Franklin Street, "Resident Parking" (10/12/06)
	<b>FRANKLIN STREET</b>	PARKING PROHIBITIONS TOWING ZONE	from Franklin Court to Osborne Street, odd numbered—north side only. Zone H.
	<b>GEDNEY STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- -southerly side, between Summer Street and Gedney Street Court, but no visitor pass shall be issued. Residents of Gedney Street Court to be included to obtain resident parking permits, but no visitor pass shall be issued. (9/24/20)
	<b>GIFFORD COURT</b>	PARKING PROHIBITIONS TOWING ZONES (RESIDENT)	ZONE C- northerly side, resident parking only. (12/3/15)



	<b>GLENDALE STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- in its entirety, both sides. Resident Parking, Tow Zone. (6/15/00)
	<b>GREEN STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- westerly side beginning one hundred (100) feet from the corner of Green Street and Leach Street. (11/14/95)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- westerly side, in its entirety. (11/10/97)
	<b>GRIFFIN PLACE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- both sides, in its entirety. (11/10/86)
	<b>HAMILTON STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- easterly side, exclusive of the area currently designated as "Doctor's Office Parking" on the southern end of said street. (10/16/95)
	<b>HANCOCK STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- southerly side between Canal Street and Cabot Street, resident parking only. Northerly side from Cabot Street to the westerly property line of 32 Hancock Street, Resident Parking. (10/12/17)
	<b>HARDY STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- from the intersection Hardy and Derby Streets, extending in a southeasterly direction to the water. (6/8/89)
		PARKING PROHIBITIONS TOWING ZONE	ZONE A- from Derby Street, in a northerly direction to Essex Street. (1/19/99)
	<b>HAWTHORNE BOULEVARD</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- westerly side, from Essex Street to Charter Street. Two (2) hour nonresident parking allowed, Monday through Saturday, 8:00 A.M. to 6:00 P.M. No visitor passes shall be issued for qualifying addresses on this street. (9/10/20)
		PARKING PROHIBITIONS TOWING ZONE	ZONE A- easterly side, from Essex Street to Charter Street (one-way section of road), excluding fifteen (15) minute parking zone. Two (2) hour nonresident parking allowed, Monday through Saturday, 8:00 A.M. to 6:00 P.M. No visitor passes shall be issued for qualifying addresses on this street. (9/10/20)
		PARKING PROHIBITIONS TOWING ZONE	ZONE A- #24 Hawthorne Boulevard to be included to obtain resident parking permits but no guest passes shall be issued. (12/3/20)

	<b>HAZEL STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- -westerly side, beginning at the intersection with Ocean Avenue and continuing to the intersection with Holly Street. (4/27/23)
	<b>HERBERT STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- from Derby Street to Essex Street. (11/10/86)
	<b>HERITAGE DRIVE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE H- -both sides, from the intersection with Highland Avenue, proceeding in a northwesterly direction for a distance of one hundred (100) feet. No visitor passes shall be issued for qualifying addresses on this street. (12/5/19)
	<b>HIGH STREET PLAYGROUND</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- southerly end as designated, from November 1 to March 31. (4/13/87)
	<b>HIGH STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- on the easterly side, from Margin Street to Summer Street. (11/10/86)
	<b>HODGES COURT</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- from Derby Street to Essex Street. (11/10/86)
	<b>HOWARD STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE G- easterly side, in its entirety. (11/10/86)
	<b>ISLAND AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE B- northerly side, from June 1 to Labor Day. (11/10/86)
	<b>JACKSON STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D – northerly side only from 93-99 Jackson Street
	<b>KOSCIUSZKO STREET</b>	PARKING PROHIBITIONS TOWING ZONES	Residents to be included to obtain resident parking permits for ZONE A, parking on Kosciuszko Street is prohibited on both sides. (9/26/13)
	<b>LAFAYETTE STREET</b>	PARKING PROHIBITIONS TOWING ZONES	ZONE E- from #339 to #441 Lafayette Street to be included to obtain resident parking permits. (11/17/16)
		PARKING PROHIBITIONS TOWING ZONES	ZONE E- westerly side, starting at a point of twenty (20) feet north of Raymond Avenue and continuing in a northerly direction for five hundred forty (540) feet. Resident Sticker Parking only Tow Zone, Monday through Friday 6:00 A.M. to 8:00 P.M. (8/10/20)

	<b>LINDEN STREET</b>	PARKING PROHIBITIONS TOWING ZONE	southbound, on the easterly side, from Loring Avenue to Wisteria Street. Zone E.
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- both sides, starting at the intersection of Ocean Avenue and Linden Street and running to Atlantic Street, Monday through Friday, twenty-four (24) hours per day, seven (7) days a week. (5/13/91)
	<b>LORING AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- in a northeasterly direction adjacent to the properties located at #67, #67½, #69 Loring Avenue, (6/19/01)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- on the Northwesterly side from Lafayette Street to Broadway in a Southerly direction, (7/19/01)
	<b>LUSSIER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- westerly side, Monday through Friday. (9/28/92)
	<b>LYNDE STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C
		PARKING PROHIBITIONS TOWING ZONE	southerly side in a westerly direction, beginning in front of #7 Lynde Street and extending two hundred fifty-six (256) feet.
		PARKING PROHIBITIONS TOWING ZONE	northerly side in a westerly direction, beginning two hundred seventy-nine (279) feet from Washington Street and extending forty-seven (47) feet.
		PARKING PROHIBITIONS TOWING ZONE	northerly side in a westerly directing, beginning three hundred seventy-six feet (376) feet from Washington Street and extending seven hundred eight (708) feet.
	<b>LYNN STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- from River to Federal Street, both sides, except where parking is prohibited
	<b>MALL STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE G- westerly side, in its entirety, Resident Parking. (12/28/92)
	<b>MARGIN STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- starting one hundred and six (106) feet from the intersection of Endicott Street and continuing for a distance of eighty-two (82) feet, in a southerly direction. (1/30/95)

		PARKING PROHIBITIONS TOWING ZONE	ZONE D- westerly side, in a southerly direction, for a distance of thirty (30) feet, in front of #90 Margin Street. (4/26/99)
	<b>MEADOW STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- in its entirety. (10/8/98)
	<b>MESSERVY STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- in its entirety, twenty-four (24) hours a day, seven (7) days a week. (10/22/91)
	<b>MONROE STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- easterly side, in its entirety. (1/12/87)
	<b>NORTHEY STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- both sides, in its entirety. (11/10/86)
	<b>OCEAN AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- from Lafayette Street to Canal Street, in its entirety, Resident Parking, 8:00 A. M. to 8:00 P. M. (2/22/90)
	<b>OCEAN AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE (RESIDENT)	ZONE E- both sides in an easterly direction from Lafayette Street to Shore Avenue. (9/23/21)
	<b>OCEAN TERRACE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- Ocean Terrace in its entirety
	<b>OLIVER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE G- in its entirety
	<b>ORANGE STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- from Derby Street to Essex Street. (11/10/86)
	<b>PALFREY COURT</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- fifty (50) feet from Derby Street on the west side to the end of the court (4/13/87)
		PARKING PROHIBITIONS TOWING ZONE	ZONE A- from Derby Street. (11/10/86)
	<b>PIERCE AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C-COLOR GREEN -southerly side, resident parking from 6:00 P. M. until 1:00 A. M. (8/10/87)
	<b>PLYMOUTH STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- both sides, running from West Avenue to Clifton Avenue, Monday through Friday, 8:00 A. M. to 8:00 P. M. (11/10/86)

		PARKING PROHIBITIONS TOWING ZONE	ZONE E- both sides, from Ocean Avenue to Clifton Avenue, Monday through Friday, 8:00 A. M. to 8:00 P. M., and from Willow Avenue to Leach Street, both sides, at all times. (11/10/97)
	<b>SUTTON AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE B- northerly side, from Bay View Avenue to Island Avenue, June 1 to Labor Day. (11/10/86)
		PARKING PROHIBITIONS TOWING ZONE	ZONE B- northerly side, from Island Avenue to Beach Avenue. (11/10/86)
	<b>TURNER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	from Essex Street to Derby Street. (7/20/98)
		PARKING PROHIBITIONS TOWING ZONE	ZONE A- from the intersection of Derby and Turner Streets, extending in a southeasterly direction to the water. (6/8/89)
	<b>UNION STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- from Derby Street to Essex Street. (11/10/86)
	<b>WARREN STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- both sides, starting at Essex Street and ending forty (40) feet west of the intersection of So. Pine Street, both sides, 6:00 A. M. to 5:00 P. M., seven days a week. (10/18/93)
	<b>WEST AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- northerly side, from Plymouth Street easterly to Clifton Avenue. (1/27/92)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- northerly side, in front of No. 15 West Avenue. (10/2/90)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- northerly side, starting at the corner of Plymouth Street and running westerly to the corner of Bristol Street, Monday through Sunday. (11/10/86)
	<b>WEST CIRCLE</b>	PARKING PROHIBITIONS TOWING ZONES, RESIDENT	ZONE E- both sides in its entirety. (5/9/13)
	<b>WEST TERRACE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- both sides, in its entirety, starting at the intersection of West Avenue. (3/16/92)
	<b>WHITE STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE A- from the intersection of Derby and White Street in a southeasterly direction to the water. (6/8/89)

	<b>PRATT STREET</b>	PARKING PROHIBITIONS TOWING ZONE	residents to be included in ZONE D, resident parking program and be allowed to park in the resident lot located on Pratt Street. (10/24/13)
	<b>RAYMOND ROAD</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- from Raymond Avenue in a northerly direction and ending at a point one hundred fifteen (115) feet from Loring Avenue, on the easterly side, Monday through Friday, 8:00 A. M. to 4:00 P. M., excluding the current parking regulation in front of #13. (10/8/98)
	<b>RIVER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE C- both sides, in its entirety. (11/10/86)
	<b>ROPES STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE F- northerly side, beginning at the intersection with Washington Street and Ropes Street and proceeding four hundred sixty-one (461) [feet] in a westerly direction. "Resident Parking, Tow Zone." (4/14/16)
	<b>SALTONSTALL PARKWAY</b>	PARKING PROHIBITIONS TOWING ZONE	Eastbound, on the southerly side, from Lafayette Street to the end. "Resident Parking, Tow Zone, 7:00 A.M. to 3:00 P.M., Monday through Friday, Zone E.
	<b>SHORE AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E - Shore Avenue in its entirety
	<b>SUMMER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- easterly, from Norman to Gedney Street. (11/10/86)
	<b>SUMMER STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE D- Summer Street easterly side from Endicott Street to Broad Street. (9/28/17)
	<b>SUMMIT AVENUE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- easterly side, from Ocean Avenue to Clifton Avenue, Monday through Friday, 8:00 A. M. to 8:00 P. M., and from Willow Avenue to Leach Street, both sides, twenty-four (24) hours per day, seven (7) days a week. (5/13/91)
		PARKING PROHIBITIONS TOWING ZONES	ZONE E- both sides between Ocean Avenue and Willow Avenue. "Resident Parking only at all times." (11/12/15)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- both sides between Ocean Avenue and Willow Avenue. (11/12/15)

	<b>WILFRED TERRACE</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE H- both sides, in its entirety. (5/17/93)
	<b>WILLIAMS STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE G- easterly side, in its entirety. (9/22/88)
	<b>WISTERIA STREET</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE E- westerly side, starting at a point one hundred (100) feet from the corner of Linden and Wisteria Streets and running northerly to Forest Avenue, Monday to Friday, 8:00 A. M. to 8:00 P. M. (11/10/86)
		PARKING PROHIBITIONS TOWING ZONE	ZONE E- both sides in its entirety, between Ocean Avenue and Forest Avenue, Monday to Friday 8:00 A.M. to 8:00 P.M. "Resident Parking" (10/12/06)
	<b>WOODBURY COURT</b>	PARKING PROHIBITIONS TOWING ZONE	ZONE G- #8 and #9 Woodbury Court to be included to obtain resident parking permits but no visitor passes shall be issued. (1/14/21)

**Section II.** 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 Morsillo DATE: April 23, 2024

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

NAME OF STREET Various streets that are included in the Resident Sticker parking ordinance.  
TYPE OF STREET CHANGE Parking Prohibitions Towing Zone (Resident Sticker)  
DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Various streets that are included in the Resident Sticker parking ordinance.  
COUNCILLOR'S COMMENTS/EXPLANATION The City's Traffic and Parking Department is moving to a license plate – based permit system, therefore the ordinances regarding resident sticker parking must be amended to reflect the new process of obtaining permits.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

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

APPROVAL  
 DENIAL  
 TRIAL PERIOD

CHAPTER: 42 SECTION: 75 TITLE: Parking Prohibitions Towing Zone (Resident Sticker)

DESCRIPTION: Repeal: Section 75 in its entirety and replace with:

**I. Resident Parking Zones**

The following zones are hereby designated resident parking zones and only streets within these zones shall be eligible to be made limited to resident parking: ZONE A, ZONE B, ZONE C, ZONE D, ZONE E, ZONE F, and ZONE G. Any streets located outside ZONES A-G that are designated or should become designated for resident parking shall be part of a catch-all ZONE H.

The boundaries of the aforementioned zones are shown on a plan on file with the Director of Traffic and Parking entitled "City of Salem Residential Parking Zones: Parking Prohibitions Towing Zone and is incorporated and made part of this ordinance.

No person shall stand or park or allow, permit or suffer any vehicle registered in their name to stand or



park on any of the ways or parts of ways hereinafter described and during the periods of time set forth unless a resident permit has been purchased and is identifiable by parking enforcement and police department staff based on said vehicles license plate or visitor parking permit has been purchased and identifiable by parking enforcement and police department staff based on said vehicles license plate or unless said vehicles bear a handicapped license plate issued by the Registrar of Motor Vehicles pursuant to Massachusetts General Laws Chapter 90 Section 2.

### **Official Traffic Signs**

The provisions of Section 75 shall be effective only during such time as sufficient number of official traffic signs bearing the legend "Tow-Away Zone" are installed, erected, maintained and located as to be visible to approaching drivers, said signs to be appended above or incorporated into the legend of Resident Parking Prohibition Signs.

### **Procedures for Designating or Modifying a Street within a Resident Parking Zone**

The Traffic and Parking Commission shall recommend policies for designating and modifying resident parking zones. These shall include accepting petitions from residents, and in coordination with the Ward Councilor, making recommendations to the City Council for approval.

## **II. Procedures for Obtaining Permits.**

A. **Eligibility:** Any motor vehicle owned by a resident domiciliary of the City of Salem registered under the General Laws of the Commonwealth of Massachusetts and garaged in the City of Salem, excluding any vehicles prohibited from residential areas under the provisions of Chapter 42, Section 55B, shall be eligible for a Resident Parking Permit provided said resident domiciliary resides in one of the zones aforementioned and streets hereinafter mentioned. A resident parking permit applicant shall provide the Traffic and Parking Department with a vehicle registration, driver's license, and utility/household bill as proof of current residency.

Eligibility of College and University Students Living Off Campus: A resident parking permit shall be issued to a College or University student living off campus with proof of a residential lease and/or utility bill in the student's name for a residence in one of the zones aforementioned and street hereinafter mentioned, College issued enrollment verification and vehicle registration, regardless of where the vehicle is registered.

Eligibility of Active-Duty Military Personnel: A resident permit shall be issued to active-duty military personnel living in Salem with proof of a residential lease and/or utility bill in the individual's name for a residence in one of the zones aforementioned and street hereinafter mentioned, verification of active-duty military status, and vehicle registration, regardless of where the vehicle is registered.

Compliance with state and local laws: No resident parking permits shall be issued for any unit where the number of non-related residents violates the State Building Code and/or City Ordinances, as determined by the City's Building Inspector.

**B. How and where to obtain permits:** The Traffic and Parking Department shall be in charge of issuing permits upon verification of residence, domicile and registration. The City's Police Department and Traffic and Parking Department shall be responsible for enforcement of the ordinance. The Police Chief or their designee, or the Director of Traffic and Parking, may alter the requirements for obtaining a resident permit in limited circumstances, and upon consultation with the Ward Councilor. Renewal of resident parking permits shall be on a rolling basis by zone and staggered throughout the year, as determined by the Director of Traffic and Parking

**C. Visitor parking permits:** The Traffic and Parking Department shall also be in charge of issuing no more than two (2) portable Visitor Parking Permits per dwelling unit, as defined in Section 10 of the City's Zoning Ordinance, excluding College and University Student Resident Parking Permit holders as defined in sub-section A above, that shall be used for visitors of the residents of the area. Proof of residency is required as in Sub-Section B above. The Visitor Permits are to be used ONLY while visitors are actually visiting the dwelling unit to which the permits are issued. Visitor permits shall be valid only for a period of time not longer than 7 consecutive days for any one visitor. Any abuse in the use of a Visitor Permit will result in the revocation of the Permit.

**D. Fees:** The fee for each Resident Parking Permit shall be \$20.00 and shall be valid for a period of one year, provided that the owner of the vehicle continues to be domiciled within the zone indicated on the resident parking permit, in the event the owner of the vehicle is domiciled outside the zone indicated, the resident parking permit shall be considered null and void. The fee for the first Visitor Parking Permit shall be \$30.00. The fee for a second Visitor Parking Permit shall be \$50.00. Each Visitor Parking Permit shall be valid for one year.

The fee for each Resident Parking Permit issued to an individual who resides part-time in the city, with vehicles registered elsewhere, will be \$30.00 and no visitor parking permits shall be issued.

The fee for each Resident Parking Permit issued to a non-resident property owner or landlord shall be \$50.00 and no visitor parking permits shall be issued.

**Fees for College and University Students Living Off Campus with non-Salem vehicle registration:**

The fee for each Resident Parking Permit issued to a College or University student living off campus and eligible for such a Permit shall be \$20.00 and shall be valid for a period of one year, provided that the

owner of the vehicle continues to be domiciled within the zone indicated on the resident parking permit. In the event the owner of the vehicle is domiciled outside the zone indicated, the resident parking permit shall be considered null and void. No Visitor Parking Permits shall be issued.

**Fees for Active-Duty Military Personnel with non-Salem vehicle registration:** The fee for each Resident Parking Permit issued to active-duty military personnel living in Salem with non-Salem vehicle registration and eligible for such a Permit shall be waived and shall be valid for a period of one year, provided that the owner of the vehicle continues to be domiciled within the zone indicated on the resident parking permit. In the event the owner of the vehicle is domiciled outside the zone indicated, the resident parking permit shall be considered null and void.

**E. Miscellaneous:**


1. The Traffic and Parking Department shall keep records of the issuance of all resident permits and their expiration dates.
2. The Director of Traffic and Parking is authorized to revoke the residential parking permit of any person found in violation of these regulations.

**II. Parking prohibitions—Fine and/or towing.**

The following streets or portions thereof, shall comprise the Resident Parking Zones within the City and all parking shall be prohibited during the hours indicated except by motor vehicles containing the Resident Parking Permit or Visitor Parking Permit provided herein:

FOR A LIST OF STREETS, TURN TO THE NEXT PAGE

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 41202 www.salem.com*



## 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)

Dominick Pangallo, 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 November 1, 2023 and attended by:

Jaime Garmendia, Acting Chair

Brendan Casey

Lt. David Tucker

Jeff Swartz

The Commission took the following action:

Advisory Recommendation

Ordinance Change Recommendation

Handicap Parking

Resident Parking

Other Change

**Background and notes:** On October 18<sup>th</sup>, 2023, staff presented a recommendation to remove several streets from the traffic ordinance which had been designated for residential permit parking. Staff presented data on a street-by-street basis which identified overall participation in the permit program, estimated on street parking, the existence of off-street parking as well as parking utilization based on aerial photos. Staff recommended the removal in cases where 20% or less of the residents had purchased permits. Commissioners asked for additional information and requested staff present at the next meeting.

On November 1<sup>st</sup>, 2023, staff reviewed their recommendation providing some additional information. During the time between the two meeting Councilor Varela requested that 20 of the streets identified for removal be submitted to Council to begin the process for review and adoption. The councilor had spoken with several of the residents on these streets and indicated there was consensus that they no longer be designated for resident parking. Staff identified 14 additional streets for removal, Councilor Varela requested that one of the streets, Wilfred Terrace, remain until an ongoing access issue to adjacent land, owned by the Town of Marblehead, is resolved. The Commission voted to recommend removal of 13 streets and maintain Wilfred Terrace for the time being. Following the meeting Councilor Morsillo contacted the Director requesting that Jackson Street be amended to continue designating resident parking along the northerly side of the street from 93-99 Jackson. Councilor Stott requested that Franklin Street maintain its current resident permit designation. The Director included the requests in the submitted ordinance amendment.

During both meetings staff also presented rezoning recommendations and proposed rate changes to both year-round resident and temporary October resident permits. The intent of the proposed rezoning changes is to redraw parking zones to reflect geographic areas and intuitive boundaries. The goal is not to establish zones which cover the entire city but focus on areas where clusters of currently designated streets exist and create opportunities to establish new areas based on feedback the Department has received from Councilors and the public over the last few years. In terms of the rate changes, staff conducted a comparative analysis of six other communities in the Commonwealth to develop the recommended rate changes.

**Motion and Vote:** *On a motion duly made by Commissioner Swartz and seconded by Commissioner Casey, the Traffic and Parking Commission voted to recommend removal of the 13 streets from Section 75 of the Traffic Ordinance and keep Wilfred Terrace for the time being.*

***The vote is four (4) in favor, and zero (0) opposed, the motion passes.***

Vote: The motion was made by Commissioner Swartz and seconded by Commissioner Casey.

In Favor:

- Jaime Garmendia, Acting Chair
- Brendan Casey
- Lt. David Tucker
- Jeff Swartz

Opposed:

- Jaime Garmendia, Acting Chair
- Brendan Casey
- Lt. David Tucker
- Jeff Swartz

Abstained:

- Jaime Garmendia, Acting Chair
- Brendan Casey
- Lt. David Tucker
- Jeff Swartz



## CITY OF SALEM

In City Council, April 25, 2024

**ORDERED:** That the City Council re-appointment Deborah Greel and Kate Martin to the Community Preservation Act Committee with their terms to expire on May 23, 2026



## CITY OF SALEM

In City Council, April 25, 2024

**ORDERED:** That the Regular Meetings of the City Council for the months of July and August be combined and held on Thursday, July 11, 2024 and be it further ordered that the City Council regular meetings for the month of November and December be held on Thursday, November 14, 2024, and December 5, 2024.



## CITY OF SALEM

In City Council, April 25, 2024

**ORDERED:** Pursuant to Massachusetts General Law Chapter 54, Section 34, that the Salem City Council vote to approve the use of the ImageCast Precinct Gen 2 Tabulator – Version 5.17 at the next election, the State Primary to be held on September 3, 2024, and thereafter at all elections held in the City of Salem, until otherwise ordered by a vote of the Salem City Council. Said electronic voting system shall be used in those polling places designated by the Salem City Council. And be it further ordered that the Salem City Council shall discontinue the use of the Accu-Vote Optical Scanner in any and all elections held in the City of Salem.



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

*Aene Simons*  
*City Clerk*



*Room 1*  
*City Hall*

April 25, 2024

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

Dear Councillors:

As some of you may know, the City of Salem's current voting tabulators known as the AccuVote, were purchased in 1998 (26 years ago). These machines have served myself and my predecessors very well.

The Board of Registrars, my Assistants Rochelle Sport and Maureen Fisher and I began the process of determining which voting equipment to purchase some time ago. There are only two companies that are certified by the State of Massachusetts to sell tabulators. These companies are LHS Associates and ES&S. Over the past couple of years, these two companies have given us in-person demonstrations.

Last year, our Purchasing Agent put out the RFP. LHS Associates was awarded the bid. LHS is the same company who provides and services our current machines. Therefore, we know their products and we have maintained excellent customer service with them for many years.

The first election to use the new tabulators will be the State Primary on September 3, 2024. LHS will train myself, my staff and my Wardens and Clerks on how to use the new tabulators. These training sessions will occur over the summer.

The Board of Registrars and I feel this is the right time to upgrade the equipment for several reasons. First, one feature on the new tabulator is a larger display screen and will give the voter better information on the status of their ballot i.e., message if you filled in too many ovals and for which race, if you left the ballot blank, and shows that your ballot was successfully cast. In addition, we have added the feature to have these messages display in Spanish. All a voter will need to do is press a button to change the language.

Since September will be the first election to use them, it will allow the poll workers a “quieter” election to get acclimated to them before the Presidential election in November. Additional training will be between these two elections as a refresher and to go over any questions.

Also, if you recall 2022 was the first year that we had dual language ballots and in November of that year, the ballot consisted of 2 cards. It is quite possible that with the November election and depending on how many ballot questions, Salem could have 2 or more cards to vote. I feel that would have put too much strain on our Accuvotes.

We will be purchasing the same number of ImageCasts to replace the Accuvotes, which is sixteen. Fourteen for the precincts and two spares if needed. We will also be able to add end-of-night software for next year. The money to purchase this equipment has already been appropriated for, so there is no request for supplemental funds.

The Mass General Law Chapter 54, Section 34, Use of Voting Machines by Cities and Towns require a majority vote of the City Council at least 120 days before the primary to approve the purchase of new voting machines, the first election it shall be used and the discontinuance of the current voting equipment.

You may contact me if you have any further questions.

Sincerely,

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

Ilene Simons  
City Clerk

Cc: Board of Registrars

**Part I** ADMINISTRATION OF THE  
GOVERNMENT

**Title** ELECTIONS

**VIII**

**Chapter** ELECTIONS

**54**

**Section** USE OF VOTING MACHINES BY  
CITIES AND TOWNS

**34**

Section 34. A city or town may, by vote of a majority of the city council or by vote of a majority of the board of selectmen, at a meeting held at least one hundred and twenty days before the primary, preliminary election or election at which voting machines are to be used, determine upon and purchase, lease, or lease with an option to purchase, one or more voting machines approved as provided in section thirty-two, and order the use thereof at primaries, preliminary elections and elections of state, city or town officers in such city or town; and thereafter at all primaries and elections of state, city or town officers in that city or town, until otherwise ordered by the city council in a city and the selectmen in a town, said machines shall be used at primaries and preliminary elections and for voting for the officers to be elected at such elections and for taking the vote upon questions submitted to the voters. Notice of such determination to use voting machines, or to discontinue the use thereof, shall be sent to the state secretary by the city or town clerk within five days after such determination; provided, however, that no such discontinuance shall take

place later than ninety days prior to a state or presidential primary or state election, nor later than thirty days prior to a city or town primary, preliminary election or election at which it is to become effective.

A city or town may, by vote of a majority of the city council or by vote of a majority of the board of selectmen, at a meeting held not later than one hundred and twenty days prior to a state or presidential primary or state election, and not later than sixty days prior to a municipal primary, preliminary election or election at which an electronic voting system is first to be used, determine upon the use of, and may lease, purchase, or lease with an option to purchase, the marking units or automatic tabulating equipment necessary to any electronic voting system approved for use in the commonwealth in accordance with section thirty-two. Thereafter, at all primaries, preliminary elections and elections held in said city or town, until otherwise ordered by vote of the city council in a city or of the selectmen in a town, said electronic voting system shall be used in those polling places designated by the city council or board of selectmen.

Notice of determination to use an approved electronic voting system, or to discontinue its use, shall be sent to the state secretary by the city or town clerk within five days after such determination; provided, however, that no such discontinuance shall take place later than ninety days prior to a state or presidential primary or state election, nor later than thirty days prior to a city or town primary, preliminary election or election at which it is to become effective; and, provided further, that no such discontinuance shall prevent the state secretary from selecting appropriate voting machines and vote tally systems pursuant to section thirty-two.



# CITY OF SALEM

In City Council, **April 25, 2024**

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 to teach art classes for both the Council on Aging and Park and Recreation by the Park, Recreation and Community Services, not to exceed 500 hours in this calendar year.

**ELIZABETH M. RENNARD**  
*CITY SOLICITOR*  
93 WASHINGTON STREET  
SALEM, MA 01970  
TEL: 978.619.5633  
EMAIL: [BRENNARD@SALM.MA.GOV](mailto:BRENNARD@SALM.MA.GOV)



**CITY OF SALEM**  
DOMINICK PANGALLO, MAYOR  
LEGAL DEPARTMENT  
93 WASHINGTON STREET  
SALEM, MASSACHUSETTS 01970

**JAMES F. WELLOCK**  
ASSISTANT CITY SOLICITOR  
TEL: 978.619.5634  
EMAIL: [WELLOCK@SALM.MA.GOV](mailto:WELLOCK@SALM.MA.GOV)

**JOANNE M. ROOMEY**  
PARALEGAL  
PUBLIC RECORDS ACCESS OFFICER  
TEL: 978.619.5638  
EMAIL: [JROOMEY@SALM.MA.GOV](mailto:JROOMEY@SALM.MA.GOV)

April 25, 2024

Salem City Council  
City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Linda Abbene, as provided in General Law c. 268A, § 20(b), to teach art classes for both the Council on Aging and Park and Recreation Department.

The Conflict-of-Interest Law, specifically General Law c. 268A, § 20(b), requires that because Linda Abbene will teach art classes for both the Council on Aging and Park and Recreation Department for the Park, Recreation and Community Services, she 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 Order, 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.

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

	<b>MUNICIPAL EMPLOYEE INFORMATION</b>
Name of municipal employee:	Linda Abbene
Title/ Position	Para Professional – Saltonstall School
<b>Fill in this box if it applies to you.</b>	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	Saltonstall School – Salem Public Schools
Agency Address	211 Lafayette St. Salem, MA 01970
Office phone:	978-740-1297
Office e-mail:	labbene@salemk12.org
	Check one: <input type="checkbox"/> Elected            or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	July 2007
<b>BOX # 1</b>	<b>ELECTED MUNICIPAL EMPLOYEE</b>
<b>Select either STATEMENT #1 or STATEMENT #2.</b>	I am an <b>elected municipal employee</b> .
<b>Write an X beside your financial interest.</b>	<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>
<b>Select either STATEMENT #1 or STATEMENT #2.</b>	I am a <b>non-elected municipal employee</b> .
<b>Write an X beside your</b>	<input type="checkbox"/> <b>STATEMENT # 1:</b> I had one of the following financial interests in a contract made by a municipal agency <b>before</b> I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.
	<b>My financial interest in a municipal contract is:</b>



<b>financial interest.</b>	<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 <b>new</b> 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>
<b>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</b>	
Name and address of municipal agency that made the contract	City of Salem Park, Recreation and Community Services
Please put in an X to confirm these facts.	<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>
<b>FILL IN THIS BOX OR THE BOX BELOW</b>	<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>Teaching art classes for both the Council on Aging and Park and Recreation. With the COA, Linda teaches 2 times each month for a total of 4 hours monthly. With Park and Recreation, Linda teaches various classes with adults and children.</p>
<b>FILL IN THIS BOX OR THE BOX ABOVE</b>	<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 <b>ONLY</b> 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 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 P. Albano</i></p>
<p>Date:</p>	<p><i>7/4/2024</i></p>

Attach additional pages if necessary.

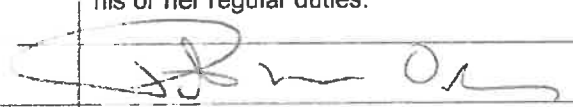
NOT A PERSONAL SERVICES CONTRACT – File disclosure with the city or town clerk.

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**

INFORMATION ABOUT HEAD OF CONTRACTING AGENCY	
Name:	Patricia O'Brien
Title/ Position	Superintendent
Municipal Agency:	City of 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:	4-8-24

**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.



# CITY OF SALEM

In City Council, **April 25, 2024**

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 to lead a weeklong (10 hours) Lacrosse Clinic by the Park, Recreation and Community Services Department, not to exceed 500 hours in this calendar year.

**ELIZABETH M. RENNARD**  
*CITY SOLICITOR*  
93 WASHINGTON STREET  
SALEM, MA 01970  
TEL: 978.619.5633  
EMAIL: [BRENNARD@SALEM.MA.GOV](mailto:BRENNARD@SALEM.MA.GOV)



**JAMES F. WELLOCK**  
ASSISTANT CITY SOLICITOR  
TEL: 978.619.5634  
EMAIL: [JWELLOCK@SALEM.MA.GOV](mailto:JWELLOCK@SALEM.MA.GOV)

**JOANNE M. ROOMEY**  
*PARALEGAL*  
*PUBLIC RECORDS ACCESS OFFICER*  
TEL: 978.619.5638  
EMAIL: [JROOMEY@SALEM.MA.GOV](mailto:JROOMEY@SALEM.MA.GOV)

**CITY OF SALEM**  
DOMINICK PANGALLO, MAYOR  
LEGAL DEPARTMENT  
93 WASHINGTON STREET  
SALEM, MASSACHUSETTS 01970

April 25, 2024

Salem City Council  
City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Kristen Stevens, as provided in General Law c. 268A, § 20(b), to lead a weeklong (10 hours) Lacrosse Clinic to the Park, Recreation and Community Services Department.

The Conflict-of-Interest Law, specifically General Law c. 268A, § 20(b), requires that because Kristen Stevens will provide services to lead a weeklong (10 hours) Lacrosse Clinic to the Park, Recreation and Community Services Department, she 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 Order, 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.

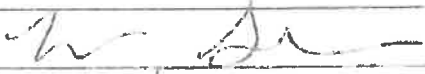
This section shall not apply (a) to a municipal employee who in good faith and within thirty days after he learns of an actual or prospective violation of this section makes full disclosure of his financial interest to the contracting agency and terminates or disposes of the interest, or (b) to a municipal 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.

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

	<b>MUNICIPAL EMPLOYEE INFORMATION</b>
Name of municipal employee:	Kristen Stevens
Title/ Position	Teacher – Collins Middle School
<b>Fill in this box if it applies to you.</b>	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 01979
Office phone:	978-740-1194
Office e-mail:	kstevens@salemk12.org
	Check one:    ___ Elected            or            ___X_ Non-elected
Starting date as a municipal employee.	September 2017
<b>BOX # 1</b>	<b>ELECTED MUNICIPAL EMPLOYEE</b>
<b>Select either STATEMENT #1 or STATEMENT #2.</b>	I am an elected municipal employee.
<b>Write an X beside your financial interest.</b>	<p>___ <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>___ <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>___ I have a non-elected, compensated municipal employee position.</p> <p>___ A municipal agency has a contract with me.</p> <p>___ 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>___ 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>	<b>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</b>
<b>Select either STATEMENT #1 or STATEMENT #2.</b>	I am a non-elected municipal employee.
	<p>✓ <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 <b>new</b> 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 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> <ul style="list-style-type: none"> <li>- Please explain what the contract is for.</li> </ul> <p>Leading a week long (10 hours) lacrosse clinic for Park and Recreation.</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> <ul style="list-style-type: none"> <li>- Please identify the person or entity that has the contract with the municipal agency.</li> <li>- What is your relationship to the person or entity?</li> <li>- What is the contract for?</li> </ul>
<p>What is your</p>	<ul style="list-style-type: none"> <li>- Please explain the financial interest and include the dollar amount if you know it.</li> </ul>



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 <b>ONLY</b> 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 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 type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
Employee signature:	
Date:	4/10/24

Attach additional pages if necessary.

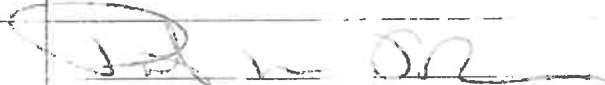
NOT A PERSONAL SERVICES CONTRACT – File disclosure with the city or town clerk.

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:	City of Salem Park, Recreation & Community Services
Agency Address:	401 Bridge St Salem
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:	4-11-24

**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.



# CITY OF SALEM

In City Council, **April 25, 2024**

Ordered:

In accordance with Massachusetts General Law, Chapter 268A, Section 20(b) the City Council hereby declares that Brian Donnelly has met the requirements for exemption as set forth in this Section and may be retained as an Artist to paint electrical box by the Beautification Committee, not to exceed 500 hours in this calendar year.

**ELIZABETH M. RENNARD**

*CITY SOLICITOR*

93 WASHINGTON STREET

SALEM, MA 01970

TEL: 978.619.5633

EMAIL: [BRENNARD@SALM.MA.GOV](mailto:BRENNARD@SALM.MA.GOV)



**CITY OF SALEM**

DOMINICK PANGALLO, MAYOR

LEGAL DEPARTMENT  
93 WASHINGTON STREET  
SALEM, MASSACHUSETTS 01970

**JAMES F. WELLOCK**  
ASSISTANT CITY SOLICITOR  
TEL: 978.619.5634  
EMAIL: [JWELLOCK@SALM.MA.GOV](mailto:JWELLOCK@SALM.MA.GOV)

**JOANNE M. ROOMEY**  
*PARALEGAL*  
*PUBLIC RECORDS ACCESS OFFICER*  
TEL: 978.619.5638  
EMAIL: [JROOMEY@SALM.MA.GOV](mailto:JROOMEY@SALM.MA.GOV)

April 25, 2024

Salem City Council  
City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Brian Donnelly, as provided in General Law c. 268A, § 20(b), to work as an Artist for the Salem Public Library.

The Conflict-of-Interest Law, specifically General Law c. 268A, § 20(b), requires that because Brian Donnelly will provide services as an Artist to paint electrical box by the Beautification Committee, he 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 Order, 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.

**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:	Brian Donnelly
Title/ Position	Salem Public Library / Artist
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	City of Salem - Library
Agency Address	
Office phone:	978-744-0860
Office e-mail:	
	Check one: <input type="checkbox"/> Elected    or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	
<b>BOX # 1</b>	<b>ELECTED MUNICIPAL EMPLOYEE</b>
Select either STATEMENT #1 or STATEMENT #2.	I am an <b>elected</b> 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 <b>non-elected</b> 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 <b>before</b> 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><b>-- OR --</b></p> <p><input type="checkbox"/> <b>STATEMENT # 2:</b> I will have a <b>new</b> 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><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 style="font-size: 1.2em;">Artist to paint electrical box (paid by Beautification Committee). Design approved by Public Art Commission</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>

**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:	Sonkadeh Mustafa
Title/ Position	Water Registrar / Business Manager
Municipal Agency:	City of Salem
Agency Address:	98 Washington St. 2nd floor. Salem, MA 01970
Office Phone:	978-619-5679
<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:	04/10/2024

**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.



<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><b>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).</b></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>Date:</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.**