

From: Maureen Fisher <MFisher@Salem.com>
Sent: Tuesday, July 6, 2021 11:12 AM
To: Dan Klasnick <dklasnick@dkt-legal.com>; Ilene Simons <ISimons@Salem.com>; Victoria Caldwell <vcaldwell@Salem.com>
Subject: RE: Small Cell Installation - 234 Bridge Street

Hi Dan,

Yes please that would be great, this way I can put in the file!

Thanks,

Maureen

From: Dan Klasnick <dklasnick@dkt-legal.com>
Sent: Tuesday, July 6, 2021 10:11 AM
To: Maureen Fisher <MFisher@Salem.com>; Ilene Simons <ISimons@Salem.com>; Victoria Caldwell <vcaldwell@Salem.com>
Subject: RE: Small Cell Installation - 234 Bridge Street

Hi Maureen,

Good morning. Thank you. I believe the application was continued until the July 15th City Council meeting. Would you need me to provide a further request to continue the application until the September 9th meeting?

Thanks, Dan

Daniel D. Klasnick, Esq.
Duval & Klasnick LLC
Counselors at Law
dklasnick@dkt-legal.com
Direct Dial: (781) 873-0021
Mobile: (774) 249-2814

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From: Maureen Fisher <MFisher@Salem.com>

Sent: Tuesday, July 6, 2021 8:45 AM

To: Dan Klasnick <dklasnick@dkt-legal.com>; Ilene Simons <ISimons@Salem.com>; Victoria Caldwell <vcaldwell@Salem.com>

Subject: RE: Small Cell Installation - 234 Bridge Street

Good Morning Dan,

After July 15th the City Council go on summer break. We will start meeting again on September 9, 2021. Unless something changes I can let you know. I hope you enjoyed your 4th of July as well.

Best,

Maureen

Maureen E. Fisher
Assistant City Clerk - Council
Justice of the Peace
City of Salem
93 Washington St
Salem, MA 01970
978-619-5614
mfisher@salem.com

From: Dan Klasnick <dklasnick@dkt-legal.com>

Sent: Monday, July 5, 2021 3:30 PM

To: Ilene Simons <ISimons@Salem.com>; Victoria Caldwell <vcaldwell@Salem.com>

Cc: Maureen Fisher <MFisher@Salem.com>

Subject: Small Cell Installation - 234 Bridge Street

Hi Ilene and Vickie,

I hope you both had a nice 4th of July holiday. The Design Review Board granted the request to continue its review to the July 28th meeting. As a result, I wanted to contact you both about the further continuance of the still pending City Council application and for a further extension of the tolling agreement.

Thanks, Dan

Daniel D. Klasnick, Esq.
Duval & Klasnick LLC

Counselors at Law
dklasnick@dkl-legal.com
Direct Dial: (781) 873-0021
Mobile: (774) 249-2814

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ROUTING SLIP

Telecommunications Attachments in the Public Right of Way

Pursuant to the Code of Ordinances, Sections 12-86 through 12-200, each applicant who seeks access to the public right of way for telecommunications purposes must submit a petition and plans along with a \$500 application fee to the Electrical Department. Once the City Electrician has signed off, please circulate to the Departments listed on the reverse side of this Routing Slip for signature with a courtesy copy to the Ward Councillor and return it to the City Clerk's Office prior to the petition being placed on the City Council Agenda for a grant of location pursuant to MGL Chapter 186, Section 22.

Right of Way Location Requested: 234 Bridge Street (42.523889 - 70.895550)

City Ward: 6

Link to Plans Online: _____

Application Fee Received: Yes Check No. 7251 Date: 11/6/2020

City Electrician Approval: John J. Minardi

BUSINESS NAME

Corporate name: Verizon Wireless

d/b/a: _____

Address: 18 Flanders Rd. Westborough, MA 01581 Tele. # _____

CONTACT: Danielle Sabourin/Agent w/ Airesmith development

Street: 318 West Ave. Tele. # 508-446-7180

City: Saratoga Springs State: NY Zip: 12856

Email Address: dsabourin@airesmithdevelopment.com

Pole Ownership

To be attached to utility-owned pole To be attached to City-owned pole

Pole Attachment Agreement attached* Pole Attachment Agreement to follow*

*All grants of location for telecommunications attachments to poles are conditioned upon evidence of a valid pole attachment agreement.

Conduits

Will the attachment also require an underground conduit? Yes No

TO ALL CITY DEPARTMENTS: By signing this slip you are only acknowledging that the applicant has made your department aware of its plans. All grants of location will be conditioned upon compliance with all departmental requirements and require a vote of the City Council after a public hearing. Please attach comments on separate sheet.

Michael Hadjilov
Planning Department DATE
City Hall Annex, 93 Washington Street
see attached signature and comments

see attached signature
Engineering Department DATE
City Hall Annex, 93 Washington Street
[Signature] 1-21-21
Office of Information Technology DATE
25 Highland Avenue

Salem Historical Commission DATE
City Hall Annex, 93 Washington Street
Victoria B. Caldwell
Legal Department DATE
City Hall, 93 Washington Street

Jan 21, 2021

RETURN ROUTING SLIP, ANY COMMENTS, PETITION, PLANS, ABUTTER LABELS, AND PROPOSED ORDER TO CITY CLERK'S OFFICE, CITY HALL, 93 WASHINGTON STREET WHEN COMPLETE SO THAT IT MAY BE PLACED ON THE COUNCIL'S AGENDA.

TO ALL CITY DEPARTMENTS: By signing this slip you are only acknowledging that the applicant has made your department aware of its plans. All grants of location will be conditioned upon compliance with all departmental requirements and require a vote of the City Council after a public hearing. Please attach comments on separate sheet.

Planning Department DATE
City Hall Annex, 88 Washington Street

 1/15/24

Engineering Department DATE
City Hall Annex, 88 Washington Street

Salem Historical Commission DATE
City Hall Annex, 88 Washington Street

Office of Information Technology DATE
28 Highland Avenue

Legal Department DATE
City Hall, 93 Washington Street

RETURN ROUTING SLIP, ANY COMMENTS, PETITION, PLANS, ABUTTER LABELS, AND PROPOSED ORDER TO CITY CLERK'S OFFICE, CITY HALL, 93 WASHINGTON STREET WHEN COMPLETE SO THAT IT MAY BE PLACED ON THE COUNCIL'S AGENDA.

TO ALL CITY DEPARTMENTS: By signing this slip you are only acknowledging that the applicant has made your department aware of its plans. All grants of location will be conditioned upon compliance with all departmental requirements and require a vote of the City Council after a public hearing. Please attach comments on separate sheet.

Planning Department DATE
City Hall Annex, 98 Washington Street

[Signature] * 11/15/21

Salem Historical Commission DATE
City Hall Annex, 98 Washington Street

Engineering Department DATE
City Hall Annex, 98 Washington Street

Office of Information Technology DATE
29 Highland Avenue

Legal Department DATE
City Hall, 93 Washington Street

RETURN ROUTING SLIP, ANY COMMENTS, PETITION, PLANS, ABUTTER LABELS, AND PROPOSED ORDER TO CITY CLERK'S OFFICE, CITY HALL, 93 WASHINGTON STREET WHEN COMPLETE SO THAT IT MAY BE PLACED ON THE COUNCIL'S AGENDA.

* See attached
comment letter



KIMBERLEY DRISCOLL
MAYOR

TOM DANIEL, AICP
DIRECTOR

CITY OF SALEM, MASSACHUSETTS
DEPARTMENT OF PLANNING AND
COMMUNITY DEVELOPMENT

120 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970
TELE: 978-619-5685 ♦ FAX: 978-740-0404

MEMO

To: Mason Wells, Staff Planner
From: Patti Kelleher, Preservation Planner
Date: December 2, 2020
RE: Request for Grant of Location for Cell Antenna Attachment

I have reviewed the request from Verizon Wireless for the installation of a cell attachment to an existing light pole at 234 Bridge Street. As part of the review for cell attachments, a determination must be made that the attachments will not impact the city's historic resources. Therefore, I have reviewed the submitted plans and offer the following comments:

- While the light pole at 234 Bridge Street is outside of the boundaries of the Downtown Salem National Register District, it is adjacent to the Salem Railroad Signal Tower (1927, SAL.3579), which has been determined eligible for the National Register of Historic Places. In addition, the First Universalist Church (1808, SAL.2432), which is individually listed in the National Register of Historic Places, is located across the street from this pole.
- This light pole may be within the boundaries of the Urban Renewal Area, which could require review by the Salem Redevelopment Authority.
- The selected light pole is in a highly visible location at the intersection of Bridge and Washington Streets. This decorative light pole was installed during a previous improvement project on Bridge Street and is an historically-appropriate design that is carried throughout the Bridge Street entrance corridor. The proposal to install a 5' tall steel pole and a 2'-9" antenna onto the existing pole would extend the height of the light pole almost 7 feet. In addition, the proposal would install a 22" wide x 48" tall equipment box to the side of the pole, which extend beyond the width of the pole. These additions would be visually intrusive at the entrance to the historic downtown and would diminish the investment the City has made to improve Bridge Street.

Based on the above findings, I recommend an alternative location be selected to minimize impacts on adjacent historic resources and the historic downtown and to be less visually conspicuous at this busy intersection. If an alternative location cannot be used, then the pole mounted equipment enclosure should be placed as high as possible on the pole (it is currently positioned at 8' above grade) and on the least obtrusive side of the pole (which may be difficult due to pole's location on an intersection). Staff also recommends that all attachments be painted black to match the color and finish of the light pole. The Historical Commission often requires property owners to paint vents and pipes in a finish to match color of building.

Airosmith Inc.
318 West Avenue
Saratoga Springs, NY 12866
(518) 306-1729

KeyBank National Association
1186 Western Ave
Albany, NY 12203
29-7213

7251

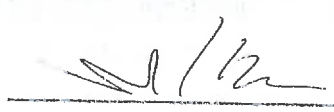
8/13/2020

PAY TO THE
ORDER OF City of Salem

\$ **500.00

Five Hundred and 00/100..... DOLLARS

City of Salem
93 Washington Street
Salem, MA 01970



Salem_SC27_MA

⑆00725⑆ ⑆021300077⑆ 0032968126080⑆

Airosmith Inc.
City of Salem

8/13/2020

7251
500.00

Key Checking Salem_SC27_MA

500.00

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1260 AVERY

Salem
Abutters List

Subject Parcel ID: B

Subject Property Location:

ParcelID	Location	Owner	Co-Owner	Mailing Address	City	State	Zip
35-0024-0	252 REAR BRIDGE STREET	MASS BAY TRANS AUTH		P O BOX 045142	BOSTON	MA	02284-5142
35-0026-0	234 BRIDGE STREET	COMM OF MASS DEPT OF HIGHW	TRANSPORTATION BUILD	10 PARK PLAZA RM6Y60	BOSTON	MA	02116-3973E
35-0027-0	170 220 BRIDGE STREET	BELL FUND V SALEM STATION, L	ATTN: RYAN.LLC-PYS.COM	ONE INTERNATIONAL PLAC	BOSTON	MA	02110

Parcel Count: 3

End of Report



SALEM_SC27_MA
 PLT'D STEEL POLE # 234
 LIGHT POST 234 BRIDGE ST
 SALEM, MA 01970

PROJECT NO:	1000000000
CITY/TOWN/STATE:	MA
SHEET NO. OF SHEETS:	1 OF 1
DATE:	08/17/16
BY:	08/17/16
CHECKED BY:	08/17/16
APPROVED BY:	08/17/16

BY: ENGINEERS, INC.

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 NATURE AND IS NOT
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PROJECT NO: 1000000000
 SHEET NO. OF SHEETS: 1 OF 1
 DATE: 08/17/16
 BY: 08/17/16
 CHECKED BY: 08/17/16
 APPROVED BY: 08/17/16
 L-1 B

SITE NAME
SALEM_SC27_MA
 FLUTED STEEL POLE # 234
 LIGHT POST 234 BRIDGE ST
 SALEM, MA 01970



DRAWING INDEX	
SHEET #	SHEET DESCRIPTION
L-1	TITLE SHEET
L-2	GENERAL CHECKOUT
L-3	GENERAL NOTES

1 LOCATION PLAN / AERIAL IMAGE
 SCALE: N.T.S.

SITE CONTROL POINT	
COORDINATES OF EXISTING LIGHT POLE 234	
EASTING	632800
NORTHING	701800
ELEVATION	100



SALEM_SC27_MA
 147 WEST 24 BRIDGE ST
 SALEM, MA 01970

PROJECT NO.	147
DATE	08/11/14
DESIGNER	BRIDGE
CLIENT	SALEM
LOCATION	147 WEST 24 BRIDGE ST

BRIDGE, INC.

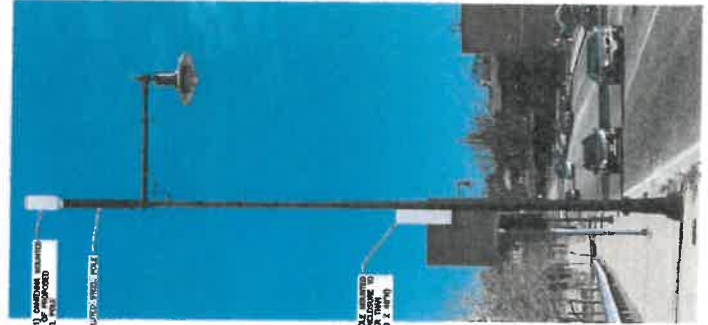
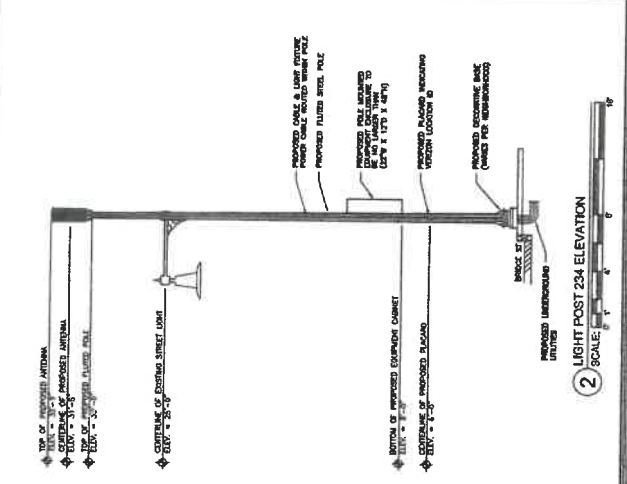
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L-2 B

NOTES:
 1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
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 9. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
 10. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.

SECTIONAL ANALYSIS:
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ANTENNA AND COMPONENT REQUIREMENTS:
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1 LIGHT POST 234 PHOTOGRAPH
 SCALE: N.T.S.

2 LIGHT POST 234 ELEVATION
 SCALE: N.T.S.



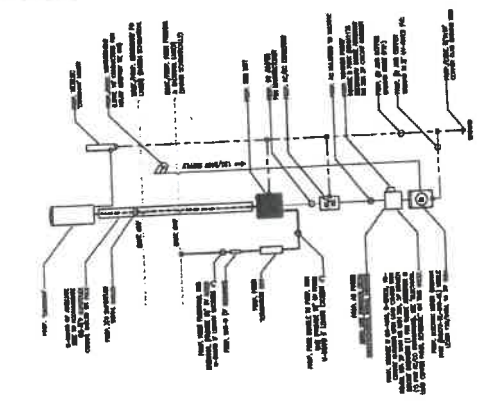
SALEM, SC27_MA

PLANTED STP-11 BRIDGE ST
 LIGHT POST 24 BRIDGE ST
 SALEM, MA 01978

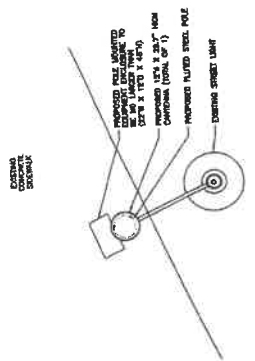
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DATE	08/11/2011
BY	08/11/2011
CHECKED	08/11/2011
APPROVED	08/11/2011

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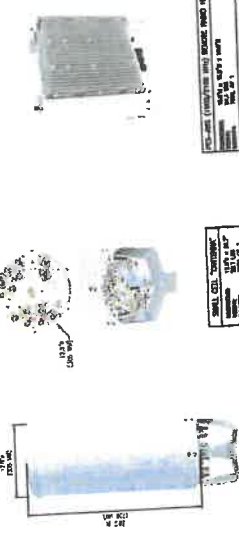
REV: 1-3 B



4 FIBER/ELECTRICAL ONE-LINE DIAGRAM
 SCALE: N.T.S.



1 EQUIPMENT AND ANTENNA ORIENTATION PLAN
 SCALE: N.T.S.



2 TYPICAL CANTENNA SPECIFICATIONS
 SCALE: N.T.S.



3 TYPICAL RRH UNIT DIMENSIONS
 SCALE: N.T.S.



4 FIBER/ELECTRICAL ONE-LINE DIAGRAM
 SCALE: N.T.S.



6/26/2020

To: City of Salem

Transmitted via email

RE: Verizon Wireless Small Cell Sites

Dear City of Salem,

Verizon is installing additional wireless telecommunications facilities in order to meet the growing demand for Verizon Wireless service by residents, businesses, visitors, and emergency responders.

To ensure general public safety, it is important that you contact Verizon Wireless personnel at least 24 hours in advance should general maintenance need to be performed in areas of potential concern as marked on the next page of this document. This is required to comply with FCC guidelines and ensure the environment is safe for general maintenance workers who may require RF Safety & Awareness training. With notification, Verizon Wireless is able to evaluate appropriate actions needed relating to the antennas and proximity of the work location.

Thank you for your inquiry. Verizon has a process to deactivate power on small cells (regardless of whether the small cell is 4G or 5G) while work is being done on the pole (including joint use poles). The information needed to have a small cell powered down for work to occur on the pole (including contact numbers and pole identifiers) is provided at a safe distance from the small cell on the pole itself. Please contact Verizon Wireless personnel at least 24 hours in advance if you need to perform maintenance at that site. If you have any additional questions, our point of contact in that area is Luis Teves.

You also expressed concerns about the health effects of RF emissions from Verizon's network equipment. The Federal Communications Commission (FCC) has developed safety rules for human exposure to RF emissions in consultation with numerous other federal agencies, including the Environmental Protection Agency, the Food and Drug Administration, and the Occupational Safety and Health Administration. These rules can be found at 47 C.F.R. § 1.1310. No matter which generation of technology we use, all Verizon equipment must comply with these safety requirements.

The FCC supported and adopted the standards after examining the RF research that scientists in the US and around the world conducted for decades. The research continues to this day, and agencies continue to monitor it. Based on that research, federal agencies have concluded that equipment that has been deployed in a manner that complies with the safety standards poses no known health risks. You can obtain further information about the safety of RF emissions from cell towers on the FCC's website, which you can access via this link: <http://www.fcc.gov/etrf/safety/rf-faq.html>.

Thank you for reaching out to us regarding your concerns. We appreciate the chance to explain our activities regarding the wireless facility at issue. Questions related to compliance with federal regulations should be directed to VZWRFCCompliance@verizonwireless.com. Please contact your local Verizon Wireless resource below if you have any additional questions.

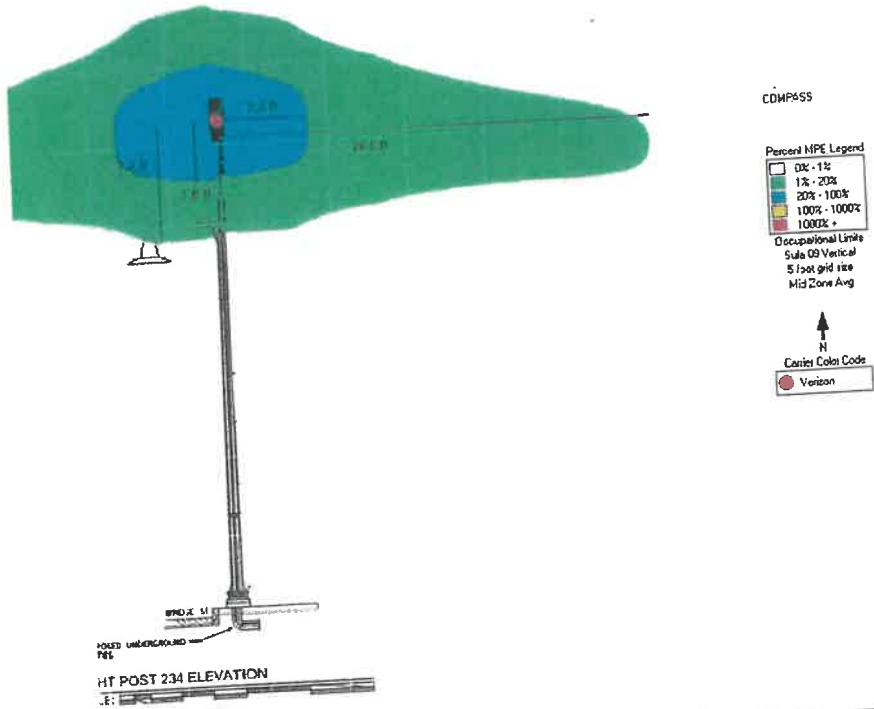
Contact Name	Contact Email	Contact Phone
Luis Teves	Luis.Teves@VerizonWireless.com	508-479-3197

Sincerely,

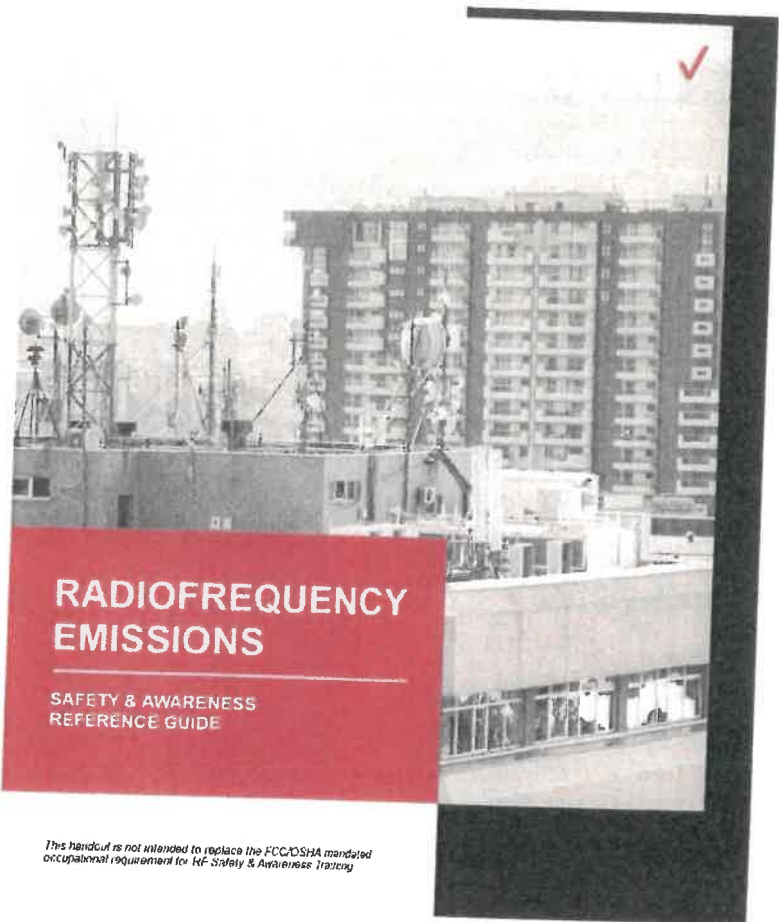
Rabeya Ahmad
Sr Manager - RF Design
Verizon Wireless

Verizon Wireless (VZW) Radiofrequency (RF) Emissions Map

The following site layout represents a current snapshot in time of the predicted Verizon Wireless RF emissions from transmitting antennas on this facility. Contact Verizon Wireless should maintenance need to be performed in any non-green areas.



Instructions		
Green	0 to 20	Safe In Relation to VZW. Contact Other Carriers Before Entering This Area
Blue	20 to 100	Contact VZW Before Accessing This Area
Yellow	Greater Than 100	
Red	Greater Than 1000	



RADIOFREQUENCY EMISSIONS

SAFETY & AWARENESS
REFERENCE GUIDE

This handout is not intended to replace the FCC/OSHA mandated occupational requirement for RF Safety & Awareness Training.

FEDERAL COMPLIANCE REQUIREMENTS

The Federal Communications Commission (FCC) has established safety guidelines relating to RF exposure from cell sites. The FCC developed those standards known as Maximum Permissible Exposure (MPE) limits, in consultation with numerous other federal agencies, including the Environmental Protection Agency, the Food and Drug Administration, and the Occupational Safety and Health Administration.

The standards were developed by expert scientists and engineers after extensive reviews of the scientific literature related to RF biological effects. The FCC explains that its standards incorporate prudent margins of safety.

CLASSIFICATIONS FOR EXPOSURE LIMITS

OCCUPATIONAL
Persons are "exposed as a consequence of their employment" and are "fully aware of the potential for exposure and can exercise control over their exposure".

GENERAL POPULATION
Any persons that "may not be made fully aware of the potential for exposure or cannot exercise control over their exposure".

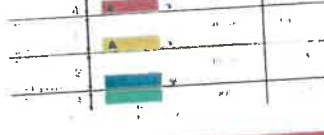
Taken from the FCC's Safety Manual, 47 CFR 1.1307, RF Safety & Awareness Training

ENSURING COMPLIANCE WITH FCC GUIDELINES

Areas or portions of any transmitter site may be susceptible to high power densities that could cause personnel exposures in excess of the FCC guidelines. Wireless Licensees are required by law to implement the following:

- Restrict access
- Post notification signage on every access point to increase awareness of the potential for exposure BEFORE one enters an area with antennas
- Place additional notification signage and visual indicators in an area with antennas (beyond an access point) where RF exposure levels may start to exceed the FCC's limits

MPE CHART



EXPOSURE MANAGEMENT

- Assume that all antennas are active
- Obey all posted signs
- Do not stop in front of any antenna
- Recognize the type of antenna and approach at the safest angle
- Contact wireless operator to coordinate access if required
- Signage will indicate where potential RF conditions exist
- Understand pathways of safe egress

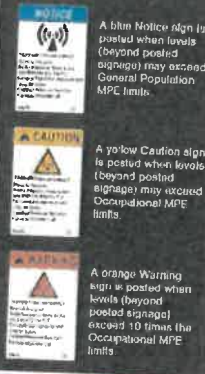
- If needed and possible wear personal protection equipment
- When using a personal monitor, remember the time averaging limits and monitor alarm thresholds if working in front of antennas
- If experiencing symptoms of heat exhaustion or nausea, remove yourself from the worksite and seek medical attention
- Power density decreases with distance so maintain distance between you and the antennas. The greater the distance you are from an antenna the bigger the reduction of RF exposure you will receive

PROPERTY OWNER RESPONSIBILITIES (M E N U)

RF exposure safety and the protection of every licensee's infrastructure are very important. Property owners and licensees have a shared responsibility in maintaining a safe and secure RF environment. Property owners can help in this significant endeavor by:

- Maintaining all necessary wireless licensee contact information.
- Enforcing restricted access (help maintain a Controlled Environment). Ensuring all building/maintenance personnel are trained in RF Safety, aware that the potential for exposure exists, and follow all appropriate entry and safety procedures.
- Notifying all licensees when any non-carrier requests access to any area with antennas at least 24 hours in advance.
- Understanding that compliance with the FCC and OSHA can be achieved with RF Exposure levels above the applicable limit if the proper signage, physical/indicative barrier and access restrictions are implemented. Commitment to compliance and willingness to cooperate are essential.

NOTIFICATION SIGNS



A blue Notice sign is posted when levels (beyond posted signage) may exceed General Population MPE limits.

A yellow Caution sign is posted when levels (beyond posted signage) may exceed Occupational MPE limits.

A orange Warning sign is posted when levels (beyond posted signage) exceed 10 times the Occupational MPE limits.

TYPES OF ANTENNAS

MICROWAVE ANTENNA

- Highly directional antenna model used for point to point communications
- Approach from the rear and sides. Do not stand or walk in front of microwaves as they transmit at a high frequency.



PANEL ANTENNA

- Range from 1 to 8 feet in length
- Sled mounted or to a support structure on site (Rooftop)
- Approach these antennas from the rear.



OMNI ANTENNA

- Omni antennas have the appearance of a rod-shaped pole and radiate in a 360° pattern around the pole.
- At the antenna level, there is no approach angle that is safer than another. Typically, emissions directly below the antenna are less than in front of the antenna.



QUASI-OMNI ANTENNA

- Quasi-Omni antennas have the appearance of a cylinder and contain emitters that radiate in a 360° pattern around the pole.
- At the antenna level, there is no approach angle that is safer than another. Typically, emissions directly below the antenna are less than in front of the antenna.



YAGI ANTENNA

- Directional antenna model
- Approach from sides and rear.



RF SAFETY TRAINING CONTACTS

- WATERFORD CONSULTANTS www.waterfordconsultants.com
 EPI www.epiconsulting.com
 SITESAFE www.sitesafe.com
 DTECH COMMUNICATIONS www.dtech.com



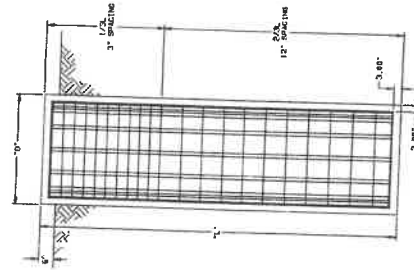
CONTACT US

Email: VZWRFCompliance@vzw.com
Subject: "ATTN:RF Compliance"

For Emergency Maintenance:
1-800-254-5620

verizon^v

FOUNDATION SIZE (S)				
PILE	CATEGORY	LENGTH	CONCRETE QUANTITY	TEMPERATURE BARS #/FT
	(FT)	(FT)	(CY)	(#)
20'-10"	3.0	11.5	3.000	8
				68
				64



GENERAL NOTES:

1. REINFORCING STEEL SHALL BE IN ACCORDANCE WITH ASTM A615 GRADE 60 OR EQUAL.
2. FOUNDATION TO BE CAST AGAINST UNDISTURBED SOIL.
3. FOUNDATION TO BE POURED MONOLITHICALLY.
4. FOUNDATION DESIGN BASED ON WATER TABLE BEING BELOW THE BOTTOM OF THE PIER. IF WATER TABLE IS ENCOUNTERED AT TIME OF EXCAVATION, CONSULT VALMONT OR A GEOTECH ENGINEER.
5. SITE GRADE IS 7% TO 1% OR FLATTER.
6. ALL MATERIALS AND CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS OF THE LATEST ACT, LOCAL, AND STATE CODES.
7. ALL METHODS OF CONSTRUCTION AND INSTALLATION ARE THE RESPONSIBILITY OF THE CONTRACTOR.
8. DESIGN BASED ON STANDARD SOIL VALUES FROM THE 2012 IBC DESIGN CODE FOR LOOSE NON-COESIVE SOIL. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THAT THE ACTUAL SITE SOIL CONDITIONS MEET OR EXCEED THE ASSUMED VALUES.
9. ANCHOR BOLT INFORMATION CAN BE FOUND IN VALMONT CALCULATIONS DATED 10/30/2020.



Digitally signed by Barry N Sladek
Date: 2020-11-02 16:25:06:00

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BOSTON, MA	
TYPE FOUNDATION DESIGN	
DATE	499316FDN



Valmont Industries, Inc.
West Highway 275
P.O. Box 358
Valley, Nebraska 68064-0358 USA
(402) 359-2201

A Light & Traffic Structure Proposal
for
Verizon Wireless
Boston, MA

Valmont Order No.:
499316-P1



Digitally signed by Barry N Sladek
Date: 2020-11-02 15:24:06:00

Prepared By:
Isaac Ward
October 30, 2020

Proprietary Information
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Proprietary Information

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ANALYSIS OF VALMONT INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH AASHTO-2013 RQMTS. (FINAL DEFLECTED POSITION)
 BY INT0644 11/30/2012 VERSION FUSE 1.13.0.1

SUBJECT: Boston, MA - 30' Fluted Small Cell Pole - (130 MPH-AASHTO 2013)

FOUNDER: 499316 FILE: FL30CD01A13AE

ELEVATION OF FOUNDATION ABOVE SURROUNDING TERRAIN = 0.0 (FT)
 STEPS INCLUDED ? NO

RECURRENCE INTERVAL = 50
 WIND FATIGUE: NO
 WIND VELOCITY = 130 MPH CRITERIA: AASHTO-2013
 AASHTO ICE INCLUDED ? YES

DESIGN SUMMARY
 POLE

HEIGHT (FT)	POLE SHAFT HEIGHT (LES)	GROUND LINE DIAMETER (IN)	TOP DIAMETER (IN)
30.00	62.8	10.00	5.80

SECTION CHARACTERISTICS	SECTION 1 12 FLAT FLUT
SHAPE	10.00
EASE DIAMETER (IN)	5.80
TOP DIAMETER (IN)	0.23510
THICKNESS (IN)	23.00
LENGTH (FT)	62.8
WEIGHT (LES)	0.1400
TAPER (IN/FT)	58
YIELD STRENGTH (KSI)	5100 - 55
MATERIAL	= SOCKET
EASE WELD TYPE	

EASE PLATE (SQUARE)	
MATERIAL	= 570 - 36 ksi
WIDTH	= 12.50 IN
THICKNESS	= 1.250 IN
YIELD STRENGTH	= 36 KSI

ANCHOR BOLTS

MATERIAL	= 5100 - 55 ksi
BOLT DIAMETER	= 1.75 IN
BOLT CIRCLE	= 10.00 IN
QUANTITY	= 4
YIELD STRENGTH	= 55 KSI

ANALYSIS OF VALMONT INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH ASHTO-2113 RQ/LS. (FINAL SELECTED POSITION)
 BY EW08044 1/30/2023 VERSION Page 1.13.1.3

SUBJECT: Boston, MA - 30' Fluted Small Cell Pole - (130 MPH-ASHTO 1013)

FOLDER: 499916 FILE: FL302013ASAE

ELEVATION OF FOUNDATION ABOVE SURROUNDING TERRAIN = 0.0 (FT)
 STEPS INCLUDED ? NO

RECURRENT INTERVAL = 50
 WIND FATIGUE: NO
 WIND VELOCITY = 130 MPH CRITERIA: ASHTO-1013
 ASHTO ICE INCLUDED ? YES

DESCRIPTION OF EPA LOADING *

POSITION OF LOAD	MOUNTING HEIGHT** (FT)	CENTRICAL HEIGHT** (FT)	DISTANCE TO CENT. FROM POLE (FT)	WEIGHT (LBS)	EFFECTIVE PROJECTED AREA SQ. (FT)
POLE	30.00	31.50	0.00	150	4.47
POLE	25.00	25.00	1.50	20	2.63
POLE	15.00	25.00	6.10	75	2.00
POLE	10.00	15.00	1.10	300	11.60
POLE	15.00	15.00	1.10	100	36.17
POLE	10.00	10.00	1.10	200	5.00

* THE VALUES SHOWN IN THIS TABLE MUST NOT BE EXCEEDED WITHOUT CONSULTING VALMONT. ANY SIDES OR OTHER DIMENSIONS NOT PROVIDED BY THE SPECIFYING AGENCY HAVE BEEN ESTIMATED BY VALMONT.
 ** THESE HEIGHTS ARE ABOVE BOTTOM OF BASE PLATE OR TRANSFORMER BASE.

ANALYSIS OF VALMONT INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH ASHMO-2713 RCPTS. (FINAL DEFLECTED POSITION)
 BY INT02044 10/30/2027 VERSION FUSE 1.13.0.7
 SUBJECT: Boston, MA - 30' Fluted Small Cell Pole - (130 MEH-ASHMO 2013)
 POLTER: 499315 FILE: FL30001A15AE

RESULTS SUMMARY

MAXIMUM COMBINED STRESS RATIO
 IN EACH MAJOR COMPONENT
 ===[GROUPS I, II & III]===

POLE (AT 0.50 (FT)) = 0.92
 BASE PLATE = 0.97
 ANCHOR ECLTS = 0.61

MAXIMUM REACTIONS APPLIED TO FOUNDATION:
 =====

BENDING MOMENT = 62651 FT-LBS
 TORSION = 1764 FT-LBS
 SHEAR FORCE = 3884 LBS
 AXIAL FORCE = 2435 LBS

MAXIMUM BENDING + AXIAL DEAD WT. STRESS
 =====
 POLE = 1.42 KSI

RESULTANT DEFLECTION OF POLE TOP
 CAUSED BY DEAD WEIGHT
 =====
 0.12 DEGREES

ANALYSIS OF VALMONT INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH ASHOTO-2115 RULES. (FINAL REFLECTED POSITION)
 BY INT02044 10/30/2023 VERSION File 1.13.3.0

SUBJECT: Boston, MA - 30' Fluted Small Cell Pole - (130 MPH-ASHTO 2013)
 FILE: FL302013AE

POLE PROPERTIES

HEIGHT (FT)	DIAMETER (IN)	WALL THK. (IN)	ROUNNESS RATIO %	D:T	MOMENT OF INERTIA (IN ⁴)	SECTION MODULUS (IN ³)	AREA (IN ²)
30.00	8.800	0.2391	0.00	24.26	15.65	5.33	4.16
27.50	8.150	0.2391	0.00	25.72	18.69	6.31	4.44
25.00	7.500	0.2391	0.00	27.19	22.11	7.36	4.70
22.50	6.850	0.2391	0.00	28.65	25.90	7.94	4.97
20.00	6.200	0.2391	0.00	30.11	30.14	8.66	5.23
17.50	5.550	0.2391	0.00	31.56	34.81	9.52	5.49
15.00	4.900	0.2391	0.00	33.04	39.95	10.42	5.75
12.50	4.250	0.2391	0.00	34.50	45.65	11.36	6.02
10.00	3.600	0.2391	0.00	35.97	51.69	12.36	6.28
7.50	2.950	0.2391	0.00	37.43	58.23	13.39	6.54
5.00	2.300	0.2391	0.00	38.90	65.53	14.46	6.81
2.50	1.650	0.2391	0.00	40.37	73.50	15.46	7.04
0.50	0.950	0.2391	100.00	41.83	85.34	17.62	7.26
0.00	0.300	0.2391	100.00	43.28	97.21	17.97	7.33

ANALYSIS OF VERMONT INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH ASHTO-2015 RQMTS. (FINAL REFLECTED POSITION)
 BY IW705044 10/30/2020 VERSION FILE 1.13.3.0
 SUBJECT: Boston, MA - 30' Fluted Small Cell Pole - (13C MFR-ASHTO 2015)
 FOLDER: 499318 FILE: FLS000113RE

WIND AND WEIGHT FORCE DATA

ELEVATION TOP OF SEGMENT (FT)	CENTROID ABOVE BASE (FT)	WEIGHT FORCE (LBS)	PROJECTED AREA (FT ²)	DRAW COEFF	VELOCITY RESPONSE PRESSURE (PSF)	WIND FORCE (LBS)
ATTCHMT. 1	31.50	150.00	4.47	1.00	46.94	218.6
ATTCHMT. 2	25.00	20.00	2.60	1.00	46.62	121.2
ATTCHMT. 3	15.00	75.00	2.70	1.00	46.62	93.2
ATTCHMT. 4	10.00	300.00	11.80	1.00	42.66	494.9
ATTCHMT. 5	15.00	100.00	36.17	1.00	42.66	1543.1
ATTCHMT. 6	10.00	220.00	5.70	1.00	42.66	213.3
30.00	18.74	39.77	1.14	1.50	48.01	69.7
27.50	16.24	42.00	1.32	1.50	47.10	93.1
25.00	13.74	44.24	1.39	1.50	46.32	96.2
22.50	11.24	46.47	1.46	1.50	45.65	99.8
20.00	8.74	48.71	1.54	1.50	45.08	101.1
17.50	6.24	50.94	1.61	1.50	44.66	103.0
15.00	3.74	53.17	1.68	1.50	44.66	107.7
12.50	1.24	55.41	1.76	1.50	44.66	112.3
10.00	0.00	57.64	1.83	1.50	44.66	117.0
7.50	0.00	59.87	1.90	1.50	44.66	121.7
5.00	0.00	62.10	1.97	1.50	44.66	123.6
2.75	1.62	67.61	1.93	1.50	42.66	117.3
0.50	0.25	12.43	0.42	0.45	42.66	8.0

ANALYSIS OF VALMONT INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH AASHTO-2013 RCWTS. (FINAL REFLECTED POSITION)
 BY 12701044 10/30/2012 VERSION 1.13.0.0
 SUBJECT: Boston, MA - 30' Fluted Small Cell Pole - (130 MPH-AASHTO 2013)
 FOLDER: 499316 FILE: FL30BCL13AE

ANALYSIS OF POLE: FORCES AND MOMENTS

SECTION HEIGHT* (FT)	GROUP LOAD NO.	FORCES (LBS)		MOMENTS (FT-LBS)		
		AXIAL	SHEAR	PRIMARY	SECONDARY	TOTAL
33.00	1	133	230	338	18	344
27.50	1	172	322	957	47	1034
25.00	1	294	623	2378	83	2487
22.50	1	340	726	4038	142	4177
20.00	1	359	837	5938	206	6148
17.50	1	441	939	8092	274	8367
15.00	1	538	2589	19638	345	10644
12.50	1	580	2665	17023	425	17458
10.00	1	1150	3824	24574	501	25079
7.50	1	1246	3840	33441	622	34063
5.00	1	1348	3749	42651	717	43319
2.75	1	1449	3647	51110	773	51833
0.50	1	1506	3665	59879	792	60677
0.00	1	1549	3662	61659	751	62657

ANALYSIS OF VALMONT INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH ASHRAE-2013 RUMTS. (FINAL REFLECTED POSITION)
 BY IW08044 10/20/2023 VERSION Fuser 1.12.0.0
 SUBJECT: Beacon, MA - 30' Fluted Small Cell Pole - (130 MPH-ASHRAE 2013)
 FOLDER: 499316 FILE: FLS0001A15AE

ANALYSIS OF POLE STRESSES

SECTION HEIGHT* (FT)	GROUP LOAD NO.	COEF. STR. RATIO	APPLIED STRESS (KSI)			ALLOW. STRESS (KSI)		
			AXIAL	BEND.	SHEAR	AXIAL	BEND.	SHEAR
33.00	2	0.32	0.03	0.73	0.00	33.00	43.26	24.14
27.50	2	0.34	0.04	1.26	0.00	33.00	43.26	24.14
25.00	2	0.39	0.06	4.17	0.76	33.00	43.26	24.14
22.50	2	0.44	0.07	6.40	0.88	33.00	43.26	24.14
20.00	2	0.48	0.07	8.82	0.80	33.00	43.26	24.14
17.50	2	0.52	0.08	10.84	0.56	33.00	43.26	24.14
15.00	2	0.56	0.09	11.48	0.51	33.00	43.26	24.14
12.50	2	0.58	0.10	16.42	0.47	33.00	43.26	24.14
10.00	2	0.61	0.13	24.34	0.39	33.00	43.26	24.14
7.50	2	0.64	0.13	30.82	0.30	33.00	43.26	24.14
5.00	2	0.75	0.20	36.24	0.76	33.00	43.26	24.14
2.75	2	0.84	0.21	40.06	0.71	33.00	43.26	24.14
0.50	2	0.90	0.21	44.13	0.67	33.00	43.26	24.14
0.00	2	0.98	0.21	42.07	1.60	33.00	43.26	24.14

* THESE HEIGHTS ARE ABOVE THE POLE BASE PLATE.

ANALYSIS OF VALMET INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH AASHTO-2/15 RCPTS. (FINAL REFLECTED POSITION)
 BY LW02044 10/30/2023 VERSION Page 1.13.0.3

SUBJECT: Beacon, MA - 30' Fluted Small Cell Pole - (130 MPH-AASHTO 1013)

FOLDER: 496916 FILE: FL50201A13AE

BASE PLATE (SQUARE)

=====

WIDTH	=	15.50 IN
THICKNESS	=	1.250 IN
YIELD STRENGTH	=	36 KSI
STATIC COMBINED STRESS RATIO	=	0.97
BASE WELD TYPE	=	SOCKET

ANALYSIS OF BASE PLATE

=====

COMBINED STRESS RATIO	=	0.97
GROUP LOAD NUMBER	=	2
CRITICAL WIND DIRECTION	=	45.00 DEGREES
ALIGNMENT OF THE BEND LINE	=	135.00 DEGREES
BOLT FORCE	=	54369 LBS
BOLT-TO-END LINE MOMENT ARM	=	2.00 IN
WIDTH OF BENDING SECTION	=	11.92 IN
APPLIED BENDING STRESS	=	34.85 KSI
ALLOWABLE BENDING STRESS	=	35.91 KSI

ANCHOR BOLTS

=====

QUANTITY	=	4
BOLT DIAMETER	=	1.75 IN
BOLT CIRCLE	=	14.00 IN
INITIAL BOLT ANGLE	=	45.00 DEGREES
BOLT LENGTH	=	84 IN
YIELD STRENGTH	=	55.00 KSI
STATIC COMBINED STRESS RATIO	=	0.61

ANALYSIS OF ANCHOR BOLTS

=====

GROUP LOAD NO.	CRITICAL WIND DIRECTION (DEG)	WIND DIREC. ANGLE (DEG)	COMB. STRESS RATIO	AXIAL FORCE (LBS)	SHEAR FORCE (LBS)	APPLIED		ALLOWABLE		BOLT CONST "K"
						STRESS (KSI)	STRESS (KSI)	AXIAL	SHEAR	
2	45	0.61	54369	126	28.47	0.66	36.56	21.98	0.60	
3	45	0.17	18701	323	15.11	0.33	33.36	21.98	0.60	

* THESE ARE DIRECTIONS TOWARD WHICH THE WIND IS BLOWING.

ANALYSIS OF VALMONT INDUSTRIES LIGHTING STRUCTURE
 IN ACCORDANCE WITH AASHTO-2115 RIGHTS. (FINAL DEFLECTED POSITION)
 BY 14708044 10/30/2023 VERSION 1.13.0.0

SUBJECT: Bestor, MA - 30' Fluted Small Cell Pole - (136 MPH-AASHTO 1013)

FOUNDER: 498316 FILE: FL30001A13AE

POLE DEFLECTION INFORMATION

ELEVATION FT	ROTATION: DEGREES	SLOPE IN/FT	DEFLECTION FT	DEFLECTION: IN
30.00	3.03	0.64	1.39	13.10
27.50	3.00	0.63	0.96	11.53
25.00	2.98	0.62	0.53	9.97
22.50	2.88	0.60	0.70	8.45
20.00	2.71	0.57	0.58	6.99
17.50	2.56	0.54	0.47	5.62
15.00	2.38	0.50	0.36	4.33
12.50	2.18	0.48	0.26	3.11
10.00	1.94	0.45	0.17	2.07
7.50	1.48	0.39	0.10	1.20
5.00	1.01	0.31	0.05	0.55
2.50	0.57	0.21	0.01	0.17
0.50	0.10	0.02	0.00	0.01
0.00	0.00	0.00	0.00	0.00

Valmont Industries, Inc.
Foundation Design

Filename :C:\impax\project\FdnData\499316FDN.Tfn
Title :FL30B01A13AB
Engineer :IM708044
Date :10/30/2020 12:00:00 AM

Foundation Summary

Depth Required by Torsion	: 3.10 (ft)
Depth Required by Layered Broms	: 8.50 (ft)
Depth Required Overall	: 8.50 (ft)
Depth Overage	: 2.00 (ft)
Total Depth Provided	: 11.00 (ft)

Valmont Industries, Inc.
Foundation Design

Filename :c:\impax\project\FdnData\499316FDN.1fn
Title :FL300D1A13AB
Engineer :IW708044
Date :10/30/2020 12:00:00 AM

Skin Friction - (Torsional Analysis)

Reactions at Top of Foundation
M = Moment : 62651 (ft-lbs)
Torsion : 1784 (ft-lbs)
P = Shear : 3964 (lbs)
Axial : 2439 (lbs)

TO := Torsion Overload = 1.50

Foundation Properties
b = Foundation Diameter : 3.00 (ft)
Elevation of Foundation top : 0.50 (ft)

Calculation of Required Depth by Soil Layer
Soil Layer : 1
Soil Type : NonCohesive
Soil Description : Loose Non-Cohesive
u := Friction factor : 0.25
w := Effective unit weight : 105 (pcf)
Friction Angle : 30.00 (degrees)
Kp := Passive Press. Coeff. : 3.00
d := Required Layer Depth : 3.10 (ft)
OBTOP := overburden press. : 0 (psf) @ top of layer
OBBOT := overburden press. : 326 (psf) @ bot of layer
Torsional strength provided : $u * p1 * b^2 * Kp * d * 0.125 * (OBTOP + OBBOT)$
2676 (ft-lbs)

Total Depth Required : 3.10 (ft)
Total torsional strength provided : 2676 (ft-lbs)
Total torsional strength required : 2676 (ft-lbs)

Valmont Industries, Inc.
Foundation Design

Filename :C:\impax\project\FdnData\499316FDN.lfn
Title :FL30D01A13AB
Engineer :IW708044
Date :10/30/2020 12:00:00 AM

Modified Brohms - (Shear and Bending Analysis)

Reactions at Top of Foundation		Overload	Factored Reactions	
Unfactored Reactions		Factors		
Moment	: 62651 (ft-lbs)	2.00	Moment	: 125302 (ft-lbs)
Torsion	: 1784 (ft-lbs)	1.50	Torsion	: 2676 (ft-lbs)
Shear	: 3964 (lbs)	1.50	Shear	: 5946 (lbs)
Axial	: 2439 (lbs)	1.50	Axial	: 3659 (lbs)

Foundation Properties
Foundation Diameter : 3.00 (ft)
Elevation of Foundation top : 0.50 (ft)
Pier Length : 9.00 (ft)
Pier Depth in soil : 8.50 (ft)

Soil Properties

Layer	Soil Type	Thickness (ft)	Top Depth (ft)	Density (pcf)	Cohesion (psf)	Kp	Phi (deg)
1	NonCohesive	10.00	0.00	105.0		3.000	30.00
2	NonCohesive	10.00	10.00	105.0		3.000	30.00

Soil Properties / Forces

Layer	Thickness (ft)	Overburden Top (psf)	Pressure Bot (psf)	Lateral Resistance Top (lb/ft)	Bot (lb/ft)	Soil Force (lbs)
1	6.18	0	649	0	17527	54180
1	2.32	649	893	-17527	-24098	-48234

Shear and Moments along foundation length

Distance below top of foundation (ft)	Shear (lbs)	Moment (ft-kips)
0.00	5946	134412
0.90	5719	136745
1.80	3551	140916
2.70	-915	142103
3.60	-7676	138237
4.50	-16734	127252
5.40	-28088	107083
6.30	-41739	75651
7.20	-38783	35938
8.10	-20540	9243
9.00	0	0

Total Depth Required : 8.50 (ft)

Valmont Industries, Inc.
Foundation Design

Filename : C:\inpx\project\FdnData\499316FON.1fn
Title : FL30001A23AB
Engineer : IW708044
Date : 10/30/2020 12:00:00 AM

Reactions at Top of Foundation
M = Moment : 62651 (ft-lbs)
Torsion : 1784 (ft-lbs)
P = Shear : 3964 (lbs)
Axial : 2439 (lbs)

VO := Shear Overload = 1.50
TO := Torsion Overload = 1.50

Steel Properties Variables
As = Min. required longitudinal reinforcing steel (in2)
p = Min. longitudinal reinforcing steel ratio

----- ACI 318-99 Concrete Moment Check -----
Per Section 15.8.2.1

Steel Properties
p = 0.005
As = 5.09 (in2)

----- AASHTO 1994 Concrete Moment Check -----
Steel Properties

p = 0.005
As = 5.09 (in2)

Per AASHTO 8.17.2.1.3 the maximum spacing of longitudinal bars must be less than 12 inches in the pattern

----- IBC 2000 Concrete Moment Check -----
Section 1809.1.2.1 Cat 0 p = 0.0025 pg.444

Steel Properties
p = 0.0025
As = 2.54 (in2)

----- Round Section with Circular Core Method Concrete Moment Check -----

Steel Properties
LF = 2.00 Load Factor
As = 2.84 (in2)
phiV = 0.75
phiA = 0.65

Assuming tension controls (eccentricity>balanced) condition use the the Whitney-Hognestad formula.

DpRt = Depth to Rotation (ft)
DpRt = 6.1824
Ecc = (Depth to Rotation) * Mx / Vy (ft)
m = 60000 / (0.85 * fc)
phiA = 0.650
rf_ratio = Reinforcement Ratio
var1 = ((0.85 * Ecc / B) - 0.38)^2
var2 = rf_ratio * m * (B - 8 in) / (2.5 * B)
var3 = ((0.85 * Ecc / B) - 0.38)
r_ra = (phiA * 0.85 * fc * B^2 * ((var1 + var2)^0.5 - var3)) - (Axial * LF)

Use a reinforcement ratio that will result in r_ra equaling approximately 0:
rf_ratio = 0.0028
r_ra = 2.221
As = 2.84 (in2)

SUMMARY OF LONGITUDINAL REINFORCEMENT			
	AASHTO 3.17.1.2 Steel Increase	DESIGN AREA STEEL	
Method 1 ACI	As1 = 5.089in2	As1_total= As1 * 1.0	As1_total= 5.089in2
Method 2 AASH	As2 = 5.089in2	As2_total= As2 * 1.0	As2_total= 5.089in2
Method 3 IBC	As3 = 2.545in2	As3_total= As3 * 1.0	As3_total= 2.545in2
Method 4 whit	As4 = 2.840in2	As4_total= As4 * 1.3	As4_total= 3.777in2
	circumf = PI * (8 - 12 in)		circumf = 75.398 in

Use : 8 #8 Bars
 Area Provided : 6.32 (in²) > Required Area
 Req. Long. Spacing = circumf/(# bars) Req. Long. Spacing = 11.78in < 12in OK

Concrete Properties
 B = Foundation Diameter : 3.00 (ft)
 f_c = Concrete Strength : 3000 (psi)

Concrete Design Shear Strength
 V_u = V_y * V_o (lbs)
 V_u = 5946.00
 φ_v = Concrete Shear Phi factor
 φ_v = 0.75
 C_{vr} = Cover (in)
 L_{Dia} = Longitudinal bar diameter (in)
 S_{Dia} = Stirrup diameter (in)
 φ_v * V_c = φ_v * 2 * (f_c)^{0.5} * (B - (C_{vr} + L_{Dia} / 2 + S_{Dia})) * B
 φ_v * V_c = 82815.65 (psi)
 φ_v * V_c > V_u OK

Concrete Design Torsion Strength
 T_u = M_t * T_o (lbs)
 T_u = 2676.00
 X_{2y} = 0.1875 * π * B²
 X_{2y} = 27482.6525336033
 C_t = ((B - (C_{vr} + L_{Dia} / 2 + S_{Dia})) * B) / X_{2y}
 φ_t * T_c = (0.8 * (f_c)^{0.5} * X_{2y}) / (1 + (0.4 * V_u) / (C_t * T_u))^{0.5}
 φ_t * T_c = 949839.40 (psi)
 φ_t * T_c > T_u OK

**SMALL WIRELESS COMMUNICATIONS FACILITIES
LICENSE AGREEMENT (234 Bridge Street, Salem, MA)**

THIS SMALL WIRELESS COMMUNICATIONS FACILITIES LICENSE AGREEMENT ("Agreement") is entered into this 21st day of July, 2020 by and between the City of Salem, Massachusetts ("City") and Celco Partnership d/b/a Verizon Wireless ("Licensee"). City and Licensee are at times collectively referred to hereinafter as the "Parties" or individually as a "Party."

In consideration of the covenants of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties, the Parties agree as follows:

1. **Grant.** Subject to Laws (defined in Section 15) and this Agreement, City grants Licensee the right to install, maintain, and operate Small Wireless Facilities (as defined in section 13 below) ("Equipment") on a replacement light pole at the location of an existing light pole (the "Equipment Space") owned, leased, or controlled by City at 234 Bridge Street, Salem, Massachusetts (the "Property") and thereby enable Licensee's provision of wireless communications services. Said license to be known herein as "Pole License" and shall include the replacement light pole also described herein. The Property is legally described on Exhibit A attached hereto and made part hereof. Licensee's communications equipment will be installed on the light pole for the installation, operation, and maintenance of wires, cables, conduits, and pipes (the "Cabling Space") running between the Equipment Space and to all necessary electrical and telephone utility sources located on the Property. The Equipment Space and Cabling Space are hereinafter collectively referred to as the "Premises" and are shown on Exhibit B attached hereof and made part hereof. Exhibits A and B are subject to approval by the City pursuant to Section 4 herein.

As shown in Exhibit B, Licensee shall replace the existing light pole located at the Property with a replacement light pole of the same design incorporating the Equipment ("City Pole"). Upon installation, the City Pole shall become the property of the City. In the event of any damage to the City Pole that affects Licensee's or City's use, Licensee may repair or replace the City Pole with a like-kind pole at its expense. Licensee may temporarily use an alternative pole or structure reasonably acceptable to City and Licensee during repair or restoration of the City Pole.

Any and all rights expressly granted to Licensee under this Agreement, which shall be exercised at Licensee's sole cost and expense, shall be subject to the prior and continuing right of City under applicable laws to use any and all parts of the rights-of-way exclusively or concurrently with any other person or entity and shall be further subject to all deeds, easements, dedications, conditions, covenants, restrictions, encumbrances, and claims of title of record that may affect the right of way (also referred to as "ROW" herein). Nothing in this Agreement shall be deemed to grant, convey, create, or vest in Licensee a real property interest in land, including any fee, leasehold interest, or easement. Any work performed pursuant to the rights granted

under this Agreement shall be subject to the reasonable review and approval of the City to ensure that the work is in conformance with the terms of this Agreement, Laws, and with the petition upon which the City Council orders the grant of location under MGL Chapter 166.

2. **Term of Agreement.** The term of this Agreement shall commence on the date of the approval of the Pole License application by order of the City Council under MGL Chapter 166 and pursuant to the process detailed in Section 4(a) herein ("Effective Date"). The Agreement shall be executed by both parties prior to the Effective Date; however, for the avoidance of doubt, neither the date listed in the first paragraph of this Agreement nor the date of its execution shall be deemed to be the Effective Date. The term of this Agreement shall be for 15 years beginning on the Effective Date (the "Term"). Unless either Party provides written notice to the other Party at least ninety (90) days prior to expiration of the Term that such Party will not renew the Term, the Term will automatically renew for one additional 15-year period. After its expiration or earlier termination, the terms this Agreement shall continue to apply to the Pole License entered into hereunder until the expiration or termination of such Pole License.

3. **Fees.** Licensee shall pay to the City the Fees and costs set forth in the "Fee Schedule" attached hereto and made a part hereof as Exhibit C. If during the term of the Agreement, a court of competent jurisdiction issues a final, non-appealable order vacating the Declaratory Ruling issued by the Federal Communications Commission on September 27, 2018 in WT Docket Nos. 17-79 and 17-84 (FCC 18-133, 33 FCC Rcd 9088) ("Wireless Infrastructure Order"), the Parties shall negotiate a new annual attachment rate ("Replacement Rate") to become effective on a prospective basis on the date the Wireless Infrastructure Order is vacated, provided that such Replacement Rate is consistent with all applicable federal and state laws, rules, regulations, orders, or similar requirements ("Applicable Law"). If after implementation of the Replacement Rate, Applicable Law is modified so that the Replacement Rate is no longer consistent with Applicable Law ("Change of Law"), then the Parties agree to promptly amend the Agreement to revise the Replacement Rate consistent with such Change of Law effective as of the date on which the Change of Law occurred.

Licensee shall pay the one-time application fee with submission of the application for a Pole License in accordance with the fee schedule set forth in Exhibit C. Licensee shall pay the initial recurring fee for the City Pole on or before the Commencement Date (defined in Section 4(d)) and pay subsequent recurring fees on or before December 31st of each subsequent year. Before any recurring fees are paid, City shall provide to Licensee a completed, current Internal Revenue Service Form W-9 and state and local withholding forms if required. Licensee may make payments by check made out to the order of the City of Salem and sent to the following address or through electronic transfer subject to the City's approval and necessary bank routing instructions to be provided by the City.

City of Salem
Treasurer's Office
98 Washington Street
Salem, MA 01970
Attn: Kathleen McMahon, Treasurer

4. Pole License.

(a) Prior to using or installing the City Pole, Licensee shall file the application for that Pole with the City Electrician and shall include the information required by Chapter 12, Article III of the City Ordinances and applicable provisions of the City Electrician's Guidelines dated April 2016. Within 60 days after it receives the application, the City shall, in writing, either approve the Pole License application or reject the City Pole included in the application for one or more of the reasons specified in subparagraph (b), with an explanation of what needs to be corrected to address the reason for the rejection. If the City timely rejects the Pole included in the application for the reason specified in clause (b)(i), the review period will be suspended until Licensee cures the non-compliance. If the City timely rejects the City Pole included in the application for one or more of the reasons specified in subsection (b) below, the rejection shall not be final, and the Licensee shall be given an additional 60 days from when it receives written notice of the rejection (or such longer time as the Parties may reasonably agree upon) to revise or supplement the application to address the reason(s) cited for the rejection. Notwithstanding the foregoing, the Parties agree to work cooperatively and in good faith to enter into a tolling agreement should either Party require an extension of time as a result of delays caused by, among other things, COVID-19.

(b) The City's consideration of the application under this Agreement shall be governed by the requirements of Chapter 166 of the General Laws, Chapter 12 of the City Ordinance and applicable provisions of the Electrician's Guidelines (dated April 2016), issued thereunder, to the extent consistent with applicable state and federal law. These requirements shall apply to all applications to place Small Wireless Facilities on poles in the ROW (collectively, the "Design Criteria and Requirements"). Changes made to the City's Design Criteria and Requirements shall not be imposed or otherwise applied retroactively unless required by state or federal Laws. The replacement of the City Pole or other infrastructure shall be at the sole expense of Licensee, including all costs associated with the transfer of all existing attachments and facilities. Licensee shall pay all costs to operate and keep illuminated the City Pole, unless the Licensee, at its own expense, provides for a separate meter for its own equipment.

(c) Licensee shall pay for any electricity service for Small Wireless Facilities. As permitted by the electric provider, Licensee may install an electric meter on the Pole or the ground adjacent to the Pole at its own expense provided it is shown on any required drawings submitted and approved as part of the application.

(d) The term of the Pole License for the City Pole shall be 10 years beginning on the first day of the month following the date that is 180 days from the date of the fully approved or fully executed (as applicable) Pole License ("Commencement Date"). The Pole License shall automatically renew for three (3) consecutive five (5) year periods unless the Licensee or the City provides written notice that it intends not to renew or wishes to negotiate new terms.

(e) The Pole License may be terminated prior to the expiration of its term: (i) by City upon written notice to Licensee, if Licensee fails to pay any amount when due and such failure continues for 30 days after Licensee's receipt of notice; (ii) by either Party upon written notice to the other Party, if such other Party fails to comply with this Agreement and the party has failed to cure within 60 days after receipt of written notice, or has failed to initiate a cure within 60 days of receiving written notice and diligently pursue where the nature of the cure is such that it reasonably requires more time to complete; (iii) by Licensee at any time for any reason or no reason; or (iv) by Licensee in the event that Licensee fails to timely obtain or maintain, or is not satisfied with, any governmental approval applicable to Licensee.

(f) Following expiration or earlier termination of the Pole License for the City Pole, Licensee shall remove all Equipment from the City Pole and, other than reasonable wear and tear, repair and restore the City Pole and the ROW to its prior condition, unless the City authorizes otherwise. The City shall retain ownership of any poles Licensee or its contractor removes pursuant to this Agreement and shall provide directions to Licensee for their reuse or disposal. The provisions of this section shall survive the expiration, completion, or earlier termination of this Agreement.

5. Permits/Municipal Ordinance. Applicable requirements of the City's Ordinance are incorporated into the terms of this Agreement. City may impose on any such permit only those conditions that are (a) permitted by applicable Laws and (b) consistent with the requirements of the Ordinance and the Electrician's Guidelines issued thereunder. In the event that installation, maintenance, or repair activities will disturb or block pedestrian or vehicular traffic in the ROW, Licensee shall obtain all generally applicable permits, including, for example, any generally applicable road opening or excavation permits required by City prior to commencing such work and arrange and pay for police details where required. Fees associated with required permits shall be in addition to any recurring fees agreed to herein.

6. Interference.

(a) Licensee will not cause interference to City traffic, public safety, or other communications signal equipment in the ROW and will install such equipment that is the type and frequency that will not cause any interference to the equipment of the City that existed prior to the date of the execution of this Agreement. City will not install, or knowingly authorize installation of, new equipment that will cause interference to Licensee's Equipment or Licensee's Use. In addition, all work by Licensee shall be carried

out in such locations and in such manner so as not to unreasonably interfere with water, gas, sewer pipe, traffic signal, street light, and other utilities and conduits already existing.

(b) If interference occurs, the non-interfering Party shall notify the interfering Party via telephone to Licensee's Network Operations Center at (800) 621-2622 or to City at its IT Help Desk at (978) 825-3608, with Attention to the Chief Information Officer (currently Matthew Killen), and the parties shall work together to cure the interference as soon as commercially possible. Notwithstanding anything in this Agreement to the contrary, however, it is expressly agreed that if any of Licensee's equipment causes interference to City's public safety communications, Licensee, shall upon written request from the City, promptly take action to eliminate the interference, which may include powering down the particular equipment, and shall be responsible for coordinating and resolving the interference within 48 hours of receiving notice. If the problem cannot be rectified within 48 hours, the Licensee shall cease operation of the equipment until the interference is resolved. If the Licensee's equipment or services cause interference with any systems impacting the City's emergency preparedness, law enforcement, or other urgent public safety obligations, the City may take any and all such steps as it is empowered to do under its police power authority, including discontinuing electricity to the equipment, until the interference problem is resolved.

7. Performance of Work, Maintenance, and Modifications.

(a) Licensee shall use and exercise due care, caution, skill, and expertise in performing all work under this Agreement and shall take all reasonable steps to safeguard and maintain in clean and workman-like manner the work site area located within the ROW. All work undertaken by Licensee shall always be performed by workers in accordance with generally accepted industry practices.

(b) Licensee agrees to receive prior written authorization from an authorized representative of the City before installation or replacement of any equipment or attachment not specified in the approved application. An application is required any time Licensee seeks to add new telecommunications attachments or expand existing attachments such that there is a material change in the number, type, size, weight or manner of attachment. Licensee shall obtain all required permits for any such work. The installation of any equipment in the ROW that is not listed in the Application shall constitute a material breach of this Agreement and may result in a revocation of the Pole License and/or grant of location. Notwithstanding the foregoing, the Licensee may repair or replace an existing attachment or any component thereof without submitting a new Application, if the repair or replacement is substantially similar in size and weight to pre-approved configurations and equipment specifications.

(c) Licensee shall monitor the Equipment and shall ensure all Licensee attachments are structurally sound, and shall provide the City with confirmation of same

upon request. Licensee shall keep and maintain the Pole and all Equipment in commercially reasonable condition and in accordance with any applicable and non-discriminatory maintenance requirements of City. Licensee may access the City Pole to maintain or repair Equipment from time to time with prior notice to City Engineer and City Electrician.

(d) In the event Licensee determines that the cutting or trimming of public shade trees is necessary, Licensee shall comply with the requirements set forth in Chapter 87 of the General Laws and Section 3-260 of the City's Code of Ordinances

(e) Licensee shall maintain its Equipment located in the ROW in such condition that they shall not constitute a danger to the health, safety, and welfare of the public. In addition, Licensee shall also be responsible for ensuring that the paint and finish on the City Pole and Equipment remain in good condition, consistent with that of other similar City poles.

8. Removal and Relocation. In non-emergency situations, due to considerations of safety, reliability, and engineering, City may request removal or relocation of Licensee's Equipment or the City Pole by delivering written notice to Licensee identifying the need for such removal or relocation and a comparable alternative ROW location and/or pole to which Licensee may relocate its Equipment. After receiving notice, Licensee shall relocate its Equipment to alternative ROW location and/or an alternative pole identified by City as soon as practicable, within ninety (90) days of receipt of such notice.

If the City determines the need to relocate or remove Equipment due to considerations of safety, reliability, and engineering, Licensee shall, at its sole cost and expense, effect such removal, relocation, or replacement of the Equipment. In the event relocation of Equipment is necessitated by another party (other than City), the cost and expense of such relocation shall be borne by such other party, and Licensee shall not be required to relocate such Equipment until adequate assurance of payment or reimbursement is delivered to Licensee by such other party. Notwithstanding any other provision hereof, in the event that City or the State enacts an ordinance, law, or regulation requiring that all aerial (e.g., pole-mounted) wires and cables in some or all of the geographic area of the City be relocated to underground installations in the ROW, Licensee shall be permitted to participate in any joint build program for underground installation of telecommunications and other compatible utility wirelines and cables and to pay only its reasonably determined proportional share of the cost of all such relocations covered by the joint build program. If the placement, installation, construction, maintenance, operation, removal, or relocation of Equipment by Licensee disturbs or alters the ROW or City Pole or equipment, Licensee, at its own expense, shall restore the ROW and/or City Pole or equipment in accordance with the provisions contained in City's Code of Ordinances, ordinary wear and tear not caused by Licensee excepted.

In the event of any emergency that threatens persons or property, City may, in its sole discretion take reasonable actions to protect the public health and safety of its citizens and to ensure safe operation of its ROW and public facilities, which may include removing the City Pole and the Equipment attached thereto. The Parties will use reasonable efforts to coordinate any emergency responses. In case of an emergency affecting the Equipment or Licensee's Use, Licensee may access the ROW and perform necessary repairs to its Equipment and to the City Pole, including the right to install a replacement pole, without first obtaining any otherwise necessary permit(s) or authorization(s). Removal of the Equipment pursuant to this paragraph shall be at Licensee's sole cost and expense, unless removal undertaken by the City damages such Equipment as a result of its gross negligence or willful misconduct. City will give as much notice as practicable under the circumstances, which may be after City's removal of the City Pole or Licensee's Equipment.

Licensee acknowledges and agrees that it bears all risk of loss or damage of its Equipment installed in the ROW pursuant to this Agreement from any cause, and the City shall not be liable for any cost of repair to the Equipment, except to the extent that such loss or damage was caused by the gross negligence or willful misconduct of the City, including without limitation, each of its officers, agents, employees, and contractors.

9. Indemnity/Damages. Licensee shall indemnify, defend, and hold the City, its employees, officers, elected, and appointed officials, agents, and contractors (the "Indemnified Parties") harmless from and against all injury, loss, damage, liability, costs, or expenses (including reasonable attorneys' fees) arising from any third party claims resulting from Licensee's performance of or breach of this Agreement. Licensee's indemnity shall not apply to any liability resulting from the gross negligence or willful misconduct of the City or other Indemnified Parties. The City shall give prompt written notice to Licensee of any claim for which the City seeks Indemnification. Licensee shall have the right to investigate these claims. Licensee shall not settle any claim without reasonable consent of the City, unless the settlement (i) will be fully funded by Licensee, and (ii) does not contain an admission of liability or wrongdoing by any Indemnified Party. Neither party will be liable under this Agreement for consequential, special, punitive, or indirect damages, whether under theory of contract, tort (including negligence), strict liability, or otherwise. The foregoing provisions shall not be deemed to be released, waived, or modified in any respect by reason of any surety or insurance required to be provided by this Agreement. The Licensee's duty to indemnify City and its other Indemnitees listed above shall survive the termination of this Agreement.

10. Insurance and Performance Bond.

(a) Licensee and its subcontractors shall carry the following Insurance: (i) commercial general liability insurance in an amount of \$3,000,000 per occurrence and \$4,000,000 general aggregate and which provides coverage for bodily injury, death, damage to or destruction of property of others, including loss of use thereof, and including products and completed operations; (ii) Workers' Compensation Insurance as

required by law; and (iii) employers' liability insurance in an amount of \$500,000 bodily injury each accident, \$500,000 disease each employee, and \$500,000 disease policy limit.

(b) The insurance coverages identified in this Section: (i) except the workers' compensation insurance, shall include the City as an additional insured as their interests may appear under this Agreement; (ii) will be primary and non-contributory with respect to any self-insurance or other insurance maintained by the City; (iii) contain a waiver of subrogation for the City's benefit; and (iv) will be obtained from insurance carriers having an A.M Best rating of at least A-VII.

(c) In accordance with the applicable City Ordinances, Licensee shall provide the City with a Performance Bond and Certificate of Insurance to provide evidence of insurance. Licensee will endeavor to provide the City with thirty (30) days prior written notice of cancellation upon receipt of notice thereof from its insurer(s).

11. Assignment. Licensee may assign this Agreement, the Pole License, and/or related permits to any entity that (i) is an affiliate, subsidiary or successor of Licensee; or (ii) that acquires all or substantially all of the Licensee's assets in the market. Licensee shall provide the City notice of any such assignment. Otherwise, Licensee shall not assign or transfer this Agreement, or the rights granted hereunder, without the City's consent.

12. Notices. Notices required by this Agreement may be given by registered or certified mail by depositing the same in the United States mail or with a commercial courier. Unless either party notifies the other of a change of address, notices shall be delivered as follows:

If to City:	With a copy to:
City of Salem 93 Washington Street Salem, MA 01970 Attn: City Solicitor	City of Salem 93 Washington Street Salem, MA 01970 Attn: City Clerk's Office
If to Licensee:	With a copy to:
Cellco Partnership d/b/a Verizon Wireless 180 Washington Valley Road Bedminster, New Jersey 07921 Attention: Network Real Estate Department	Cellco Partnership d/b/a Verizon Wireless 100 Southgate Parkway Morristown, New Jersey 07960 Attention: New England Market Legal Department

Notices shall be deemed effective upon delivery or refusal of delivery.

13. Definitions of Wireless Facilities.

(a) "Small Wireless Facilities" include all equipment required for the operation and maintenance of radio-frequency communication systems that transmit and/or receive signals including antennas, electronics, and other types of equipment required for the transmission or receipt of such signals but are not "Major Telecommunications Facilities" as defined below.

Small Wireless Facilities shall meet the following criteria:

Each antenna is located inside an enclosure of no more than six cubic feet in volume and where primary equipment enclosures associated with the facility is cumulatively no more than 28 cubic feet in volume. Volume shall be measured by the external displacement of the primary equipment enclosure, not the internal volume of each enclosure. Associated equipment, including electric meters, and other equipment that is concealed from public view within or behind an existing structure or concealment may be located outside of the primary equipment enclosure and shall not be included in the calculation of the equipment volume.

Small Wireless Facilities shall also meet one or more of the following conditions with regard to height:

- (i) are mounted on structures 50 feet or less in height including their antennas as defined in section 1.1320(d); or
- (ii) are mounted on structures no more than 10 percent taller than other adjacent structures; or
- (iii) do not extend existing structures on which they are located to a height of more than 50 feet or by more than 10 percent, whichever is greater.

Small Wireless Facilities do not include (i) wireline backhaul facility (facility used for the transport of communications data by wire from wireless facilities to a network; (ii) coaxial or fiber optic cables that are not immediately adjacent to or directly associated with a particular antenna or collocation; or (iii) underlying vertical infrastructure owned by the City (City Pole and Facilities).

(b) "Major Telecommunications Facilities" means any telecommunication towers, poles or similar structures that do not meet the criteria for a Small Wireless Facility, including accessory equipment such as transmitters, repeaters, microwave dishes, and other types of equipment for the transmission or receipt of such signals, as well as support structures, equipment buildings, and parking areas.

14. Taxes. If City is required by Law to collect any federal, state, or local tax, fee, or other governmental imposition (each, a "Tax") from Licensee with respect to the transactions contemplated by this Agreement, then City shall bill such Tax to Licensee in the manner and for the amount required by Law. Licensee shall pay such billed amount of Tax to City, and City shall remit such Tax to the appropriate tax authorities as required by Law. Licensee shall have no obligation to pay any Tax for which Licensee

is exempt. Otherwise, Licensee shall be responsible for paying all Taxes that are the legal responsibility of Licensee under Laws.

15. **Laws.** When placing, installing, constructing, maintaining, operating, removing or relocating equipment in City right-of-way, Licensee shall comply with all applicable current and future federal and State statutes, regulations, municipal ordinances, and orders to the extent consistent with applicable federal and state law, including but not limited to the grant of location process detailed in Chapter 166 of the General Laws, City permitting requirements, the state construction standards, FCC standards with respect to radio frequency emissions, state and federal environmental laws governing the handling of hazardous materials, the National Electric Code (NEC) and/or National Electric Safety Code (NESC) ("Laws"). If compliance with National Electrical Safety Code and other clearance requirements necessitates the trimming or removal of trees or vegetation, the Licensee shall notify the City's Shade Tree Warden and shall comply with the requirements set forth in Chapter 87 of the General Laws. Notwithstanding anything else in this Agreement, City shall treat Licensee in a manner that is competitively neutral, nondiscriminatory, consistent with all applicable Laws, and no more burdensome than the City's treatment of other users of City poles in the ROW.

16. **Miscellaneous.** This Agreement shall be governed by the laws of the Commonwealth of Massachusetts and all other applicable Laws. The provisions of this Agreement may be waived or modified only by written agreement signed by both parties. This Agreement may be executed in counterparts. A scanned or electronic copy shall have the same legal effect as an original signed version. If one or more provisions in this Agreement is found to be invalid, illegal or otherwise unenforceable, all other provisions will remain unaffected and shall be deemed to be in full force and effect and the Parties shall amend this Agreement, if needed to effect the original intent of the Parties. This Agreement shall be binding upon and shall inure to the benefit of the Parties hereto and their respective successors and permitted assigns. Nothing in this Agreement shall be construed to grant Licensee an interest in the City's ROW or City assets located in the ROW. Neither Party shall be responsible for delays in the performance of its obligations caused by events beyond the Party's reasonable control. As to the subject matter hereof, this Agreement is the complete agreement of the Parties. The Parties represent and warrant that the individuals executing this Agreement are duly authorized.

[Remainder of page intentionally left blank; signature page to follow.]

IN WITNESS WHEREOF, the Parties have executed, or caused their respective duly authorized representatives to execute, this Agreement as of the day and year listed below.


CITY OF SALEM



(Signature)

Printed Name: Elizabeth Bonner
Title: *Solicitor*
Date: *7/16/20*

CELLCO PARTNERSHIP D/B/A VERIZON
WIRELESS



(Signature)

Printed Name: PAUL D. OLSON
Title: SR. MANAGER
Date: 7/16/20

APPROVED AS TO FORM:



City Attorney

EXHIBIT A
DESCRIPTION OF PROPERTY

The Property as shown on the Tax Map of the City of Salem as Lot # 35-0026-0, and being further described in Deed Book 12390 at Page 22 as recorded in the Office of the County Registry of Deeds.

EXHIBIT B
SITE PLAN OF PREMISES

See Attached.



SALEM_SC27_MA
 1117-D STREET, POLE # 234
 LIGHT POST 234 BRIDGE ST
 SALEM, MA 01970

PROJECT NO:	1400000000
CONTRACT NO:	1400000000
DATE:	08/11/2014
BY:	1400000000
CHECKED BY:	1400000000
SCALE:	AS SHOWN
REVISION:	
NO.	DESCRIPTION
1	ISSUED FOR PERMIT
2	ISSUED FOR CONSTRUCTION
3	ISSUED FOR AS-BUILT

SAF DOCUMENTS, INC.

THIS DOCUMENT IS THE PROPERTY OF SAF DOCUMENTS, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF SAF DOCUMENTS, INC.

DATE OF ISSUE:	08/11/2014
ISSUED BY:	1400000000
ISSUED FOR:	PERMIT
SCALE:	AS SHOWN
PROJECT NO:	1400000000
CONTRACT NO:	1400000000
DATE:	08/11/2014
BY:	1400000000
CHECKED BY:	1400000000
SCALE:	AS SHOWN
REVISION:	
NO.	DESCRIPTION
1	ISSUED FOR PERMIT
2	ISSUED FOR CONSTRUCTION
3	ISSUED FOR AS-BUILT

verizon
 verizon logo

SALEM_SC27_MA
 FLUTED STEEL POLE # 234
 LIGHT POST 234 BRIDGE ST
 SALEM, MA 01970



SITE CONTROL POINT

COORDINATE	4332000
ELEVATION	-2.00000
UTM ZONE	18Q

1 LOCATION PLAN / AERIAL IMAGE
 SCALE: N.T.S.

DRAWING INDEX

SHEET #	SHEET DESCRIPTION	REV. #
L-1	TITLE SHEET	B
L-2	INSTALL CHECKLIST	B
L-3	GENERAL NOTES	B

L-1 B



verizon
 VERIZON COMMUNICATIONS
 1000 WASHINGTON AVENUE
 BOSTON, MA 02111

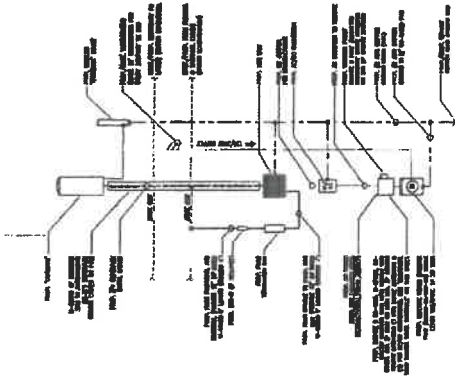
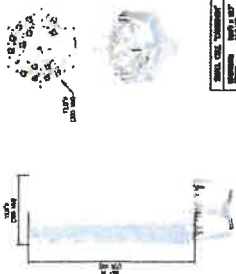
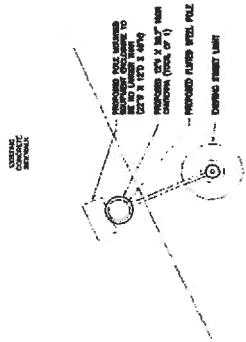
SALEM, SC27_MA
 LIGHT POLE 234 BRIDGE ST
 SALEM, MA 01970

DATE: 11/11/11
 DRAWN BY: [REDACTED]
 CHECKED BY: [REDACTED]

B&T CONSULTING, INC.

THIS DOCUMENT IS
 NOT TO BE REPRODUCED
 OR TRANSMITTED IN ANY
 FORM OR BY ANY MEANS
 WITHOUT THE WRITTEN
 PERMISSION OF B&T
 CONSULTING, INC.

PROJECT NUMBER: L-3 B



LEGEND

(Symbol)	FIBER
(Symbol)	ELECTRICAL
(Symbol)	GROUND
(Symbol)	UNIDENTIFIED

EXHIBIT C

FEE SCHEDULE

One-Time Application Fee	\$500 (Ordinances, s. 12-170 (2016) of the City of Salem)
City Pole Recurring Fee	\$270 per year



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

August 25, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Mr. Matthew Malone of 18 ½ Pickman Street to the Salem Cultural Council for a three-year term to expire August 25, 2024. This letter is being sent for informational purposes as no City Council confirmation is required.

Mr. Malone is a member of the Actors' Equity Association and the Screen Actors Guild-American Federation of Television and Radio Artists. He earned a Bachelor's degree in Theater from Idaho State University and from there moved on to the role of Company Manager for the American Falls Theater Guild, where he was also a performer. Mr. Malone received film acting training from ClassAct Studios under Lauren O'Quinn and Landon Price. He has appeared in twelve theatrical productions, seven films, and one television series. Most recently he has worked as a member of the recurring cast of the forthcoming HBO series *Julia*, based on the life of Julia Child.

We are fortunate that Mr. Malone is willing to serve our community in this important role and lend his dedication and expertise to Cultural Council and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem

CC: Matthew Malone
John Dobroski, Chair, Salem Cultural Council
Julie Barry, Senior Planner for Arts & Culture, City of Salem

Salem City Hall • 93 Washington Street • Salem, Massachusetts 01970
p: (978) 619-5600 • f: (978) 744-9327 • www.salem.com/mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Samuel Lim of Atlantic Hall, Salem State University, to the Scholarship and Education Committee to complete the remainder of a three-year term to expire April 25, 2022. They will take the seat previously occupied by Chris Reade. Please join me in thanking Mr. Reade for his dedicated service to our community on the committee.

Samuel is currently the health education administrator in the Dean of Students Office at the University of Massachusetts-Boston where they manage the Title IX and health/wellness training and education compliance for over 16,000 students. Prior to that they were a residence director for Brown University's Summer Pre-College program and graduate retention fellow for Salem State's LEAD Office. They were a Diversity, Equity, and Inclusiveness Facilitator for Teach for America and taught public high school in Atlanta, before moving to Salem. Samuel volunteers locally as a member of the Salem Cultural Council and the No Place for Hate Committee. They hold a Bachelor's degree from the University of Missouri-Kansas City and are pursuing their Master of Education degree from Salem State University.

I strongly recommend confirmation of Samuel's appointment to the Scholarship and Education Committee. We are fortunate that they are willing to volunteer in this important role and lend their time and dedication to this important committee and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Gabriel Yeager of 205 Highland Avenue #2107 to the Scholarship and Education Committee to complete the remainder of a three-year term to expire September 10, 2023. Mr. Yeager will take the seat previously occupied by Greg MacPhee. Please join me in thanking Mr. MacPhee for his dedicated service to our community on the committee.

Mr. Yeager is an education technology professional who currently works as a training and development associate for the Public Consulting Group in Boston, for whom he has designed their Registered Apprenticeship training solution. His previous work, before moving to Salem, includes time as the Director of Continuing Education for the Learning Alliance Corporation and several years teaching as an adjunct professor at St. Petersburg College, where he also served as a career and academic advisor. Mr. Yeager holds a Bachelor of Science degree in psychology and a Master's degree in Instructional Design and Technology, both from the University of Central Florida.

I strongly recommend confirmation of Mr. Yeager's appointment to the Scholarship and Education Committee. We are fortunate that he is willing to volunteer in this important role and lend his time and dedication to this important committee and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Judith Kohn of 145 Federal Street #2 to the Salem Conservation Commission to complete the remainder of a three-year term to expire November 15, 2021. She will take the seat previously occupied by Malissa Vieira. Please join me in thanking Ms. Vieira for her dedicated service to our community on the commission.

Ms. Kohn is a highly qualified land use regulatory expert and planner, having served for nearly a decade as senior project manager and vice president for Fort Point Associates, where she has prepared and managed numerous complex environmental permitting processes, including for MEPA, ACOE, Chapter 91, the Wetlands Protection Act, special permit and site plan reviews, Article 80 reviews, and more. She has had leading roles on multiple major projects in Boston area, including for Boston University, Wentworth Institute of Technology, Fort Devens, and the Central Artery's Fort Point channel Walkways and parks projects. She earned the American Society of Landscape Architects' Certificate of Honor and has taught at the Boston Architectural Center and Cape Cod Community College. Ms. Kohn earned her Bachelor's degree from Delaware Valley University and her MLA in Landscape Architecture from Cornell University.

I strongly recommend confirmation of Ms. Kohn's appointment to the Conservation Commission. We are fortunate that she is willing to volunteer in this important role and lend her time and dedication to this important board and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

At your meeting of July 15, 2021 I had submitted an appointment letter naming Attorney Zachary Caunter to the Planning Board to take the seat of Carole Hamilton, who had planned to step away from the Board. This letter is to notify you that Ms. Hamilton has decided to remain on the Board, however Board member D.J. Napolitano has decided to step down from the Board. Please join me in thanking Mr. Napolitano for his years of dedicated service to our community and to the Planning Board.

Attorney Caunter's appointment will be to complete the remainder of Mr. Napolitano's five-year term to expire on March 10, 2026.

I strongly recommend confirmation of Attorney Caunter's appointment to the Planning Board at your September 9th meeting. We are fortunate that he is willing to volunteer in this important role and lend his time and expertise to this important board and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem

August 25, 2021

Attorney Zachary Caunter
24 Carlton Street
Salem, MA 01970

Dear Attorney Caunter:

You are respectfully invited to the City Council Meeting remotely on Thursday, September 9, 2021, relative to your appointment to the Planning Board.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87370987827?pwd=SlRndmlMWjZsMll6bWp1aUxkdThCUT09>

Password: 941143

Or Telephone:

877 853 5257 (Toll Free) or 888 475 4499 (Toll Free)

Webinar ID: 873 7098 7827

Should you have any questions please call our office at 978-745-9595 ext. 41202.

Very Truly Yours,

ILENE SIMONS
CITY CLERK

July 15, 2021

Attorney Zachary Caunter
24 Carlton Street
Salem, MA 01970

Dear Attorney Caunter:

You are respectfully invited to the City Council Meeting on Thursday, September 9, 2021, relative to your appointment to the Planning Board.

As of right now a decision has not been made whether this meeting will be held in-person, remote or a combination in-person/remote. As soon as a decision has been made, a follow up letter will be sent.

Should you have any questions please call our office at 978-745-9595 ext. 41202.

Very Truly Yours,

ILENE SIMONS
CITY CLERK

Do not use
See New letter



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

July 15, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Attorney Zachary Caunter of 24 Carlton Street #3 to the Planning Board to a five-year term to expire July 15, 2026. Attorney Caunter will take the seat previously occupied by Carole Hamilton. Please join me in thanking Ms. Hamilton for her years of service to our community on the Planning Board.

Attorney Caunter earned his Bachelor's degree from the University of Massachusetts in Amherst and his J.D. from the University of Maine School of Law, during which time he was law clerk for the U.S. Environmental Protection Agency's Office of Enforcement and Compliance Assurance in Washington, D.C. Attorney Caunter is currently legal counsel for the Massachusetts Department of Public Utilities' Transportation Network Company Division. Prior to that he worked for a number of years as a senior associate for Citizens Disability, one of the nation's leading Social Security disability advocacy and legal assistance groups.

I strongly recommend confirmation of Attorney Caunter's appointment to the Planning Board. We are fortunate that he is willing to volunteer in this important role and lend his time and expertise to this important board and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Corrected for housekeeping purposes only

September 9, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I appoint Christina M. Sorenson, 138 Bedford Street, Burlington, MA to serve as a Constable in the City of Salem for a term to expire March 8, 2022.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of Six Hundred Twelve Thousand, Five Hundred and Eleven Dollars and (\$612,511.83) is hereby transferred and appropriated from the "Stabilization Fund" to the Transportation Enhancement Fund (25T9) to support city-wide on-demand rideshare service and other priority transportation projects in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Council Order transfers and appropriates \$612,511.83 from our stabilization fund to the Transportation Enhance Fund (TEF) (fund 25T9) for the continued operation of the Salem Skipper on-demand public rideshare transit service. These funds are equal to the payments we will receive because of our Host Community Agreements with cannabis retailers. For accounting purposes, the Department of Revenue (DOR) requires these receipts to be classified as general fund revenue, which would normally appear as Free Cash each year. Because our Free Cash is certified by DOR later in the year, and these funds are necessary now to continue the Skipper program, we are seeking an appropriation from stabilization, which will then be restored once Free Cash is certified. Without this appropriation, the Skipper service will terminate later this month.

Since the program launched in December 2020 the Salem Skipper has provided over 20,000 rides, reducing our carbon footprint by displacing single passenger vehicle trips equal to over 8,400 pounds of CO₂ and providing thousands of essential trips to frontline workers, seniors, students, and others. A disproportionately larger number of pick-ups and drop-offs, 5,700 in all, were in the Point, our highest poverty neighborhood.

I strongly recommend approval of this Council Order at your September 9th meeting, so that this popular and essential public service can continue without any pause or gap. If you have any questions, please reach out to Traffic and Parking Director David Kucharsky.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



City of Salem, Massachusetts

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

Kimberley L. Driscoll, Mayor

David Kucharsky, Traffic & Parking Director

September 2, 2021

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

RE: Transportation Enhancement Funds Appropriation Request

Dear Honorable Mayor Driscoll:

This request is for a Council Order to transfer \$612,511.83 from the General Stabilization Fund to the Transportation Enhancement Fund (TEF). This amount is equal to the payments that the city received in FY19, FY20, and FY21 for 1% of retail marijuana sales that has not yet been transferred to the TEF. Because free cash is not yet certified for last year, this transfer would move the amount from General Stabilization with the intent to replenish that amount in the General Stabilization Fund once free cash is certified later this fall. By law, marijuana revenues must be collected in the General Fund thus necessitating this order to move those funds previously collected in the General Fund over to the TEF. Please note, additional resources will be available in the TEF to support transportation programming including a one-time \$75,000 contribution from Salem Hospital, a \$50,000 contribution pursuant to the community benefit agreement with Footprint, and \$212,000 from the developer for the Traders Way project.

The appropriation of these funds would allow the City to continue to operate the Salem Skipper Rideshare Program. As you know, the service was launched last December and is provided by River North Transit LLC (a subsidiary of Via Transportation Inc.). Via provides the vehicles, drivers, software platform, as well as ongoing customer and operations support which includes data sharing and reporting. The service currently operates 7:00 am – 7:00 pm, Monday through Friday and 10:00 am – 6:00 pm on Saturday and can provide trips anywhere within the city limits.

As of August 30th, the Skipper has provided over 20,000 rides with a peak of 184 rides provided in a single day and over 800 rides provided in a single week. Utilization has continued to grow since the launch with a peak of 3.3 rides per vehicle hour in a single week. This ridership has resulted in saving 9,480 miles of individual vehicle trips and has reduced CO₂ output by over 8,400 lbs. Based on the data reporting, people are using the Skipper for essential trips, including food and shopping, medical, as well as after school activities. Some of the top destinations include Salem Hospital, MBTA Station, Salem University, Salem High & Middle Schools as well as major retail establishments.

The Skipper service has improved access to transportation for a variety of historically disadvantaged groups. Some of our highest ridership is taking place in the Point neighborhood where approximately 42% of the neighborhood lies below the poverty line and over 24% of the households do not own a vehicle. Since the service launched over 5,700 pickups and drop offs have occurred in this area. Reports also indicate the service is being used by a significant number of seniors, students, and those with accessibility needs making up approximately 10% of the ridership.

Based on the ridership reporting and surveys conducted by Via, we believe the service has effectively improved mobility for residents and visitors. In addition to maintaining the current service hours, approval of this appropriation would allow the City to introduce evening and extended weekend hours. This extension of hours is part of a partnership with Salem State University who has agreed to contribute funds towards the 2021-2022 school year.

The appropriation would also create opportunities to expand the recently launched bike share program. The City currently has 8 bike stations and 50 bikes deployed throughout the community. Since launching at the end of June over 350 rides have been taken. Given the fact that the BlueBikes program is a dock-to-dock system, the additional funds would allow us to introduce stations in areas of the City that are not currently being served.

Sincerely,



David Kucharsky
Traffic and Parking Director



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of Five Hundred One Thousand Two Hundred Ninety-Five Dollars and Sixty-Three Cents (\$501,295.63) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Michael Levesque	Salem Police Department	33,553.68
Jonathan Bedard	Salem Police Department	46,595.12
Edward Vaillancourt	Salem Police Department	45,553.60
Philius Verrette	Salem Police Department	57,814.40
Kate DeRosa	Salem Police Department	45,843.84
James Johnson	Salem Police Department	32,629.44
Brian Gilligan	Salem Police Department	67,510.40
Stephen Bona	Salem Police Department	64,380.00
Frederick Dubiel	Salem Police Department	9,483.21
Karen Dombrowski	Salem Public Schools	8,550.00
Jean Beaulieu	Salem Public Schools	7,685.21

Deborah Connerty	Salem Public Schools	58,267.50
Peter Harrington	Salem Public Schools	9,296.99
Linda Pydynkowski	Salem Public Schools	11,176.80
Eric Bergengren	Information Technology Department	2,955.44

501,295.63



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Council Order appropriates \$501,295.63 from the Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to fund the contractually required buybacks of 15 City employees who retired over the course of the summer.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM MASSACHUSETTS

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

**KIMBERLEY L. DRISCOLL
MAYOR**

**LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES**

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: August 17, 2021
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Police Department.
This former employee is entitled to the following amount of sick leave and vacation buyback.

Jonathan Bedard

720 sick hours @ \$40.73 per hour	\$29,325.60
424 vacation hours @ \$40.73 per hour	\$17,269.52
Total:	\$46,595.12

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

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



CITY OF SALEM

PART A

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

DATE 7/30/21

NAME (LAST, FIRST, MIDDLE) BEDARD, JONATHAN		EMPLOYEE NO. 100698	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUSTMENT 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION 7. OTHER RETIREMENT
JOB TITLE POLICE OFFICER		JOB CODE 1306	
DEPARTMENT POLICE	DIVISION PATROL - K9	DEPT. NO. 1210	

1. EMPLOYMENT

ADDRESS-STREET	CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salary Hourly				
PERMANENT 1. Full Time 2. 20 HRS.+ Part Time 3. Part Time	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade	Step		
TELEPHONE NO.	DATE OF BIRTH	SEX M F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS M S OTH	REQUIRED LICENSE: TYPE(S)			CLASS	EXPIRATION DATE

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE July 29, 2021
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3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)

NEW DEPT. & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE: YES NO
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE
SHIFT CHANGE:		FROM	TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)

FROM	TO	DATE RETURNED
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5. ADDRESS / NAME CHANGE

NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED July 28, 2021	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT YES NO
---	------------	--

REASON RE-SIGNED LAID OFF END OF TEMP. RE-TIRED DIS-CHARGED				QUALITY OF WORK EXCEL GOOD FAIR POOR				ATTENDANCE EXCEL GOOD FAIR POOR				ATTITUDE EXCEL GOOD FAIR POOR				JOB KNOWLEDGE EXCEL GOOD FAIR POOR			
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7. EMERGENCY CONTACT

NAME:	TELEPHONE NO.	RELATIONSHIP
-------	---------------	--------------

8. EXPLANATION OF ACTION (or other action)

OFFICER BEDARD DATE OF RETIREMENT
IS July 29, 2021.
PLEASE REMOVE FROM MUNIS.

PLEASE SEE ATTACHED FOR
BUY-BACK CALCULATIONS.

FINANCE DEPARTMENT
[Signature] DATE **7/30/21**

DEPARTMENT HEAD / APPOINTING AUTHORITY
CHIEF OF POLICE, LUCAS J. MILLER DATE

PAY EFFECTIVE: AUGUST 12, 2021
DIRECT REPORT: CPT. MARC BERUBE

PERSONNEL DEPARTMENT
[Signature] DATE **8/24/2021**

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

From: Department: 210 Police Date: 7/30/2021

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

NAME: Jonathan Bedard

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>424</u>	@	<u>\$40.73</u>	= <u>\$17,269.52</u> ✓
<u>SICK HOURS</u>	#	<u>720</u>	@	<u>\$40.73</u>	= <u>\$29,325.60</u> ✓
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$6,800.00</u>	= <u>\$6,800.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>2</u>	@	<u>331.65</u>	= <u>\$663.30</u>
HOL x 1.5	#	<u>10</u>	@	<u>\$497.48</u>	= <u>\$4,974.80</u>

Total Amount Due: \$59,033.22 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Officer Bedard retired on 7/29/21.

For Human Resources Use Only:


- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation:



Approved


 HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: July 29, 2021
RE: Retirement Stabilization Fund

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

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

Edward Vaillancourt

416 vacation hours @ \$40.10 per hour	\$16,681.60
720 sick hours @ \$40.10 per hour	\$28,872.00
Total:	\$45,553.60

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

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



CITY OF SALEM

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED

PERSONNEL ACTION / DATA FORM

ENTERED
PART 1 20/21
CB

DATE 7/19/21

NAME (LAST, FIRST, MIDDLE) VAILLANCOURT, EDWARD		EMPLOYEE NO. 100618	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUSTMENT 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION 7. OTHER RETIREMENT
JOB TITLE POLICE OFFICER		JOB CODE 1306	
DEPARTMENT POLICE	DIVISION CI4	DEPT. NO. 1210	

1. EMPLOYMENT																		
ADDRESS-STREET			CITY			STATE			ZIP CODE			SOCIAL SECURITY NO.			NEW HIRE	REHIRE	RECALL	Salary Hourly
PERMANENT		4. TEMP	CIVIL SERVICE		DATE APPROVED	VETERAN		SHIFT	PAY RATE		PER	SHIFT PREM.		Grade		Step		
1. Full Time	2. 20 HRS.+ Part Time	3. Part Time	YES	NO		YES	NO		\$									
TELEPHONE NO.			DATE OF BIRTH			SEX		ETHNIC CODE	SCHEDULED HOURS		HOURLY RATE	# DEPENDENTS		MARITAL STATUS				
						M	F							M	S	OTHE		
REQUIRED LICENSE:TYPE(S)										CLASS			EXPIRATION DATE					

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)									
ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE		
							July 17, 2021		

3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)											
NEW DEPT. & NO.		NEW JOB TITLE			NEW JOB CODE			RATE CHANGE:		YES	NO
NEW GRADE	NEW STEP	NEW PAY RATE PER		EFFECTIVE DATE			SHIFT CHANGE:		FROM	TO	

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)										
FROM					TO					DATE RETURNED

5. ADDRESS / NAME CHANGE													
NEW ADDRESS		STREET			CITY			STATE			ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO

6. TERMINATION (GIVE EXPLANATION IN SEC. 8)													
LAST DAY WORKED				DATE HIRED				RECOMMENDED FOR REEMPLOYMENT				YES	NO
July 16, 2021													

REASON										QUALITY OF WORK				ATTENDANCE				ATTITUDE				JOB KNOWLEDGE			
RE-SIGNED	LAI D OFF	END OF RE-TEMP.	RE-TIRED	DIS-CHARGED		EXCEL	GOOD	FAIR	POOR		EXCEL	GOOD	FAIR	POOR		EXCEL	GOOD	FAIR	POOR		EXCEL	GOOD	FAIR	POOR	

7. EMERGENCY CONTACT														
NAME:					TELEPHONE NO.					RELATIONSHIP				

8. EXPLANATION OF ACTION (or other action)														
OFFICER VAILLANCOURT DATE OF RETIREMENT IS JULY 17, 2021.														
PLEASE REMOVE FROM MUNIS.														
PLEASE SEE ATTACHED FOR Buy-Back CALCULATIONS.					FINANCE DEPARTMENT					DATE				
										7/19/21				
					DEPARTMENT HEAD / APPOINTING AUTHORITY					DATE				
					CHIEF OF POLICE, LUCAS J. MILLER									
PAY EFFECTIVE: JULY 29, 2021					PERSONNEL DEPARTMENT					DATE				
DIRECT REPORT: CPT. FRED RYAN														

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

From: Department: 210 Police **Date:** 7/19/2021

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

NAME: Edward Vaillancourt

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>416</u>	@	<u>\$40.10</u>	= <u>\$16,681.60</u> ✓
<u>SICK HOURS</u>	#	<u>720</u>	@	<u>\$40.10</u>	= <u>\$28,872.00</u> ✓
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$6,800.00</u>	= <u>\$6,800.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>2</u>	@	<u>\$326.62</u>	= <u>\$653.24</u> ✓
HOL x 1.5	#	<u>10</u>	@	<u>\$489.94</u>	= <u>\$4,899.40</u> ✓

Total Amount Due: \$57,906.24 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Officer Vaillancourt retired on 7/17/21.

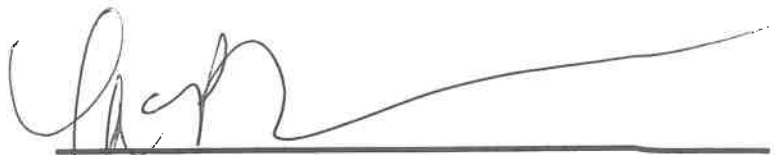
For Human Resources Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation:

Approved


 HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: July 29, 2021
RE: Retirement Stabilization Fund

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

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

Philius Verrette

440 vacation hours @ \$49.84 per hour	\$21,929.60
720 sick hours @ \$49.84 per hour	\$35,884.80
Total:	\$57,814.40

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

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



CITY OF SALEM

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

PART A 7/26/21 ab
DATE 7/12/21

NAME (LAST, FIRST, MIDDLE) VERRETTE, PHILIAS		EMPLOYEE NO. 100346	CHECK ALL THAT APPLY 1. EMPLOYMENT () 2. WAGE SALARY ADJUSTMENT () 3. TRANSFER () 4. LEAVE OF ABSENCE () 5. ADDRESS/NAME CHANGE () 6. TERMINATION/RETIREMENT () 7. OTHER ()
JOB TITLE SERGEANT		JOB CODE 1304	
DEPARTMENT POLICE	DIVISION PATROL	DEPT. NO. 1210	

1. EMPLOYMENT

ADDRESS-STREET	CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salaried Hourly			
PERMANENT	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade	Step	
1. Full Time	2. 20 HRS.+ Part Time	3. Part Time	DATE OF BIRTH	SEX M F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	M	S	MARITAL STATUS OTHER
TELEPHONE NO.		REQUIRED LICENSE:TYPE(S)		CLASS		EXPIRATION DATE					

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE July 9, 2021
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3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)

NEW DEPT. & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE:	YES	NO
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)

FROM	TO	DATE RETURNED
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5. ADDRESS / NAME CHANGE

NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED July 8, 2021	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT	YES	NO
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REASON					QUALITY OF WORK				ATTENDANCE				ATTITUDE				JOB KNOWLEDGE			
RE-SIGNED	LAI D OFF	END OF RE-TEMP.	RE-TIRED	DIS-CHARGED	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR

7. EMERGENCY CONTACT

NAME:	TELEPHONE NO.	RELATIONSHIP
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8. EXPLANATION OF ACTION (or other action)

SGT. VERRETTE DATE OF RETIREMENT IS July 9, 2021. PLEASE REMOVE FROM MUNIS.	FINANCE DEPARTMENT <i>[Signature]</i> DATE 7/12/21
PLEASE SEE ATTACHED FOR Buy-BACK CALCULATIONS.	DEPARTMENT HEAD / APPOINTING AUTHORITY CHIEF OF POLICE, LUCAS J. MILLER DATE
PAY EFFECTIVE : JULY 22, 2021 DIRECT REPORT: CPT. MARC BERUBE	PERSONNEL DEPARTMENT DATE

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

From: Department: 210 Police Date: 7/10/2021

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

NAME: Philius Verrette

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>440</u>	@	<u>\$49.84</u>	= <u>\$21,929.60</u> ✓
<u>SICK HOURS</u>	#	<u>720</u>	@	<u>\$49.84</u>	= <u>\$35,884.80</u> ✓
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$4,800.00</u>	= <u>\$4,800.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>2</u>	@	<u>\$404.49</u>	= <u>\$808.98</u> ✓
HOL x 1.5	#	<u>10</u>	@	<u>\$606.73</u>	= <u>\$6,067.30</u> ✓

Total Amount Due: \$69,490.68 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Sergeant Verrette retired on 7/9/21.


For Human Resources Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation:

Approved


 HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

**KIMBERLEY L. DRISCOLL
MAYOR**

**LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES**

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: August 17, 2021
RE: Retirement Stabilization Fund

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

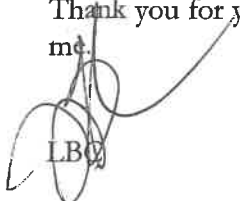
This former employee is entitled to the following amount of sick leave and vacation buyback.

Kate DeRosa

720 sick hours @ \$45.48 per hour	\$32,745.60
288 vacation hours @ \$45.48 per hour	\$13,098.24
Total:	\$45,843.84

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

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


LBC



CITY OF SALEM

PART A

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

DATE 7/29/21

NAME (LAST, FIRST, MIDDLE) DEROSA (STEPHENS), KATE		EMPLOYEE NO. 100458	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUSTMENT 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION 7. OTHER RETIREMENT
JOB TITLE SERGEANT		JOB CODE 1304	
DEPARTMENT POLICE	DIVISION PROFESSIONAL STANDARDS	DEPT. NO. 1210	

1. EMPLOYMENT

ADDRESS-STREET	CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salaried Hourly		
PERMANENT 1. Full Time 2. 20 HRS. + Part Time 3. Part Time	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade	Step
TELEPHONE NO.	DATE OF BIRTH	SEX M F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	M	S	MARITAL STATUS OTHER	
REQUIRED LICENSE: TYPE(S)	CLASS		EXPIRATION DATE							

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE July 28, 2021
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3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)

NEW DEPT. & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE:	YES	NO
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)

FROM	TO	DATE RETURNED
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5. ADDRESS / NAME CHANGE

NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED July 27, 2021	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT	YES	NO
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REASON				QUALITY OF WORK				ATTENDANCE				ATTITUDE				JOB KNOWLEDGE			
RE-SIGNED	LAI D OFF	END OF RE-TEMP.	DIS-CHARGED	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR

7. EMERGENCY CONTACT

NAME:	TELEPHONE NO.	RELATIONSHIP
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8. EXPLANATION OF ACTION (or other action)

SGT DEROSA DATE OF RETIREMENT IS July 28, 2021. PLEASE REMOVE FROM MUNIS.	FINANCE DEPARTMENT <i>[Signature]</i> DATE 7/29/21
PLEASE SEE ATTACHED FOR Buy-BACK CALCULATIONS.	DEPARTMENT HEAD / APPOINTING AUTHORITY CHIEF OF POLICE, LUCAS J. MILLER DATE
PAY EFFECTIVE: AUGUST 12, 2021 DIRECT REPORT: CPT. MARK LOSOLFO	PERSONNEL DEPARTMENT DATE

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

From: Department: 210 Police Date: 7/29/2021

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

NAME: Kate Derosa (Stephens)

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>288</u>	@	<u>\$45.48</u>	= <u>\$13,098.24</u> ✓
<u>SICK HOURS</u>	#	<u>720</u>	@	<u>\$45.48</u>	= <u>\$32,745.60</u> ✓
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$1,500.00</u>	= <u>\$1,500.00</u>
<u>OTHER</u>	HOL x 1.0	#	<u>2</u>	@	<u>\$356.93</u> = <u>\$713.86</u>
	HOL x 1.5	#	<u>10</u>	@	<u>\$535.40</u> = <u>\$5,354.00</u>

Total Amount Due: \$53,411.70 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Sergeant Derosa (Stephens) retired on 7/28/21.

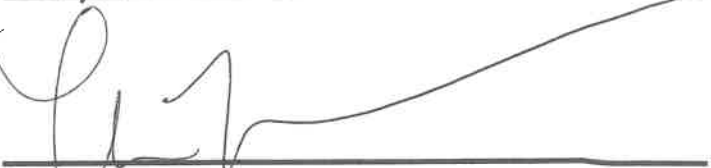
For Human Resources Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation:

Approved


HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: July 29, 2021
RE: Retirement Stabilization Fund

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

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

James Johnson

264 vacation hours @ \$33.16 per hour	\$8,754.24
720 sick hours @ \$33.16 per hour	\$23,875.20
Total:	\$32,629.44

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

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



CITY OF SALEM

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

PART A1 / 2021 / Lab

DATE 7/15/21

NAME (LAST, FIRST, MIDDLE) JOHNSON, JAMES		EMPLOYEE NO. 100612	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUSTMENT 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION RETIREMENT 7. OTHER
JOB TITLE POLICE OFFICER		JOB CODE 1306	
DEPARTMENT POLICE	DIVISION PATROL	DEPT. NO. 1210	

1. EMPLOYMENT

ADDRESS-STREET	CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salary Hourly			
PERMANENT 1. Full Time 2. 20 HRS.+ Part Time 3. Part Time	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade	Step	
TELEPHONE NO.	DATE OF BIRTH	M SEX F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS M S OTH	REQUIRED LICENSE: TYPE(S)		CLASS	EXPIRATION DATE

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE July 15, 2021
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3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)

NEW DEPT. & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE:	YES	NO
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)

FROM	TO	DATE RETURNED
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5. ADDRESS / NAME CHANGE

NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT	YES	NO
REASON RE-SIGNED LAID OFF END OF RE-EMP. TIRE DIS-CHARGED	QUALITY OF WORK EXCEL GOOD FAIR POOR	ATTENDANCE EXCEL GOOD FAIR POOR	ATTITUDE EXCEL GOOD FAIR POOR	JOB KNOWLEDGE EXCEL GOOD FAIR POOR

7. EMERGENCY CONTACT

NAME:	TELEPHONE NO.	RELATIONSHIP
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8. EXPLANATION OF ACTION (or other action)

OFFICER JOHNSON DATE OF RETIREMENT IS JULY 15, 2021. PLEASE REMOVE FROM MUNIS.	FINANCE DEPARTMENT <i>[Signature]</i> DATE 7/15/21
PLEASE SEE ATTACHED FOR BUY-BACK CALCULATIONS.	DEPARTMENT HEAD / APPOINTING AUTHORITY CHIEF OF POLICE, LUCAS J. MILLER DATE
PAY EFFECTIVE: JULY 29, 2021 DIRECT REPORT: CPT. MARK BERUBE	PERSONNEL DEPARTMENT DATE

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

From: Department: 210 Police Date: July 15, 2021

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

NAME: James Johnson

CALCULATION

					<u>TOTALS</u>
VACATION HOURS	#	<u>264</u>	@	<u>\$33.16</u>	= <u>\$8,754.24</u> ✓
SICK HOURS	#	<u>720</u>	@	<u>\$33.16</u>	= <u>\$23,875.20</u> ✓
PRO-RATED STIPENDS	#		@	<u>\$6,800.00</u>	= <u>\$6,800.00</u>
OTHER HOL x 1.0	#	<u>2</u>	@	<u>271.05</u>	= <u>\$542.10</u> ✓
HOL x 1.5	#	<u>10</u>	@	<u>\$406.58</u>	= <u>\$4,065.80</u> ✓

Total Amount Due: \$44,037.34 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Officer Johnson retired on July 15, 2021.

For Human Resources Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation: 
 Approved
 HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: August 17, 2021
RE: Retirement Stabilization Fund

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

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

Michael Levesque

720 sick hours @ \$33.42 per hour	\$24,062.40
284 vacation hours @ \$33.42 per hour	\$ 9,491.28
Total:	\$33,553.68

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

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



CITY OF SALEM

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

GENERAL PART 1 2021 *cb.*

DATE 7/19/21

NAME (LAST, FIRST, MIDDLE) LEVESQUE, MICHAEL		EMPLOYEE NO. 100204	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUSTMENT 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION 7. OTHER RETIREMENT
JOB TITLE POLICE OFFICER		JOB CODE 1306	
DEPARTMENT POLICE	DIVISION TRAFFIC	DEPT. NO. 1210	

1. EMPLOYMENT

ADDRESS-STREET	CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salary Hourly		
PERMANENT	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade	Step
1. Full Time	2. 20 HRS.+ Part Time	3. Part Time	TELEPHONE NO.	DATE OF BIRTH	SEX M F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS M S OTHER
REQUIRED LICENSE:TYPE(S)		CLASS			EXPIRATION DATE					

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE July 17, 2021
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3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)

NEW DEPT. & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE:	YES	NO
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)

FROM	TO	DATE RETURNED
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5. ADDRESS / NAME CHANGE

NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED July 16, 2021	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT	YES	NO
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REASON				QUALITY OF WORK				ATTENDANCE				ATTITUDE				JOB KNOWLEDGE				
RE-SIGNED	LAI D OFF	END OF TEMP.	RE-TIRED	DIS-CHARGED	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR

7. EMERGENCY CONTACT

NAME:	TELEPHONE NO.	RELATIONSHIP
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8. EXPLANATION OF ACTION (or other action)

OFFICER LEVESQUE DATE OF RETIREMENT IS July 17, 2021.	
PLEASE REMOVE FROM MUNIS.	
PLEASE SEE ATTACHED FOR BUY-BACK CALCULATIONS.	FINANCE DEPARTMENT <i>[Signature]</i> DATE 7/19/21
	DEPARTMENT HEAD / APPOINTING AUTHORITY CHIEF OF POLICE, LUCAS J. MILLER DATE
PAY EFFECTIVE: JULY 29, 2021 DIRECT REPORT: LT. DAVID TUCKER	PERSONNEL DEPARTMENT DATE

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

From: Department: 210 Police Date: 7/19/2021

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

NAME: Michael Levesque

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>284</u>	@	<u>\$33.42</u>	= <u>\$9,491.28</u> ✓
<u>SICK HOURS</u>	#	<u>720</u>	@	<u>\$33.42</u>	= <u>\$24,062.40</u> ✓
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$6,800.00</u>	= <u>\$6,800.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>2</u>	@	<u>\$273.15</u>	= <u>\$546.30</u> ✓
HOL x 1.5	#	<u>10</u>	@	<u>\$409.72</u>	= <u>\$4,097.20</u> ✓

Total Amount Due: \$44,997.18 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Officer Levesque retired on 7/17/21.


For Human Resources Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation:

Approved


 HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: August 3, 2021
RE: Retirement Stabilization Fund

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

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

Brian Gilligan

720 sick hours @ \$58.40 per hour	\$42,048.00
436 vacation hours @ \$58.40per hour	\$25,462.40
Total:	\$67,510.40

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

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



CITY OF SALEM

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

PART A
5/7/2021
DATE 7/12/21

NAME (LAST, FIRST, MIDDLE) GILLIGAN, BRIAN		EMPLOYEE NO. 100385	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUSTMENT 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION RETIREMENT 7. OTHER
JOB TITLE LIEUTENANT		JOB CODE 1302	
DEPARTMENT POLICE	DIVISION PATROL	DEPT. NO. 1210	

1. EMPLOYMENT

ADDRESS-STREET	CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salary Hourly				
PERMANENT 1. Full Time 2. 20 HRS.+ Part Time 3. Part Time	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade	Step		
TELEPHONE NO.	DATE OF BIRTH	SEX M F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS M S OTHE	REQUIRED LICENSE:TYPE(S)			CLASS	EXPIRATION DATE

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE July 9, 2021
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3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)

NEW DEPT. & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE:	YES	NO
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)

FROM	TO	DATE RETURNED
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5. ADDRESS / NAME CHANGE

NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED July 8, 2021	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT	YES	NO
REASON RE-SIGNED LAID OFF END OF TEMP. RE-TIRED DIS-CHARGED	QUALITY OF WORK EXCEL GOOD FAIR POOR	ATTENDANCE EXCEL GOOD FAIR POOR	ATTITUDE EXCEL GOOD FAIR POOR	JOB KNOWLEDGE EXCEL GOOD FAIR POOR

7. EMERGENCY CONTACT

NAME:	TELEPHONE NO.	RELATIONSHIP
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8. EXPLANATION OF ACTION (or other action)

LT. GILLIGAN DATE OF RETIREMENT IS July 9, 2021. PLEASE REMOVE FROM MUNIS.	FINANCE DEPARTMENT <i>[Signature]</i> DATE 7/12/21
PLEASE SEE ATTACHED FOR BUY-BACK CALCULATIONS.	DEPARTMENT HEAD / APPOINTING AUTHORITY CHIEF OF POLICE, LUCAS J. MILLER DATE
PAY EFFECTIVE: JULY 22, 2021 DIRECT REPORT: CPT. MARC BERUBE	PERSONNEL DEPARTMENT DATE

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

From: Department: 210 Police Date: 7/12/2021

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

NAME: Brian Gilligan

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>436</u>	@	<u>\$58.40</u>	= <u>\$25,462.40</u> ✓
<u>SICK HOURS</u>	#	<u>720</u>	@	<u>\$58.40</u>	= <u>\$42,048.00</u> ✓
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$6,800.00</u>	= <u>\$6,800.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>2</u>	@	<u>\$473.00</u>	= <u>\$946.00</u> ✓
HOL x 1.5	#	<u>10</u>	@	<u>\$709.50</u>	= <u>\$7,095.00</u> ✓

Total Amount Due: \$82,351.40 ✓

Please attach corresponding PAF or other backup to this sheet.

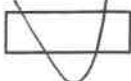
Reason: Lieutenant Gilligan retired on 7/9/21.

For Human Resources Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation:



Approved

HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: August 3, 2021
RE: Retirement Stabilization Fund

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

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

Stephen Bona

720 sick hours @ \$55.50 per hour	\$39,960.00
440 vacation hours @ \$55.50 per hour	\$24,420.00
Total:	\$64,380.00

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

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



CITY OF SALEM

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

PART A 7/20/21 *AB*

DATE 7/19/21

NAME (LAST, FIRST, MIDDLE) BONA, STEPHEN		EMPLOYEE NO. 100662	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUSTMENT 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION 7. OTHER RETIREMENT
JOB TITLE LIEUTENANT		JOB CODE 1302	
DEPARTMENT POLICE	DIVISION CID	DEPT. NO. 1210	

1. EMPLOYMENT																	
ADDRESS-STREET				CITY		STATE		ZIP CODE		SOCIAL SECURITY NO.		NEW HIRE	REHIRE	RECALL	Salary Hourly		
PERMANENT		4. TEMP	CIVIL SERVICE		DATE APPROVED		VETERAN		SHIFT		PAY RATE		PER		SHIFT PREM.	Grade	Step
1. Full Time	2. 20 HRS.+ Part Time	3. Part Time	YES	NO			YES	NO			\$						
TELEPHONE NO.			DATE OF BIRTH		SEX	ETHNIC CODE		SCHEDULED HOURS		HOURLY RATE		# DEPENDENTS		MARITAL STATUS			
					M									M S OTHER			
REQUIRED LICENSE:TYPE(S)						CLASS						EXPIRATION DATE					

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)															
ANNIVERSARY DATE		DATE OF LAST INCREASE		PRESENT RATE PER		PROPOSED RATE PER		NEW HOURLY RATE		GRADE		STEP		EFFECTIVE DATE July 17, 2021	

3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)													
NEW DEPT. & NO.			NEW JOB TITLE			NEW JOB CODE			RATE CHANGE:			YES	NO
NEW GRADE		NEW STEP		NEW PAY RATE PER		EFFECTIVE DATE		SHIFT CHANGE:		FROM		TO	

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)													
FROM						TO						DATE RETURNED	

5. ADDRESS / NAME CHANGE													
NEW ADDRESS		STREET		CITY		STATE		ZIP CODE		NEW TELEPHONE NO.		CORRECT NAME TO	

6. TERMINATION (GIVE EXPLANATION IN SEC. 8)																				
LAST DAY WORKED July 16, 2021				DATE HIRED				RECOMMENDED FOR REEMPLOYMENT				YES	NO							
REASON		QUALITY OF WORK				ATTENDANCE				ATTITUDE				JOB KNOWLEDGE						
RE-SIGNED	LAI OFF	END OF TEMP.	RE-TIRED	DIS-CHARGED	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR

7. EMERGENCY CONTACT											
NAME:				TELEPHONE NO.				RELATIONSHIP			

8. EXPLANATION OF ACTION (or other action)											
LT. BONA DATE OF RETIREMENT IS JULY 17, 2021.											
PLEASE REMOVE FROM MUNIS.											
PLEASE SEE ATTACHED FOR BUY-BACK CALCULATIONS.						FINANCE DEPARTMENT				DATE 7/19/21	
						DEPARTMENT HEAD / APPOINTING AUTHORITY				DATE	
						CHIEF OF POLICE, LUCAS J. MILLER					
PAY EFFECTIVE: JULY 29, 2021 DIRECT REPORT: CPT. FRED RYAN						PERSONNEL DEPARTMENT				DATE	

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

From: Department: 210 Police **Date:** 7/19/2021

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

NAME: Stephen Bona

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>440</u> ✓	@	<u>\$55.50</u>	= <u>\$24,420.00</u> ✓
<u>SICK HOURS</u>	#	<u>720</u> ✓	@	<u>\$55.50</u>	= <u>\$39,960.00</u> ✓
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$6,800.00</u>	= <u>\$6,800.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>2</u>	@	<u>\$449.78</u>	= <u>\$899.56</u> ✓
HOL x 1.5	#	<u>10</u>	@	<u>\$674.67</u>	= <u>\$6,746.70</u> ✓

Total Amount Due: \$78,826.26 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Lieutenant Bona retired on 7/17/21.

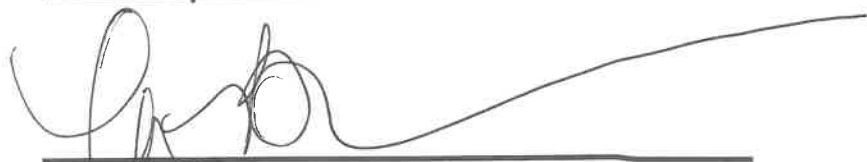
For Human Resources Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation:

Approved


 HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: August 3, 2021
RE: Retirement Stabilization Fund

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

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

Frederick Dubiel

279 vacation hours @ \$33.99 per hour	\$9,483.21
Total:	\$9,483.21

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

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



CITY OF SALEM

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

PART A 7/26/21
DATE 7/14/21

NAME (LAST, FIRST, MIDDLE) DUBIEL, FREDERICK		EMPLOYEE NO. 100101	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUSTMENT 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION RETIREMENT 7. OTHER
JOB TITLE POLICE OFFICER		JOB CODE 1306	
DEPARTMENT POLICE	DIVISION PATROL	DEPT. NO. 1210	

1. EMPLOYMENT

ADDRESS-STREET	CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salary Hourly			
PERMANENT	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade	Step	
1. Full Time	2. 20 HRS. + Part Time	3. Part Time	DATE OF BIRTH	SEX M F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	M	S	OTHE
TELEPHONE NO.	REQUIRED LICENSE: TYPE(S)		CLASS		EXPIRATION DATE						

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE July 13, 2021
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3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)

NEW DEPT. & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE:	YES	NO
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)

FROM	TO	DATE RETURNED
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5. ADDRESS / NAME CHANGE

NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED July 12, 2021	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT	YES	NO
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REASON				QUALITY OF WORK				ATTENDANCE				ATTITUDE				JOB KNOWLEDGE				
RE-SIGNED	LAI OFF	END OF TEMP.	RE-TIRED	DIS-CHARGED	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR

7. EMERGENCY CONTACT

NAME:	TELEPHONE NO.	RELATIONSHIP
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8. EXPLANATION OF ACTION (or other action)

OFFICER DUBIEL DATE OF RETIREMENT IS July 13, 2021 .	
PLEASE REMOVE FROM MUNIS.	
PLEASE SEE ATTACHED FOR BUY-BACK CALCULATIONS.	FINANCE DEPARTMENT <i>[Signature]</i> DATE 7/14/21
	DEPARTMENT HEAD / APPOINTING AUTHORITY CHIEF OF POLICE, LUCAS J. MILLER DATE
PAY EFFECTIVE: July 29, 2021 DIRECT REPORT: CPT. MARC BERYBE	PERSONNEL DEPARTMENT DATE

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

From: Department: 210 Police Date: 7/14/2021

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

NAME: Frederick Dubiel

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>279</u>	@	<u>\$33.99</u>	= <u>\$9,483.21</u> ✓
<u>SICK HOURS</u>	#	<u>0</u>	@	<u>\$33.99</u>	= <u>\$0.00</u>
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$6,800.00</u>	= <u>\$6,800.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>2</u>	@	<u>\$277.72</u>	= <u>\$555.44</u>
HOL x 1.5	#	<u>10</u>	@	<u>\$416.57</u>	= <u>\$4,165.70</u>

Total Amount Due: \$21,004.35

Please attach corresponding PAF or other backup to this sheet.

Reason: Officer Dubiel retired on 7/13/21.

For Human Resources Use Only:

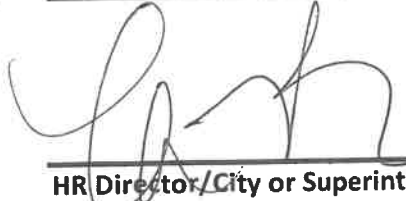
- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation:



Approved


 HR Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: July 29, 2021
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Public Schools.

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

Karen Dombrowski

6.75 vacation days @ \$120.00 per day	\$810.00
64.50 sick days @\$120.00 per day	\$7,740.00
Total:	\$8,550.00

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

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



SALEM PUBLIC SCHOOLS

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION/DATA FORM

DATE	_____
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NAME (LAST, FIRST, MIDDLE) Dombrowski, Karen		EMPLOYEE NO. 510081	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUST 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION 7. OTHER
JOB TITLE Cafeteria Helper		JOB CODE 5442	
DEPARTMENT School	SCHOOL BAIS	DEPT NO. 250	

1. EMPLOYMENT

ADDRESS: STREET	CITY	STATE	ZIP	SOCIAL SECURITY NO.	NEW HIRE <input type="checkbox"/>	REHIRE <input type="checkbox"/>	RECALL <input type="checkbox"/>	Salary Hourly		
PERMANENT Full Time <input type="checkbox"/> 20 HRS+ Part Time <input type="checkbox"/>	4. TEMP Part Time <input type="checkbox"/>	CIVIL SERVICE	DATE APPROVED	VETERAN	SHIFT	PAY RATE	PER	SHIFT PREM.	GRADE	STEP
PHONE #	DATE OF BIRTH	SEX	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS			
REQUIRED LICENSE: TYPE(S)	CLASS		EXPIRATION DATE							

2. WAGE/SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE
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3. TRANSFER JOB/SHIFT/DEPT (GIVE EXPLANATION IN SEC 8)

NEW DEPT & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE?			
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE	FROM	TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC 8)

FROM	TO	DATE RETURNED
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5. ADDRESS/NAME CHANGE

NEW ADDRESS: STREET	CITY	STATE	ZIP	NEW PHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC 8)

LAST DAY WORKED	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT?		
REASON	QUALITY OF WORK	ATTENDANCE	ATTITUDE	JOB KNOWLEDGE

7. EMERGENCY CONTACT

NAME	PHONE NO.	RELATIONSHIP
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8. EXPLANATION OF ACTION (or other action)

Retirement 6/30/202 Severance Sick time 64.5 days @ \$120 = \$7,740 Vacation time 6.75 days @ \$120 = \$810	DIRECTOR'S SIGNATURE DAT
	DIRECTOR OR PRINCIPAL'S SIGNATURE DAT
	ASST SUPERINTENDENT'S SIGNATURE DAT
	SUPERINTENDENT'S SIGNATURE DAT <i>Stephen R. Zucke, Jr.</i> 7/26/2021
	BUSINESS MANAGER'S SIGNATURE DAT

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

From: Department _____ School _____

Date 7/20/2021

Authorized Signature: _____

Department/Head/City or Business Manager/School

NAME: _____

Karen Dombrowski

CALCULATION

VACATION DAYS

6 3/4 @ \$ 120- = \$ \$ 810-

SICK DAYS

64 1/2 @ \$ 120- = \$ 7,740

PRO-RATED STIPENDS

_____ @ \$ _____ = \$ _____

OTHER

_____ @ \$ _____ = \$ _____

Total Amount Due: _____

\$ 8,550

Please attach corresponding PAF or other backup to this sheet.

Reason: _____

Retirement - Severance Pay

For Human Resources's Use Only:

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

Org and Object: _____

83113 - 5146

Recommendation: _____

Approved

[Signature]

H R Director/City or Superintendent/Schools



**KIMBERLEY L. DRISCOLL
MAYOR**

**LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES**

CITY OF SALEM MASSACHUSETTS

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

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: August 3, 2021
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Public Schools.

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

Jean Beaulieu

34.84 sick days @ \$176.56 per day	\$6,151.35
13.9 vacation days @ \$110.35 per day	\$1,533.86
Total:	\$7,685.21

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

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

LBC



SALEM PUBLIC SCHOOLS

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION/DATA FORM

PART A

DATE 7/20/2021

NAME (LAST, FIRST, MIDDLE) Beaulieu, Jean		EMPLOYEE NO. 510034	CHECK ALL THAT APPLY <input type="checkbox"/> 1. EMPLOYMENT <input type="checkbox"/> 2. WAGE SALARY ADJUST <input type="checkbox"/> 3. TRANSFER <input type="checkbox"/> 4. LEAVE OF ABSENCE <input type="checkbox"/> 5. ADDRESS/NAME CHANGE <input type="checkbox"/> 6. TERMINATION <input type="checkbox"/> 7. OTHER
JOB TITLE Bus Driver		JOB CODE 5450	
DEPARTMENT School	SCHOOL District	DEPT NO. 250	

1. EMPLOYMENT

ADDRESS: STREET		CITY	STATE	ZIP	SOCIAL SECURITY NO.	NEW HIRE <input type="checkbox"/>	REHIRE <input type="checkbox"/>	RECALL <input type="checkbox"/>	Salaried <input type="checkbox"/>	Hourly <input type="checkbox"/>		
PERMANENT Full Time <input type="checkbox"/>	20 HRS+ Part Time <input type="checkbox"/>	Part Time <input type="checkbox"/>	4. TEMP <input type="checkbox"/>	CIVIL SERVICE <input type="checkbox"/>	DATE APPROVED	VETERAN <input type="checkbox"/>	SHIFT	PAY RATE	PER	SHIFT PREM.	GRADE	STEP
PHONE #	DATE OF BIRTH	SEX	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS					
REQUIRED LICENSE: TYPE(S)		CLASS					EXPIRATION DATE					

2. WAGE/SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE
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3. TRANSFER JOB/SHIFT/DEPT (GIVE EXPLANATION IN SEC 8)

NEW DEPT & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE?			
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE	FROM	TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC 8)

FROM	TO	DATE RETURNED
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5. ADDRESS/NAME CHANGE

NEW ADDRESS: STREET	CITY	STATE	ZIP	NEW PHONE NO.	CORRECT NAME TO
---------------------	------	-------	-----	---------------	-----------------

6. TERMINATION (GIVE EXPLANATION IN SEC 8)

LAST DAY WORKED	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT?			
REASON	QUALITY OF WORK	ATTENDANCE	ATTITUDE	JOB KNOWLEDGE	

7. EMERGENCY CONTACT

NAME	PHONE NO.	RELATIONSHIP
------	-----------	--------------

8. EXPLANATION OF ACTION (or other action)

Retirement effective 6/17/2021 Severance - Sick days 34.84 @ \$176.56 = \$6,151.35 Vacation days 13.9 @ \$110.35 = \$1,533.86	DIRECTOR'S SIGNATURE DATE
	DIRECTOR OR PRINCIPAL'S SIGNATURE DATE
	ASST SUPERINTENDENT'S SIGNATURE DATE
	SUPERINTENDENT'S SIGNATURE DATE <i>Stephen R. Zuckerman</i> 7/26/2021
	BUSINESS MANAGER'S SIGNATURE DATE

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

From: Department _____ School _____ Date 7/20/2021

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

NAME: Jean Beaujeu

CALCULATION

VACATION DAYS # 13.9 @ \$ 110.35 = \$ 1,533.86

SICK DAYS # 34.84 @ \$ 176.56 = \$ 6,151.35

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: ~~\$ 6,377.91~~ # 7,685.21
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement. Severance pay

For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

Recommendation:

Approved

H R Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: July 29, 2021
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Public Schools.

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

Deborah Connerty

22 vacation days @ \$571.25 per day	\$12,567.50
80 sick days @\$571.25 per day	\$45,700.00
Total:	\$58,267.50

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

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



SALEM PUBLIC SCHOOLS

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION/DATA FORM

PART A

DATE	_____
------	-------

NAME (LAST, FIRST, MIDDLE) Connerty, Deborah		EMPLOYEE NO. 500813	CHECK ALL THAT APPLY 1. EMPLOYMENT 2. WAGE SALARY ADJUST 3. TRANSFER 4. LEAVE OF ABSENCE 5. ADDRESS/NAME CHANGE 6. TERMINATION 7. OTHER
JOB TITLE Executive Director of PPS		JOB CODE 5625	
DEPARTMENT School	SCHOOL District	DEPT NO. 250	

1. EMPLOYMENT

ADDRESS: STREET	CITY	STATE	ZIP	SOCIAL SECURITY NO.	NEW HIRE <input type="checkbox"/>	REHIRE <input type="checkbox"/>	RECALL <input type="checkbox"/>	Salary Hourly		
PERMANENT Full Time <input type="checkbox"/> 20 HRS+ Part Time <input type="checkbox"/> Part Time <input type="checkbox"/>	4. TEMP	CIVIL SERVICE	DATE APPROVED	VETERAN	SHIFT	PAY RATE	PÉR	SHIFT PREM.	GRADE	STEP
PHONE #	DATE OF BIRTH	SEX	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS			
REQUIRED LICENSE: TYPE(S)	CLASS	EXPIRATION DATE								

2. WAGE/SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE
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3. TRANSFER JOB/SHIFT/DEPT (GIVE EXPLANATION IN SEC 8)

NEW DEPT & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE?			
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE	FROM	TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC 8)

FROM	TO	DATE RETURNED
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5. ADDRESS/NAME CHANGE

NEW ADDRESS: STREET	CITY	STATE	ZIP	NEW PHONE NO.	CORRECT NAME TO
---------------------	------	-------	-----	---------------	-----------------

6. TERMINATION (GIVE EXPLANATION IN SEC 8)

LAST DAY WORKED	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT?		
REASON	QUALITY OF WORK	ATTENDANCE	ATTITUDE	JOB KNOWLEDGE

7. EMERGENCY CONTACT

NAME	PHONE NO.	RELATIONSHIP
------	-----------	--------------

8. EXPLANATION OF ACTION (or other action)

Retirement Severance Sick time 80ndays @ 571.25 = \$45,700
 Vacation 22 days @ \$571.25 = \$12,567.50

DIRECTOR'S SIGNATURE

DATE

DIRECTOR OR PRINCIPAL'S SIGNATURE

DATE

ASST SUPERINTENDENT'S SIGNATURE

DATE

SUPERINTENDENT'S SIGNATURE

DATE

Stephen R. Zucke, Jr.

7/26/2021

BUSINESS MANAGER'S SIGNATURE

DATE

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

From: Department School Date 6/16/2021

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

NAME: Deborah Conerty

CALCULATION

VACATION DAYS # 22 @ \$ 571.25 = \$ 12,567.50 ✓

SICK DAYS # 80 @ \$ 571.25 = \$ 45,700 ✓

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 58,267.50 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Severance pay - retirement

For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

Recommendation:

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



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: August 3, 2021
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Public Schools.

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

Peter Harrington

84.25 sick days @ \$110.35 per day	\$9,296.99
Total:	\$9,296.99

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

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



SALEM PUBLIC SCHOOLS

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION/DATA FORM

PART A

DATE 7/6/2021

NAME (LAST, FIRST, MIDDLE) HARRINGTON, PETER		EMPLOYEE NO. 500985	CHECK ALL THAT APPLY 1. EMPLOYMENT <input type="checkbox"/> 2. WAGE SALARY ADJUST <input type="checkbox"/> 3. TRANSFER <input type="checkbox"/> 4. LEAVE OF ABSENCE <input type="checkbox"/> 5. ADDRESS/NAME CHANGE <input type="checkbox"/> 6. TERMINATION <input checked="" type="checkbox"/> 7. OTHER <input type="checkbox"/>
JOB TITLE BUS DRIVER		JOB CODE	
DEPARTMENT	SCHOOL TRANSPORTATION	DEPT NO.	

1. EMPLOYMENT

ADDRESS: STREET		CITY	STATE	ZIP	SOCIAL SECURITY NO.	NEW HIRE <input type="checkbox"/>	REHIRE <input type="checkbox"/>	RECALL <input type="checkbox"/>	Salaried <input type="checkbox"/> Hourly <input type="checkbox"/>	
PERMANENT Full Time <input type="checkbox"/> 20 HRS+ <input type="checkbox"/> Part Time <input type="checkbox"/>	4. TEMP <input type="checkbox"/>	CIVIL SERVICE <input type="checkbox"/>	DATE APPROVED	VETERAN <input type="checkbox"/>	SHIFT	PAY RATE	PER	SHIFT PREM.	GRADE	STEP
PHONE #	DATE OF BIRTH	SEX	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS			
REQUIRED LICENSE: TYPE(S)		CLASS			EXPIRATION DATE					

2. WAGE/SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE
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3. TRANSFER JOB/SHIFT/DEPT (GIVE EXPLANATION IN SEC 8)

NEW DEPT & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE?			
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE	FROM	TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC 8)

FROM	TO	DATE RETURNED
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5. ADDRESS/NAME CHANGE

NEW ADDRESS: STREET	CITY	STATE	ZIP	NEW PHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC 8)

LAST DAY WORKED	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT?		
REASON	QUALITY OF WORK	ATTENDANCE	ATTITUDE	JOB KNOWLEDGE

7. EMERGENCY CONTACT

NAME	PHONE NO.	RELATIONSHIP
------	-----------	--------------

8. EXPLANATION OF ACTION (or other action)

RETIRMENT, EFFECTIVE JULY 31, 2021	DIRECTOR'S SIGNATURE DATE
	DIRECTOR OR PRINCIPAL'S SIGNATURE DATE
	ASST SUPERINTENDENT'S SIGNATURE DATE SUPERINTENDENT'S SIGNATURE DATE
	BUSINESS MANAGER'S SIGNATURE DATE

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

From: Department _____ School _____

Date 7/20/2021

Authorized Signature: *May Call L.*
 Department Head/City or Business Manager/School

NAME: Peter Harrington

CALCULATION

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

SICK DAYS # 84.25 @ \$ 110.35 = \$ 9,296.99 ✓

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 9,296.99 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement - Severance pay

For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

Recommendation: *[Signature]*
 Approved
 H R Director/City or Superintendent/Schools



CITY OF SALEM MASSACHUSETTS

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

**KIMBERLEY L. DRISCOLL
MAYOR**

**LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES**

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: September 1, 2021
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Public Schools.

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

Linda Pydynkowski

90 sick days @ \$119.12 per day	\$10,720.80
6.125 vacation days @ 74.45 per day	\$456.00
Total:	\$11,176.80

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

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



SALEM PUBLIC SCHOOLS

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION/DATA FORM

PART A

DATE 7/20/2021

NAME (LAST, FIRST, MIDDLE) Pydynkowski, Linda		EMPLOYEE NO. 510174	CHECK ALL THAT APPLY <input type="checkbox"/> 1. EMPLOYMENT <input type="checkbox"/> 2. WAGE SALARY ADJUST <input type="checkbox"/> 3. TRANSFER <input type="checkbox"/> 4. LEAVE OF ABSENCE <input type="checkbox"/> 5. ADDRESS/NAME CHANGE <input type="checkbox"/> 6. TERMINATION <input type="checkbox"/> 7. OTHER
JOB TITLE Bus Monitor		JOB CODE 5451	
DEPARTMENT School	SCHOOL District	DEPT NO. 250	

1. EMPLOYMENT

ADDRESS: STREET	CITY	STATE	ZIP	SOCIAL SECURITY NO.	NEW HIRE <input type="checkbox"/>	REHIRE <input type="checkbox"/>	RECALL <input type="checkbox"/>	Salaried <input type="checkbox"/>	Hourly <input type="checkbox"/>	
PERMANENT Full Time <input type="checkbox"/> 20 HRS+ Part Time <input type="checkbox"/>	4. TEMP Part Time <input type="checkbox"/>	CIVIL SERVICE	DATE APPROVED	VETERAN	SHIFT	PAY RATE	PER	SHIFT PREM.	GRADE	STEP
PHONE #	DATE OF BIRTH	SEX	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS			
REQUIRED LICENSE: TYPE(S)	CLASS	EXPIRATION DATE								

2. WAGE/SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DA
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3. TRANSFER JOB/SHIFT/DEPT (GIVE EXPLANATION IN SEC 8)

NEW DEPT & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE?			
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE	FROM	TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC 8)

FROM	TO	DATE RETURNED
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5. ADDRESS/NAME CHANGE

NEW ADDRESS: STREET	CITY	STATE	ZIP	NEW PHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC 8)

LAST DAY WORKED	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT?		
REASON	QUALITY OF WORK	ATTENDANCE	ATTITUDE	JOB KNOWLEDGE

7. EMERGENCY CONTACT

NAME	PHONE NO.	RELATIONSHIP
------	-----------	--------------

8. EXPLANATION OF ACTION (or other action)

Retirement 8/32/2021 Severance 90 sick days @ \$119.12 per day = \$10,720.80 6.125 Vacations days @ \$74.45 = \$456.00	DIRECTOR'S SIGNATURE _____ DATE _____
	DIRECTOR OR PRINCIPAL'S SIGNATURE _____ DATE _____
	ASST SUPERINTENDENT'S SIGNATURE _____ DATE _____
	SUPERINTENDENT'S SIGNATURE _____ DATE _____ <i>Stephen R. Zuber, Jr.</i> 7/26/2021
	BUSINESS MANAGER'S SIGNATURE _____ DATE _____

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

From: Department _____ School _____

Date 7/20/2021

Authorized Signature: *Mary C. P. Lai*
Department Head/City or Business Manager/School

NAME: Linda Rydykowski

CALCULATION

VACATION DAYS # 6.25 @ \$ 74.45 = \$ 456.00 ✓

SICK DAYS # 90 @ \$ 119.12 = \$ 10,720.80 ✓

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 11,176.80 ✓
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement - Severance pay

For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

Recommendation:

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



CITY OF SALEM MASSACHUSETTS

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

**KIMBERLEY L. DRISCOLL
MAYOR**

**LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES**

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: July 29, 2021
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Information Technology Dept.

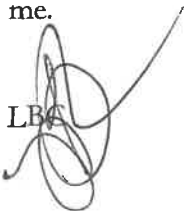
This former employee is entitled to the following amount of vacation buyback.

Eric Bergengren

74.4626 vacation hours @ \$39.6903 per hour	\$2,955.44
Total:	\$2,955.44

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

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

LBC 



~~FT: USE WEEKLY RATE~~
~~PT: USE HOURLY RATE~~
CITY OF SALEM

~~FOR FY'22~~
SALARY ADJUSTMENTS ONLY

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

DATE 7-29-21

NAME (LAST, FIRST, MIDDLE) BERGENGREN, ERIC		EMPLOYEE NO. 103954	CHECK ALL THAT APPLY 1. EMPLOYMENT () 2. WAGE SALARY ADJUSTMENT <input checked="" type="checkbox"/> 3. TRANSFER () 4. LEAVE OF ABSENCE () 5. ADDRESS/NAME CHANGE () 6. TERMINATION <input checked="" type="checkbox"/> 7. OTHER ()
JOB TITLE Network Admin.		JOB CODE N/A	
DEPARTMENT IT	DIVISION IT	DEPT. NO. 070	

1. EMPLOYMENT															
ADDRESS-STREET			CITY		STATE		ZIP CODE		SOCIAL SECURITY NO.		NEWHIRE	REHIRE	RECALL	Salaried Hourly	
PERMANENT	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade	Step					
1. Full Time	2. 20 HRS. + Part Time	3. Part Time	TELEPHONE NO.	DATE OF BIRTH	SEX M F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS M S OTHER					
REQUIRED LICENSE:TYPE(S)				CLASS				EXPIRATION DATE							

2. WAGE/ SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)							
ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE 07/01/2021

3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)								
NEW DEPT. & NO.		NEW JOB TITLE			NEW JOB CODE		RATE CHANGE: YES NO	
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM	TO		

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)		
FROM	TO	DATE RETURNED

5. ADDRESS / NAME CHANGE						
NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO

6. TERMINATION (GIVE EXPLANATION IN SEC. 8)																			
LAST DAY WORKED 06-30-2021				DATE HIRED				RECOMMENDED FOR REEMPLOYMENT YES NO											
REASON				QUALITY (F W H)				ATTENDANCE				ATTITUDE				JOB KNOWLEDGE			
RE-SIGNED	LAI D OFF	END OF RE-TEMP.	DIS-CHARGED	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR
			X	X				X				X				X			

7. EMERGENCY CONTACT		
NAME:	TELEPHONE NO.	RELATIONSHIP

8. EXPLANATION OF ACTION (or other action)	
Org/Obj	
Allocation	
Allocation	FINANCE DEPARTMENT DATE
Comment	DEPARTMENT HEAD/ APPOINTING AUTHORITY DATE 7-29-21
Comment	PERSONNEL DEPARTMENT DATE

ROUTING LEGEND: WHITE-HUMAN RESOURCES PINK-DEPARTMENT YELLOW-TREASURER'S BLUE-RETIREMENT GREEN-AUDITOR'S GOLDENROCMFSCME

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

From: Department IT Dept. Date 7/12/21

Authorized Signature: * [Signature] 7-14-21
Department Head/City or Business Manager/School

NAME: Eric Bergengren

CALCULATION

VACATION HOURS # 74.4626 @ \$ 39.6903 = \$ 2,955.44

SICK HOURS # _____ @ \$ _____ = \$ _____

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

OTHER # _____ @ \$ _____ = \$ _____

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

Reason: Retired - 6/30/21

For Human Resources's Use Only:

- VACATION HOURS
- SICK HOURS
- PER ACCRUAL REPORT
- OTHER

Org and Object: 83113 - 5146

Recommendation: [Signature]
 Approved
H R Director/City or Superintendent/Schools



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of One Hundred Fourteen Thousand, Seven Hundred Thirty-Two Dollars and Fifty-Eight Cents (\$114,732.58) is hereby appropriated from General Stabilization to the "Human Resources Retro Wages Account" (11521-5161) for the FY2021 and FY2022 retroactive wages for the pay increases for the contract settlements reached with AFSCME Council 93, AFL-CIO, Local 818 in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed please find a Council Order appropriating \$114,732.58 from stabilization to the "Human Resource Retro Wages Account" (11521-5161). This funding is necessary for the retroactive wages due for FY2021 and FY2022 to date for employees in AFSCME Council 93, AFL-CIO Local 818 based on our recently settled contract with the union.

When Free Cash is certified later this fall our intention is to replenish the stabilization account with funds from Free Cash. Because of the timing of when the contract was settled versus when the FY2022 budget was approved, an additional appropriation will be required for the remainder of this fiscal year. The Finance Department is working on those calculations, and we expect to have that request before you later in September or October.

I recommend adoption of the enclosed Order and invite you to contact Finance Director Anna Freedman with any questions you may have regarding this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over a light blue horizontal line.

Kimberley Driscoll
Mayor
City of Salem



KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

CITY OF SALEM MASSACHUSETTS

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

September 1, 2021

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

RE: AFSCME Council 93, AFL-CIO, Local 1818 – FY21

Dear Mayor Driscoll:

I am respectfully requesting a supplemental appropriation in the amount of \$114,732.58 be transferred to the Human Resources Retro Wages Account (11521-5161). This request for a supplemental appropriation will fund the retroactive payroll costs for the period of July 1, 2020 through June 30, 2021, and retroactive to date in FY' 22 for a 2% increase pursuant to the recently executed agreements signed by the City and this union.

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

Very truly yours,

A handwritten signature in cursive script, appearing to read "Lisa B. Cammarata".

Lisa B. Cammarata

cc: Anna Freedman, Director of Finance
File

MEMORANDUM OF AGREEMENT

**Between the
CITY OF SALEM**

and

**AFSCME COUNCIL 93, AFL-CIO, LOCAL 1818
FOR A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT**

This Memorandum of Agreement (MOA) is entered into on this 16th day of August, 2021, by and between the authorized representatives of AFSCME Council 93, AFL-CIO, Local 1818 (Union) and the City of Salem (City) and reflects the agreement of the Union and the City to amend and extend the existing collective bargaining agreement for one (1) additional year, from July 1, 2020 through June 30, 2021, with the following new wage increase to be incorporated therein:

1. **Change Appendix A to reflect an increase of 2% for all bargaining unit employees, retroactive to July 1, 2020.**
2. **Employees who have left City employment after June 30, 2020, for any reason other than retirement, shall not be entitled to any retroactive increases provided for above.**

For the City of Salem:

For AFSCME, Council 93, AFL-CIO, Local
1818:

Kari Driest

Wally Davis, President

Dated: 8/16/21

Dated: August 4, 2021



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of Forty-One Thousand, Six Hundred Fourteen Dollars and Seventy-Two Cents (\$41,614.72) is hereby transferred and appropriated from the "Stabilization Fund" to the School Department to pay outstanding FY2020, FY2021, and FY2022 invoices for Medicaid billing in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed please find two inter-related Council Orders necessary to pay outstanding invoices for Medicaid for the Salem Public School department. In the process of closing the books on FY2021 the Finance Department has identified existing invoices requiring payment.

These invoices total \$41,614.72, which we are here requesting from the stabilization fund, with the intention of replenishing that amount from Free Cash when it is certified later this fall. The second Order is necessary pursuant to M.G.L. Chapter 44, section 64, which requires a two-thirds vote of the City Council in order to pay prior fiscal year invoices from current fiscal year appropriations.

I recommend adoption of both enclosed Orders and invite you to contact Finance Director Anna Freedman with any questions you may have regarding this request.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



City of Salem, Massachusetts

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

Kimberley L. Driscoll, Mayor

Anna Freedman, Finance Director

September 2, 2021

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to transfer \$41,614.72 from General Stabilization to the School Department for the costs associated with outstanding Medicaid billing invoices from FY2020, FY2021, and FY2022 to date. Also included is a request to pay the prior year invoices which requires Council approval per statute. In past years, it appears these invoices were forwarded by the School Department to the city Finance Department for payment via the Medicaid Reimbursement revenue account. It is not proper to pay for expenditures using a revenue account so we must discontinue that past practice. This resulted in a situation where there is no appropriation to pay for these invoices in FY2022, since one has never existed in the past. Additionally, there is a backlog of invoices because the billing company was sending the invoices to the attention of the previous school business manager and current staff was not aware of the situation. The requested orders would provide for payment to bring invoicing current. These services are important to the school and city as it recoups costs that are Medicaid reimbursable. We take those reimbursements in as revenue in our local receipts.

Because Free Cash is not yet certified, the General Stabilization Fund is the only available source of funds for these invoices. Once Free Cash is certified, I would recommend that we replenish the funds used to address this issue.

Please note, a separate order is likely needed later this year to appropriate funds for the remainder of FY2022 for upcoming billing and the FY2023 budget should then include an appropriation going forward.

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

Regards,

A handwritten signature in black ink, appearing to read "Anna Freedman".

Anna Freedman
Finance Director



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of Sixteen Thousand, One Hundred Eighty-One Dollars (\$16,181.00) is hereby appropriated within the "Capital Outlay" account (20002221-5846DD) to be expended for emergency repair of the Dispatch Center air conditioning system by the Police Department in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 9, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Sixteen Thousand, One Hundred Eighty-One Dollars (\$16,181.00) within the "Capital Outlay account (20002221-5846DD) to be expended for emergency repair of the Dispatch Center air conditioning system by the Police Department.

This transfer is requested to be expended for the replacement of the Dispatch Center Air conditioning unit.

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over the typed name.

Kimberley Driscoll
Mayor



City of Salem, Massachusetts
Police Department Headquarters

95 Margin Street

Salem, Massachusetts 01970

(978) 744-2204

CHIEF OF POLICE

LUCAS J. MILLER

05 August 2021

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

Re: Short-Term Capital Request (Dispatch Center Air Conditioner)

Dear Mayor Driscoll,

In late-July, the rooftop air conditioning unit that cools both our dispatch center experienced a significant failure. The unit is approximately 30 years old and has been problematic for quite some time, requiring frequent repair and replacement of parts. The unit is now beyond economical repair and needs to be replaced. As the dispatch center contains sensitive computer equipment requiring constant cooling, the replacement must be done as soon as possible to avoid damaging equipment. Additionally, we must maintain optimal temperature and humidity levels in the close confines of the dispatch center which operates 24-hours per day.

We have received a quote for a replacement unit (\$9,865.00) and installation, which will require extensive rigging, crane lift and labor (\$6,316.00). The unit replacement will be paid through our allocated FY22 Building Maintenance and Services (12102-5300) budget line item.

This unanticipated expenditure (\$16,181.00) significantly impacts our Building Maintenance and Services line item. Thus far, two months into the current fiscal year, we have expended or encumbered over 50% of our allotted budget for this line item.

To ensure we have funds available for building maintenance to see us through the remainder of the fiscal year, I respectfully request a short-term capital request in the amount of \$16,000.00 to replenish our Building Maintenance and Services line item.

I am available to discuss this request at your convenience.

Sincerely,

Lucas J. Miller
Chief of Police

cc: City Finance Director ✓
City Engineer



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of Fifteen Thousand Dollars (\$15,000.00) is hereby transferred and appropriated from the Receipts Reserved funds listed below to the Department of Public Services Burial Account (14112-5383) in accordance with the recommendation of Her Honor the Mayor.

From		To		Amount
2430-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$ 10,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	5,000.00
			Total	\$ 15,000.00



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 9, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Fifteen Thousand Dollars (\$15,000.00) from the "Receipts Reserved" funds listed below to the Department of Public Services Burial Account (14112-5383).

FROM			TO	AMOUNT
2430-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$10,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	\$ 5,000.00
			Total:	<u>\$15,000.00</u>

This appropriation is necessary to allow for the burial services and operations for first quarter of FY 2022.

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

DAVID KNOWLTON P.E.
DIRECTOR OF PUBLIC SERVICES

CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PUBLIC SERVICES
5 JEFFERSON AVENUE - FACILITY LOCATION
98 WASHINGTON STREET - MAILING ADDRESS
SALEM, MASSACHUSETTS 01970
TEL. (978) 744-3302
FAX (978) 744-6820
DKNOWLTON@SALEM.COM

July 2, 2021

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

Subject: Burial Services for Q1 FY22

Dear Mayor Driscoll,

We respectfully request an appropriation of funds in the amount of Fifteen Thousand, (\$15,000.00) from the following account:

2430-4800: Sale of Lots – \$10,000
2431-4800: Sale of Vaults - \$5,000

to be transferred into the Public Service Burial Services line – 14112-5383. This appropriation will allow for the burial services and operations for the first quarter of Fiscal year 2022.

Respectfully yours,

A handwritten signature in black ink, appearing to read "David Knowlton", with a long horizontal flourish extending to the right.

David Knowlton
Director of Public Services

Cc: Frederique Phanor
Robert LeBlanc
File Copy

CITY OF SALEM - Finance Department

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

From: DPS Department [Signature] Department Head Authorizing Signature 8/2/21 Date

Budget or R/Res Transfers
 To: 14112-5383 (Org/Object) Desc: Burial Services Budget Amt: 0 Balance: 0
 From: 2431-4800 Desc: Sale of vaults Budget Amt: 0 Balance: 7276.39
 (*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)
 Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or Retained Earnings (W/S) To: _____ Desc: _____ Budget Amt: _____ Balance: _____
 (Org/Object)
 Please circle one

Amount Requested: \$ 5,000
 Reason (Be Specific) To provide funds for Burial Services
in Q1 of fy 22

For Finance Department and Mayor's Use Only:

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

Recommendation: Approved Denied _____ Finance Director

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

CITY OF SALEM - Finance Department

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

From: DPS Department *[Signature]* Department Head Authorizing Signature 8/2/21 Date

Budget or R/Res Transfers
 To: 14112-5383 (Org/Object) Desc: Burial Services Budget Amt: 0 Balance: 0
 From: 2430-4800 (Org/Object) Desc: Sale of Lots Budget Amt: 0 Balance: 11,243
 (*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)
 Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or Retained Earnings (W/S)
 To: _____ Desc: _____ Budget Amt: _____ Balance: _____
 (Org/Object)
 Please circle one

Amount Requested: \$ 10,000
 Reason (Be Specific) To provide funds for Burial Services
in Q1 of fy 22

For Finance Department and Mayor's Use Only:

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

Recommendation: Approved Denied _____ Finance Director

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



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of Eleven Thousand, Two Hundred Fifty Dollars (\$11,250.00) is hereby appropriated from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for negotiated sick leave buyback provisions for active employees as needed in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Council Order appropriates \$11,250.00 from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for negotiated sick leave buybacks for certain active employees. Our current contracts allow members to buyback certain amounts of unused sick leave on a one-time basis. This appropriation will allow for those buybacks to take place in a timely manner.

I recommend adoption of the enclosed Order and invite you to contact Human Resources Director Lisa Cammarata with any questions you might have regarding it.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

CITY OF SALEM MASSACHUSETTS

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

August 30, 2021

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

RE: Retirement Stabilization

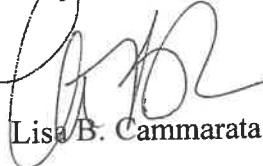
Dear Mayor Driscoll:

I am respectfully requesting the amount of Eleven Thousand and Two Hundred and Fifty - dollars (\$11,250.00) be appropriated in the Retirement Stabilization Fund for sick leave buybacks submitted in accordance with collective bargaining agreements with our various unions.

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

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

Very truly yours,



Lisa B. Cammarata

cc: File



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of Ten Thousand Dollars (\$10,000.00) is hereby transferred from the Assessing Department's "Full-Time Salaries" account (11411-5111) to the Assessing Department's "Contract Services" account as provided below to cover temporary assistance for FY2022 due to department personnel turnover in accordance with the recommendation of Her Honor the Mayor.

Description	Fund	Amount
Contract Services	11412-5308	\$ 10,000.00
		\$ 10,000.00



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is an order to transfer Ten Thousand Dollars (\$10,000.00) from the "Full-Time Salaries account (11411-5111) to the Assessing Department's Contract Services account to fund temporary assistance that was required due to department personnel turnover. Assistance during this transition provided help with appellate tax board cases, issuance of tax bills, and classification hearing support.

I recommend passage of the accompanying Order and invite you to contact Finance Director Anna Freedman with any questions that you may have regarding it.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



MAYOR
KIMBERLEY DRISCOLL

CITY OF SALEM, MASSACHUSETTS

ASSESSING DEPARTMENT

93 WASHINGTON STREET

SALEM, MA 01970

TEL. (978) 619-5608

FAX (978) 744-2069

ACTING DIRECTOR
STEPHEN CORTES
BOARD OF ASSESSORS
RICHARD W. JAGOLTA, JR.
ROBERT MILLERICK
TINA ZELANO

Date: August 26, 2021

The Honorable Kimberley Driscoll
Mayor of Salem
City Hall
Salem, MA 01970

Dear Mayor Driscoll,

I respectfully request a transfer in the amount of \$10,000 from Payroll Account (11411-5111) to Contract Services Account (11412-5308). There are funds available due to the retirement of the former Director of Assessing and the Assistant Assessor's position still being vacant at this time. Services are being provided on a contract basis for temporary assistance during this transition providing help with the appellate tax board cases, issuance of the tax bills and classification hearing support.

Thank you for your consideration.

Very truly yours,

Stephen Cortes
Acting Director of Assessing

CITY OF SALEM – Finance Department

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

From: Assessing Department Stephen Cortez 8/26/21
Department Department Head Authorizing Signature Date

Budget or R/Res Budget Amt: 35,000
Transfers To: 11412-5308 Desc: Contract Services Balance: 4,620
(Org/Object) Budget Amt: 322,792.47
 From: 11411-5111 Desc: Payroll Account Balance: 290,107.79
(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)
 Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

Free Cash or To: _____ Desc: _____ Budget Amt: _____
Retained Earnings (W/S) (Org/Object) Balance: _____
Raise & Appropriate
 Please circle one

Amount Requested: \$ 10,000

Reason (Be Specific) I respectfully request a transfer in the amount of \$10,000 from payroll
Account to Contract Services Account. There are funds available due to the retirement of the
former Director of Assessing & the assistant Assessor position being vacant at the moment. Those funds
will go to services provided on a contract basis for temporary assistance with creating the tax bills, support w/
AT B cases and the classification hearing.
 For Finance Department and Mayor's Use Only:

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

Recommendation: Approved _____ Denied

[Signature]
 Finance Director

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



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

That the sum of Four Thousand Dollars (\$4,000.00) be hereby appropriated from the following "Receipts Reserved for Appropriation" account, to be transferred to the Golf Course "Contracted Services" Account 24361-4800 for electrical work in accordance with the recommendation of Her Honor the Mayor.

Description	Amount
Receipts Reserved – Golf Course	4,000.00
Total	4,000.00



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 9, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Four Thousand Dollars (\$4,000.00) from the "Receipts Reserved for Appropriation" account to be transferred to the Golf Course "Contracted Services" account 24361-4800.

This appropriation is necessary for electrical work to replace the entrance conduit and rigid service mast to the Maintenance building/office.

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor



Kimberley Driscoll
MAYOR

Trish O'Brien
Superintendent

CITY OF SALEM, MASSACHUSETTS

JEAN A. LEVESQUE COMMUNITY LIFE CENTER
401 Bridge Street, Salem MA 01970
Tel. (978) 744-0180/(978) 744-0924
Fax (978) 219-1665

To: The Honorable Mayor Kimberley Driscoll
From: Trish O'Brien, Superintendent Park, Recreation and Community Services
Date: July 28, 2021

Dear Mayor Driscoll,

This letter is to respectfully request \$4,000.00 from the Olde Salem Greens Golf Course receipts reserve income account 24361-4800 be transferred into the Golf Course contracted services line #16522-5320.

This money is needed for electrical work to replace the entrance conduit and rigid service mast to the maintenance building/office.

Thank you for your consideration,

A handwritten signature in cursive script that reads "Trish O'Brien".

Trish O'Brien
Superintendent
Park, Recreation and Community Services



CITY OF SALEM

In City Council,

September 9, 2021

Ordered:

To accept the donation from "It Starts With Me", Melanie M. McKinnon in the amount of Three Thousand One Hundred Seventy Five Dollars (\$3,175.00). These funds will be deposited into the Veteran Donation Account 23671-4830 in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation from It Starts with Me, Melanie M. McKinnon in the amount of Three Thousand One Hundred and Seventy-Five dollars (\$3,175.00) These funds will be deposited into the Veteran donation Account 23671-4830.

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

Very truly yours,

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

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

City of Salem, Massachusetts

Department of Veteran Services

Director of Veteran Services

Kim F. Emerling

August 4, 2021

Dear Mayor Driscoll and City Council Members:

I am writing to request the acceptance of a donation in the amount of \$3,175.00 from "It Starts With Me!", Melanie M. McKinnon for deposit to the Veteran Donation account number 23671-4830.

Thank you for your time. Any questions, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim F. Emerling", is written over a horizontal line.

Kim F. Emerling
Director of Veteran Services



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

To accept the donation of One Thousand, Nine Hundred and Fifty Dollars (\$1,950.00) from Lawrence N. Blanchard. The donation is to be deposited into the Parks and Recreation Donation Fund 2406 (24061-4830) for a Classic Series Bench at Salem Common or within Historic District in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation of One Thousand, Nine Hundred and Fifty Dollars (\$1,950.00) from Lawrence N. Blanchard to be deposited into the Parks and Recreation Donation Fund 2406 (24061-4830) for a Classic Series Bench at Salem Common or within Historic District.

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

Very truly yours,

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

Kimberley Driscoll
Mayor



Kimberley Driscoll
MAYOR

CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES
401 Bridge Street, Salem MA 01970
Tel. (978) 744-0180/(978) 744-0924
Fax (978) 219-1665

July 20, 2021

Dear Mayor Driscoll:

I am writing to request the acceptance of a \$1,950 check written to the City of Salem for a Classic Series Bench at Salem Common or within Historic District from Blanchard, Lawrence N. The amount to be deposited into Park & Recreation Donation account 24061-4830.

Thank You.

Sincerely,

A handwritten signature in black ink, appearing to read "Tricia O'Brien", written over a horizontal line.

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



CITY OF SALEM

In City Council,

September 9, 2021

Ordered:

To accept the donation from Friends of the Salem Council on Aging in the amount of One Thousand Two Hundred Dollars (\$1,200.00). This donation is to cover expenses for the Heritage Week picnics for Salem seniors. These funds will be deposited into the COA's Fund 24011-4830 in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation in the amount of One Thousand Two hundred dollars (\$1,200.00). The donation is to cover expenses for Heritage Week picnics for Salem seniors. These funds will be deposited into the Council on Aging Donation fund 24011-4830.

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

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS
PARKS, RECREATION & COMMUNITY SERVICES
401 BRIDGE ST., SALEM, MA 01970
TEL: (978) 744-0180 OR (978) 744-0924
FAX (978) 744-7225
POBRIEN@SALEM.COM

KIMBERLEY DRISCOLL
MAYOR

PATRICIA O'BRIEN
DIRECTOR

August 10, 2021

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

Dear Mayor Driscoll,

I would like to request that two separate donations from Friends of the Salem Council on Aging be deposited into the following revenue fund.

Fund Name: COA Donations

Fund Number: 2401

Org/Object: 24011-4830

The check for \$1,200 is to cover expenses for the Heritage Week picnics for Salem seniors. The check for \$1,000 is to help with costs for COA classes for seniors who cannot afford to pay.

Sincerely,

A handwritten signature in cursive script that reads "Teresa Gove Arnold".

Teresa Gove Arnold
Director, Salem Council on Aging



CITY OF SALEM

In City Council,

Ordered:

September 9, 2021

To accept the donation of One Thousand Dollars (\$1,000.00) from Mary Ann Manning for Bertram Field Fundraising. The donation is to be deposited into the Bertram Field Donation Fund (23871-4830) in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 9, 2021


Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation of One Thousand Dollars (\$1,000) from Mary Ann Manning to be deposited into the Bertram Field Donation Fund 2387 (23871-4830) for the Bertram Field Project.

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

Very truly yours,


Kimberley Driscoll
Mayor



Kimberley Driscoll
MAYOR

CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES
401 Bridge Street, Salem MA 01970
Tel. (978) 744-0180/(978) 744-0924
Fax (978) 219-1665

August 3, 2021

Dear Mayor Driscoll:

I am writing to request the acceptance of a \$1,000 check written to the City of Salem for Bertram Field Fundraising from Manning, Mary Ann. The amount to be deposited into Bertram Field Donation account 23871-4830.

Thank You.

Sincerely,

A handwritten signature in black ink, appearing to read "Tricia O'Brien".

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



CITY OF SALEM

In City Council,

September 9, 2021

Ordered:

To accept the donation from Friends of the Salem Council on Aging in the amount of One Thousand Dollars (\$1,000.00). This donation is to cover expenses for COA seniors who cannot afford to pay. These funds will be deposited into the COA's Fund 24011-4830 in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 9, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation in the amount of One Thousand dollars (\$1,000.00). The donation is to cover expenses for the Council on Aging Seniors who cannot afford to pay for classes. These funds will be deposited into the Council on Aging Donation fund 24011-4830.

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

Very truly yours,

A handwritten signature in cursive script, appearing to read "Kimberley Driscoll".

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS
PARKS, RECREATION & COMMUNITY SERVICES
401 BRIDGE ST., SALEM, MA 01970
TEL: (978) 744-0180 OR (978) 744-0924
FAX (978) 744-7225
POBRIEN@SALEM.COM

KIMBERLEY DRISCOLL
MAYOR

PATRICIA O'BRIEN
DIRECTOR

August 10, 2021

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

Dear Mayor Driscoll,

I would like to request that two separate donations from Friends of the Salem Council on Aging be deposited into the following revenue fund.

Fund Name: COA Donations

Fund Number: 2401

Org/Object: 24011-4830

The check for \$1,200 is to cover expenses for the Heritage Week picnics for Salem seniors. The check for \$1,000 is to help with costs for COA classes for seniors who cannot afford to pay.

Sincerely,

Teresa Gove Arnold

Teresa Gove Arnold
Director, Salem Council on Aging

City of Salem

In the year Two Thousand and Twenty One

An Ordinance Relative to Traffic

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

Section 1. Section 51 of Article V be amended by repealing the following:

Ocean Avenue - Parking Prohibited on Certain Streets - northeasterly side from a point opposite the northwesterly line of Shore Avenue to the property line at the end of Ocean Avenue adjacent to the southerly branch of Shore Avenue. (5/3/79 DPW 5-1604)

And replacing it with:

Shore Avenue - Parking Prohibited on Certain Streets - both sides from the end of Ocean Avenue to the south easterly branch of Shore Avenue.

Section 2. Section 51B of Article V be amended by repealing the following:

Ocean Avenue - Parking Prohibited at Certain Times on Certain Streets - northeasterly side from a point opposite the northwesterly line of Shore Avenue to the property line at the end of Ocean Avenue adjacent to the southerly branch of Shore Avenue, Sundays and holidays, 9:00 A. M. to 4:00 P. M. June 1 to September 30. (5/23/61 DPW 10652)

Ocean Avenue - Parking Prohibited at Certain Times on Certain Streets - southerly side from Linden Street to Cliff Street, Sundays and holidays, 9:00 A. M. to 4:00 P. M. June 1 to September 30. (7/8/75 DPW 5-1041)

Section 3. Section 75 of Article V-A be amended by repealing the following:

Ocean Avenue - Parking Prohibitions Towing Zone (Resident Sticker) - ZONE E-COLOR ORANGE-both sides, in an easterly direction, from Lafayette Street to Summit Avenue (excluding Handicapped Zone) twenty-four (24) hours a day seven (7) days a week. (7/10/91)

And replacing it with:

Ocean Avenue - Parking Prohibitions Towing Zone (Resident Sticker) - Zone E - Color Orange - both sides in an easterly direction from Lafayette Street to Shore Avenue.

Section 4. 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 Turiel DATE: 9/2/2021

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

NAME OF STREET Ocean Avenue/Shore Avenue
TYPE OF STREET CHANGE Parking Prohibited on Certain Streets
DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED On Ocean Avenue between Lafayette Street and Shore Avenue, and Shore Avenue.
COUNCILLOR'S COMMENTS/EXPLANATION The parking restrictions need to be adjusted to reflect the needs of the residents

POLICE TRAFFIC DIVISION RECOMMENDATION

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

APPROVAL
 DENIAL
 TRIAL PERIOD

CHAPTER: 42 SECTION: 51 TITLE: Parking Prohibited on Certain Streets
DESCRIPTION: **Repeal:** Ocean Avenue - Parking Prohibited on Certain Streets - northeasterly side from a point opposite the northwesterly line of Shore Avenue to the property line at the end of Ocean Avenue adjacent to the southerly branch of Shore Avenue. (5/3/79 DPW 5-1604)
Replace with: Shore Avenue - Parking Prohibited on Certain Streets - both sides from the end of Ocean Avenue to the south easterly branch of Shore Avenue.

COMMENTS (IF ANY): _____

POLICE TRAFFIC DIVISION

RETURN THIS FORM TO THE CITY CLERK'S OFFICE



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: Councillor Turiel DATE: 9/2/2021

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

NAME OF STREET Ocean Avenue
TYPE OF STREET CHANGE Parking Prohibited at Certain Times on Certain Streets
DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED On Ocean Avenue between Linden Street and Shore Avenue.
COUNCILLOR'S COMMENTS/EXPLANATION The parking restrictions need to be adjusted to reflect the needs of the residents

POLICE TRAFFIC DIVISION RECOMMENDATION

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

APPROVAL
 DENIAL
 TRIAL PERIOD

CHAPTER: 42 SECTION: 51B TITLE: Parking Prohibited on Certain Streets

DESCRIPTION: Repeal: Ocean Avenue - Parking Prohibited at Certain Times on Certain Streets -- northeasterly side from a point opposite the northwesterly line of Shore Avenue to the property line at the end of Ocean Avenue adjacent to the southerly branch of Shore Avenue. Sundays and holidays. 9:00 A. M. to 4:00 P. M. June 1 to September 30. (5/23/61 DPW 10652)
Ocean Avenue - Parking Prohibited at Certain Times on Certain Streets - southerly side from Linden Street to Cliff Street, Sundays and holidays. 9:00 A.M. to 4:00 P.M. June 1 to September 30. (7/8/75DPW5-1041)

COMMENTS (IF ANY): _____

Lt. David Tucker

POLICE TRAFFIC DIVISION

RETURN THIS FORM TO THE CITY CLERK'S OFFICE

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

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



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



REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION

MEMO TO: Lt. David Tucker Police Traffic Division
FROM: Councilor Turiel DATE: 9/2/2021

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

NAME OF STREET Ocean Avenue

TYPE OF STREET CHANGE Parking Prohibitions Towing Zone (resident sticker)

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED On Ocean Avenue between Lafayette Street and Shore Avenue.

COUNCILLOR'S COMMENTS/EXPLANATION The parking restrictions need to be adjusted to reflect the needs of the residents

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: Ocean Avenue - Parking Prohibitions Towing Zone (Resident Sticker) - ZONE E-COLOR ORANGE-both sides, in an easterly direction, from Lafayette Street to Summit Avenue (excluding Handicapped Zone) twenty-four (24) hours a day seven (7) days a week. (7/10/91)

Replace With: Ocean Avenue - Parking Prohibitions Towing Zone (Resident Sticker) - Zone E - Color Orange - both sides in an easterly direction from Lafayette Street to Shore Avenue

COMMENTS (IF ANY): _____

Lt. David Tucker

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

In City Council, September 09, 2021

Ordered:

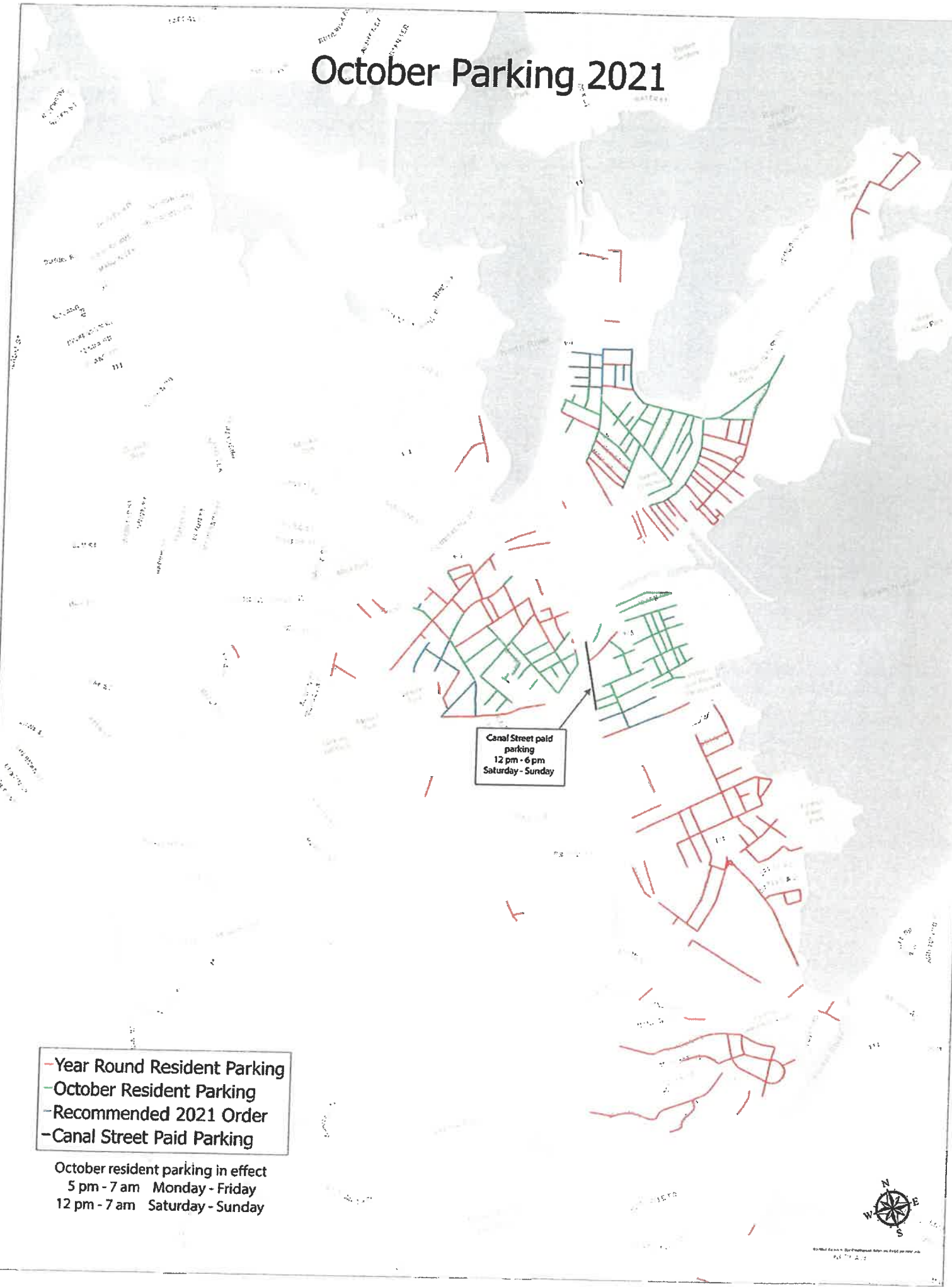
That residents of the following streets shall be granted eligibility for temporary resident permit parking, and certain streets shall be designated as temporary resident permit parking streets, from October 1 to November 1, 2021. Eligible residents will have a temporary resident parking permit sent to 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 Article VA Section 75A Subsection C. 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, 2021. 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.

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

1. Barton Place
2. Beacon Street
3. Bridge Street from Webb Street to Beacon Street
4. Broad Street from Dalton Parkway to Jackson Street
5. Cabot Street from Gardner Street to Hancock Street
6. Chestnut Street Cambridge Street to Summer Street
7. Collins Street
8. Conant Street
9. Cross Street Court
10. Cross Street from Saunders Street to Conant Street
11. Dalton Parkway
12. East Collins Street from Barton Street to Beacon Street
13. Essex Street from Flint Street to Boston Street

- 14.Fowler Street
- 15.Gardner Street
- 16.Hancock Street from Cabot Street to Lafayette Street
- 17.Harrington Court
- 18.North Pine Street
- 19.Pearl Street
- 20.Prince Street Place
- 21.Saunders Street
- 22.South Pine Street
- 23.Warner Street

October Parking 2021



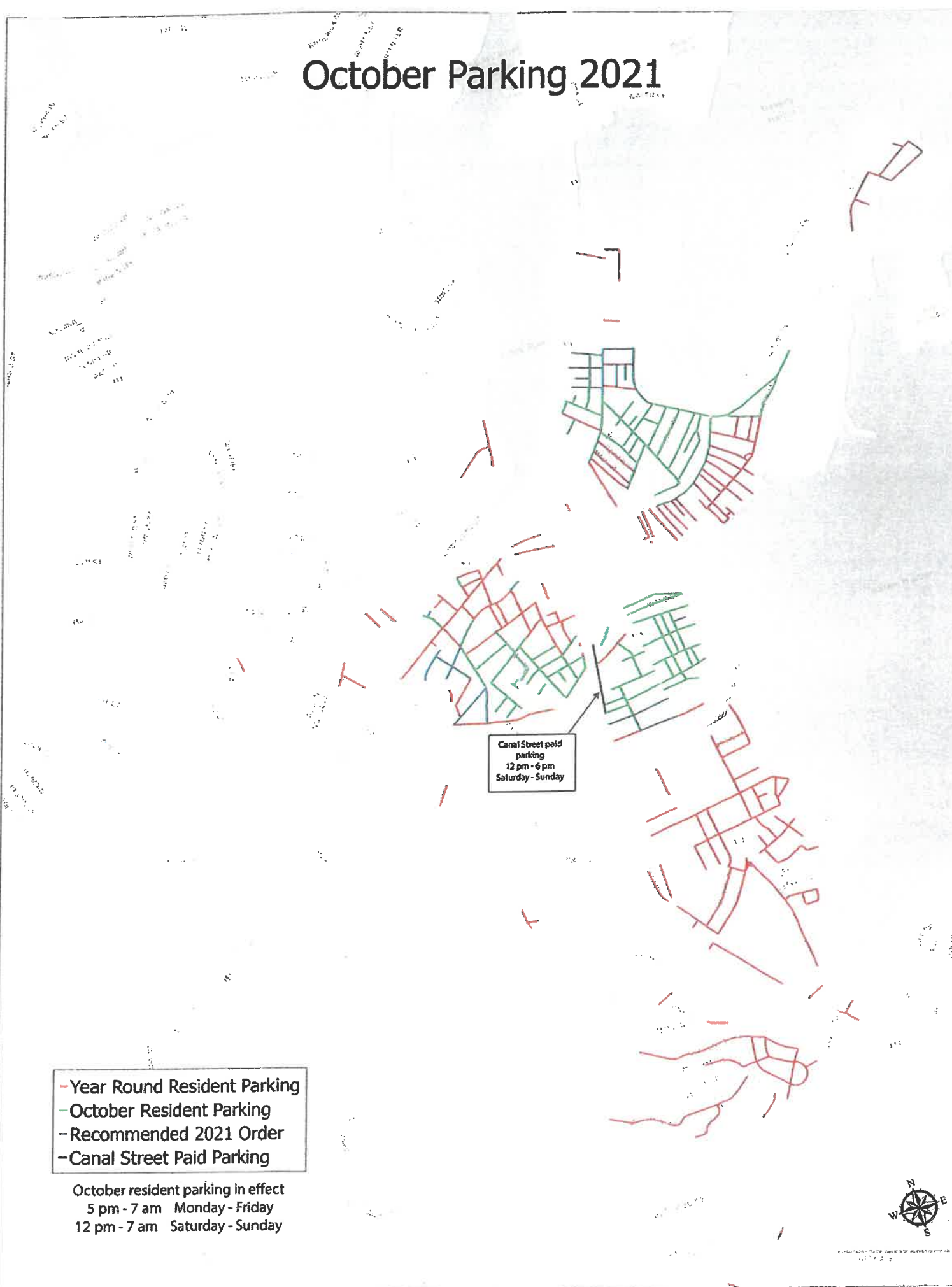
In City Council, September 9, 2021

Ordered:

The parking rates for the location identified below shall be \$1.00 per hour:

Canal Street – Temporary Parking Meter Zone Established – both sides, from the intersection with Lyme Street to a point approximately two hundred fifty (250) feet south of the intersection with Washington Street / Mill Street. October 1 to October 31, 2021. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.

October Parking 2021



- Year Round Resident Parking
- October Resident Parking
- Recommended 2021 Order
- Canal Street Paid Parking

October resident parking in effect
5 pm - 7 am Monday - Friday
12 pm - 7 am Saturday - Sunday





CITY OF SALEM

In City Council,

September 9, 2021

Ordered: That the Italian Flag be displayed at Riley Plaza from October 8 – 22 in honor of the Italian-American Heritage and Cultural Month



CITY OF SALEM

IN CITY COUNCIL, September 9, 2021

The Committee on Ordinances, Licenses & Legal Affairs
the matter of granting certain Licenses

to whom was referred

has considered said matter and would recommend: That the following Tag Day Licenses be approved

Salem/Swampscott Youth Hockey September 26, 2021
SHS Girls Soccer September 25, 2021 and October 23, 2021



CITY OF SALEM

IN CITY COUNCIL, September 9, 2021

The Committee on Community & Economic Development to whom was referred
the matter of the former Ward 2 Club and related issues

has considered said matter and would recommend: the matter remain in Committee



CITY OF SALEM

In City Council, September 9, 2021

Ordered:

The Mayor is hereby authorized to execute, on behalf of the City of Salem, an Amendment to an Easement Agreement with Vavel, LLC as set forth in the attached Agreement and as shown on the attached plan entitled "Utility Easement Exhibit for Loring Avenue, Salem, Massachusetts prepared for Vavel, LLC, Scale 1"=20', date August 6, 2021" and prepared by the Morin-Cameron Group, Inc.

ELIZABETH M. RENNARD
CITY SOLICITOR
93 WASHINGTON STREET
SALEM, MA 01970
TEL: 978.619.5633
FAX: 978.744.1279
EMAIL: BRENNARD@SALEM.COM



CITY OF SALEM
KIMBERLEY L. DRISCOLL, MAYOR

LEGAL DEPARTMENT
93 WASHINGTON STREET
SALEM, MASSACHUSETTS 01970

VICTORIA B. CALDWELL
ASSISTANT CITY SOLICITOR
93 WASHINGTON STREET
SALEM, MA 01970
TEL: 978.619.5634
FAX: 978.744.1279
EMAIL: VCALDWELL@SALEM.COM

September 9, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order authorizing the Mayor to execute an Amendment to an Easement Agreement with Vavel, LLC, owners of 602 Loring Avenue, Salem, MA, which adds a utility easement of approximately 1,208 square feet to an existing City-granted Easement on the Loring Avenue road layout.

As you will recall, in 2020, the Council authorized the granting of a 9,000 square foot easement for parking and landscaping over an unused portion of the Loring Avenue road layout. This Amendment, as set forth in the attached letter from Attorney Scott Grover, will enable the new development at 602 Loring Avenue to bring underground utilities from Loring Avenue onto the property.

Thank you for your consideration.

Sincerely,

Elizabeth Rennard

WILLIAM J TINTI
tinti@tintinavins.com
RICHARD R NAVINS
rnavins@tintinavins.com
PETER L NAVINS
pnavins@tintinavins.com
WILLIAM F QUINN
billquinnlaw@gmail.com
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MARCY D HAUBER
mhauber@tintinavins.com

TINTI & NAVINS, P.C.

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SALEM OFFICE
27 CONGRESS STREET, SUITE 414
SALEM, MA 01970

T 978 745-8065 • F 978 745-3369

WELLESLEY OFFICE
20 WALNUT STREET, SUITE 308
WELLESLEY, MA 02481

T 781 237-0150 • F 781 237-1165

September 2, 2021

CHRISTINA MITOS CRANESE
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KELLIE P BARILE
kbarile@tintinavins.com
WILLIAM B ARDIFF (1965-1995)
DANIEL B KULAK, OF COUNSEL

Elizabeth Rennard, Esq.
City Solicitor
City of Salem Legal Department
93 Washington Street,
Salem, MA 01970

Re: 602 Loring Ave., Salem, MA

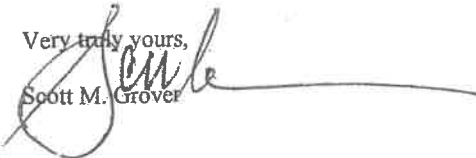
Dear Beth:

Thank you for undertaking to obtain City Council approval of the Amendment to Easement Agreement which we have negotiated to benefit the above-referenced property owned by Vavel LLC. Attached is a copy of the Amendment to present to the Council.

As you will recall, the City previously granted an Easement to benefit 602 Loring Avenue to allow the use of a strip of land along Loring Avenue for parking access, landscaping and the installation of utilities relating to the redevelopment of the property as a 20-unit residential apartment building. This project is nearing completion and it has recently been determined that in order to bring utility lines to the property, a slight expansion of the easement area is necessary. The plan attached to the Amendment depicts the additional easement area as "Prop Utility Easement". I believe it is important to note that the proposed Amendment would only be for the purpose of installing underground utility lines unlike the original Easement which allowed more extensive uses including access, parking, and landscaping.

Please let me know if you or members of the City Council require any further information that will assist with this request.

Thank you again for your assistance.

Very truly yours,

Scott M. Grover

SMG/pjm
Enclosure

AMENDMENT TO EASEMENT AGREEMENT

The Easement Agreement by and between the City of Salem (the "Grantor") and Vavel LLC (the "Grantee") dated June 16, 2020 and recorded with the Essex South District Registry of Deeds in Book 39073, Page 555 is amended as follows:

The Grantee shall have the right to install, maintain, repair and replace electric utility lines and associated equipment in the area shown as "Prop. Utility Easement Area = 1,208 +/- SF" on the plan entitled "Utility Easement Exhibit for Loring Avenue, Salem, Massachusetts, prepared for Vavel LLC" dated August 6, 2021 and attached hereto.

In all other respects the terms and conditions of the Easement Agreement shall remain in full force and effect.

[Remainder of Page Intentionally Left Blank]

[Signature Page to Follow]

EXECUTED on this _____ day of September, 2021.

Vavel, LLC

By: _____
Tomasz Wabno, its Manager

By: _____
Jerzy Wabno, its Manager

The City of Salem

By: _____
Kimberley Driscoll, its Mayor

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

On this _____ day of September, 2021, before me, the undersigned notary public, personally appeared Tomasz Wabno, proved to me through satisfactory evidence of identification, which was his Driver's License, to be the person whose name is signed on the preceding or attached document, and acknowledged to me he signed it voluntarily for its stated purpose as his free act and deed as Manager of Vavel, LLC.

Notary Public

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

On this _____ day of September, 2021, before me, the undersigned notary public, personally appeared Jerzy Wabno, proved to me through satisfactory evidence of identification, which was his Driver's License, to be the person whose name is signed on the preceding or attached document, and acknowledged to me he signed it voluntarily for its stated purpose as his free act and deed as Manager of Vavel, LLC.

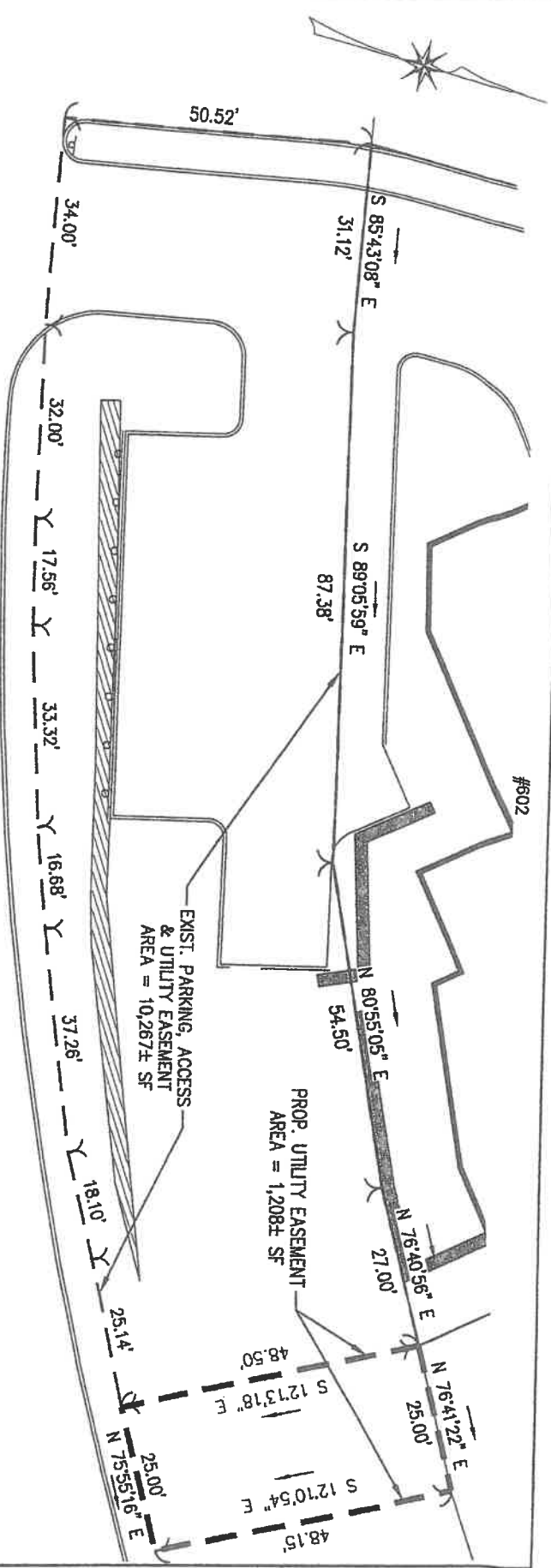
Notary Public

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

On this ____ day of September, 2021, before me, the undersigned notary public, personally appeared Kimberley Driscoll, Mayor as aforesaid, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me she signed it voluntarily for its stated purpose as her free act and deed on behalf of the City of Salem.

Notary Public



LORING AVENUE
(PUBLIC - VARIABLE WIDTH)

UTILITY EASEMENT EXHIBIT

FOR
LORING AVENUE
SALEM, MASSACHUSETTS
PREPARED FOR
VAVEL, LLC
SCALE: 1"=20'
DATE: AUGUST 6, 2021

The Morin-Cameron GROUP, INC.
CIVIL ENGINEERS | ENVIRONMENTAL CONSULTANTS
LAND SURVEYORS | LAND USE PLANNERS
66 ELM STREET, DANVERS, MASSACHUSETTS 01923
P. 978-777-8586, W. WWW.MORINCAMERON.COM

SCALE: 1" = 20'
PLAN

PLAN REFERENCES:

REFER TO A PLAN TITLED "PLAN OF LAND IN SALEM PREPARED FOR LIVING & LEARNING CENTERS, INC.," PREPARED BY ESSEX SURVEY SERVICE, INC. ON MAY 15, 1972 AS RECORDED ON PLAN 241 OF 1972 AT THE SOUTHERN ESSEX DISTRICT REGISTRY OF DEEDS. REFER TO PLAN SET TITLED "SITE DEVELOPMENT PLANS IN SALEM, MASSACHUSETTS 602 LORING AVENUE" PREPARED FOR NOVA CONSTRUCTION AND REMODELING, INC. DATED FEBRUARY 24, 2020 AND REVISED THROUGH 6/11/2020 BY THE MORIN-CAMERON GROUP, INC.

PLAN NOTE:

EXISTING AND PROPOSED FEATURES SHOWN ON THIS PLAN SHOULD BE CONSIDERED APPROXIMATE ONLY.



CITY OF SALEM PLANNING BOARD

CITY CLERK, SALEM MASS.
R0UD 2021 AUG 3 PM2:57

**Report of the Planning Board to City Council
Re: Proposed Zoning Ordinance Amendment relative to Gender Neutral Language in the
Zoning Code of Ordinances**

August 3, 2021

Dear Ms. Simons:

At its meeting on July 22, 2021 the Planning Board discussed the Zoning Ordinance Amendment relative to gender neutral language in the Zoning Code of Ordinances that was referred from the July 14, 2021 joint public hearing with the City Council.

The Planning Board voted six (6) in favor (Bill Griset, Kirt Rieder, Tom Furey, Todd Waller, Helen Sides, Noah Koretz) and none (0) opposed to recommend that the City Council **APPROVE** and adopt the proposed gender neutral language amendment.

If you have questions regarding this matter, please contact Tom Daniel, AICP, Director of Planning & Community Development, at 978-619-5685.

Sincerely,

Mason Wells
Staff Planner



CITY OF SALEM PLANNING BOARD

CITY CLERK, SALEM MASS.
REC'D 2021 AUG 3 PM 2:57

**Report of the Planning Board to City Council
Re: Proposed Zoning Ordinance Amendment for a Moratorium on Construction within the
Buffer Zones of a Wetland or on a Flood Plain**

August 3, 2021

Dear Ms. Simons:

At its meeting on July 22, 2021 the Planning Board discussed the Zoning Ordinance Amendment for a temporary moratorium on new construction within the buffer zones of a wetland or on a floodplain that was referred from the July 14, 2021 joint public hearing with the City Council.

The Planning Board voted six (6) in favor (Bill Griset, Kirt Rieder, Tom Furey, Todd Waller, Helen Sides, Noah Koretz) and none (0) opposed to recommend that the City Council **NOT** adopt the proposed moratorium amendment.

If you have questions regarding this matter, please contact Tom Daniel, AICP, Director of Planning & Community Development, at 978-619-5685.

Sincerely,

Mason Wells
Staff Planner

CITY OF SALEM
SEPTEMBER 9, 2021
CITY COUNCIL REGULAR MEETING

An Ordinance to replace gender-specific nouns and pronouns in the City of Salem’s Zoning Code of Ordinances.

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

AN ORDINANCE REPLACING GENDER-SPECIFIC NOUNS AND PRONOUNS IN THE CITY OF SALEM’S ZONING CODE OF ORDINANCES

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

SECTION I. The City of Salem Zoning Code is hereby amended as follows:

1. In section 1.5 replace “his” with “the registered land surveyor's” in all one instance.
2. In section 4.2.1 replace “his” with “the Head of the Fire Department's” in all two instances.
3. In section 6.2.1 replace “he” with “be” in all one instance.
4. In section 6.11.5(3) replace “craftsmen” with “craftspeople” in all one instance.
5. In section 7.2.1 replace “his” with “their” in all one instance.
6. In section 7.2.3 replace “his” with “the Head of the Fire Department's” in all two instances.
7. In section 7.3.7 replace “his” with “the Head of the Fire Department's” in all two instances.
8. In section 8.1.7 replace “his successor” with “the petitioner's” in all one instance.
9. In section 8.1.7 replace “his designee” with “the Head of the Fire Department's designee” in all two instances.
10. In section 8.1.8(2) replace “Man-made” with “Artificial” in all one instance.
11. In section 8.3.8 replace “his” with “the Head of the Fire Department's” in all two instances.
12. In section 8.4.5(1.1) replace “craftsmen” with “craftspeople” in all one instance.
13. In section 8.4.5(6.1) replace “fraternal” with “social” in all one instance.
14. In section 9.1.3 replace “he” with “be” in all one instance.
15. In section 9.2.1 replace “He” with “The Building Commissioner” in all one instance.
16. In section 9.2.2 replace “he” with “they” in all one instance.
17. In section 9.2.2 replace “He” with “The Building Commissioner” in all one instance.
18. In section 9.5.5 replace “his” with “the Head of the Fire Department's” in all two instances.
19. In section 9.3.1(1) replace “chairman” with “chair” in all one instance.

CITY OF SALEM
SEPTEMBER 9, 2021
CITY COUNCIL REGULAR MEETING

20. In section 10 replace “fraternity houses” with “collegiate Greek system residences” in all one instance.

SECTION II. This ordinance shall take effect as provided by the City Charter.

The following Recommendation was submitted by the Planning Board

Dear Ms. Simons:

At its meeting on July 22, 2021 the Planning Board discussed the Zoning Ordinance Amendment for a temporary moratorium on new construction within the buffer zones of a wetland or on a floodplain that was referred from the July 14, 2021 joint public hearing with the City Council.

The Planning Board voted six (6) in favor (Bill Griset, Kirt Rieder, Tom Furey, Todd Waller, Helen Sides, Noah Koretz) and none (0) opposed to recommend that the City Council **NOT** adopt the proposed moratorium amendment.

If you have questions regarding this matter, please contact Tom Daniel, AICP, Director of Planning & Community Development, at 978-619-5685.

Sincerely,
Mason Wells
Staff Planner

Action Contemplated

Councillor Morsillo

Moved Received and Filed

Voted

Ilene Simons

From: Kim Emerling
Sent: Sunday, August 1, 2021 11:26 AM
To: Ilene Simons
Subject: Sheridan Square move


Hello Ilene,

I would like to have Sheridan Square moved from its current location at the corner of Grove, School, and Tremont streets to the corner of Wisteria and Ocean Ave. This will put it more in line to where he and his family resided. If this has to go through the Council, can you get it agenda'd?

Below is from our website. Not sure how it ended up where it currently is. Thanks, Kim

-----Second Lieutenant Philip B. Sheridan, a native of 6 Wisteria Street, served in the US Army during World War I. He was born on December 19th, 1891 in Salem. Prior to serving, he attended the University of Maine and worked as a shipping clerk for General Electric in Lynn. Second Lieutenant Sheridan was called to service on August 15th, 1917 from Plattsburg Training Camp and assigned to the 301st Machine Gun Battalion, 75th Division. He was later transferred to Company L, 26th Infantry, 1st Division, however the date is unknown. He arrived overseas on July 8th, 1918.

Tragically, he was killed in action near Exermont, France on October 9th, 1918. He was the son of Philip and Mary Josephine (Grady) Sheridan and brother to Mary of Salem, and Ann Elizabeth of Los Angeles, California

Kim F. Emerling 
Director, Veteran Services
Salem, Ma. 01970

'Birthplace of the National Guard'

978-745-0883

Check out our veteran squares at <https://www.salem.com/veterans-services/pages/veterans-squares>

Local veteran info at <http://northshorevetcoalition.com/>

October 27, 1921.

lights

The following order was adopted:

1467
"Ordered: That new street lights be installed in the following locations:

Prospect St., between Rawlins and Ober Sts
Canal St., in front of the Bell-Shoe Factory
Beach Ave., near of No. 18
Willson St. Extension"

Presented for approval and approved, Oct. 29, 1921.

Sunday
Licenses

1468
Councillor Greeley offered the following report which was accepted and recommendation adopted:

In City Council, October 27, 1921.

The Committee on Licenses and Permits to whom were referred certain applications for licenses has considered said matter and beg leave to report as follows:

It recommends that the following Sunday Licenses be granted:

Charles B. Snidt, 65 Buffum St.

Manly J. Solovicos, 51 Washington St.

Stephen Spancas, 104 Boston St

For the Committee

John H. Greeley. Chairman

Squares
Named

1469
Councillor Ryan offered the following report which was accepted and recommendation adopted:

In City Council, October 27, 1921.

The Committee of Naming Streets and Squares in honor of deceased soldiers and sailors of the World War has considered said matter and beg leave to report as follows:

It recommends naming the squares named in the accompanying order for the men stated therein.

For the Committee

Michael E. Ryan Chairman

Squares
Named

1470
The following order was adopted:

"Ordered: That the following squares be named in honor of soldiers who died in the World War:

Junction of Webb and Essex Sts. to McDonald Square in honor of

October 27, 1921.

18

Square
named

follow

John W. McDonald.

Junction of Lafayette, Front, Central and Charter Sts. to Murphy Sq.
in honor of Henry G. Murphy, John T. Murphy and Joseph F.
Murphy (Three stars on sign)

Junction of Webb St. and Fort Ave. to Prusak Square, in honor
of Wladyslaw Prusak.

Junction of Union and Webb Sts. to Wesolowski Square, in
honor of Konstanti Wesolowski.

Junction of Webb, Collins and Spring Sts. to Mc Manus Sq.
in honor of Louis Mc Manus.

Junction of Saunders and Cross Sts. to Hip Square, in honor
of Oscar A. Hip.

Junction of Emmetson and Forrester Sts. to Schaw Square, in
honor of Arthur J. Schaw.

Junction of St. Peter, Brown and Church Sts. to Skinner Sq.
in honor of Fred F. Skinner.

Junction of St. Peter and Bridge Sts. to Sutherland Square
in honor of Ronald Sutherland.

Junction of Bridge, Webb and Pleasant Sts. to Rabbitt Square
in honor of Michael J. Rabbitt.

Junction of Bridge, Winter and Northey Sts. to Upton Sq.
in honor of Thomas A. Upton.

Junction of Broad, Flint and Phelps Sts. to Mc Donough
Sq. in honor of Peter A. Mc Donough.

Junction of Jefferson Ave., Lawrence and Stony Sts. to Marc-
Aurelle Sq. in honor of Noel Marc-Aurelle.

Junction of Chestnut, Summers and Norman Sts. to Trask Sq.
in honor of George C. Trask.

Junction of Margin and Norman Sts. to Ferrarova Square
in honor of Salvatore Ferrarova.

Junction of Esdycote and Summers Sts. to Zingaretti Square
in honor of Gildo Zingaretti.

Junction of Margin and Esdycote Sts. to Vasilokopoulos Sq.
in honor of Spiros A. Vasilokopoulos.

Junction of Jefferson Ave. and Jackson and Hathorne Sts. to
O'Brien Sq. in honor of Patrick J. O'Brien.

Junction of Jefferson Ave., Margin and Summer Streets to Little
Square in honor of Norman A. Little.

October 27, 1921.

squares
named

- Junction of Grove, Goodhue and Beaver Sts. to Sands Square in honor of Maurice C. Sands.
- Junction of Lafayette St., Spring Ave. and West Ave. to Bouffard Sq. in honor of Orla J. Bouffard.
- Junction of Canal, Mill and Washington Sts. to Bourgeault Square in honor of Paul Bourgeault.
- Junction of Roxlyn, Cabot and Hazel Sts. to Dowdell Square in honor of Charles R. Dowdell.
- Junction of Lafayette, Derby and New Derby Sts. to Livesque Square in honor of Renni J. Livesque.
- Junction of Congress and Palmer Sts. to Lavallee Square in honor of Arthur B. Lavallee.
- Junction of Beach and Clover Sts. to Leger Square, in honor of Hector Leger.
- Junction of Ward, Peabody and Congress Sts. to Leonard Square in honor of Peter J. Leonard.
- Junction of Federal and North Sts. to Sheldon Square in honor of Charles W. Sheldon.
- Junction of Salem and Dow Sts. to Morency Square in honor of Amer Morency.
- Junction of Buffum and School Sts. to Wilkins Square in honor of Charles A. Wilkins.
- Junction of Dunlap and School Sts. to Arnold's Corner in honor of Fred W. Arnold.
- Junction of School, Tremont and Grove Sts. to Sheridan Square in honor of Philip B. Sheridan.
- Junction of Oakland and Balcomb Sts. to Howell Square in honor of Percy M. Howell.
- Junction of Appleton St. and Liberty Hill Ave. to O'Neil Square in honor of George E. O'Neil.
- Junction of North and Bridge Sts. to Buckley Square in honor of John J. Buckley.
- Junction of Salem, Salem St. Extension and Leavitt Sts. to Charette Square in honor of Abrie J. T. Charette.
- Junction of Ocean Ave., Canal and Pacific Streets, to Joly Square in honor of Fred Joly.
- Junction of Buffum, Mason and South Buffum Sts. to Ruxton Square in honor of Francis H. Ruxton.

October 27, 1921.

Junction of Oak, Flint Sts. and Railroad Crossing to Jordan Square, in honor of Marcus A. Jordan.

Gold Star Sign to be placed at Lynch St. in honor of Patrick Lynch

Gold Star Sign to be placed at Parker Ct. in honor of Bradstreet Parker

Presented for approval and approved, Oct. 29, 1921.

Councillor Doyle offered the following report, which was accepted, and recommendations adopted:

In City Council, Oct. 27, 1921.

The Committee on Finance to whom was referred an order recommended by the Mayor, transferring \$800.00 from item 1 to item 2 in the appropriation for Shade Trees has considered said matter and beg leave to report as follows:

It recommends its passage

For the Committee

Michael J. Doyle, Chairman

The order making this transfer of appropriation was adopted. Presented for approval and approved, Oct. 29, 1921.

Councillor Wilkins offered the following report which was accepted and recommendation adopted:

In City Council, Oct. 27, 1921.

The Committee on Public Works to whom was referred an application for permit to place two collar cases at the entrance of Kennedy's store No. 116 Washington Street has considered said matter and beg leave to report as follows:

It recommends that a permit be granted.

For the Committee

S. H. Wilkins, Chairman

Councillor Wilkins offered the following report which was accepted and recommendation adopted:

In City Council, Oct. 27, 1921.

The Committee on Public Works to whom was referred an application from Savaris H. Wells for permit to place a stationary electric sign at No. 69 Bridge Street has considered said matter and beg leave to report as follows:

It recommends that a permit be granted, subject to the

Transfer of
Appropriation
Shade Tree Dept

Collar Cases

Signs

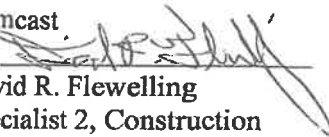
PETITION OF COMCAST FOR LOCACTION FOR CONDUITS, MANHOLES AND
POLES

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

Respectfully represents Comcast Cable Communications Management LLC., a company incorporated for the distribution of broadband services, that it desires to construct a line for such broadband under the public way or ways hereinafter specified.

Bridge Street: Starting at the existing Comcast Manhole located in front of number 152 - 154 Bridge Street. Excavating to place (1) 3" PVC conduit 233' +/- and 130' +/- of (1) 2" PVC Conduit with (1) 24"x 36" vault. To provide the Comcast Service to number 136-146 Bridge Street.

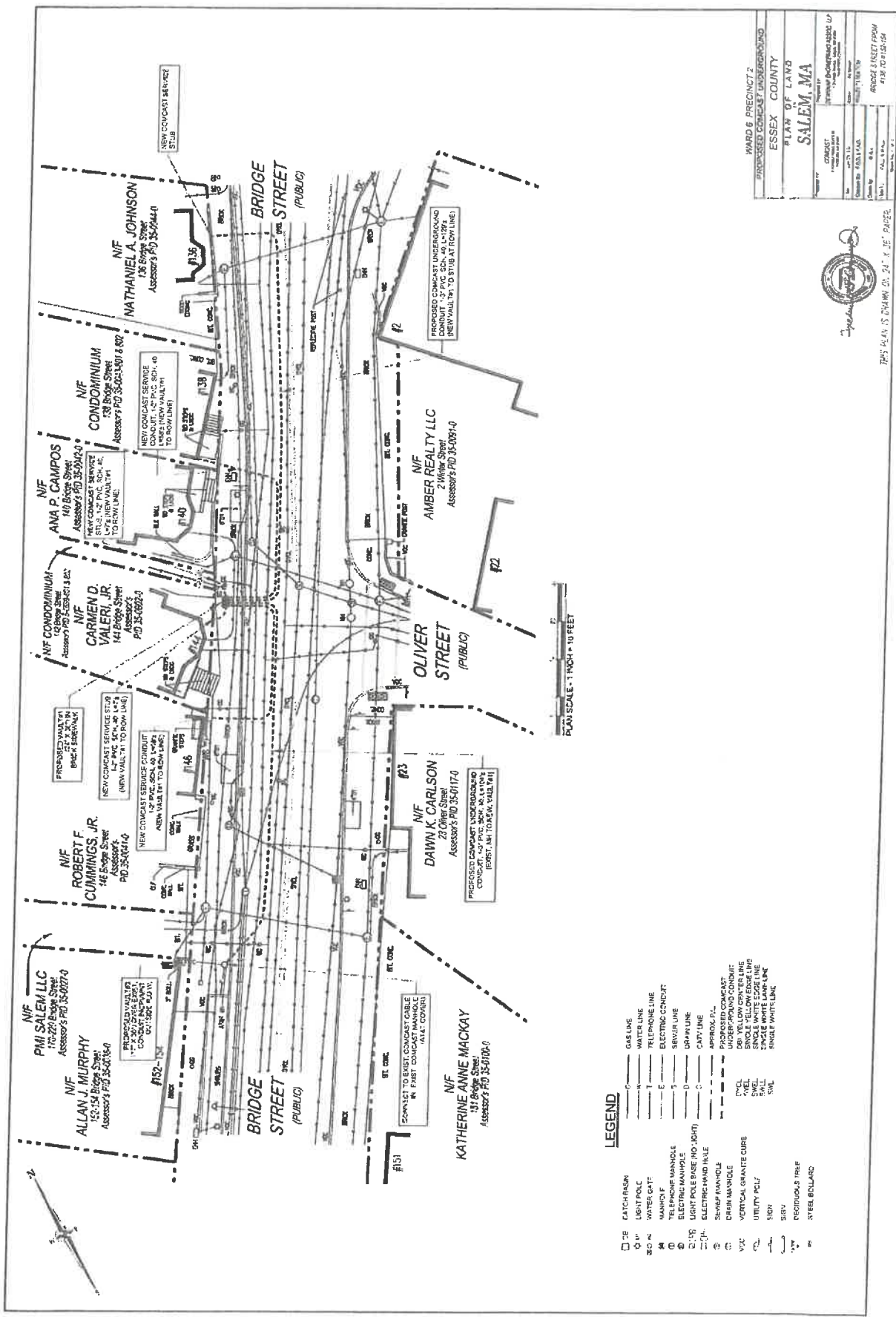
Wherefore, your petition prays that, after due notice and hearing as provided by law, the City Council may by Order grant your petitioner permission to construct, and a location for, such a line of conduits, manholes and poles with the necessary wires and cables therein, said conduits manholes and poles to be located, substantially as shown on the plan made by Dewsnap Engineering dated July 28, 2021 and filed here with, under the public way or ways of said City of Salem.

Comcast
By: 
David R. Flewelling
Specialist 2, Construction

Dated this July 29, 2021

City of Salem, Massachusetts

Received and filed _____, 2021



WARD 6 PRECINCT 2
 PROPOSED COMCAST UNDERGROUND
 ESSEX COUNTY
 TOWN OF SALEM, MA



DATE: 08/15/2018
 TIME: 10:15 AM
 SHEET: 1 OF 1
 PROJECT: PROPOSED COMCAST UNDERGROUND

- LEGEND**
- 18 CATCH BASIN
 - 18 LIGHT POLE
 - 18 WATER GATE
 - 18 MANHOLE
 - 18 ELECTRIC MANHOLE
 - 18 LIGHT POLE BASE (NO. 10HT)
 - 18 ELECTRIC HAND HOLE
 - 18 SEWER MANHOLE
 - 18 VERTICAL GRANITE CURB
 - 18 UTILITY PILE
 - 18 SIGN
 - 18 PRECINCT TREE
 - 18 INTERBOLLARD
 - GAS LINE
 - WATER LINE
 - TELEPHONE LINE
 - ELECTRIC CONDUIT
 - SEWER LINE
 - DRINKING WATER
 - STORM WATER
 - APPROX. P.L.
 - PROPOSED COMCAST UNDERGROUND
 - 18 YELLOW CENTER LINE
 - 18 SINGLE YELLOW EDGE LINE
 - 18 DOUBLE YELLOW EDGE LINE
 - 18 SINGLE WHITE LINE
 - 18 DOUBLE WHITE LINE

PLAN SCALE - 1" = 10' FEET

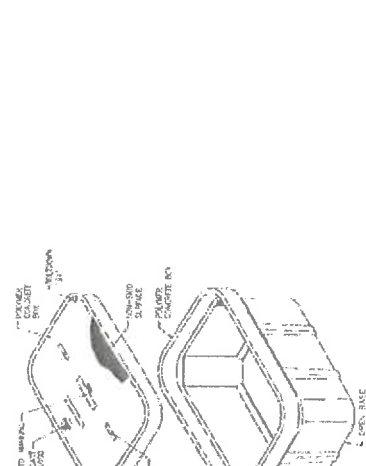
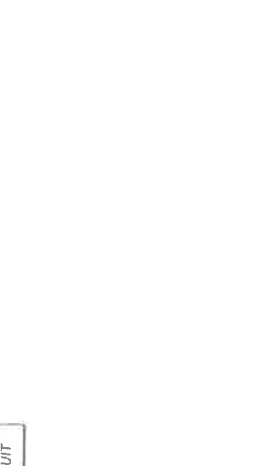


NOTES:

1. These vaults were prepared from records from No. 14, in the City of Salem.
2. All dimensions are given unless otherwise indicated.
3. All work is to be done in accordance with the specifications of the Massachusetts Department of Public Safety, Division of Highway Construction, and the City of Salem, Massachusetts.
4. The vaults are to be constructed of concrete, and the covers are to be of cast iron.
5. The vaults are to be constructed of concrete, and the covers are to be of cast iron.
6. The vaults are to be constructed of concrete, and the covers are to be of cast iron.
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11. The vaults are to be constructed of concrete, and the covers are to be of cast iron.
12. The vaults are to be constructed of concrete, and the covers are to be of cast iron.

DETAIL NOTES:

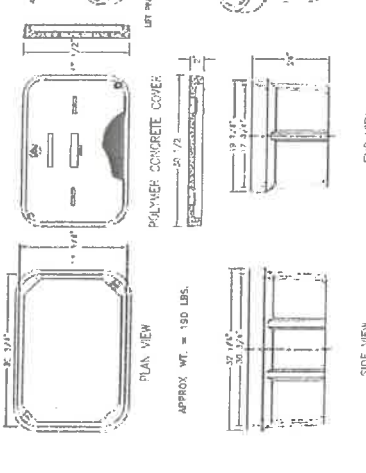
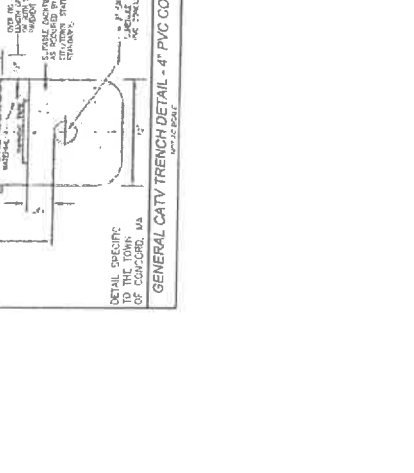
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WARD 8, PRECINCT 2
PROPOSED CONCAST UNDERGROUND
ESSEX COUNTY
PLAN OF LAND
SALEM, MA
CONCAST
1881
1/8\"/>

CONSTRUCTION NOTES:

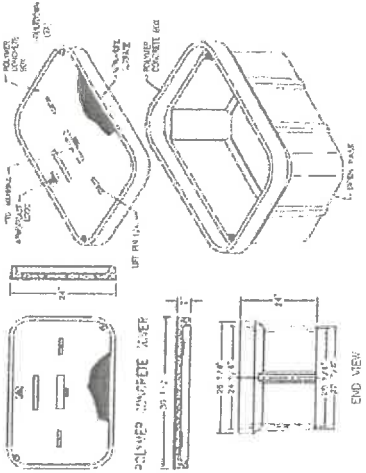
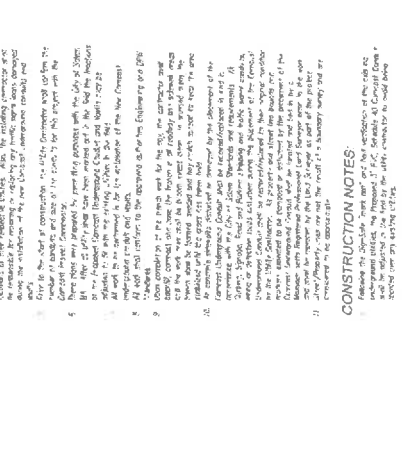
1. Prepare the site, clear and level the ground.
2. Excavate the trench to the required depth and width.
3. Lay out the trench lines and set the curb.
4. Lay out the trench lines and set the curb.
5. Lay out the trench lines and set the curb.
6. Lay out the trench lines and set the curb.
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12. Lay out the trench lines and set the curb.



WARD 8, PRECINCT 2
PROPOSED CONCAST UNDERGROUND
ESSEX COUNTY
PLAN OF LAND
SALEM, MA
CONCAST
1881
1/8\"/>

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WARD 8, PRECINCT 2
PROPOSED CONCAST UNDERGROUND
ESSEX COUNTY
PLAN OF LAND
SALEM, MA
CONCAST
1881
1/8\"/>



THIS PLAN IS DRAWN ON 24\"/>

Questions contact – Sibhita Mahabier 781-258-9169

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

To City Council of Salem, Massachusetts

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

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

The following are the streets and highways referred to:

Plan # 30130244 Bridge St - National Grid to install beginning at a point approximately 110 feet east/northeast of the centerline of the intersection of Bridge St and Washington St and continuing approximately 54 feet in a northerly direction. Installation of 1-3" PVC conduits encased in concrete from MH 211A to Verizon owned HH and all appurtenances.

Location approximately as shown on plan attached

Massachusetts Electric Company d/b/a National Grid
BY Robert Coulter
Engineering Department

Dated: July 20, 2021

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a National Grid be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 20th day of July, 2021.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Bridge St - Salem - Massachusetts. Plan # 30130244.

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

Bridge St - National Grid to install beginning at a point approximately 110 feet east/northeast of the centerline of the intersection of Bridge St and Washington St and continuing approximately 54 feet in a northerly direction. Installation of 1-3" PVC conduits encased in concrete from MH 211A to Verizon owned HH and all appurtenances.

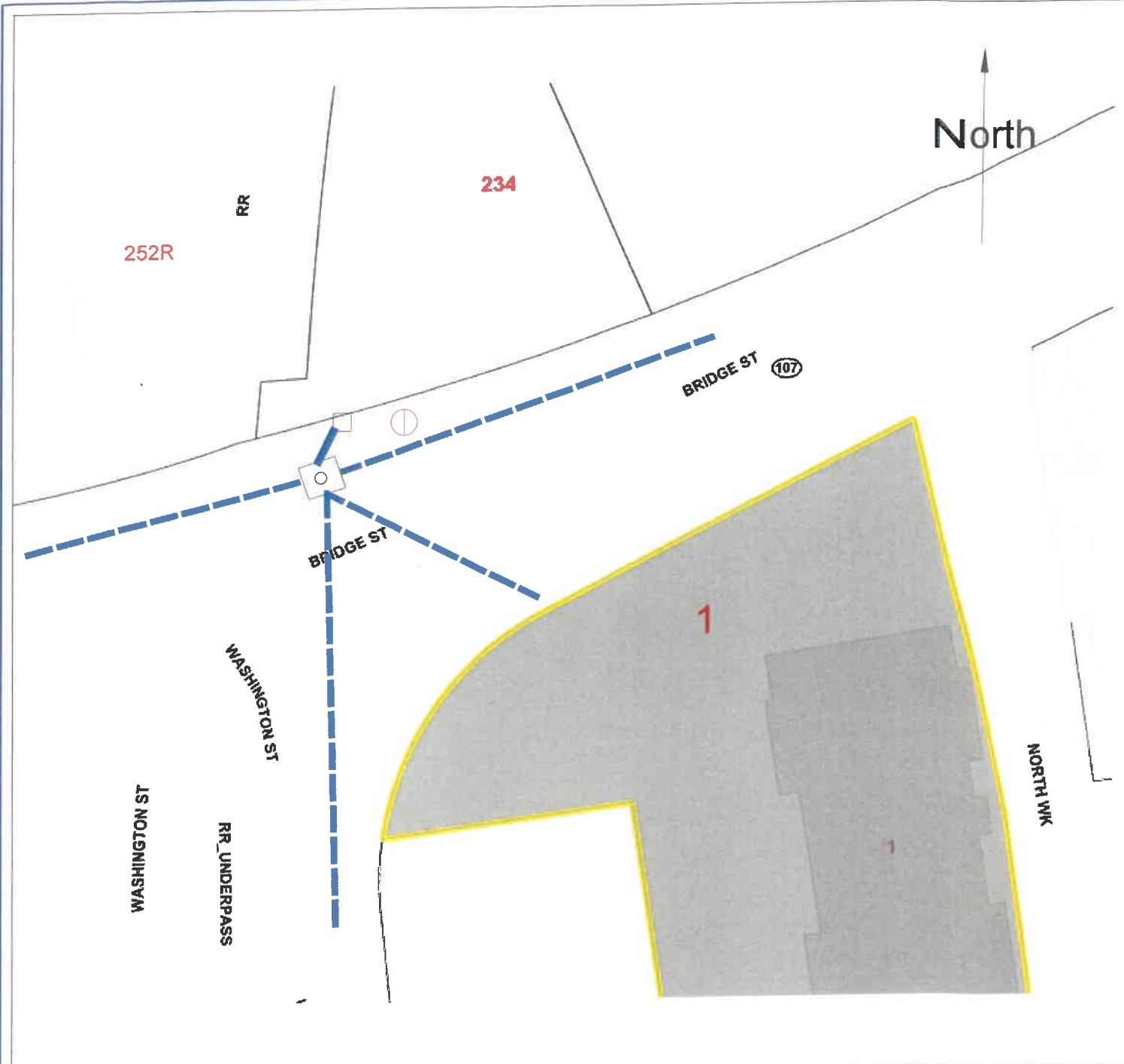
I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20
....., 20

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

Attest:
.....

..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid for permission to construct the underground
electric conduits described in the order herewith recorded, and that I mailed at least seven days
before said hearing a written notice of the time and place of said hearing to each of the owners of
real estate (as determined by the last preceding assessment for taxation) along the ways or parts of
ways upon which the Company is permitted to construct the underground electric conduits under
said order. And that thereupon said order was duly adopted.

.....
.....



UNDERGROUND PETITION

-  POLE (EXISTING)
-  MANHOLE (EXISTING)
-  VERIZON HANHOLE
-  EDGE OF STREET
-  PROPOSED CONDUIT 1-3"
-  EXISTING CONDUITS



Sketch to Accompany Petition for the Installation of 1-3" PVC Conduit Encased in Concrete from Electric MH to Verizon HH in Bridge Street, Salem, MA 01970.

Date: 07-19-2021

WORK REQUEST: 12-20-30130244

To The: City _____ Of Salem

For Proposed: 1-3" Conduit Encased in Concrete Location: Bridge Street

Drawn By: Sibhita Mahabier-Sheehy

DISTANCES ARE APPROXIMATE

Questions contact – Sibhita Mahabier 781-258-9169

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

To City Council of Salem, Massachusetts

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

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

The following are the streets and highways referred to:
Plan # 29628407 Loring Ave - National Grid to install beginning at a point approximately 295+/- feet east/northeast of the centerline of the intersection of Vinnin St and Loring Ave and continuing approximately 50 feet in a southerly direction. Installation of 50' +/- of 2-4" PVC conduits encased in concrete, pad mounted transformer and all appurtenances in Loring Ave.

Location approximately as shown on plan attached

Massachusetts Electric Company d/b/a National Grid
BY Robert Coulter
Engineering Department

Dated: August 9, 2021

ORDERED:

Notice having been given and public hearing held, as provided by law, that the Massachusetts Electric Company d/b/a National Grid be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 9th day of August, 2021.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Loring Ave - Salem - Massachusetts. Plan # 29628407.

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

Loring Ave - National Grid to install beginning at a point approximately 295+/- feet east/northeast of the centerline of the intersection of Vinnin St and Loring Ave and continuing approximately 50 feet in a southerly direction. Installation of 50' +/- of 2-4" PVC conduits encased in concrete, pad mounted transformer and all appurtenances in Loring Ave.

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

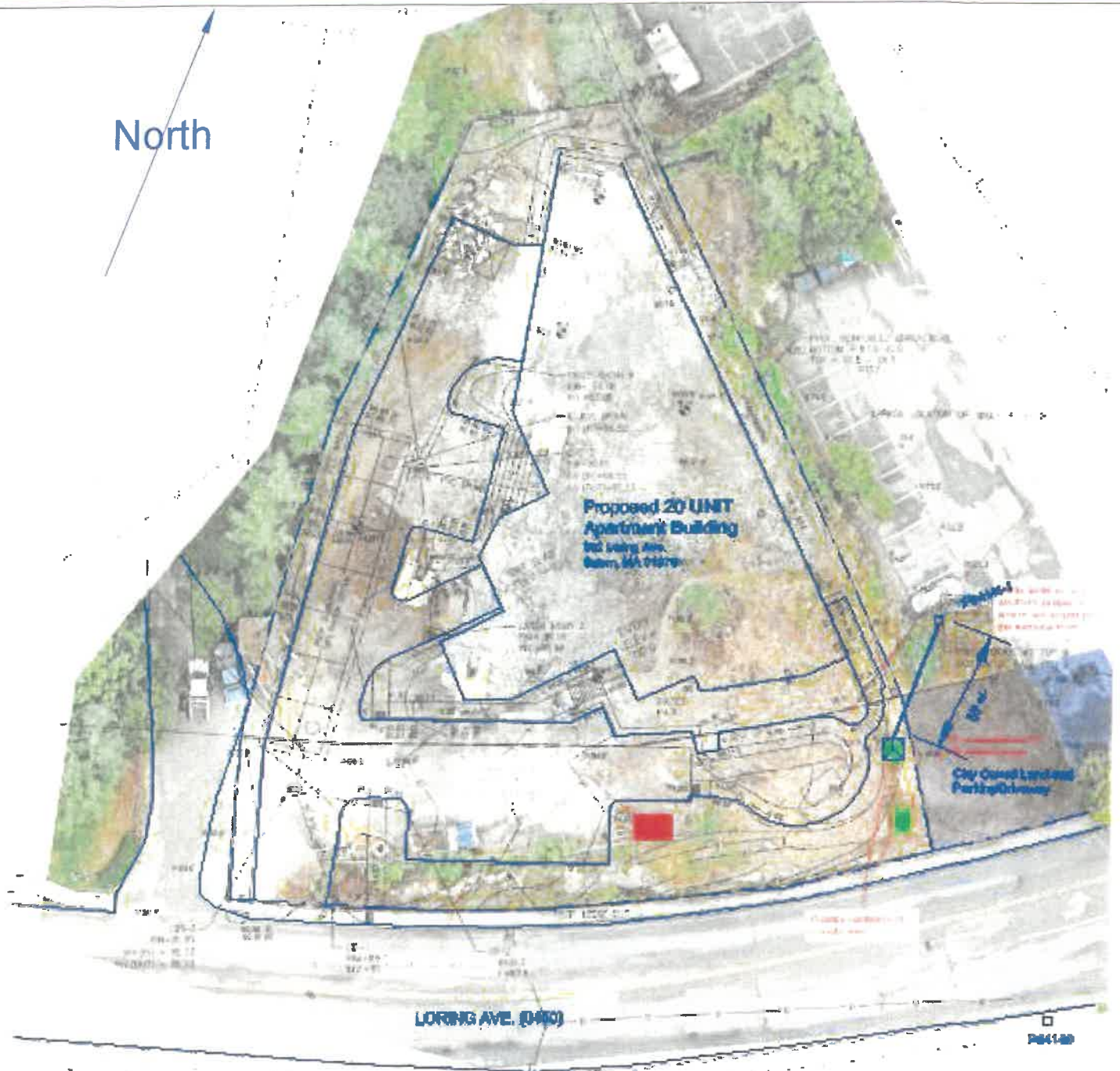
Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
.....

..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid for permission to construct the underground
electric conduits described in the order herewith recorded, and that I mailed at least seven days
before said hearing a written notice of the time and place of said hearing to each of the owners of
real estate (as determined by the last preceding assessment for taxation) along the ways or parts of
ways upon which the Company is permitted to construct the underground electric conduits under
said order. And that thereupon said order was duly adopted.

.....
.....

North



UNDERGROUND PETITION



Proposed Padmounted Transformer



Existing JO Pole



Proposed Conduit 2-4" Encased in Concrete

Sketch to Accompany Petition for the Installation of National Grid Owned 50' +/- of 2-4" PVC Conduits Encased in Concrete, Primary Cable, Pad-Mouted Transformer and all Appurtenances in Loring Ave., Salem, MA 01970.

DISTANCES ARE APPROXIMATE

nationalgrid

Date: 08-06-2021

WORK REQUEST: 12-20-29628407

To The: City Of Salem, MA

For Proposed: Conduits, Primary, Transformer & all Appurtenances Location: Loring Ave.

Drawn By: Sibhita Mahabier-Sheehy