



## **CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy  
Acting Mayor

January 26, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Mr. Mark McGrath P.O. Box 111, Boxford, MA 01921 to serve as a Constable in the City of Salem for a term to expire January 22, 2026.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert K. McCarthy", is written over the "Very truly yours," text.

Robert K. McCarthy  
Acting Mayor



**CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy  
Mayor

January 26, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Six Hundred Eighty-Three Thousand Five Hundred Thirty-Three Dollars and Four Cents (\$683,533.04) from "Fund Balance Reserved for Appropriation – Free Cash" accounts listed below to fund the December 16, 2022, memorandum of agreement with the Salem Police Patrolmen's Association effective July 1, 2021.

Retro Wages Account (Human Resources)	11521-5161	\$	303,978.94
Salaries – Full time (Police Department)	12101-5111	\$	379,554.10
	Total:	\$	683,533.04

This request is necessary to cover cost to fund the December 16, 2022, memorandum of agreement with the Salem Police Patrolmen's Association effective July 1, 2021.

I recommend passage of this accompanying order.

Sincerely,

A handwritten signature in black ink, appearing to read "R. K. McCarthy", is written over a large, stylized, light-colored flourish or watermark.

Robert K. McCarthy  
Acting Mayor



**ROBERT K. MCCARTHY**  
**ACTING MAYOR**

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

## **CITY OF SALEM MASSACHUSETTS**

**HUMAN RESOURCES**  
**98 WASHINGTON STREET, 3<sup>RD</sup> FLOOR**  
**SALEM, MASSACHUSETTS 01970**  
**TEL. 978-619-5630**

January 23, 2023

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

**RE:** Salem Library Staff Association (Local 4928, American Federation of Teachers, AFT Massachusetts, AFL-CIO) (SLA)  
Salem Police Patrolman's Association (SPPA)

Dear Mayor McCarthy:

I am respectfully requesting several transfers and appropriations to the Human Resources Retroactive Wages Account (11521-5161) and other relevant department full-time salary lines to fund contract settlements reached with the SLA and the SPPA.

The FY2023 budget included a salary/collective bargaining reserve (account 11521-5171A), from which I am requesting to transfer to the Human Resources Retroactive Wages Account (11521-5161) to fund the FY23 retroactive contractual pay increases for SLA and to the Library Full-Time Salaries account to fund ongoing FY23 payroll costs associated with the agreement.

Separately, I am requesting transfers from salary/collective bargaining reserve (account 11521-5171A) into the Retroactive Wages Account (11521-5161) to fund contractually agreed to one-time payments for members of the SPPA.

Lastly, I am requesting transfers from Free Cash into the Retroactive Wages Account (11521-5161) to fund FY22 and FY23 retroactive payments SPPA and into the Police Department Full-Time Salaries account to fund the ongoing pay costs associated with the agreement.

Totals requested for each are as follows:

- 1) A total of \$31,084.44 representing FY23 retroactive payments (\$17,933.33) for SLA funded from the salary/collective bargaining reserve and to be transferred to the retroactive wages account and ongoing FY23 costs (\$13,151.11) also funded from the salary/collective bargaining reserve and to be transferred to Library Full-Time Salaries account to fund pay increases pursuant to the contract settlement effective 7/1/2022;
- 2) One-time payments totaling \$108,000 to be transferred from the salary/collective bargaining reserve to the retroactive wages account for SPPA pursuant to contract settlements effective 7/1/2021; and,

3) A total of \$683,533.04, representing the following: FY22 retroactive payments to SPPA totaling \$154,743.14 to be transferred from Free Cash to the retroactive wages account, FY23 retroactive payments to SPPA totaling \$149,235.81 to be transferred from Free Cash to the retroactive wages account, and ongoing FY23 costs SPPA totaling \$379,554.10 to be transferred from Free Cash to the Police Department's Full-Time salaries account.

Anna Freedman, our Finance Director has informed me that sufficient funding exists in the salary/collective bargaining reserve (account 11521-5171A) and Free Cash to support the above requested transfers.

The current balance of the salary/collective bargaining reserve is \$250,000 and the current balance of Free Cash is \$6,849,824.49.

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

Very truly yours,

  
Lisa B. Cammarata

cc: Anna Freedman, Director of Finance  
Files



# CITY OF SALEM

In City Council,

Ordered:

January 26, 2023

That the sum of One Hundred Eight Thousand Dollars (\$108,000.00) is hereby appropriated from the Human Resources Department's "Salary/CB Reserve Account" (11521-5171A) to the account listed below to fund FY2023 one-time payments pursuant to the most recent memorandum of agreement reached with the Salem Police Patrolmen's Association effective July 1, 2021, in accordance with the recommendation of His Honor the Mayor.

Retro Wages Account (Human Resources)	11521-5161	\$108,000.00
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**CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy  
Mayor

January 26, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer One Hundred Eight Thousand Dollars (\$108,000.00) from Human Resources Department's "Salary/CB Reserve Account" (11521-5171A) to the account listed below. to fund FY2023 one-time payments pursuant to the most recent memorandum of agreement reached with the Salem Police Patrolmen's Association effective July 1, 2021.

Retro Wages Account (Human Resources)	11521-5161	\$	108,000.00
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This request is necessary to cover cost to fund FY2023 one-time payments pursuant to the most recent memorandum of agreement reached with the Salem Police Patrolmen's Association effective July 1, 2021.

I recommend passage of this accompanying order.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert K. McCarthy".

Robert K. McCarthy  
Acting Mayor



**ROBERT K. MCCARTHY**  
**ACTING MAYOR**

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

## **CITY OF SALEM MASSACHUSETTS**

**HUMAN RESOURCES**  
**98 WASHINGTON STREET, 3<sup>RD</sup> FLOOR**  
**SALEM, MASSACHUSETTS 01970**  
**TEL. 978-619-5630**

January 23, 2023

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

**RE:** Salem Library Staff Association (Local 4928, American Federation of Teachers, AFT Massachusetts, AFL-CIO) (SLA)  
Salem Police Patrolman's Association (SPPA)

Dear Mayor McCarthy:

I am respectfully requesting several transfers and appropriations to the Human Resources Retroactive Wages Account (11521-5161) and other relevant department full-time salary lines to fund contract settlements reached with the SLA and the SPPA.

The FY2023 budget included a salary/collective bargaining reserve (account 11521-5171A), from which I am requesting to transfer to the Human Resources Retroactive Wages Account (11521-5161) to fund the FY23 retroactive contractual pay increases for SLA and to the Library Full-Time Salaries account to fund ongoing FY23 payroll costs associated with the agreement.

Separately, I am requesting transfers from salary/collective bargaining reserve (account 11521-5171A) into the Retroactive Wages Account (11521-5161) to fund contractually agreed to one-time payments for members of the SPPA.

Lastly, I am requesting transfers from Free Cash into the Retroactive Wages Account (11521-5161) to fund FY22 and FY23 retroactive payments SPPA and into the Police Department Full-Time Salaries account to fund the ongoing pay costs associated with the agreement.

Totals requested for each are as follows:

- 1) A total of \$31,084.44 representing FY23 retroactive payments (\$17,933.33) for SLA funded from the salary/collective bargaining reserve and to be transferred to the retroactive wages account and ongoing FY23 costs (\$13,151.11) also funded from the salary/collective bargaining reserve and to be transferred to Library Full-Time Salaries account to fund pay increases pursuant to the contract settlement effective 7/1/2022;
- 2) One-time payments totaling \$108,000 to be transferred from the salary/collective bargaining reserve to the retroactive wages account for SPPA pursuant to contract settlements effective 7/1/2021; and,

3) A total of \$683,533.04, representing the following: FY22 retroactive payments to SPPA totaling \$154,743.14 to be transferred from Free Cash to the retroactive wages account, FY23 retroactive payments to SPPA totaling \$149,235.81 to be transferred from Free Cash to the retroactive wages account, and ongoing FY23 costs SPPA totaling \$379,554.10 to be transferred from Free Cash to the Police Department's Full-Time salaries account.

Anna Freedman, our Finance Director has informed me that sufficient funding exists in the salary/collective bargaining reserve (account 11521-5171A) and Free Cash to support the above requested transfers.

The current balance of the salary/collective bargaining reserve is \$250,000 and the current balance of Free Cash is \$6,849,824.49.

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

Very truly yours,  
  
Lisa S. Cammarata

cc: Anna Freedman, Director of Finance  
Files





# CITY OF SALEM

In City Council,

Ordered:

January 26, 2023

That the sum of One Hundred Three Thousand, Seven Hundred Two Dollars (\$103,702.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account to the accounts listed below to fund supplemental costs associated with the FY2023 mayoral preliminary (March 28, 2023) and final (May 16, 2023) special elections in accordance with the recommendation of His Honor the Mayor.

Description	Fund	Amount
Salaries -Seasonal Labor (Clerk-Elections & Registration – Poll Workers)	11621-5118	\$ 50,000.00
Salaries -Overtime (Clerk-Elections & Registration)	11621-5131	\$ 5,000.00
Expenses – Printing & Binding (Clerk-Elections & Registration)	11622-5381	\$ 26,500.00
Salaries – Elections OT (Police Department)	12101-5142	\$ 22,202.00
		<b>\$ 103,702.00</b>



## CITY OF SALEM, MASSACHUSETTS

Robert K. McCarthy  
Mayor

January 26, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer One Hundred Three Thousand, Seven Hundred Two Dollars (\$103,702.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account to the accounts listed below to fund supplemental costs associated with FY 2023 Mayoral preliminary (March 28, 2023) and final (May 16, 2023) special elections.

<b>Description</b>	<b>Fund</b>	<b>Amount</b>
Salaries- Seasonal Labor (Clerk-Elections & Registration – Poll Workers)	11621-5118	\$ 50,000.00
Salaries-Overtime (Clerk-Elections & Registration)	11621-5131	\$ 5,000.00
Expenses – Printing & Binding (Clerk-Elections & Registration)	11622-5381	\$ 26,500.00
Salaries – Elections OT (Police Department)	12102-5142	\$ 22,202.00
	<b>Total:</b>	<b>\$103,702.00</b>

This request is necessary to cover the expected election-related expenses.

I recommend passage of this accompanying order.

Sincerely,

A handwritten signature in black ink, appearing to read "R. K. McCarthy", written in a cursive style.

Robert K. McCarthy  
Acting Mayor



## City of Salem, Massachusetts

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

**Robert McCarthy, Acting Mayor**

**Anna Freedman, Finance Director**

January 23, 2023

Honorable Salem Mayor Robert McCarthy  
Salem City Hall  
Salem, Massachusetts

Dear Honorable Mayor McCarthy:

Enclosed herewith is a request to transfer \$103,702.00 from Free Cash to fund department expenses associated with the March preliminary and May final special elections. These costs are for poll workers, in-person early voting in May, public works overtime for polling location set-up/clean-up, printing ballots, and police overtime for staffing polling locations.

The current balance of Free Cash is \$6,849,824.49; thus, this requested transfer is afforded. For specific questions on the Clerk's Office projected election-related expenses, please contact City Clerk Ilene Simons.

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

Sincerely,

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

Anna Freedman  
Finance Director



# CITY OF SALEM

In City Council,

**Ordered:**

January 26, 2023

That the sum of Sixty-Two Thousand, Eighty-Four Dollars and Forty-Two Cents (\$62,084.42) is hereby transferred from the Human Resources Department's "Salary/CB Reserve Account" (11521-5171A) to the accounts as provided below for mid-year personnel account adjustments due to the minimum wage increase, costs associated with the most recent AFSCME Council 93, AFL-CIO, Local 1818 contract, staffing costs associated with the September and November elections, and other salary and personnel-line adjustments in accordance with the recommendation of His Honor the Mayor.

Description	Fund	Amount
Salaries Full-Time (Assessor)	11411-5111	\$ 1,873.28
Salaries Full-Time (Collector)	11461-5111	\$ 8,672.66
Salaries Full-Time (Harbor)	12951-5111	\$ 3,422.47
Salaries Full-Time (Human Resources)	11521-5111	\$ 1,938.36
Salaries Full-Time (Mayor)	11211-5111	\$ 7,425.57
Salaries Full-Time (Engineering)	14121-5111	\$ 2,622.55
Salaries Full-Time (Veterans)	15431-5111	\$ 2,812.49
Salaries -Seasonal (Clerk -Elections – Poll Workers)	11621-5118	\$ 15,885.50
Salaries -Seasonal (Clerk -Elections – OT)	11621-5131	\$ 12,427.69

Salaries -Stipend  
(City Council)

11111-5150

\$ 4,000.00

Salaries Full Time  
(Clerk)

11611-5111

\$ 1,003.85

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**\$ 62,084.42**



## **CITY OF SALEM, MASSACHUSETTS**

Robert McCarthy  
Acting Mayor

January 26, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is an Order authorizing the transfer of the sum of Sixty-Two Thousand, Eighty-Four Dollars and Forty-Two Cents (\$62,084.42) from the Human Resources Department's "Salary/CB Reserve Account" to the various accounts set forth in the Order. This transfer will provide for mid-year personnel account adjustments due to the minimum wage increase, costs associated with the most recent AFSCME Council 93, AFL-CIO, Local 1818 contract amendment, staffing costs associated with the September and November elections, and other salary and personnel-line adjustments approved by the Driscoll administration.

As Finance Director Anna Freedman explains in the enclosed memorandum, the current balance in the HR-Salary Reserve is \$250,000, and therefore, this requested transfer from the reserve to departmental lines is budgeted within existing FY2023 appropriation and does not require any additional funds.

I wholeheartedly recommend adoption of the attached Order.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert McCarthy", is written over a horizontal line.

Robert McCarthy  
Acting Mayor



## City of Salem, Massachusetts

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

**Robert McCarthy, Acting Mayor**

**Anna Freedman, Finance Director**

January 23, 2023

Honorable Salem Mayor Robert McCarthy  
Salem City Hall  
Salem, Massachusetts

Dear Honorable Mayor McCarthy:

Enclosed herewith is a request to transfer a total of \$62,084.42 from the Human Resources Department's "Salary/CB Reserve Account" (11521-5171A) to various department personnel accounts for costs associated with the January 1, 2023 minimum wage increase, the most recent AFSCME Council 93, AFL-CIO, Local 1818 contract, staffing associated with the September and November elections, and other recommended salary and personnel-line adjustments.

As part of our annual "mid-year review" of departmental line-items, we identified one line that was not adjusted in the FY2023 budget process to afford the minimum wage increase as of January 1, 2023. The associated cost for this is \$250. Separately, the latest AFSCME agreement was finalized after the FY2023 budget was submitted, so the annualized costs of the salary adjustments were not included in the budget at that time. Most departments have been able to absorb the costs due to turnover savings; however, \$6,520.60 is needed to cover the remaining costs. Additionally, the City Clerk's Office has reported overages from the September and November elections for poll workers and overtime. The total cost for the overages is \$28,213.19. Separately, after the FY2023 budget was finalized, a \$4,000 stipend was restored in the City Council personnel line, as well as a salary adjustment necessitating an additional funding level of \$1,003.85 in the associated City Clerk line-item. Additionally, \$5,543.34 is needed to cover staffing transition costs in the Mayor's Office and \$16,453.44 is requested to fund retention adjustments at various departments signed-off by the previous administration and ready to be implemented (that cannot otherwise be absorbed within existing departmental personnel funding levels).

The current balance of the HR-Salary Reserve is \$250,000; thus, this requested transfer from the reserve to departmental lines is afforded within existing FY2023 appropriations and does not require any additional funds.

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

Sincerely,

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

Anna Freedman  
Finance Director





# CITY OF SALEM

In City Council,

Ordered:

January 26, 2023

That the sum of Thirty-One Thousand, Eighty-Four Dollars and Forty-Four Cents (\$31,084.44) is hereby appropriated from the Human Resources Department's "Salary/CB Reserve Account" (11521-5171A) to the accounts listed below to fund the pay increases associated with the memorandum of agreement reached with the Salem Library Staff Association (Local 4928, American Federation of Teachers, AFT Massachusetts, AFL-CIO) effective July 1, 2022, in accordance with the recommendation of His Honor the Mayor.

Retro Wages Account (Human Resources)	11521-5161	\$17,933.33
Library-Salaries (Full-Time)	16101-5111	\$13,151.11
		<b>\$31,084.44</b>



**CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy  
Mayor

January 26, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Thirty-One Thousand, Eighty-Four Dollars and Forty-Four Cents (\$31,084.44) from Human Resources Department's "Salary/CB Reserve Account" (11521-5171A) to the accounts listed below:

Retro Wages Account (Human Resources)	11521-5161	\$	17,933.33
Library-Salaries (Full-Time)	16101-5111	\$	13,151.11
			<hr/>
	Total:	\$	31,084.44

This request is necessary to pay increases associated with the memorandum of agreement reached with the Salem Library Staff Association (Local 4928, American Federation of Teachers, AFT Massachusetts, ALF-CIO) effective July 1, 2022..

I recommend passage of this accompanying order.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert K. McCarthy", is written over a horizontal line.

Robert K. McCarthy  
Acting Mayor



**ROBERT K. MCCARTHY**  
**ACTING MAYOR**

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

## **CITY OF SALEM MASSACHUSETTS**

**HUMAN RESOURCES**  
**98 WASHINGTON STREET, 3<sup>RD</sup> FLOOR**  
**SALEM, MASSACHUSETTS 01970**  
**TEL. 978-619-5630**

January 23, 2023

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

**RE:** Salem Library Staff Association (Local 4928, American Federation of Teachers, AFT Massachusetts, AFL-CIO) (SLA)  
Salem Police Patrolman's Association (SPPA)

Dear Mayor McCarthy:

I am respectfully requesting several transfers and appropriations to the Human Resources Retroactive Wages Account (11521-5161) and other relevant department full-time salary lines to fund contract settlements reached with the SLA and the SPPA.

The FY2023 budget included a salary/collective bargaining reserve (account 11521-5171A), from which I am requesting to transfer to the Human Resources Retroactive Wages Account (11521-5161) to fund the FY23 retroactive contractual pay increases for SLA and to the Library Full-Time Salaries account to fund ongoing FY23 payroll costs associated with the agreement.

Separately, I am requesting transfers from salary/collective bargaining reserve (account 11521-5171A) into the Retroactive Wages Account (11521-5161) to fund contractually agreed to one-time payments for members of the SPPA.

Lastly, I am requesting transfers from Free Cash into the Retroactive Wages Account (11521-5161) to fund FY22 and FY23 retroactive payments SPPA and into the Police Department Full-Time Salaries account to fund the ongoing pay costs associated with the agreement.

Totals requested for each are as follows:

- 1) A total of \$31,084.44 representing FY23 retroactive payments (\$17,933.33) for SLA funded from the salary/collective bargaining reserve and to be transferred to the retroactive wages account and ongoing FY23 costs (\$13,151.11) also funded from the salary/collective bargaining reserve and to be transferred to Library Full-Time Salaries account to fund pay increases pursuant to the contract settlement effective 7/1/2022;
- 2) One-time payments totaling \$108,000 to be transferred from the salary/collective bargaining reserve to the retroactive wages account for SPPA pursuant to contract settlements effective 7/1/2021; and,

3) A total of \$683,533.04, representing the following: FY22 retroactive payments to SPPA totaling \$154,743.14 to be transferred from Free Cash to the retroactive wages account, FY23 retroactive payments to SPPA totaling \$149,235.81 to be transferred from Free Cash to the retroactive wages account, and ongoing FY23 costs SPPA totaling \$379,554.10 to be transferred from Free Cash to the Police Department's Full-Time salaries account.

Anna Freedman, our Finance Director has informed me that sufficient funding exists in the salary/collective bargaining reserve (account 11521-5171A) and Free Cash to support the above requested transfers.

The current balance of the salary/collective bargaining reserve is \$250,000 and the current balance of Free Cash is \$6,849,824.49.

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

Very truly yours,  
  
Lisa B. Cammarata

cc: Anna Freedman, Director of Finance  
Files



# CITY OF SALEM

In City Council,

Ordered:

January 26, 2023

That the sum of Seven Thousand Dollars (\$7,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account to the account listed below to fund required advertising costs in accordance with the recommendation of His Honor the Mayor.

Description	Fund	Amount
Advertising (City Council)	11112-5306	\$ 7,000.00
		\$ 7,000.00



**CITY OF SALEM, MASSACHUSETTS**  
**Robert K. McCarthy**  
**Mayor**

January 26, 2023

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Seven Thousand Dollars (\$7,000.00) from "Fund Balance Reserved for Appropriation – Free Cash" account to the City Council Advertising account (11212-5306).

This request is necessary to cover additional costs for the remainder of the Fiscal year.

I recommend passage of this accompanying order.

Sincerely,

A handwritten signature in black ink, appearing to read "R. McCarthy", is written over a horizontal line.

Robert K. McCarthy  
Acting Mayor

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

*Ilene Simons*  
*City Clerk*



*Room 1*  
*City Hall*

January 20, 2023

The Honorable Robert K. McCarthy  
Mayor of Salem  
City Hall  
Salem, MA 01970

Dear Mayor McCarthy:

I respectfully request an appropriation from free cash in the amount of \$7,000.00 to the "City Council Advertising" Account (#11112-5306). This appropriation is necessary to fund the advertising account for the remainder of the fiscal year. The advertising budget of \$27,500 has a balance of \$2,674.22 and is insufficient to cover the December bill. In the 6 months remaining in Fiscal Year 2023, there will be additional costs incurred.

As you know, the Salem City Charter, as well as Massachusetts General Laws, requires that all Ordinances, Bond Orders and Public Hearings be advertised in a newspaper of general circulation within the city.

Thank you for your consideration.

Very truly yours,

*Ilene Simons*  
ILENE SIMONS  
CITY CLERK

# CITY OF SALEM - Finance Department

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

From: City Council Nore Simons 1/20/23  
 Department Department Head Authorizing Signature Date

**Budget or R/Res** Budget Amt: \_\_\_\_\_  
**Transfers** To: \_\_\_\_\_ Desc: \_\_\_\_\_ Balance: \_\_\_\_\_  
 (Org/Object) Budget Amt: \_\_\_\_\_  
 From: \_\_\_\_\_ Desc: \_\_\_\_\_ Balance: \_\_\_\_\_  
 (\*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: 1112 - 5306 Desc: Advertising Council Budget Amt: 27,500  
**Retained Earnings (W/S)** (Org/Object) Balance: 2,674.22  
**Raise & Appropriate**  
 Please circle one

**Amount Requested:** \$ 7,000.00  
**Reason (Be Specific)** to cover additional costs for the remainder of Fiscal Year 2023.

### For Finance Department and Mayor's Use Only:

☐ Budget Transfer \_\_\_\_\_ Mayor Approval \_\_\_\_\_ City Council Approval \_\_\_\_\_  
☒ Free Cash Appropriation - City Council Approval - Gen Fund \$ 6,549,821.49  
 Free Cash Balance  
☐ R/E Appropriation - Water \$ \_\_\_\_\_ R/E Appropriation Sewer \$ \_\_\_\_\_  
 R/E Balance R/E Balance  
☐ Receipts Reserve - City Council Approval \$ \_\_\_\_\_  
 R/Res Fund Balance  
☐ Raise & Appropriate \_\_\_\_\_ Other \_\_\_\_\_  
**Recommendation:** ☒ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
 Finance Director

Completed: Date: \_\_\_\_\_ By: \_\_\_\_\_ CO # \_\_\_\_\_ JE#: \_\_\_\_\_ Transfer #: \_\_\_\_\_





# CITY OF SALEM

In City Council,

**Ordered:**

January 26, 2023

To accept the donations totaling One Thousand Dollars (\$1,000.00) from the Disabled American Veterans Chapter 84. The donation is to be deposited into the Veterans Donation Fund 2406 (24061-4830) in accordance with the recommendation of His Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

Robert K. McCarthy  
Acting Mayor

January 26, 2023

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept two donations from the Disabled American Veterans Chapter 84 totaling One Thousand Dollars (\$1,000.00). These funds will be deposited into the Veterans Donation Fund 24061-4830).

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

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert K. McCarthy", is written over the "Very truly yours," text.

Robert K. McCarthy  
Acting Mayor



KIMBERLEY DRISCOLL  
MAYOR

## City of Salem, Massachusetts

Department of Veteran Services

Director of Veteran Services

Kim F. Emerling

December 14, 2022

Attn: Mayor Kimberly Driscoll and City Council Members,

Please consider two donations in the amount of \$500.00 each from the Disabled American Veterans Chapter 84 for deposit to 23671-4830 (Veteran Donation Account).

Thank you for your time. Any questions, 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

DISABLED AMERICAN VETERANS  
CHAPTER 84 HOSPITAL FUND  
P.O. BOX 945  
SALEM, MA 01970

53-7055/2113

1020

DATE 12-8-22 FMP

0 VALUE - GREEN CONTAINS  
SPECIALTY BLUE INK SECURITY



PAY TO  
THE ORDER OF

Salem Veterans Office

\$ 500.00

Five Hundred

DOLLARS

← Heat  
Reactive  
Ink

**SalemFive®**

MEMO Needy Veteran Assistance

Alvin MP

⑆211370558⑆

0886103357⑈ 1020

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

DISABLED AMERICAN VETERANS  
CHAPTER 84 HOSPITAL FUND  
P.O. BOX 945  
SALEM, MA 01970

53-7055/2113

1021

DATE 12-8-22 FMP

0 VALUE - GREEN CONTAINS  
SPECIALTY BLUE INK SECURITY



PAY TO  
THE ORDER OF

Salem Veterans Office

\$ 500.00

Five Hundred

DOLLARS

← Heat  
Reactive  
Ink

**SalemFive®**

MEMO Veteran Assistance

Alvin MP

⑆211370558⑆

0886103357⑈ 1021

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

### SCHEDULE OF DEPARTMENTAL PAYMENTS TO TREASURER

Date \_\_\_\_\_

Fiscal Year

9/10 Form #

THE COMMONWEALTH OF MASSACHUSETTS, DEPARTMENT OF CORPORATIONS AND TAXATION, BUREAU OF ACCOUNTS

20

, the sum of

Dollars,

for the collections from \_\_\_\_\_ to \_\_\_\_\_ which

I have paid to the Treasurer, whose receipt I hold therefore.

*TITLE*

THE COMMONWEALTH OF MASSACHUSETTS, DEPARTMENT OF CORPORATIONS AND TAXATION, BUREAU OF ACCOUNTS

No.

12/9

20 22

To the Department Officer making the Payment:

Received of Veterans, the sum of

one thousand 00/100 Dollars,

for the collections from RECEIVED to \_\_\_\_\_ for

collections as per schedule of this date, filed in my office. DEC 09 2022

Treasurer

Katherine M. Mader

Treasurer

# City of Salem

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

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

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

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

Nursery Street – in front of #11 for a distance of 20 feet, “Handicap Parking, Limited Time, Tow Zone”

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

# City of Salem

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

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

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

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

Ocean Ave West – **REPEAL** - in front of #169 Ocean Ave West for a distance of twenty (20) feet, “Handicap Parking, Limited Time, Tow Zone”

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





# CITY OF SALEM

In City Council, January 26, 2023

**Ordered:** That the attached Tag Day License Application for the Salem High School Boys Basketball on Saturday, February 4, 2023, and Saturday, February 11, 2023, be granted.

# City of Salem



## Tag Day

Date 1/24/23

Police Dept. Approval	<input type="checkbox"/>
Date(s) Recorded	<input type="checkbox"/>
Copy of Tag Received	<input type="checkbox"/>

### TO THE CITY COUNCIL:

We, the undersigned, respectfully apply for a TAG DAY license as follows:

Name of Organization: SALEM HIGH School BOYS BASKETBALL  
Address of Organization: 77 Willson ST SALEM, MA 01970  
Date(s) Requested to Tag: 2/4/23 AND 2/11/23  
Time: 7:30 - 2:00

### OFFICERS OF THE ORGANIZATION (2 SIGNATURES REQUIRED):

<u>Thomas Doyle</u> (Please Print Name)	<u>[Signature]</u> (Signature)	<u>53 Gallows Hill Rd</u> (Address)	<u>978 836 847</u> (Tel. No.)
<u>Donna Fritz</u> (Please Print Name)	<u>[Signature]</u> (Signature)	<u>57 Summit St</u> (Address)	<u>978 828 5673</u> (Tel. No.)

A sample of the Tag must be given to the City Clerk before any license can be released Ch. 14, Sec. 105.

No person authorized shall make or attempt to make any sale in front of private premises against the objection of the owner or occupant thereof per City Ordinance Ch. 14, Sec. 103.

[Signature]  
Police Department Approval

**THIS LICENSE SHALL NOT BE VALID UNLESS BOTTOM PORTION IS COMPLETED WITH SIGNATURE OF THE CITY CLERK**

In City Council [Signature]  
Referred to the Committee on Ordinances, Licenses & Legal Affairs

In City Council JAN 26 2023

**LICENSE GRANTED** contingent upon above organization distributing "Tags" as defined by Chapter 14, Sec. 102 of the Salem Code of Ordinance

ATTEST:

ILENE SIMONS, CITY CLERK

# City of Salem

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*In the year Two Thousand and Twenty-Three*

## **An Ordinance Relative to Traffic**

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

**Section 1.** Section 13 of Article I be amended by inserting the following:

Congress Street – Service Zones – on the westerly side of Congress Street at a point beginning forty (40) feet north of the intersection with Leavitt Street, and extending northward for twenty (20) feet, Monday through Saturday, 8am to 4pm.

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



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



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
FROM: Councilor McCarthy DATE: January 23, 2023

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

NAME OF STREET Congress Street  
TYPE OF STREET CHANGE Service Zones  
DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Congress Street, near Leavitt Street.  
COUNCILLOR'S COMMENTS/EXPLANATION The Salem Food Pantry will be located at 47 Leavitt Street, and their door for loading is located on the Congress Street side of the building. Management has asked for a service zone on Congress Street, for loading, during the daytime Monday through Saturday.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

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

XX APPROVAL  
       DENIAL  
       TRIAL PERIOD

CHAPTER: 42 SECTION: 13 TITLE: Service Zones  
DESCRIPTION: Add new: Congress Street – Service Zones – on the westerly side of Congress Street at a point beginning forty (40) feet north of the intersection with Leavitt Street, and extending northward for twenty (20) feet, Monday through Saturday, 8am to 4pm.  
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

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*In the year Two Thousand and Twenty-Three*

## **An Ordinance Relative to Traffic**

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

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

Ocean Terrace – Parking Prohibited on Certain Streets – southerly side. (8/20/73 DPW 5-754)

And inserting:

Ocean Terrace – Parking Prohibited on Certain Streets – northerly side.

Ocean Terrace – Parking Prohibited on Certain Streets – southerly side, beginning at a point a distance of 92 feet east of the intersection with Cliff Street and proceeding in an eastward direction until the end of the street.

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

Ocean Terrace – Parking Prohibited at Certain Times on Certain Streets – southerly side, Sundays and holidays, 9:00 A. M. to 4:00 P. M. June 1 to September 30. (5/23/61 DPW 10652)

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



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



REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION

MEMO TO: Lt. David Tucker

Police Traffic Division

FROM: Councilor Cohen

DATE: January 23, 2023

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

NAME OF STREET Ocean Terrace

TYPE OF STREET CHANGE Parking Prohibited on Certain Streets

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Ocean Terrace

COUNCILLOR'S COMMENTS/EXPLANATION Residents of Ocean Terrace have requested that the parking prohibition be changed from the South side of the street to the North side. The North Side of the street has numerous driveways, which naturally limits parking. The South side has relatively few driveways and there is much more room to park.

POLICE TRAFFIC DIVISION RECOMMENDATION

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

XX APPROVAL

       DENIAL

       TRIAL PERIOD

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

DESCRIPTION: **Repeal:** Ocean Terrace – Parking Prohibited on Certain Streets – southerly side. (8/20/73 DPW 5-754) **Replace with:** Ocean Terrace – Parking Prohibited on Certain Streets – northerly side. And: Ocean Terrace - Parking Prohibited on Certain Streets – southerly side, beginning at a point a distance of 92 feet east of the intersection with Cliff Street and proceeding in an eastward direction until the end of the street.

COMMENTS (IF ANY):       

Lt. David Tucker

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: Councilor Cohen

DATE: January 23, 2023

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

NAME OF STREET Ocean Terrace

TYPE OF STREET CHANGE Parking prohibited at certain times on certain streets

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Ocean Terrace

COUNCILLOR'S COMMENTS/EXPLANATION Residents of Ocean Terrace have requested that the parking prohibition be changed from the South side of the street to the North side. The North Side of the street has numerous driveways, which naturally limits parking. The South side has relatively few driveways and there is much more room to park.

POLICE TRAFFIC DIVISION RECOMMENDATION

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

XX APPROVAL

       DENIAL

       TRIAL PERIOD

CHAPTER: 42 SECTION: 51B TITLE: Parking prohibited at certain times on certain streets

DESCRIPTION: Repeal: Ocean Terrace – Parking Prohibited at Certain Times on Certain Streets – southerly side, Sundays and holidays, 9:00 A. M. to 4:00 P. M. June 1 to September 30.  
(5/23/61 DPW 10652)

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

In City Council, January 26, 2023

**Ordered:** That the Committee on Ordinances, Licenses and Legal Affairs co-posted with the Committee of the Whole meet to discuss the following Home Rule Petition:

That a petition to the General Court, accompanied by a bill for authorization to enact a local condominium conversion ordinance for the purposes of tenant stability and maintaining the general welfare of Salem residents, as set forth below, be filed with an attested copy of this Order be, and hereby is approved to the end that the following legislation be adopted, except for amendments by the Senate or House of Representatives which conform to the intent of this home rule petition:

AN ACT authorizing the City of Salem to enact a condominium conversion ordinance for buildings containing two or more residential units.

Be it enacted by the Senate and House of Representatives in General Court Assembled, and by the authority of the same as follows:

*AN ACT RELATIVE TO A CONDOMINIUM CONVERSION ORDINANCE IN THE CITY OF SALEM.*

SECTION 1. Notwithstanding the provisions of any general or special law to the contrary, the City of Salem City Council by majority vote may enact an ordinance to regulate the conversion of housing accommodations in the municipality to the condominium or cooperative form or ownership in buildings containing two or more residential units.

SECTION 2. Such ordinance may include, but is not limited to: (i) provisions for investigations and hearings on condominium conversions or proposed conversions; (ii) a permit process; (iii) tenant notification requirements; (iv) relocation costs for tenants and other measures to protect tenants; (v) control of evictions; (vi) penalties for violation of the ordinance; and (vii) afford tenants and the City or the City's Designee the right to purchase the residential property in which the tenant(s) reside(s) when the residential property is being offered for sale.

SECTION 3. The ordinance may establish a condominium review board or vest administrative duties in an existing municipal board, commission, or office. The review board may exercise such powers as it is given by the ordinance.

SECTION 4. This act shall take effect upon its passage.





## CITY OF SALEM

IN CITY COUNCIL, January 26, 2023

The Committee on Administration & Finance to whom was referred

The matter of an appropriation in the amount of \$5,255.15 within the Retirement Stabilization Fund for the retirement of two city employees,

has considered said matter and would recommend:



## CITY OF SALEM

IN CITY COUNCIL,      January 26, 2023

The Committee on      Administration & Finance      to whom was referred

The matter of approving a five percent cost of living adjustment on the  
base amount of Salem retirees' pension

has considered said matter and would recommend:



## CITY OF SALEM

IN CITY COUNCIL,

January 26, 2023

The Committee on Ordinances, Licenses and Legal Affairs to whom was referred

The matter of granting certain licenses

has considered said matter and would recommend: That these licenses below be granted

JUNK DEALER: 15 Robinson Road LLC, 15 Robinson Rd., Salem

SEAWORMS: Jose Machado 5 Marion Ave., Beverly

SECONDHAND VALUABLES:

Record Exchange LLC 256 Washington St., Salem  
To Do! Ta Done! 3 Pleasant St., Salem  
Olde Naumkeag Antiques 1 Hawthorne Blvd., Salem  
Tobies Jewelry 140 Washington St., Salem  
Re-Find 72 Washington St., Salem  
Glass and Etc. 180 Essex St., Salem



# CITY OF SALEM

IN CITY COUNCIL,

January 26, 2023

The Committee on

to whom was referred

of the Whole

The matter of an ordinance to amend a zoning ordinance relative to  
Accessory Buildings and Structures and Affordable Accessory Dwelling  
Units

has considered said matter and would recommend:

adoption for first passage by RCV vote



January 9, 2023

City of Salem

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

If you have any questions regarding this permit please contact:

If this petition meets with your approval, please return an executed copy to:

National Grid Contact: Vincent LoGuidice; 1101 Turnpike Street; North Andover, MA 01845  
Phone 978-725-1392.

Very truly yours,

*Bob Coulter*

Bob Coulter  
Supervisor, Distribution Design

Enclosures

Questions contact – Michael Kazadi 781-632-8611

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

To City Council of Salem, Massachusetts

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

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

The following are the streets and highways referred to:  
Plan # 30703691 Bay View Circle - National Grid to install beginning at a point approximately 90 feet east of the centerline of the intersection of Locus St and Bay View Circle and continuing approximately 15 feet in a south direction. National Grid to install a total of 5ft +/- 1-4" conduit from Pole # 3685 to the customers property.

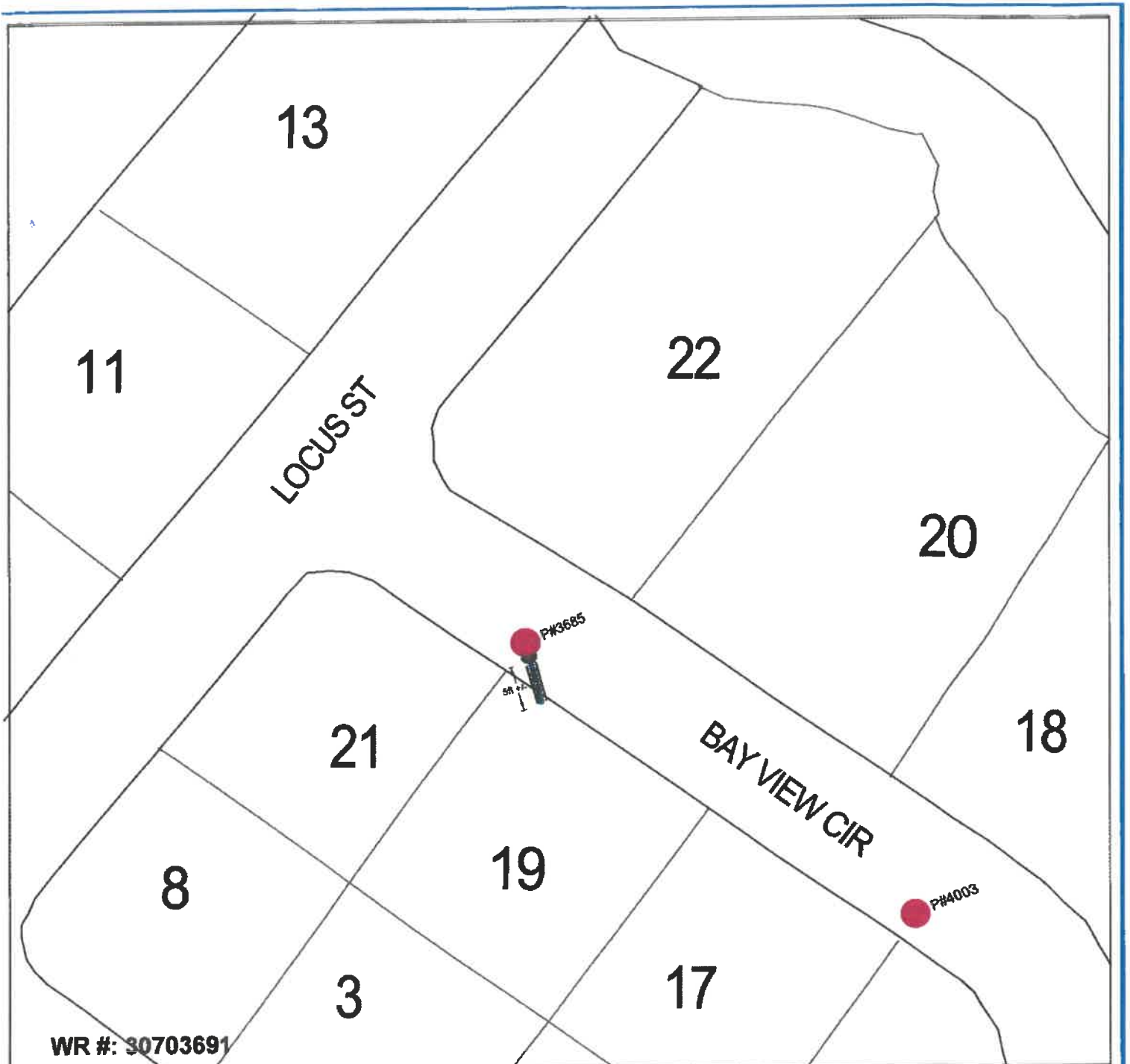
Location approximately as shown on plan attached



Massachusetts Electric Company d/b/a  
NATIONAL GRID *Bol Coulter*  
BY \_\_\_\_\_  
Engineering Department

Dated: January 9, 2023

## Abutter's List – WR# 30703691

<u>Address</u>	<u>Owner's Info</u>	<u>Parcel ID#</u>
1. 21 Bay View Cir	Zoltan Libertini 21 Bay View Cir Salem MA, 01970	37-0007-0
2. 22 Bay View Cir	Cheryl A Gideon 22 Bay View Cir Salem MA, 01970	37-0011-0
3. 20 Bay View Cir	Marianne C Sowinski 20 Bay View Cir Salem MA, 01970	37-0012-0
4. 17 Bay View Cir	Diana M Lamontagne 17 Bay View Cir Salem MA, 01970	37-0005-0
5. 11 Locus St	Jerry L Ryan 11 Locus St Salem MA, 01970	37-0009-0
6. 13 Locus St	Steven A Fleming 13 Locus St Salem MA, 01970	37-0010-0



<b>PETITION SKETCH</b>		<b>nationalgrid</b>	
 POLE (EXISTING)	 PROPOSED CONDUIT (1-4")		
<b>Job description</b>  - NGRID is Petitioning to install a total of 5ft +/- 1-4" conduit from Pole# 3685 to the customers property.		WORK REQUEST: 30703691	
		To The: City Of Salem	
		For Proposed: Conduit Location: 19 Bay View Cir	
		Drawn By: Michael Kazadi	
DISTANCES ARE APPROXIMATE			



**CITY OF SALEM**

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

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

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

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

Butler Street – **Repeal** - in front of #69 for a distance of 20 feet, “Handicap Parking, Limited Time, Tow Zone”

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

In City Council January 12, 2023  
Adopted for first passage

ATTEST:

ILENE SIMONS  
CITY CLERK

**CITY OF SALEM**

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

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

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

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

Congress Street - in front of #47 Congress Street beginning ten feet south of the crosswalk for a distance of twenty (20) feet, “Handicap Parking, Limited Time, Tow Zone”

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

In City Council January 12, 2023  
Adopted for first passage

ATTEST:

ILENE SIMONS  
CITY CLERK