

08/23/2023

Dear City of Salem,

My name is Shujat Sandhu the new owner of Rizzo's Roast Beef located at 7 PARADISE RD Salem MA, 01970. We are reaching out because we wanted to ask permission to open late nights seven days a week. Our current store hours are 10 AM – 10 PM seven days a week. What we would like to make our new store hours 10 AM – 1:30 AM seven days a week. Please let me know if you have any questions. Thank you so much, I hope to hear from you guys!

Sincerely,

Shujat Sandhu,

978-754-7237



David R. Flewelling
Specialist 2 Construction
Comcast Cable Communications
9 Forbes Road, Suite 9B
Woburn, MA 01801
Cell – 617-279-7864
dave_flewelling@comcast.com

July 25, 2023

Ms. Maureen Fisher
Salem Assistant City Clerk
City Hall
93 Washington Street
Salem, MA 01970

RE: 64 Grove Street Salem
Grant of Location-Petition

Dear Ms. Fisher:

Enclosed please find materials supporting Comcast request for a grant of location from the Salem City Council. The work associated with the attached petition is for the purpose of installing a new conduit to provide the Comcast Service to number 64 Grove Street. For a more detailed description of the work please refer to the attached construction plans.

I look forward to the opportunity to address this matter in further detail at the next Salem City Council Meeting. Should you have any questions or concerns, please feel free to contact me at (617) 279-7864.

Sincerely,

A handwritten signature in black ink that reads "David R. Flewelling". The signature is stylized and written in cursive.

David R. Flewelling
Comcast
Specialist 2, Construction

Enclosure (3)

ORDER FOR CONDUIT & POLE LOCATION

In the City Council for the City of Salem, Massachusetts.

ORDERED:

That permission be and hereby is granted to Comcast Cable Communications Management LCC., to lay and maintain underground conduits, manholes and poles, with the wires and cables to be placed therein, under and above the surface of the following public way or ways as requested in petition of said Company dated July 25,2023

Grove Street: Starting at Utility Pole No. 555 excavating to place (1) 3" PVC Conduit 8'+/_ to provide the Comcast Service to number 64 Grove Street.

Substantially as shown on plan, filed with said petition.

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

The foregoing permission is subject to the following conditions:

1. The conduits and manholes shall be of such materials and construction and all work done in such manner as to be satisfactory to the City Council or to such officers as it may appoint to the supervision of the work.

2. Said Company shall indemnify and save the City harmless against all damages, costs and expense whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

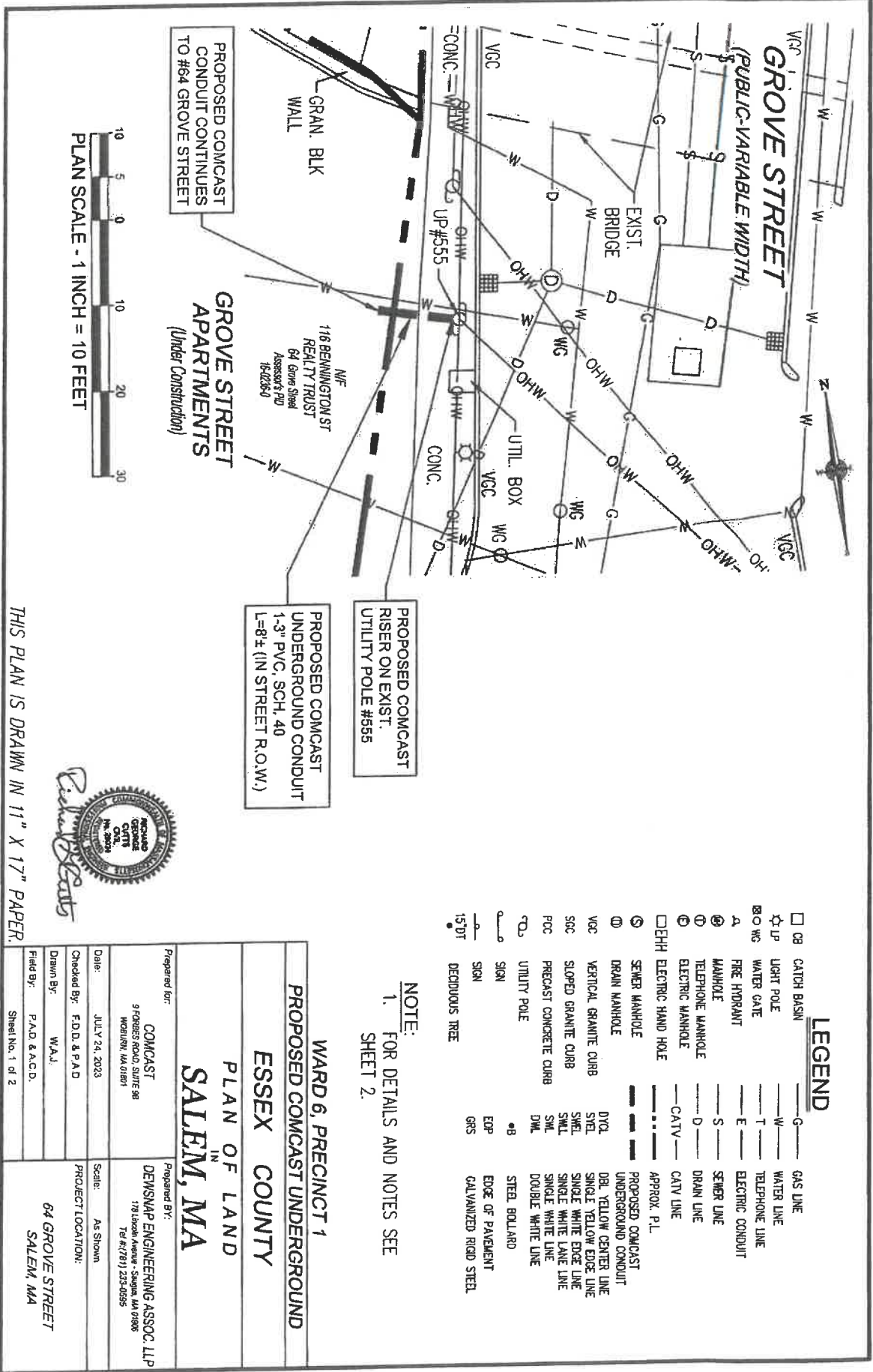
3. In addition said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Fifty Thousand Dollars (\$50,000) (reference being had to the bond already on file with said City) conditioned for the faithful performance of its duties under this permit.

4. Said Company shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.

I hereby certify that the foregoing order was adopted at a meeting of the City Council for the City of Salem, Massachusetts, held on the _____ day of _____ 2023.

(over)

City Clerk



Robert J. DeWinn

THIS PLAN IS DRAWN IN 11" X 17" PAPER.

LEGEND

□ CB	CATCH BASIN	— G —	GAS LINE
☆ LP	LIGHT POLE	— W —	WATER LINE
⊗ WC	WATER GATE	— T —	TELEPHONE LINE
A	FIRE HYDRANT	— E —	ELECTRIC CONDUIT
⊙	MANHOLE	— S —	SEWER LINE
⊙	TELEPHONE MANHOLE	— D —	DRAIN LINE
⊙	ELECTRIC MANHOLE	— CATV —	CATV LINE
⊙EH	ELECTRIC HAND HOLE	— · · · —	APPROX. P.L.
⊙	SEWER MANHOLE	— — — —	PROPOSED COMCAST UNDERGROUND CONDUIT
⊙	DRAIN MANHOLE	— — — —	DBL. YELLOW CENTER LINE
⊙	VERTICAL GRANITE CURB	— — — —	SINGLE YELLOW EDGE LINE
⊙	SLOPED GRANITE CURB	— — — —	SINGLE WHITE EDGE LINE
⊙	PRECAST CONCRETE CURB	— — — —	SINGLE WHITE LINE
⊙	UTILITY POLE	— — — —	SINGLE WHITE LINE
⊙	UTILITY POLE	— — — —	DOUBLE WHITE LINE
⊙	UTILITY POLE	— — — —	STEEL BOLLARD
⊙	UTILITY POLE	— — — —	EDGE OF PAVEMENT
⊙	UTILITY POLE	— — — —	GALVANIZED RIGID STEEL
⊙	UTILITY POLE	— — — —	GRS
⊙	UTILITY POLE	— — — —	DECIDUOUS TREE

NOTE:
1. FOR DETAILS AND NOTES SEE SHEET 2.

WARD 6, PRECINCT 1	
PROPOSED COMCAST UNDERGROUND	
ESSEX COUNTY	
PLAN OF LAND	
IN	
SALEM, MA	
Prepared for:	COMCAST 9 FORTRESS ROAD, SUITE 98 WOBURN, MA 01891
Prepared by:	DEWISNAP ENGINEERING ASSOC. LLP 171 Lincoln Avenue - Salem, MA 01983 Tel # (781) 235-0595
Date:	JULY 24, 2023
Checked by:	F.D.D. & P.A.D.
Drawn by:	W.A.J.
Field by:	P.A.D. & A.C.D.
Scale:	As Shown
Project Location:	64 GROVE STREET SALEM, MA
Sheet No. 1 of 2	

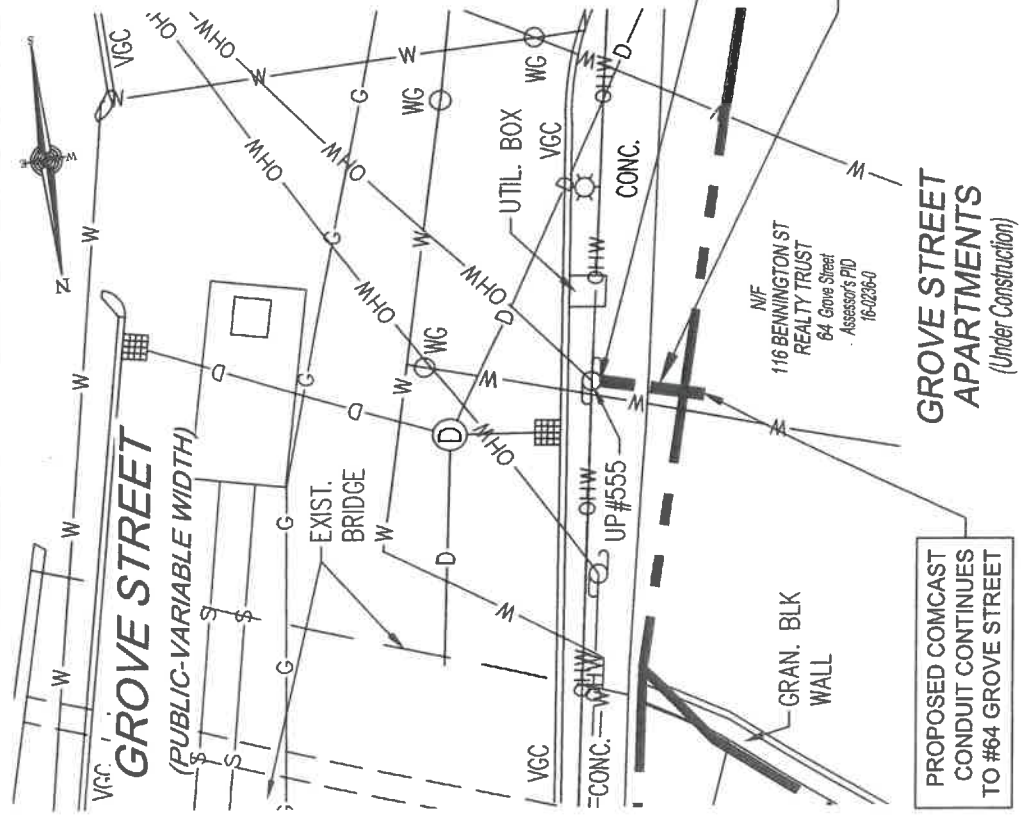
LEGEND

□ CB	CATCH BASIN	— G —	GAS LINE
☆ LP	LIGHT POLE	— W —	WATER LINE
⊗ WG	WATER GATE	— T —	TELEPHONE LINE
⊙	FIRE HYDRANT	— E —	ELECTRIC CONDUIT
⊙	MANHOLE	— S —	SEWER LINE
⊙	TELEPHONE MANHOLE	— D —	DRAIN LINE
⊙	ELECTRIC MANHOLE	— CATV —	CATV LINE
□ EHH	ELECTRIC HAND HOLE	— — —	APPROX. P.L.
⊙	SEWER MANHOLE	— — —	PROPOSED COMCAST UNDERGROUND CONDUIT
⊙	DRAIN MANHOLE	— — —	DBL YELLOW CENTER LINE
VGC	VERTICAL GRANITE CURB	DYCL	SINGLE YELLOW EDGE LINE
SGC	SLOPED GRANITE CURB	SWEL	SINGLE WHITE EDGE LINE
PCC	PRECAST CONCRETE CURB	SWL	SINGLE WHITE LANE LINE
⊙	UTILITY POLE	DWL	DOUBLE WHITE LINE
⊙	SIGN	• B	STEEL BOLLARD
⊙	SIGN	EDP	EDGE OF PAVEMENT
15"DT	DECIDUOUS TREE	GRS	GALVANIZED RIGID STEEL

NOTE:
1. FOR DETAILS AND NOTES SEE SHEET 2.

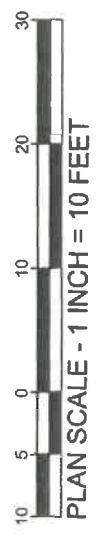
WARD 6, PRECINCT 1
PROPOSED COMCAST UNDERGROUND
ESSEX COUNTY
PLAN OF LAND
IN
SALEM, MA

Prepared by:	COMCAST 9 FORBES ROAD, SUITE 89 WOBBURN, MA 01901	Prepared by:	DEWSNAP ENGINEERING ASSOC. LLP 178 LINDSEY AVENUE, SALEM, MA 01960 Tel: #781 233-6595
Date:	JULY 24, 2023	Scale:	As Shown
Checked By:	F.D.D. & P.A.D.	PROJECT LOCATION:	64 GROVE STREET SALEM, MA
Drawn By:	W.A.-J.		
Field By:	P.A.D. & A.C.D.		
			Sheet No. 1 of 2



Richard George Cutts

THIS PLAN IS DRAWN IN 11" X 17" PAPER.



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, 2023.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Amanda Way - Salem - Massachusetts. Plan # 30781775.

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

Amanda Way - National Grid to install beginning at a point approximately 420 +/- feet north/northeast of the centerline of the intersection of Osborne Hill Dr and continuing approximately 420 +/- feet in a southwesterly direction. Installation of 420 ft +/- of 2-3" PVC conduits encased in concrete from Pad # 2 to Pullbox # 6 in Amanda Way.

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.

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

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, 2023.

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Amanda Way - National Grid to install beginning at a point approximately 420 +/- feet north/northeast of the centerline of the intersection of Osborne Hill Dr and continuing approximately 420 +/- feet in a southwesterly direction. Installation of 420 ft +/- of 2-3" PVC conduits encased in concrete from Pad # 2 to Pullbox # 6 in Amanda Way.

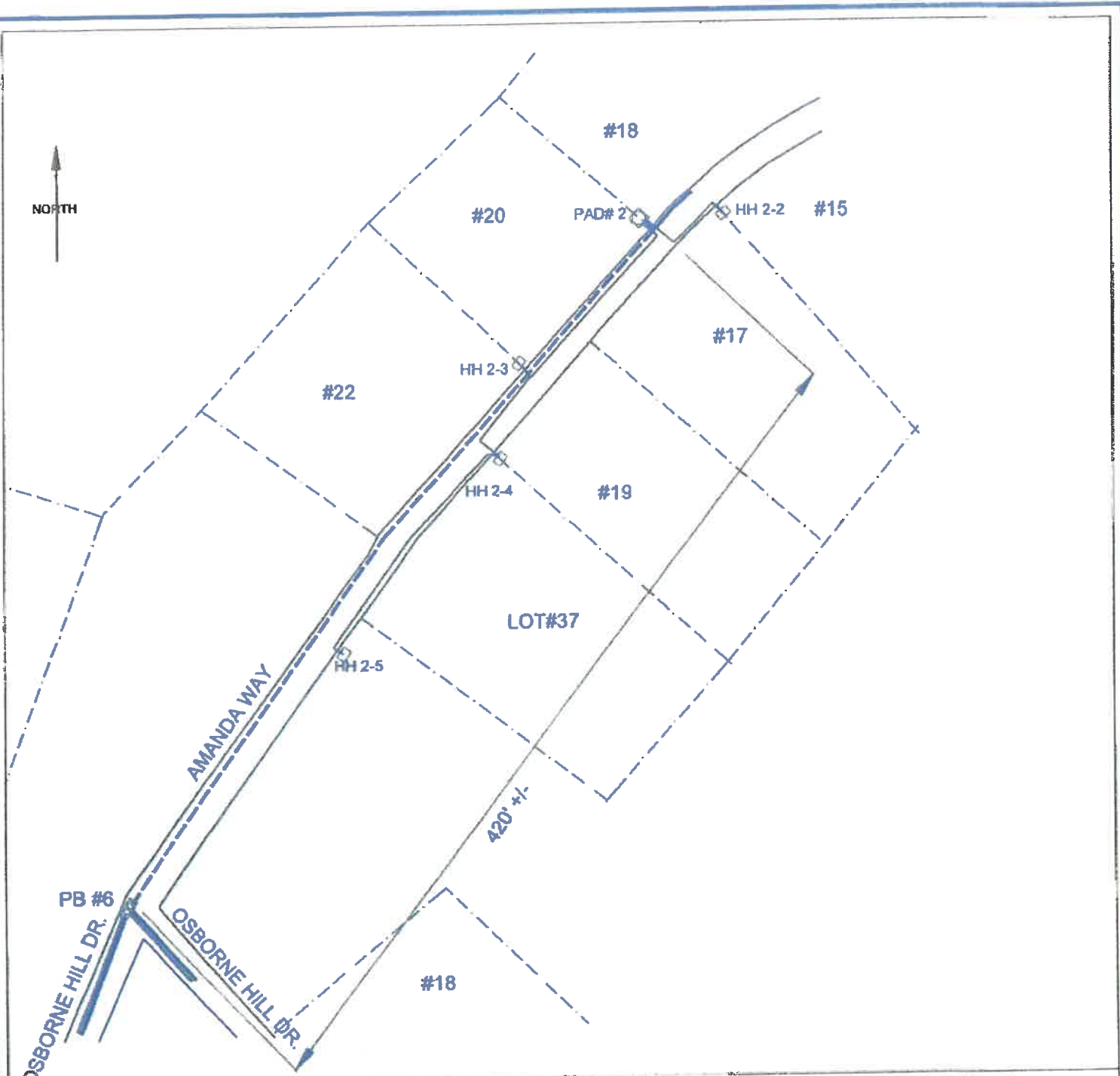
I hereby certify that the foregoing order was adopted at a meeting of the
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....., held on the day of, 20
.....,, 20

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

Attest:
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..... 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

- | | |
|--|------------------------|
| <input type="checkbox"/> EXISTING HANDHOLE | EDGE OF STREET |
| EXISTING PAD TRANSFORMER | EXISTING CONDUITS |
| EXISTING ELEC PULLBOX | PROPERTY LINE |
| | PROPOSED 2-3" CONDUITS |

Sketch to Accompany Petition for the installation of 420 ft +/- of 2-3" PVC conduits encased in concrete and all appurtenances from PAD# 2 to the Pullbox# 6 on Amamda Way., Salem, MA 01970.

nationalgrid

Date: 07-10-2023

WORK REQUEST: 12-23-30781775

To The: City Of Salem

For Proposed: 2-3" Conduit Encased in Concrete Location: Amanda Way

Drawn By: Sibhita Mahabier-Sheehy

DISTANCES ARE APPROXIMATE

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the City Council - Salem, Massachusetts

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

that Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 28th day of June, 2023.

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

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

June 28, 2023. Filed with this order

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

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

Boston St - National Grid to install 1 JO Pole on Boston St beginning at a point approximately 143 feet northwest of the centerline of the intersection of Boston St and Fowler St. Install new Pole # 352-1 at approximately 42.518294, -70.907212.

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

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

Massachusetts City/Town Clerk.
20 _____

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

Attest:
City/Town Clerk

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

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

City/Town Clerk.

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

Board or Council of Town or City, Massachusetts

CERTIFICATE

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

Attest:
City/Town Clerk

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the City Council - Salem, Massachusetts

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

that Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 28th day of June, 2023.

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

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

June 28, 2023. Filed with this order

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

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

Massachusetts

City/Town Clerk.

20 ____ .

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

Attest:
City/Town Clerk

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

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

City/Town Clerk.

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

Board or Council of Town or City, Massachusetts

CERTIFICATE

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

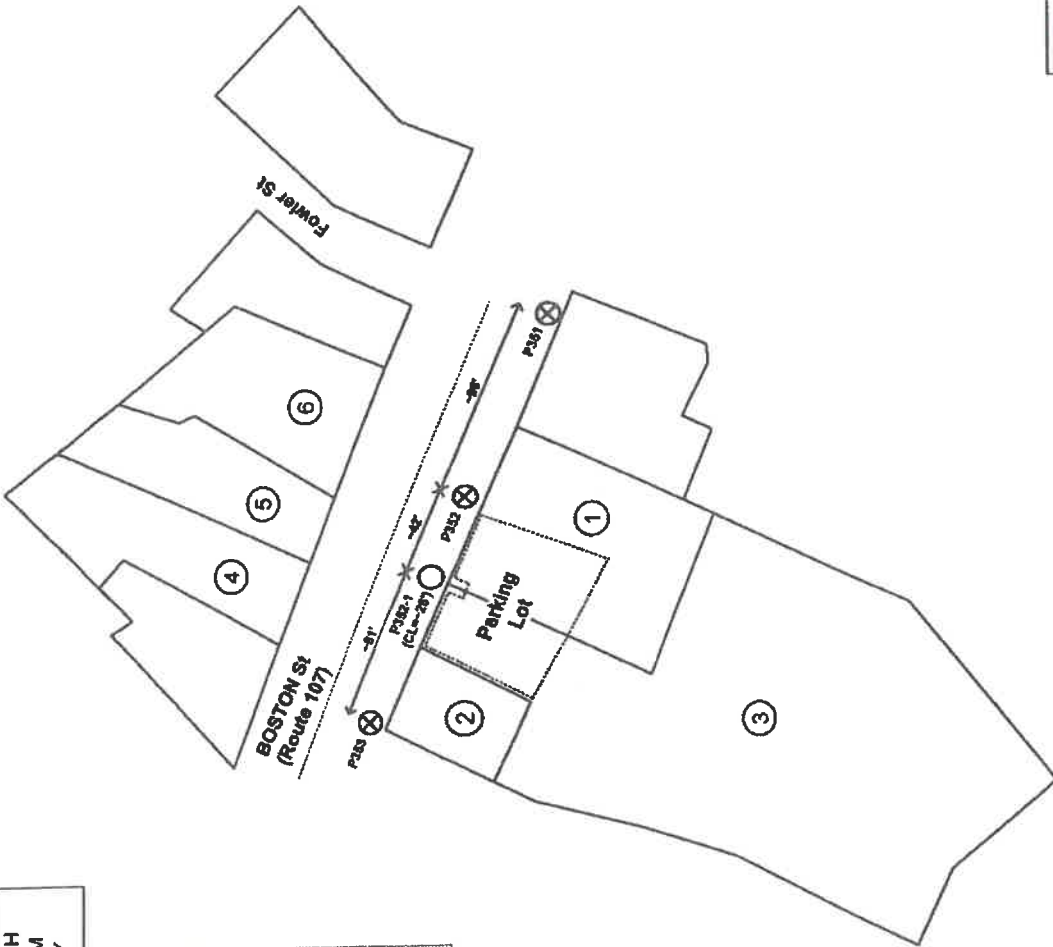
Attest:
City/Town Clerk



**PETITION SKETCH
TOWN OF SALEM
ESSEX COUNTY**

Legend

	Proposed JO Pole
	Existing JO Pole
	Center Line
	Property Line
	Driveway



①	19 Boston St Owner: Boston St, LLC Property ID: 25-0055-0 Book, Page: 32078, 485
②	27 Boston St Owner: Barb Peter Aaron Property ID: 25-0056-0 Book, Page: 28442, 123
③	25 Boston St Owner: Lupo, Jeffrey Property ID: 25-0070-0 Book, Page: 33524, 484
④	26 Boston St Owner: 26 Boston St Realty Trust Property ID: 25-0077-0 Book Page: 8228, 284
⑤	24 Boston St Owner: Finnegan Michael G Property ID: 25-0079-0 Book, Page: 23200, 391
⑥	20 & 22 Boston St Owner: Finnegan Michael G Property ID: 25-0079-0 Book, Page: 23200, 333

nationalgrid



Designer: Rob Proutie
ControlPoint Technologies, Inc
2306 Ledgewood Place, Rockland, MA 02330
781-423-3082

Petition Sketch for Poles 352-1
Boston St
Salem, MA
WR#30646075

Not To Scale Distances are Approximate	Drawn By: RMP	Sketch # 1	DATE 01/27/2023
--	------------------	---------------	--------------------

The exact location of said facilities to be established by and upon the installation and erection of the facilities thereof.



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

September 14, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Vincenzo DiSipio to the position of Assistant Treasurer filling the vacancy with a term to expire January 31, 2026.

Mr. DiSipio was the Senior Accountant for Heartland Dental where he prepared monthly financial statements and financial analyses, assisted with payroll reconciliation, and assembled among several other responsibilities. Prior to that Mr. DiSipio worked for over a decade in the banking sector with Eagle Bank. He earned his Bachelor's degree in Business Administration, with a concentration in accounting, from Salem State University.

I recommend confirmation of Mr. DiSipio's appointment and hope you will join me in welcoming him to his new role with the City of Salem.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo

Mayor

September 14, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Alphonse Wright of 12 Hancock Street #2 to the Food Policy Council for a 3 year term to expire on September 14, 2026.

Mr. Wright is currently an independent consultant, working as an Accessibility and Inclusion Strategist since 2015. He is adept at problem solving and skilled at thoughtfully addressing challenging community issues, evident in his accomplishments from having previously worked for O' Connor Professional Group Behavioral Health Navigation, Arbour Hospitals, and East Boston Neighborhood Health Center. Mr. Wright chairs the Salem Human Rights Coalition and serves as a member of the City's Race Equity Commission.

I strongly recommend confirmation of Mr. Wright appointment to the Food Policy Council. We are fortunate that he is willing to volunteer in this important role and lend his time and dedication to this important board and its work.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

Office of the Mayor

September 14, 2023

Salem City Council
93 Washington Street
Salem, MA 01970

Dear Councillors,

I am pleased to appoint Aaron Paternoster of 4 Phelps Street to serve as a representative of organized labor on the board of the Salem Housing Authority, filling the seat previously held by Ben Shallop, who is stepping down from the board. Mr. Paternoster will complete the remainder of an unexpired five-year term to conclude March 28, 2024. I am grateful to Mr. Shallop for his years of service to the Housing Authority and ask you to join me in extending our gratitude to him for his time on the board.

Mr. Paternoster is a CNC programmer and process engineer at GE Aerospace in Lynn, where he has worked since 2017. Mr. Paternoster is the Vice President Secretary of Local 149 of the International Federation of Professional and Technical Engineers and serves as the Local's delegate to the North Shore Labor Council, which has recommended him for this seat. In addition to his service with IFPTE, Mr. Paternoster volunteers with the labor working group of the Salem Alliance for the Environment. He holds a Bachelor of Science degree in mechanical engineering from Wentworth Institute of Technology.

I recommend confirmation of Mr. Paternoster's appointment and hope you will join me in thanking him for his willingness to volunteer for this important position serving our community and the many tenants of the Salem Housing Authority.

Sincerely,

Dominick Pangallo
Mayor
City of Salem

CC: Cathy Hoog, Executive Director, Salem Housing Authority



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

September 14, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Jason Sydoriak of 20 Hathorne Street to the Affordable Housing Trust Fund Board. Mr. Sydoriak will complete the remainder of a two year term previously held by Ms. Becky Curran and which expires on January 25, 2024.

Mr. Sydoriak has been an economist and community planner with the United States Department of Transportation Volpe Center since 2020, with extensive experience evaluating zoning ordinances, densities, affordable housing stock and methods for increasing affordable housing. He earned his Master's degree in Public Administration from Syracuse University where he was designated as a Graduate Scholar. Mr. Sydoriak was previously enlisted as a non-commissioned officer with the United States Marine Corps and has volunteered with Rubicon Disaster Response Team. He is currently a LEAD Fellow for Hill Vets and a Fellow of the Royal Society for the Encouragement of Arts, Manufactures and Commerce.

I strongly recommend confirmation of Mr. Sydoriak appointment to the Affordable Housing Trust Fund Board. We are fortunate that he is willing to volunteer in this important role and lend his time and dedication to this important board and its work.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo

Mayor

Office of the Mayor

September 14, 2023

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Mr. Chris Cantone, of 10 Vista Ave, to the Sustainability, Energy, and Resiliency Committee for a term of three years to expire September 14, 2026.

I recommend confirmation of his reappointment to the committee and ask that you join me in thanking Mr. Cantone for his continued dedicated service and commitment to our community.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo

Mayor

Office of the Mayor

September 14, 2023

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

I reappoint, subject to City Council confirmation, Mr. Gregory St. Louis, of 24 Sunset Road, to the Conservation Commission for a term of three years to expire September 14, 2026.

I recommend confirmation of his reappointment to the committee and ask that you join me in thanking Mr. St. Louis for his continued dedicated service and commitment to our community.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo

Mayor

Office of the Mayor

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

I reappoint, subject to City Council confirmation Mr. Mark Meche, of 1 Lowell Street, to the Historical Commission for a term of three years to expire September 14, 2026.

I recommend confirmation of his reappointment to the committee and ask that you join me in thanking Mr. Meche for his continued dedicated service and commitment to our community.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

September 14, 2023

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

I reappoint, subject to City Council confirmation, the following members of the Scholarship and Education Committee to new three-year terms to expire September 14, 2026.

Name	Address
Andrew Boucher	2 Lillian Road
Heather Lang	43 Osgood Street

I recommend confirmation of their reappointments to the committee and ask that you join me in thanking Mr. Boucher and Ms. Lang for their continued dedicated service and commitment to our community.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo

Mayor

Office of the Mayor

September 14, 2023

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

I reappoint, subject to City Council confirmation, the following members of the Bicycling and Shared Path Advisory Committee to new three-year terms to expire September 14, 2026.

Name	Address
Catherine Seiferth	18 Buffum Street
Alexandra Maranto	14 Burnside Street

I recommend confirmation of their reappointments to the committee and ask that you join me in thanking Ms. Seiferth and Ms. Maranto for their continued dedicated service and commitment to our community.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
Dominick Pangallo
Mayor

September 28th, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint the following individuals to the Salem Redevelopment Authority and Affordable Housing Trust Fund Board, respectively.

Christopher L. Dunn Jr.	91 Orchard Street	Salem Redevelopment Authority
Jason Leese	33 Williams Street	Affordable Housing Trust Fund
Liza Ruano-Lucey	7 Freeman Road	Affordable Housing Trust Fund

Mr. Dunn will complete the remainder of a five-year term previously held by Mr. David Guarino and which expires on April 13th, 2027. Mr. Leese will fill the vacancy left by John Boris for a one-year term which expires on January 14th, 2024. Ms. Ruano-Lucey will fill the vacancy created by Mickey Northcutt's resignation for a two-year term which expires on May 26th, 2024.

I strongly recommend confirmation of Mr. Dunn to the Salem Redevelopment Authority and Mr. Leese and Ms. Liza Ruano-Lucey to the Affordable Housing Trust Fund. We are fortunate that they are willing to serve our community in these important roles and lend their expertise and dedication to these boards and their work.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

September 28th, 2023

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

I reappoint, subject to City Council confirmation, Gabriel Yeager, of 205 Highland Avenue #2107, to the Scholarship and Education Committee for a three-year term to expire on September 10th, 2026.

I recommend confirmation of his reappointment to the committee and ask that you join me in thanking Mr. Yeager for his continued dedicated service and commitment to our community.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

September 28, 2023

That the sum of Sixty-Six Thousand One Hundred Thirteen Dollars and Four Cents (\$66,113.04) be hereby appropriated from the following "Receipts Reserved for Appropriation" account, to be transferred to the Park & Rec – Golf Course "Equipment" account 16512-5860 for costs associated with a previously approved new greens mower in accordance with the recommendation of His Honor the Mayor.

Description	Amount
Receipts Reserved – Golf Course	\$ 66,113.04
Total	\$ 66,113.04



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

Office of the Mayor

September 28, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order transfers \$66,113.04 from the Receipts Reserved for Appropriation account to the Parks and Recreation Golf Course "Equipment" account 16512-5860 for costs associated with a previously new greens mower.

I recommend adoption of the enclosed Order and invite you to contact Park and Recreation Director Trish O'Brien should you have any questions regarding it.

Sincerely,

A handwritten signature in black ink, appearing to read "Dominick Pangallo".

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES
401 Bridge Street, Salem, MA 01970
Tel. (978) 744-0180/(978) 744-0924
Fax (978) 744-7225
pobrien@salem.com

Dominick Pangallo
MAYOR

Trish O'Brien
SUPERINTENDENT

September 18, 2023

The Honorable Dominick Pangallo
Mayor, City of Salem
93 Washington Street
Salem, MA 01970

Dear Honorable Mayor Pangallo:

The Department of Parks, Recreation and Community services requests money from the Olde Salem Greens golf course receipts reserve account. This request is listed from the Capital plan on page 359 of the approved 2024 budget.

The updated quote for the Greens tri-flex mower is \$66,113.04 to be deposit into the equipment line #16512-5860 to purchase of a tri-flex greens mower. \$35,000 for upgrades to the Club house to renovation & repair line #16512-5846

In addition, an unforeseen cost of approximately \$10,000 to replace the water heater to the Golf Course contracted services line #16512-5320

Thank you for your consideration on this matter.

Sincerely,

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

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

CITY OF SALEM – Finance Department

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

From: Parks + Rec/Golf
Department

Department Head Authorizing Signature

9/21/23
Date

Budget or R/Res

Transfers

To: 16S12-5860
(Org/Object)

Desc: Equipment

Budget Amt: 12,000

Balance: 9,918.15

Budget Amt: NA

From: 2436

Desc: RENEW GOLF COURSE

Balance: see below

(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

Current Balance in Receipts Reserved Fund Above (if applicable) - \$ \$1,239,335.23 Date: 9/21/23

Free Cash or To: _____

Desc: _____

Budget Amt: _____

Balance: _____

Retained Earnings (W/S) (Org/Object)

Raise & Appropriate

Please circle one

Amount Requested:

\$ 66,113.04

Reason (Be Specific) Purchase of GREEN Tri-Flex mower approved in the FY24 Capital Plan.

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

\$ 1,239,335.23
R/Res Fund Balance

_____ Raise & Appropriate

_____ Other _____

 Finance Director

Recommendation: Approved _____ Denied

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



CITY OF SALEM

In City Council,

Ordered:

September 28, 2023

That the sum of Thirty-Five Thousand Dollars (\$35,000.00) be hereby appropriated from the following "Receipts Reserved for Appropriation" account, to be transferred to the Park & Rec – Golf Course "Renovation and Repairs" account 16512-5846 for costs associated previously approved upgrades to the clubhouse in accordance with the recommendation of His Honor the Mayor.

Description	Amount
Receipts Reserved – Golf Course	\$35,000.00
Total	\$35,000.00



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

Office of the Mayor

September 28, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order transfers \$35,000 from the "Receipts Reserved for Appropriation" account to the Parks and Recreation Golf Course "Renovation and Repairs" account 16512-5846 for costs associated with previously approved upgrades to the clubhouse.

I recommend adoption of the enclosed Order and invite you to contact Park and Recreation Director Trish O'Brien should you have any questions regarding it.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES
401 Bridge Street, Salem, MA 01970
Tel. (978) 744-0180/(978) 744-0924
Fax (978) 744-7225
pobrien@salem.com

Dominick Pangallo
MAYOR

Trish O'Brien
SUPERINTENDENT

September 18, 2023

The Honorable Dominick Pangallo
Mayor, City of Salem
93 Washington Street
Salem, MA 01970

Dear Honorable Mayor Pangallo:

The Department of Parks, Recreation and Community services requests money from the Olde Salem Greens golf course receipts reserve account. This request is listed from the Capital plan on page 359 of the approved 2024 budget.

The updated quote for the Greens tri-flex mower is \$66,113.04 to be deposit into the equipment line #16512-5860 to purchase of a tri-flex greens mower. \$35,000 for upgrades to the Club house to renovation & repair line #16512-5846

In addition, an unforeseen cost of approximately \$10,000 to replace the water heater to the Golf Course contracted services line #16512-5320

Thank you for your consideration on this matter.

Sincerely,

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

CITY OF SALEM – Finance Department

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

From: Personnel + Rec/Golf Department 9/21/03 Department Head Authorizing Signature Date

Budget or R/Res Budget Amt: 10,000
Transfers To: 1650-5846 (Org/Object) Desc: Renovation + Repair Balance: 3,302.91

From: 2436 Desc: Recs Golf Course Balance: 1,239,335.23
 (*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: _____
 (Org/Object) Balance: _____
Raise & Appropriate
 Please circle one

Amount Requested: \$ 35,000

Reason (Be Specific) Upgrades to clubhouse approved in FY04 Capital Plan

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 \$ 1,239,335.23
 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 28, 2023

That the sum of Twenty-Five Thousand Dollars (\$25,000.00) 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 His Honor the Mayor.

From		To		Amount
2430-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$ 14,600.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	10,400.00
			Total	\$ 25,000.00



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

Office of the Mayor

September 28, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order transfers \$25,000 from the following Receipts Reserved funds listed below to the Department of Public Services Burial account to replenish funds used for the Burial services and daily operations for Greenlawn cemetery to continue for fiscal year 2024.

24301 – 4800: Sale of Lots -	\$14,600.00
24301 – 4800: Sale of Lots -	\$10,400.00
	\$25,000.00

I recommend adoption of the enclosed Order and invite you to contact Park and Recreation Director Trish O'Brien should you have any questions regarding it.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



DOMINICK PANGALLO
MAYOR

RAYMOND JODOIN
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

RJODOIN@SALEM.COM

September 21, 2023

The Honorable Mayor Dominick Pangallo
City of Salem
93 Washington Street
Salem, Massachusetts 01970

Subject: Burial Services

Dear Mayor Pangallo,

We respectfully request an appropriation of funds in the amount of twenty- five thousand dollars, (\$25,000.00) from the following account:

24301 - 4800: Sale of Lots -	\$ 14,600.00
24311 - 4800: Sale of Vaults -	\$ 10,400.00
	<hr/>
	\$ 25,000.00

to be transferred into the Public Services Burial Services line – 14112 - 5383. This will replenish funds used for the Burial services and daily operations for Greenlawn cemetery to continue for FY24.

Respectfully yours,

Raymond Jodoin

Raymond Jodoin
Director of Public Services

Cc: Anna Freedman
Ray Jodoin
File Copy

CITY OF SALEM - Finance Department

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

From: DPS 230 Department [Signature] Department Head Authorizing Signature 9-22-27 Date

Budget or R/Res Transfers To: 14112-5383 (Org/Object) Desc: Burial Services Budget Amt: 0 Balance: 0

From: 24311-4800 Desc: SALE OF WAULTS Balance: 12,476.39
 (*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)
Raise & Appropriate
 Please circle one

Amount Requested: \$ 10,400.00
 Reason (Be Specific) FOR Burial Services at Greenlawn Cemetery
E424

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 \$ 13,976.39 R/Res Fund Balance
 Raise & Appropriate Other [Signature]
 Recommendation: Approved Denied [Signature] 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 230 Department [Signature] Department Head Authorizing Signature 9-22-23 Date

Budget or R/Res Budget Amt: 0
Transfers To: 1412-5383 Desc: Burial Services Balance: 0
(Org/Object)

From: 24301-4800 Desc: SALE OF LOTS Balance: 17693.00 Budget Amt: 0
(*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: \$ 14,600.00
 Reason (Be Specific) FOR Burial Services At Greenlawn Cemetery
FY 24

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 \$ 18,293
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 28, 2023

That the sum of Ten Thousand Dollars (\$10,000.00) be hereby appropriated from the following "Receipts Reserved for Appropriation" account, to be transferred to the Park & Rec – Golf Course "Contracted Services" account 16512-5320 for costs associated with the emergency replacement of the hot water heater in accordance with the recommendation of His Honor the Mayor.

Description	Amount
Receipts Reserved – Golf Course	\$ 10,000.00
Total	\$ 10,000.00



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

Office of the Mayor

September 28, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order transfers \$10,000 from the "Receipts Reserved for Appropriation" account to the Parks and Recreation Golf Course "Contracted Services" account 16512-5320 for costs associated with the emergency replacement of the hot water heater.

I recommend adoption of the enclosed Order and invite you to contact Park and Recreation Director Trish O'Brien should you have any questions regarding it.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES
 401 Bridge Street, Salem, MA 01970
 Tel. (978) 744-0180/(978) 744-0924
 Fax (978) 744-7225
pobrien@salem.com

Dominick Pangallo
MAYOR

Trish O'Brien
 SUPERINTENDENT

September 18, 2023

The Honorable Dominick Pangallo
 Mayor, City of Salem
 93 Washington Street
 Salem, MA 01970

Dear Honorable Mayor Pangallo:

The Department of Parks, Recreation and Community services requests money from the Olde Salem Greens golf course receipts reserve account. This request is listed from the Capital plan on page 359 of the approved 2024 budget.

The updated quote for the Greens tri-flex mower is \$66,113.04 to be deposit into the equipment line #16512-5860 to purchase of a tri-flex greens mower. \$35,000 for upgrades to the Club house to renovation & repair line #16512-5846

In addition, an unforeseen cost of approximately \$10,000 to replace the water heater to the Golf Course contracted services line #16512-5320

Thank you for your consideration on this matter.

Sincerely,

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

CITY OF SALEM – Finance Department

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

From: Pungler / Golf Department 9/21/23 Department Head Authorizing Signature Date

Budget or R/Res Budget Amt: 62,495.00
Transfers To: 16512-5320 Desc: Contracted services Balance: 11,165
 (Org/Object) Budget Amt: N/A
 From: 2436 Desc: Public Golf Balance: 1,239,335.23
 (*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) unforseen costs to replace the hot water heater

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 \$ 1,239,335.23 R/Res Fund Balance
 _____ Raise & Appropriate _____ Other _____
 Recommendation: Approved _____ Denied _____
 _____ Finance Director

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



CITY OF SALEM

In City Council,

September 28, 2023

Ordered:

That the sum of Five Thousand Seven Hundred Sixty-Four Dollars and Thirty-Three Cents (\$5,764.33) 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 His Honor the Mayor.

Name	Department	Amount
Delinda Dell'Orfano	Assessing	\$ 623.70
Jeremy Vagos	School Department	\$ 5,140.63
		\$ 5,764.33



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo

Mayor

September 28, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request for an appropriation of five Thousand Seven Hundred Sixty-Four Dollars and Thirty-Three Cents (\$5,764.33) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146). This appropriation is necessary to fund the retirement buybacks of the following employees:

Name	Department	Amount
Delinda Dell'Orfano	Assessing	\$53,996.80
Jeremy Vagos	School Department	\$5,140.63
Total		\$5,764.33

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

Sincerely,

Dominick Pangallo
Mayor
City of Salem



DOMINICK S. PANGALLO
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

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: September 13, 2023
RE: Retirement Stabilization Fund

Attached you will find a retirement buyback for a former employee of the City of Salem.

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

Delinda Dell'Orfano

20.0535 vacation hours @ \$31.10 per hour **\$623.70**

Total: \$623.70

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
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department Assessing

Date 9/12/23

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

NAME: Delinda DeIl'Orfano

CALCULATION

VACATION HOURS # 20.0535 @ \$ 31.10 = \$ 623.70

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

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 623.70

Please attach corresponding PAF or other backup to this sheet.

Reason: Retired - 9/6/23

For Human Resources's Use Only:

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

Org and Object: 83113 - 5/46

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

**DOMINICK S. PANGALLO
MAYOR**

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

MEMORANDUM

TO: Anna Freedman, Director of Finance
DATE: September 5, 2023
RE: Retirement Stabilization Fund

Attached you will find a retirement buyback for a former employee of the Salem School Department.

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

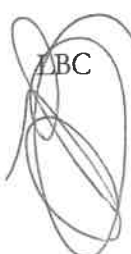
Jeremy Vagos

41.125 sick days @ \$125.00 per day \$5,140.63

Total: \$5,140.63

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
APPROVAL-SICK DAYS/VACATION BUY-BACK

From: Department School

Date 9/1/23

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

NAME: Jeremy Vagos

CALCULATION

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

SICK DAYS # 41.125 @ \$ 125.00 = \$ 5,140.63

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 5,140.63
Please attach corresponding PAF or other backup to this sheet.

Reason: Resignation

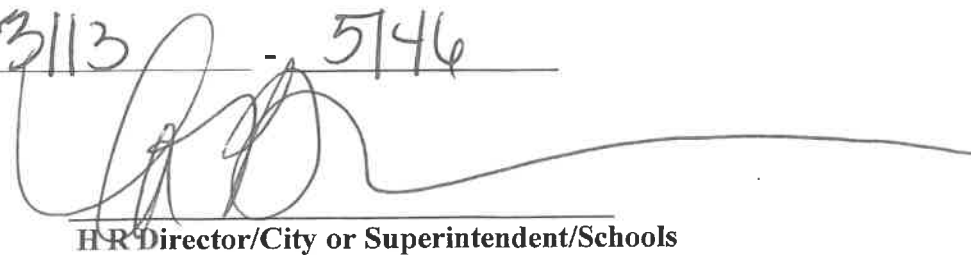
For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

Recommendation:

Approved


HR Director/City or Superintendent/Schools



CITY OF SALEM

In City Council,

September 28, 2023

Ordered:

To accept the donation of One Thousand Eight Hundred Dollars (\$1,800.00) from Joan Trembley. The donation is to be deposited into the Parks and Recreation Donation Fund 2406 (24061-4830) for a picnic table in accordance with the recommendation of His Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Office of the Mayor

September 28th, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed is a request to accept a donation from Joan Trembley in the amount of One Thousand Eight Hundred Dollars. These funds will be deposited into the Parks and Recreation Donation Fund 2406 (24061-4830) for a picnic table.

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

Sincerely,

Dominick Pangallo
Mayor
City of Salem



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

Dominick Pangallo
MAYOR

Trish O'Brien
SUPERINTENDENT

September 12, 2023

Dear Mayor Pangallo,

I am writing to request the acceptance of a \$1,800.00 check written to the City of Salem for a picnic table donation of \$1,800.00 from Joan Trembley for a Park and Recreation Donation. The amount to be deposited into the Park and Recreation Donation account 24061-4830.

Thank You

Sincerely,

Trish O'Brien

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



CITY OF SALEM

In City Council,

September 28, 2023

Ordered:

To accept the donation of One Thousand Two Hundred Dollars (\$1,200.00) from Sal Lanzo. The donation is to be deposited into the Parks and Recreation Donation Fund 2406 (24061-4830) for a standard bench in accordance with the recommendation of His Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Office of the Mayor

September 28th, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed is a request to accept a donation from Sal Lanzo in the amount of One Thousand Two Hundred Dollars. These funds will be deposited into the parks and Recreation Donation Fund 24-06 (24061-4830) for a standard bench.

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

Sincerely,

Dominick Pangallo
Mayor
City of Salem



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

Dominick Pangallo
MAYOR

Trish O'Brien
SUPERINTENDENT

September 12, 2023

Dear Mayor Pangallo,

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

Thank You

Sincerely,

Trish O'Brien

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



CITY OF SALEM

In City Council September 28th, 2023

Ordered:

To accept the donation of One Thousand Dollars (\$1,000) from Salem Mission Inc., DBA Lifebridge. The donation is to be deposited into the No Place for Hate Donation Fund 2369 (23691-4830) for the Salem Human Rights Coalition with the recommendation of His Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Office of the Mayor

September 28th, 2023

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed is a request to accept a donation from Salem Mission Inc., DBA Lifebridge in the amount of One Thousand Dollars for the Salem Human Rights Coalition. These funds will be deposited into the No Place for Hate Donation Fund account number 23691-4830.

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.

Sincerely,

Dominick Pangallo
Mayor
City of Salem



CITY OF SALEM

In City Council, September 28th, 2023

Ordered:

WHEREAS, the City of Salem has been in negotiation with 38 Norman QOZB, LLC regarding a development consisting of eighteen units of market rate housing, two units of affordable housing reserved for families earning less than 60 percent of median area income at 38 Norman Street;

WHEREAS, 38 Norman QOZB, LLC has applied for certification under the Massachusetts Housing Development Incentive Program created by Chapter 40V of Massachusetts General Laws;

WHEREAS, the project proposed by 38 Norman QOZB, LLC meets the minimum requirements of the Housing Development Incentive Program and the local objectives of the City of Salem's Housing Development Zone Plan;

WHEREAS, the proposed project is located at 38 Norman Street, Salem, MA, which is within the boundaries of the City of Salem's designated Housing Development Zone;

WHEREAS, the City of Salem has agreed to offer 38 Norman QOZB, LLC a Tax Increment Exemption Agreement. Said agreement is hereby approved by the City Council;

WHEREAS, 38 Norman QOZB, LLC is investing \$11 million to create 20 total units of housing;

NOW, THEREFORE, BE IT RESOLVED that the Salem City Council hereby approves the Certified Project Application of 38 Norman QOZB, LLC and forwards said application to the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) for its approval and endorsement.

Further, the Salem City Council authorizes the Mayor to execute the Tax Increment Exemption Agreement between the City of Salem and 38 Norman QOZB, LLC. Said agreement will provide for an exemption on property taxes based on the growth portion in assessed valuation of the property for a period of five (5) years, beginning the first full fiscal year after the final residential Certificate of Occupancy is issued for the new building at 38 Norman Street, and in accordance with the schedule below:

Term	Exemption %
1	10%
2	10%
3	10%
4	10%
5	10%

Said exemption being in accordance with the requirements and regulations established, which govern the implementation of such Tax Increment Exemption Agreements.



CITY OF SALEM, MASSACHUSETTS

Dominick Pangallo
Mayor

September 28, 2023

Dear Councillors:

I am writing to respectfully request that you authorize a tax increment exemption (TIE) agreement between the City of Salem and 38 Norman QOZB, LLC, an affiliate of Kinvarra Capital. The partners of 38 Norman QOZB, LLC comprise the development team of 38 Norman Street. A TIE is an instrument enabled by the Commonwealth through its Housing Development Incentive Program (HDIP) to allow for development projects consisting of at least 80% market rate residential units to, pending an agreement with a municipality, forgo paying all or a portion of property taxes on the increment resulting from a completed project.

In April 2019, the Salem Planning Board unanimously voted to approve the planned unit development for the 38 Norman Street development project. The approved project consists of a four-story mixed use building with commercial space on the bottom and 20 rental units above (of which two will be affordable at 60 percent of the area median income).

As you may recall, the HDIP allows eligible projects to seek tax credits from the State, but in order to do so, the developer of such projects must enter into a TIE agreement with its sponsor municipality. It is important to remember that the real estate tax on the current base value of the property will always be paid in full. The TIE agreement only impacts the real estate tax on the *new* property value resulting from the redevelopment. The difference between the real estate tax on the base value and the real estate tax on the new value is called the tax increment.

The TIE agreement establishes two key items—the percentage of the tax increment that will be exempted and the number of years the exemption will be in place. The State program states the minimum percentage exempted is 10 percent, and the minimum number of years is five years. The maximum exemption is 100 percent, and the maximum number of years is 20 years. The project stakeholders anticipate closing the feasibility gap with future State HDIP credits.

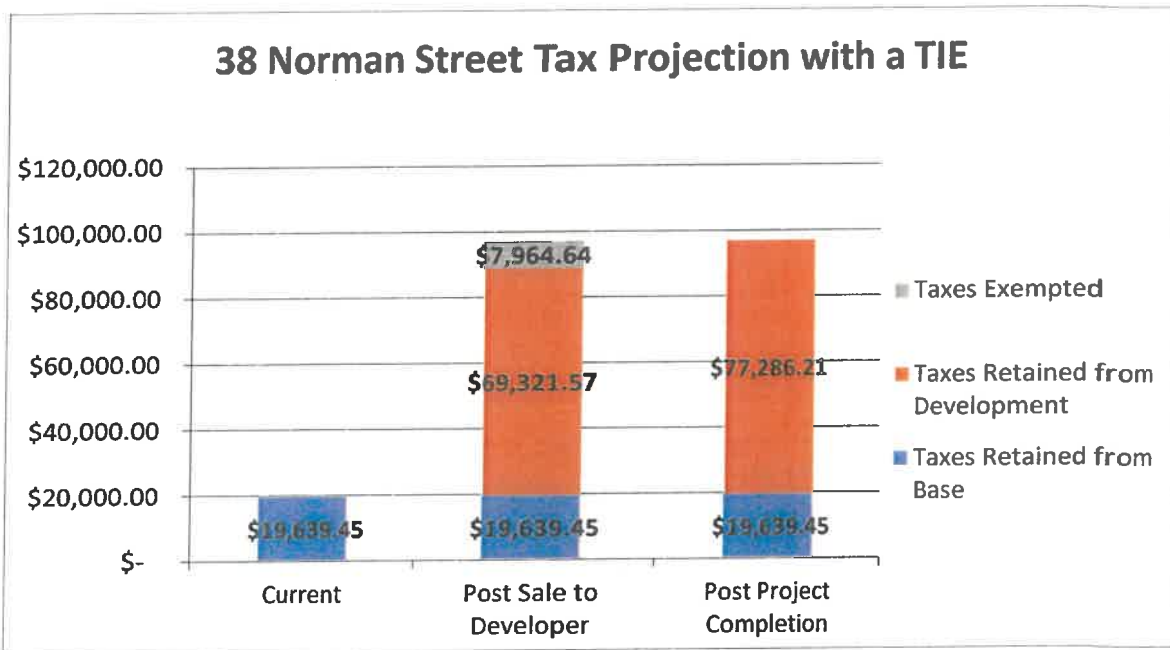
The City has negotiated a TIE agreement with 38 Norman QOZB, LLC for the minimum allowable tax abatement and length of time; 10 percent over five years. Should the project not receive adequate HDIP tax credit support from the State, they may reapply to the City to increase the City's tax exemption percentage and/or the number of years of the exemption. Please be advised that any future revision to the TIE will require a new public hearing and approval from the City Council.

Per the City of Salem Assessor records, the base value of the property is \$777,800. The City Assessor estimates that the anticipated investment in the building will increase the property value

by \$5.22 million. The TIE, over five years, would provide a tax exemption of an estimated \$39,825 on this incremental assessed value according to the following schedule:

Term Year	Exemption	Incremental Assessed Value	Exempted Property Taxes	New Taxed Retained From Development	Estimated Base Tax Bill	Total Annual Taxes Paid
1	10%	\$5,222,200	\$7,965	\$69,322	\$19,639	\$88,961
2	10%	\$5,222,200	\$7,965	\$69,322	\$19,639	\$88,961
3	10%	\$5,222,200	\$7,965	\$69,322	\$19,639	\$88,961
4	10%	\$5,222,200	\$7,965	\$69,322	\$19,639	\$88,961
5	10%	\$5,222,200	\$7,965	\$69,322	\$19,639	\$88,961
6	0%	\$5,222,200	\$0	\$77,286	\$19,639	\$96,926
		Total	\$39,825		Total	\$541,731

The City will collect approximately \$541,731 in total over a six-year period. When the TIE expires, the City will collect approximately \$96,926 per year in taxes from the property.



I ask that you approve the proposed TIE agreement and authorize me to execute it on the City's behalf. Thank you for your consideration.

Sincerely,

Dominick Pangallo
Mayor
City of Salem

EXHIBIT A
Property Description
38 Norman Street, Salem, MA
(Map 26, Lot 0464)

Parcel I

The land in said Salem bounded and described as follows: Southerly by Norman Street, thirty (30) feet one (1) inch; Easterly by Crombie Street, sixty-two (62) feet; Northerly by land formerly of Charles Farmer, now or formerly of Freedman as the fence stands, thirty-two (32) feet nine (9) inches; and Westerly by land now or late of Arrington heirs, sixty-two (62) feet. All of said measurements being more or less.

Parcel II

Beginning at the Southeasterly side of said lot on Crombie Street and land now or late of the Hawthorne Building Association, thence running Westerly by said land now or late of the Hawthorne Building Association 30.41 feet; thence running Northerly by land now or late of said Association 11.30 feet to the lot marked "B" on a plan hereinafter referred to; thence running Easterly by said lot marked "B" on said plan 30.64 feet to Crombie Street; thence running Southerly by Crombie Street 9.95 feet to the point begun at, and containing 324 square feet.

Being shown as Lot "A" on a plan entitled "Land of Mah Sing and Wong Fung Hang, Salem, Mass., Scale 1 in. = 10 ft. January 1945, Thomas A. Appleton, C.E.", recorded with said Deeds as Plan 17 of 1945.

Parcel III

The land situated on Crombie Street in said Salem, and being numbered 20 on said street and shown as Lot "B" on a plan entitled "Plan of Mah Sing and Wong Fung Hang, Salem, Mass., Scale 1 in. 10 ft., January 1945, Thomas A. Appleton, C.E." herein before mentioned and bounded and described as follows:

Beginning at the Southeasterly corner of said Lot "B" on Crombie Street by Lot "A" on said plan; thence running in a Westerly direction by Lot "A" 30.64 feet; and thence continuing in the same direction by land now or late of the Hawthorne Building Association 31.11 feet to land now or late of Shepherd; thence running in a Northerly direction 28.27 feet by land of said Shepherd to other land of Shepherd; thence running in an Easterly direction by said Shepherd land 23.71 feet; thence running in a Southerly direction by said Shepherd land 3.50 feet; thence running in an Easterly direction by said Shepherd land 35.63 feet more or less to Crombie Street; thence Southerly by Crombie Street 26.84 feet to Lot "A" and point begun at, containing 1626 square feet.

Parcel IV

The land in said Salem situated on the Northerly side of Norman Street and bounded Southerly on said Street sixty-one and 45/100 (61.45) feet; Westerly on land now or formerly of Shepard thirty-nine (39)

feet; Northerly on land now or late of said Shepard twenty-eight (28) feet; then Westerly on land now or formerly of said Shepard thirty-two and 16/100 (32.16) feet; then Northerly on land now or formerly of said Shepard and land now or formerly of Warren Five Cents Savings Bank thirty-three and 51/100 (33.51) feet; and Easterly on land of said Warren Five Cents Savings Bank eleven and 30/100 (11.30) feet and Easterly again on land now or formerly of Alice F. Emmerton sixty and 46/100 (60.46) feet.

Being the premises shown on plan of "Land on Norman and Crombie Streets, Salem, Mass., November, 1938, Thomas A. Appleton, C. E. filed as Plan 204 of 1938 in the Essex South Registry of Deeds.

Parcel V

A certain parcel of land with the buildings thereon situated on Norman Street in said Salem and being shown as Lot B on "Plan of Land of Sally W. Shepard, Salem, Mass., March 1939" filed in the Essex South Registry of Deeds as Plan 47 of 1939, and bounded and described as follows:

Beginning at the Southwesterly corner of the lot herein conveyed at land of Jacobs and running Northeasterly by land of said Jacobs and land shown as Lot A on said plan ninety-eight and 10/100 (98.10) feet to land of Anna E. Ryan; thence running Southeasterly by land of said Ryan forty and 72/100 (40.72) feet to a corner; thence running Northeasterly by said Ryan's land thirty-two and 59/100 (32.59) feet to land now or formerly of Stevens; thence running Southeasterly by land of said Stevens thirty-three and 93/100 (33.93) feet to other land now or formerly of the Chisholm; thence running Southwesterly by said land of the grantor and land of Mah Sing fifty-eight and 07/100 (58.07) feet to land of the Hawthorne Building Association; thence running Northwesterly by said Building Association's land two and 40/100 (2.40) feet; thence running Southwesterly by said Building Association's land thirty-two and 16/100 (32.16) feet; thence running Northwesterly by said Building Association's land twenty-eight (28) feet; thence running Southwesterly by said Building Association's land thirty-nine (39) feet to Norman Street; thence running Northwesterly by said Norman Street thirty-six and 78/100 (36.78) feet to the point of beginning.

Excepting the land described as Parcel VI in Deed from 38 Norman Street, LLC to 27 Summer, LLC dated January 9, 2020 and recorded in Book 38195, Page 281.

**HOUSING DEVELOPMENT INCENTIVE PROGRAM
TAX INCREMENT EXEMPTION AGREEMENT**

between

CITY OF SALEM, MASSACHUSETTS

and

38 Norman QOZB, LLC

This Agreement is made this ____ day of ____, 2023 by and between the City of Salem, acting through its Mayor Dominick Pangallo (“Municipality”), with a principal address of City Hall, 93 Washington Street, Salem, MA 01970 and 38 Norman QOZB, LLC (“Sponsor”) a Massachusetts Limited Liability Corporation with a principal address of 18 Pleasant Street, Cambridge, MA 02143.

Section 1 – Agreement

The Municipality and the Sponsor, for good and valuable consideration of the covenants and agreements herein contained, hereby make this agreement regarding a Tax Increment Exemption (“TIE”) pursuant to the Housing Development Incentive Program (HDIP), M.G.L. c. 40V and the regulations promulgated thereunder at 760 CMR 66.00 (“HD TIE”), with respect to the Property as herein defined.

Section 2 – Definitions

Each reference in this Agreement to the following terms shall be deemed to have the following meanings:

- Act:* M.G.L. c. 40V as may be amended from time to time.
- Area Median Income:* The median income for households within the metropolitan area that includes Salem, as defined in the annual schedule of low- income limits published by the U.S. Department of Housing and Urban Development, adjusted for household size.
- Completion:* Temporary or permanent certificates of occupancy have been issued for the entire Project.
- EOHLC:* Executive Office of Housing and Livable Communities
- Event of Default:* An “Event of Default” as defined in Section 5 below.
- Final Certification:* Determination by EOHLC that the Sponsor has completed the construction of the Property, consistent with the Construction Plans, including 20 rental units, 18 of which will be defined as Market Rate Residential Units (“MRRUs”), as set forth in the Act and the Regulations, and two (2) will be deed restricted affordable.
- Fiscal Year:* An annual period of July 1 through June 30.

HD Project: A Certified Housing Development Project as defined in the Act and the Regulations.

HD Zone: The Housing Development Zone adopted by Salem City Council on the 13th of April, 2017, and approved by the Executive Office of Housing and Liveable Communities (EOHLC) formerly known as the Department of Housing and Community Development (DHCD) as evidenced by a Certificate of Approval dated 7th of June, 2017, and recorded with the Southern Essex District Registry of Deeds, Book 35972, Page 153, amended by the Salem City Council on the 10th of December, 2018, and approved by EOHLC as evidenced by a Certificate of Approval dated the 31st of January, 2019, and recorded with the Southern Essex District Registry of Deeds, Book 37331, Page 16.

MRRU: Market Rate Residential Unit(s) as defined at Section 3.B.1.

Property: 38 Norman Street, Salem, MA 01970 as shown in Exhibit 1 “Map of Property” and further described in Exhibit 2 “Legal Description of Property.”

Regulations: 760 CMR 66.00.

Construction Plans: The materials submitted for Conditional Certification pursuant to 760 CMR 66.05(3)(a) and approved by EOHLC.

Sponsor: 38 Norman QOZB, LLC with an address at 18 Pleasant Street, Cambridge, MA 02143, its successors and assigns.

Section 3 – Sponsor’s Covenants

A. New Construction of the Property: Sponsor will undertake the new construction of the Property in accordance with the work and schedule set forth in the Redevelopment Plans.

B. Market Rate Residential Units: There shall be a total of (18) residential rental units in the Project comprised of eleven (11) one-bedroom residential rental units, nine (9) two-bedroom residential rental units of which eighteen (18) shall be Market Rate Residential Units. The monthly rent for such units shall be priced- consistently with prevailing rents or sale prices in the Municipality as determined based on criteria established by the Department, as set forth in Exhibit 3, “MRRU – Pricing Plan”.

C. Marketing: Sponsor shall cause the MRRU to be marketed in a manner that is consistent with the strategies, implementation plan, and affirmative fair housing efforts set out in the Construction Plans.

D. HD Project Certification: Sponsor shall take all actions reasonably necessary to obtain Final Certification of the Property as an HD Project including but not limited to submitting applications to EOHLC for Preliminary Certification, Conditional Certification, and Final Certification consistent with the requirements of the Act and the Regulations.

Section 4 – Tax Increment Exemption (“TIE”)

Municipality agrees to grant the Sponsor an exemption to the real property taxes due on the Property pursuant to G.L. c.59 according to the following terms:

A. Base Value: Salem Assessor’s Office lists 38 Norman Street with a FY2024 value of \$777,800.

B. MRRU Percentage: Ninety Percent (90%) of the twenty rental units on the Property will be designated as Market Rate Residential Units (MRRUs). Eighteen (18) of the twenty (20) rental units will be marketed as MRRUs. The MRRU Percentage shall be confirmed as required in paragraph F, below. Two (2) rental units shall be designated as affordable housing units that meet the requirements for inclusion on the Subsidized Housing Inventory (SHI) and shall be set aside for families earning an income of no more than 60% of the area median income. The Sponsor agrees to request EOHLC approval for a local preference for Salem residents to the greatest extent possible for the affordable housing units and for the affordable housing units to be constructed and ready for occupancy at a proportion of one (1) affordable unit for every nine (9) certificates of occupancy released for the market rate units.

C. Exemption Percentage: Commencing on the Effective Date as defined in Section 6(a) below, the Exemption Percentage shall be as follows:

Year 1	10%
Year 2	10%
Year 3	10%
Year 4	10%
Year 5	10%

D. The Increment: As defined at 760 CMR 66.06(1)(b)(2).

E. Calculation: For each Fiscal Year during the term of this Agreement, the HD TIE shall be determined by applying the Exemption Percentage to the property taxes on the Increment.

F. Confirmation or Amendment of Calculation: Upon Completion, and prior to applying for Final Certification of the Project, the Sponsor and Municipality shall file a “Tax Increment Exemption – Confirmation of Calculation” in the form attached as Exhibit 3 (“TIE Confirmation”). To the extent that the dates or figures in the TIE Confirmation differ from those set forth in this Agreement, the contents of the TIE Confirmation shall control and shall be deemed to have amended this Agreement.

Section 5 – Default

A. Event of Default: An “Event of Default” shall arise under this Agreement upon the occurrence of any one or more of the following events:

- 1. Breach of Covenant Prior to Final Certification:** Subject to the limitations set forth in the Regulations at section 66.05(4)(b), Sponsor defaults in the observance or performance of any

material covenant, condition, or agreement to be observed or performed by Sponsor pursuant to the terms of this Agreement, and the continuance of such default for sixty (60) days after written notice thereof from the Municipality; provided, however, that if the curing of such default cannot be accomplished with due diligence within said period of sixty (60) days, then Sponsor shall have such additional reasonable period of time, not to exceed sixty (60) days, to cure such default provided the Sponsor shall have commenced to cure such default within the initial sixty (60) day period, such cure shall have been diligently prosecuted by the Sponsor thereafter to completion.

2. Breach of Covenant Subsequent to Final Certification: Subject to the limitations set forth in the Regulations at Section 66.05(5), and as determined by EOHLC, Sponsor's conduct is materially

at variance with the representations made in its Rehabilitation Plans; such variance is found to frustrate the public purposes that Final Certification was intended to advance, and continuance of such default for sixty (60) days after written notice thereof from the Municipality; provided, however, that if the curing of such default cannot be accomplished with due diligence within said period of sixty (60) days, then Sponsor shall have such additional reasonable period of time, not to exceed sixty (60) days, to cure such default provided the Sponsor shall have commenced to cure such default within the initial sixty (60) day period, such cure shall have been diligently prosecuted by the Sponsor thereafter to completion.

3. Misrepresentation: Any representation made herein or in any report, certificate, financial Statement, or other instrument furnished in connection with this Agreement shall prove to be false in any material respect.

B. Rights on Default

1. Prior to Final Certification: Upon the occurrence of an Event of Default prior to Final Certification, then this Agreement shall become null and void.

2. Subsequent to Final Certification: Upon the occurrence of an Event of default subsequent to Final Certification, then:

a. Revocation of Certification: Pursuant to the terms of the Act, the Municipality, may, at its sole discretion, request that EOHLC revoke the Final Certification of the Project, such revocation to take effect on the first day of the fiscal year in which EOHLC determines that a material variance commenced.

b. Termination of Agreement: Upon revocation of certification, this Agreement shall become null and void as of the effective date of such revocation.

c. Recoupment of Economic Benefit: Upon revocation of certification, the Municipality may bring a cause of action against Sponsor for the value of any economic benefit received by Sponsor prior to or subsequent revocation.

Section 6 – Miscellaneous

A. Effective Date: The effective date of the HD TIE shall be July 1st of the first Fiscal Year following Final Certification of EOHLC’s Final Certification of the HD Project pursuant to the requirements of the Act and regulations, which date is anticipated to be in 2026. The Effective Date shall be confirmed as required in Section 4 Paragraph F above.

B. Terms of Agreement: This Agreement shall expire upon the Municipality’s acceptance of the annual report, as required below, for the final Fiscal Year for which the Municipality is granting the TIE.

C. Reporting: Sponsor or the Condo Association, in the event that Sponsor delegates this responsibility, shall submit reports to the Municipality no later than thirty (30) days after June 30 of each fiscal year for the term of this Agreement. Each report shall contain the following information:

1. Until Completion, the status of construction in relation to the schedule contained in the Construction Plan;
2. Until Completion, the status of marketing in relationship to the Construction Plans; and
3. For each MRRU, the number of bedrooms in the unit, whether it was leased as of the end of the most recent fiscal year and the monthly rent charged.

D. Assignment: The Sponsor shall not assign any interest in this Agreement, and shall not transfer any interest in the same, without the prior written consent of the Municipality, which approval shall not be unreasonably withheld. The foregoing notwithstanding, the rights and obligations of this Agreement shall inure to the benefit of any entity succeeding to the interests of the Sponsor by merger.

E. Notices: Any notice, request, instruction or other document to be given hereunder to either party by the other shall be in writing and delivered personally or sent by recognized overnight courier, receipt confirmed or sent by certified or registered mail, postage prepaid, as follows, and shall be conclusively deemed to have been received and be effective on the day on which personally delivered or, if sent by certified or registered mail, three (3) business days after the day on which mailed or, if sent by overnight courier, on the business day after delivered to such courier.

1. Municipality: _____

2. Sponsor: _____

3. Copy to EOHLC: All such notices shall be copied to EOHLC at:

Executive Office of Housing and Liveable Communities
100 Cambridge Street, Suite 300
Boston, MA 02124
ATTN: HDIP Program Coordinator

4. Change of Address. Either party may change the address to which notices are to be sent to it by giving them written notice of such change of address to the other party in the manner herein provided for giving notice.

F. Modifications: No modification or waiver of any provision of this Agreement, nor consent to any departure by the Sponsor therefrom shall in any event be effective unless the same shall be in writing, and then such waiver or consent shall be effective only in the specific instance and for the purpose for which given. No failure or delay on the part of the Municipality, in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any right, power or privilege.

IN WITNESS WHEREOF, the Sponsor has caused this Agreement to be duly executed in its name and behalf and its seal affixed by its duly authorized representative, and the Municipality has caused this Agreement to be executed in its name and behalf and its seal duly affixed by Mayor Dominick Pangallo as of the day and year first above written.

CITY OF SALEM

38 Norman QOZB, LLC

Dominick Pangallo, Mayor

Ryan Wittig

Duly Authorized



CITY OF SALEM

In City Council, September 28, 2023

ORDERED: That Fire Chief Dionne update the Council about the delivery of vehicles we and other North Shore communities salvaged and donated to US Ambulances for Ukraine to serve the remainder of their useful life in Ukraine's Military and Fire Services.



In City Council, September 28, 2023

Ordered: That the following areas set forth below shall be designated for tour bus parking, October weekends only, between the hours of 9:00AM to 6:00PM

South side of Forest Avenue beginning at a point approx. 20ft east of the intersection with Canal Street and extending for approx. 260ft in an easterly direction. Tour bus parking only. Tow Zone

West side of Canal Street in a southerly direction from the intersection with Gardner Street to the intersection with Hancock Street extending for approx. 225ft. Tour bus parking only. Tow Zone

Northwesterly side of Jefferson Avenue in a southwesterly direction from the intersection with Margin Street to the intersection with Winthrop Street and extending for approx. 260ft. Tour bus parking only. Tow Zone



City of Salem, Massachusetts
Traffic and Parking Commission

98 Washington Street, 2nd Floor
 Salem, MA 01970
www.salem.com

Dominick Pangallo, Mayor

David Kucharsky, Traffic and Parking Director

Notice to the City Council of Traffic and Parking Commission Action

At a meeting of the Salem Traffic and Parking Commission held on August 13, 2023 and attended by:

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

The Commission took the following action:

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

Background and notes: On August 13th, 2023, Commission met to discuss order recommendations from staff to establish tour bus parking for both year-round and October weekends. The two locations recommended for year-round parking is due to the recent re-routing of the MBTA 455 bus. This resulted in the closure of two bus stops. The Traffic & Parking Director noted that the city was still discussing with the MBTA whether or not the bus stops would return so establishing tour bus parking at these locations may not occur. The other long-term locations is an effort to establish additional parking during October weekends. After reviewing staffs recommendations, Commission voted to recommend the orders to Council with the caveat that the two year round locations may not move forward if MBTA bus service is re-established.

Motion and Vote: *On a motion duly made by Commissioner Swartz and seconded by Commissioner Garmendia, the Traffic and Parking Commission voted to recommend the orders to establish year-round and October weekend tour bus parking.*

The vote is five (5) in favor, and zero (0) opposed, the motion passes.

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

In Favor:

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

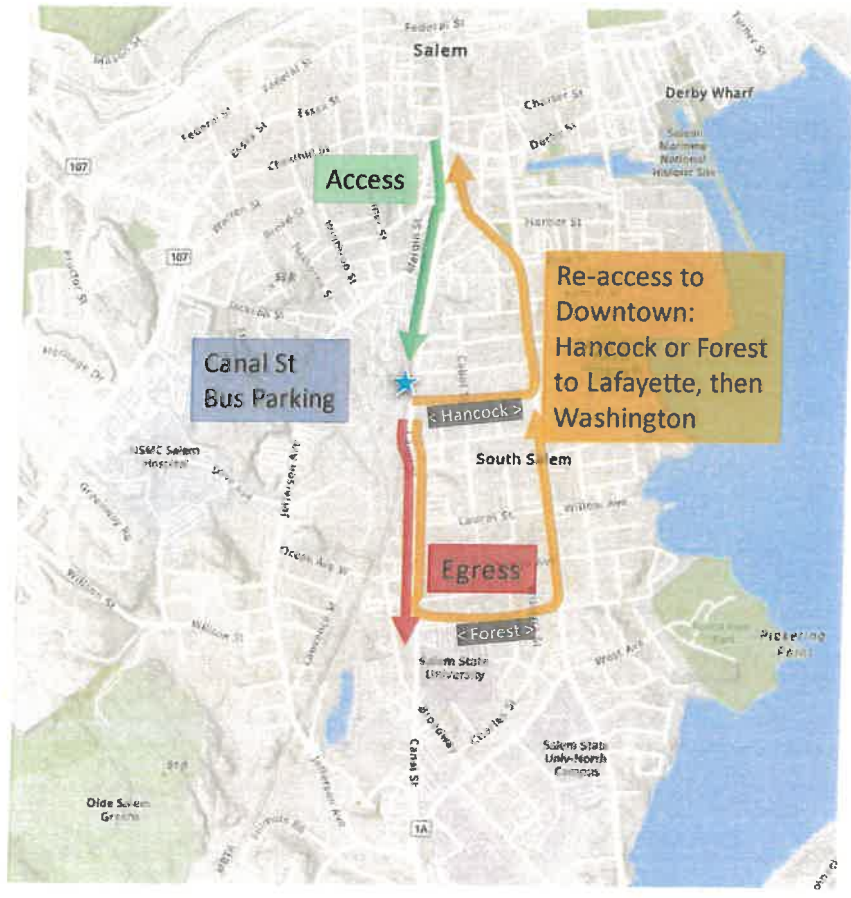
Opposed:

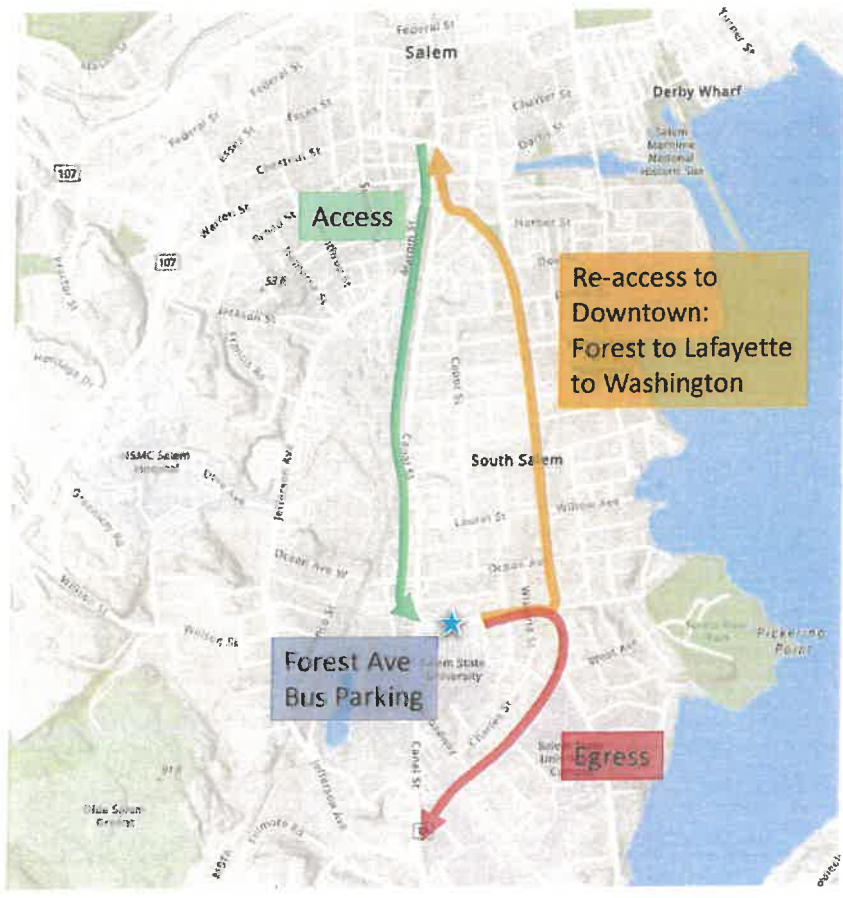
- Tanya Stepasiuk, Chair
- Jaime Garmendia, Vice-Chair
- Brendan Casey
- Jeff Swartz
- Lt. David Tucker

Abstained:

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





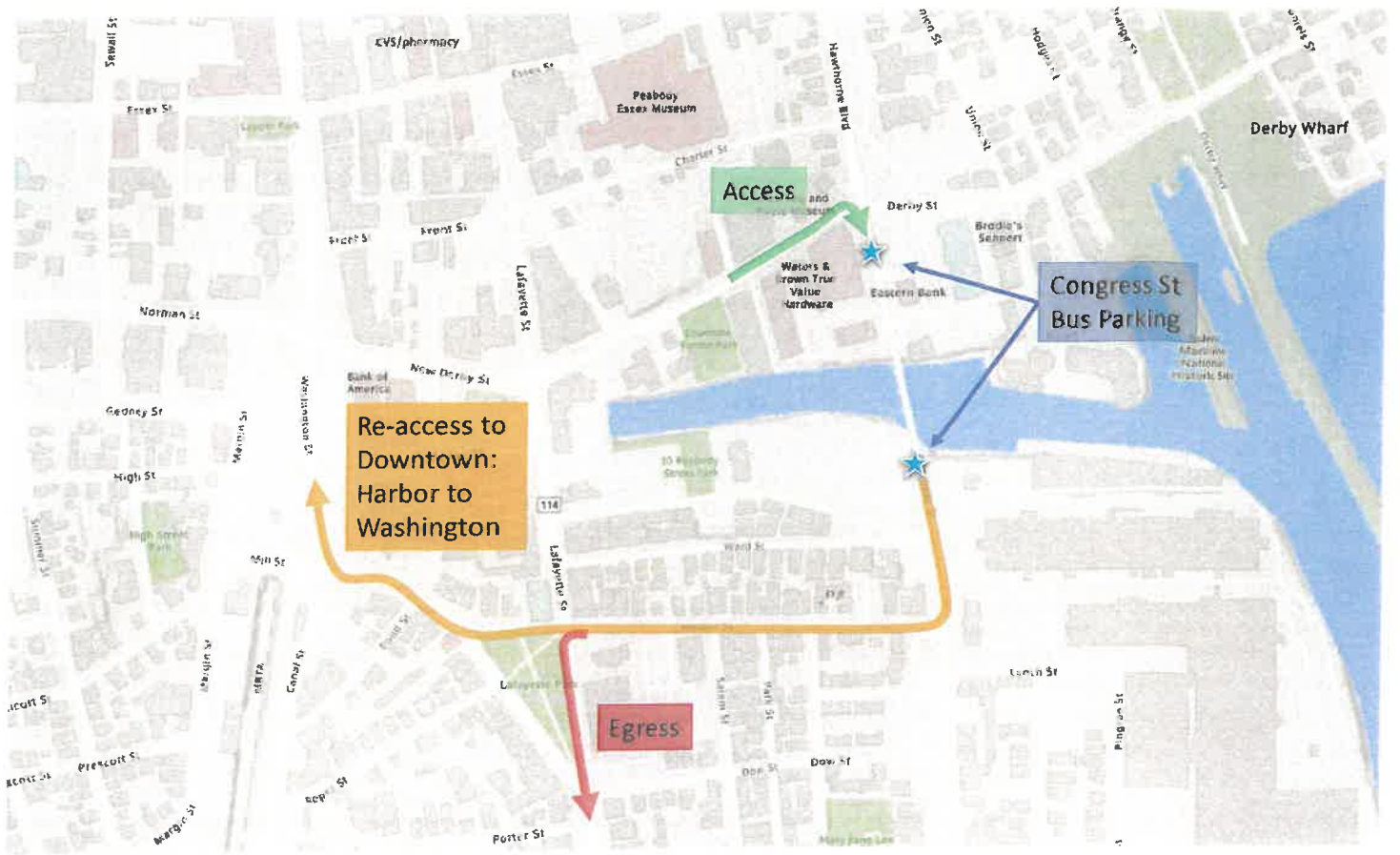


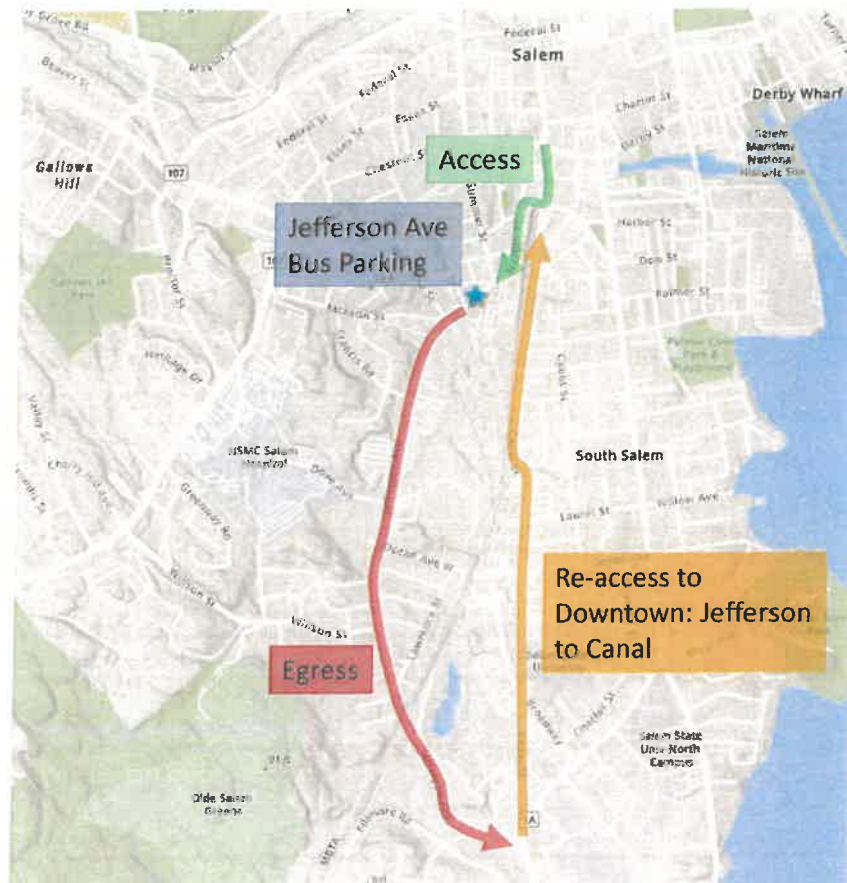
Access

Re-access to
Downtown:
Forest to Lafayette
to Washington

Forest Ave
Bus Parking

Egress





Ilene Simons

From: David Kucharsky
Sent: Tuesday, September 19, 2023 9:38 AM
To: Ilene Simons
Cc: Maureen Fisher; Lisa Peterson; David M. Tucker; Brendan Linard; Jeff Cohen; Robert McCarthy; Patricia Morsillo; Christina Hodge; Beth Rennard
Subject: Tour Bus Parking Orders
Attachments: Proposed Order - October Weekend Tour Bus Parking.docx; Proposed Order - Year Round Tour Bus Parking.docx; Notice to Council - TP Commission Action Tour Bus Parking.docx

Importance: High

Ilene,

Attached please find two orders related to tour bus parking. One focuses on establishing long term tour bus parking during weekends in October. The other seeks to establish year round tour bus parking. The two locations identified in this order are a result of the recent re-routing of the MBTA 455 bus which resulted in the closure of two bus stops. Please note, there are still ongoing discussions between the city and MBTA as to whether the bus stops will return so if Council approves these locations we may not be able to implement them but wanted the option. Both are submitted as orders instead of ordinance amendments as we are looking to try these locations out before determining whether it makes sense to ask Council to adopt them into the ordinance. In addition to the orders I have also attached a Notice to Council which provides additional background information. Please let me know if there are any questions.

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

City of Salem

In the year Two Thousand and Twenty-Three

An Ordinance Relative to Traffic

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

Section 1. Section 75 of Article V-A be amended by inserting the following:

Broadway – Parking Prohibitions Towing Zone (Resident Sticker) - Zone E Color Orange –
southwesterly side starting at the intersection with Tulip Street and ending at the
intersection with Lily Street

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 Cohen DATE: September 26, 2023

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

NAME OF STREET Broadway

TYPE OF STREET CHANGE Parking Prohibitions Towing Zones (Resident Sticker)

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Broadway, between Tulip Street and Lily Street.

COUNCILLOR'S COMMENTS/EXPLANATION All of the residential areas of Broadway are designated as resident parking only (Zone E), except for three residences between Tulip Street and Lily Street were excluded. There is significant on-street parking pressure in this area and the residents have found it difficult to find adequate parking.

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 Zones (Resident Sticker)

DESCRIPTION: Broadway – Parking Prohibitions Towing Zone (Resident Sticker) - Zone E Color Orange – southwesterly side starting at the intersection with Tulip Street and ending at the intersection with Lily Street

COMMENTS (IF ANY): _____

POLICE TRAFFIC DIVISION

RETURN THIS FORM TO THE CITY CLERK'S OFFICE



City of Salem, Massachusetts
Traffic and Parking Commission

98 Washington Street, 2nd Floor
 Salem, MA 01970
www.salem.com

Dominick Pangallo, Mayor

David Kucharsky, Traffic and Parking Director

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The Commission took the following action:

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

Background and notes: On August 13th, 2023, Commission met to discuss a request to convert a portion of Broadway (Tulip to Lily) to resident parking. Staff identified the fact that all of the residences along Broadway, with the exception of the three properties located between Tulip and Lily, currently have resident permit parking. Staff also noted that of the three properties, one has no off-street parking and there are currently two on-street parking spaces located adjacent to the properties. Residents have indicated that these spaces are sometimes used by the surrounding businesses which have large off street lots. After reviewing the information presented by staff, the Commission voted to recommend to Council that the three properties (86, 88 and 90 Broadway) be eligible to participate in the resident parking program and that the portion of Broadway be signed for resident parking. The Commission also noted that proper signage and striping should be installed to ensure legal on street parking occurs in this area.

Motion and Vote: *On a motion duly made by Commissioner Garmendia and seconded by Commissioner Swartz, the Traffic and Parking Commission voted to recommend that the residences located at 86, 88 and 90 Broadway be eligible to participate in the resident parking permit program.*
The vote is four (5) in favor, and zero (0) opposed, the motion passes.

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

In Favor:

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

Opposed:

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

Abstained:

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

Motion and Vote: *On a motion duly made by Commissioner Tucker and seconded by Commissioner Swartz, the Traffic and Parking Commission voted to recommend that the portion of Broadway between Tulip and Lily be signed for resident permit parking.*
The vote is four (4) in favor, and one (1) opposed, the motion passes.

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

In Favor:

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

Opposed:

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

Abstained:

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



In City Council, XXXXXX XX, 2023

Ordered:

The following areas set forth below shall be designated for year-round tour bus parking between the hours of 9:00AM to 6:00PM Monday through Sunday.

West side of Congress Street beginning at a point approx. 55ft south of the intersection with Derby Street and extending for approx. 70ft in a southerly direction. Tour bus drop off only, 10-minute limit. Tow Zone

West side of Congress Street beginning at a point approx. 125ft north of the intersection with Peabody Street and extending for approx. 92ft in a northerly direction. Tour bus parking only, two (2) hour limit. Tow Zone



City of Salem, Massachusetts
Traffic and Parking Commission

98 Washington Street, 2nd Floor
 Salem, MA 01970
www.salem.com

Dominick Pangallo, Mayor

David Kucharsky, Traffic and Parking Director

Notice to the City Council of Traffic and Parking Commission Action

At a meeting of the Salem Traffic and Parking Commission held on August 13, 2023 and attended by:

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

The Commission took the following action:

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

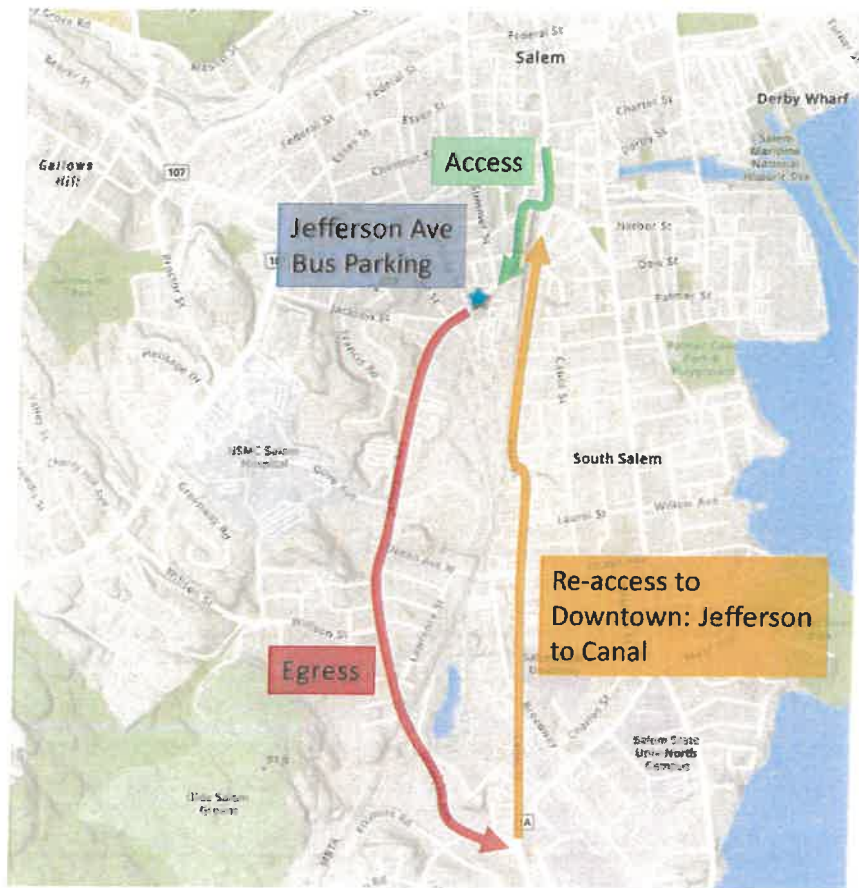
Background and notes: On August 13th, 2023, Commission met to discuss order recommendations from staff to establish tour bus parking for both year-round and October weekends. The two locations recommended for year-round parking is due to the recent re-routing of the MBTA 455 bus. This resulted in the closure of two bus stops. The Traffic & Parking Director noted that the city was still discussing with the MBTA whether or not the bus stops would return so establishing tour bus parking at these locations may not occur. The other long-term locations is an effort to establish additional parking during October weekends. After reviewing staffs recommendations, Commission voted to recommend the orders to Council with the caveat that the two year round locations may not move forward if MBTA bus service is re-established.

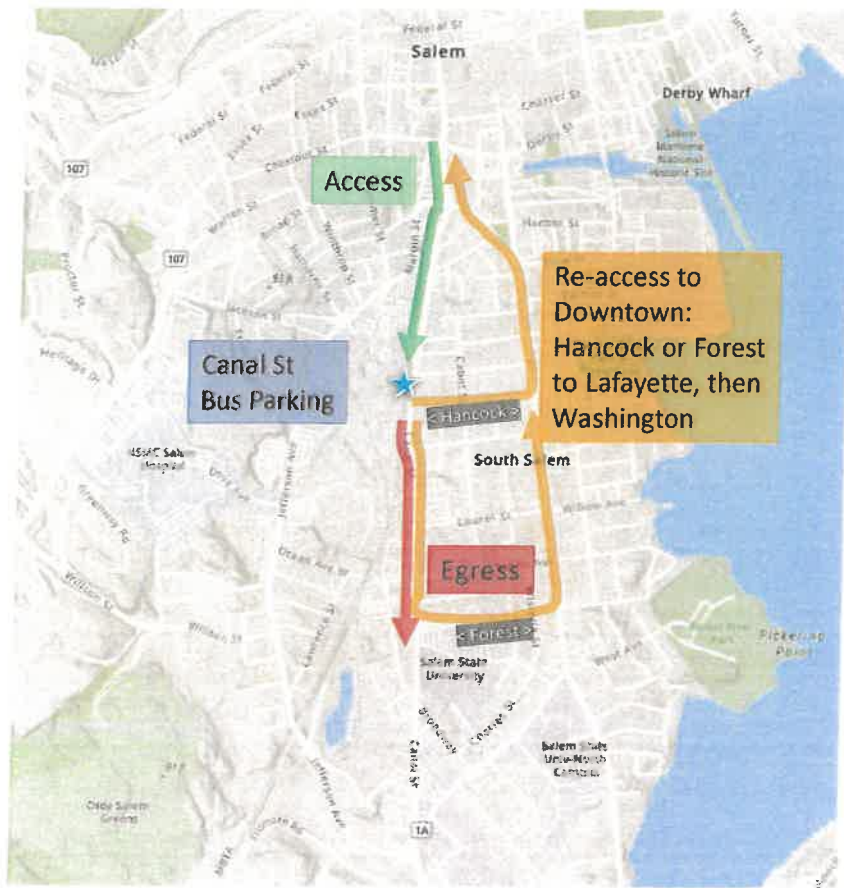
Motion and Vote: *On a motion duly made by Commissioner Swartz and seconded by Commissioner Garmendia, the Traffic and Parking Commission voted to recommend the orders to establish year-round and October weekend tour bus parking.*
The vote is five (5) in favor, and zero (0) opposed, the motion passes.

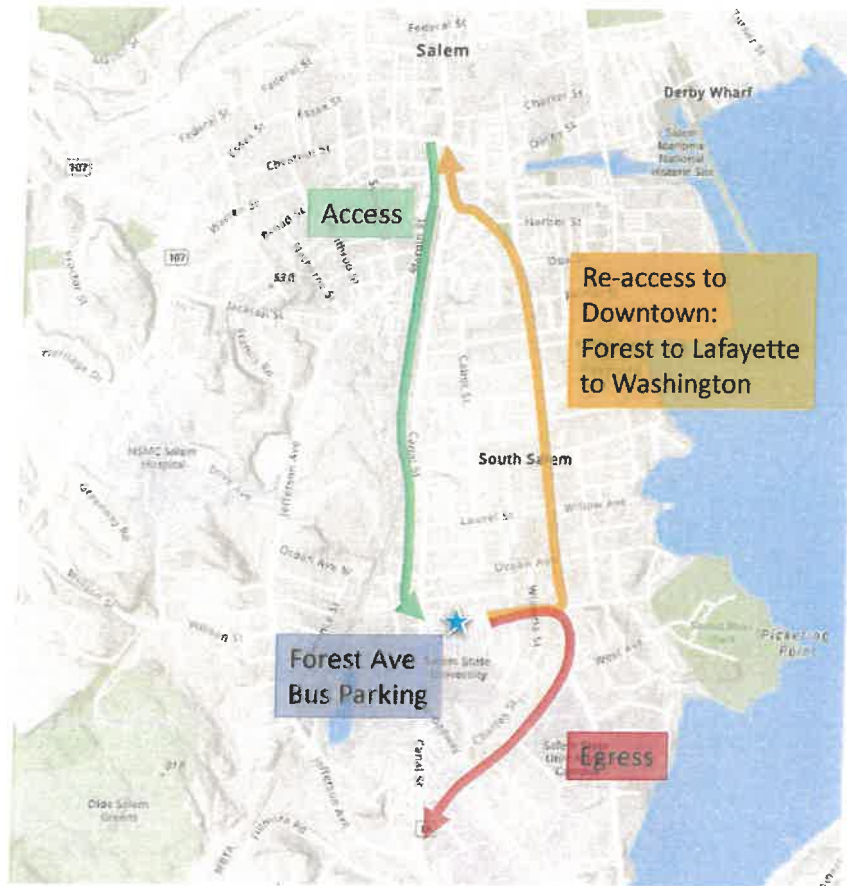
Vote: The motion was made by Commissioner Swartz and seconded by Commissioner Garmendia.

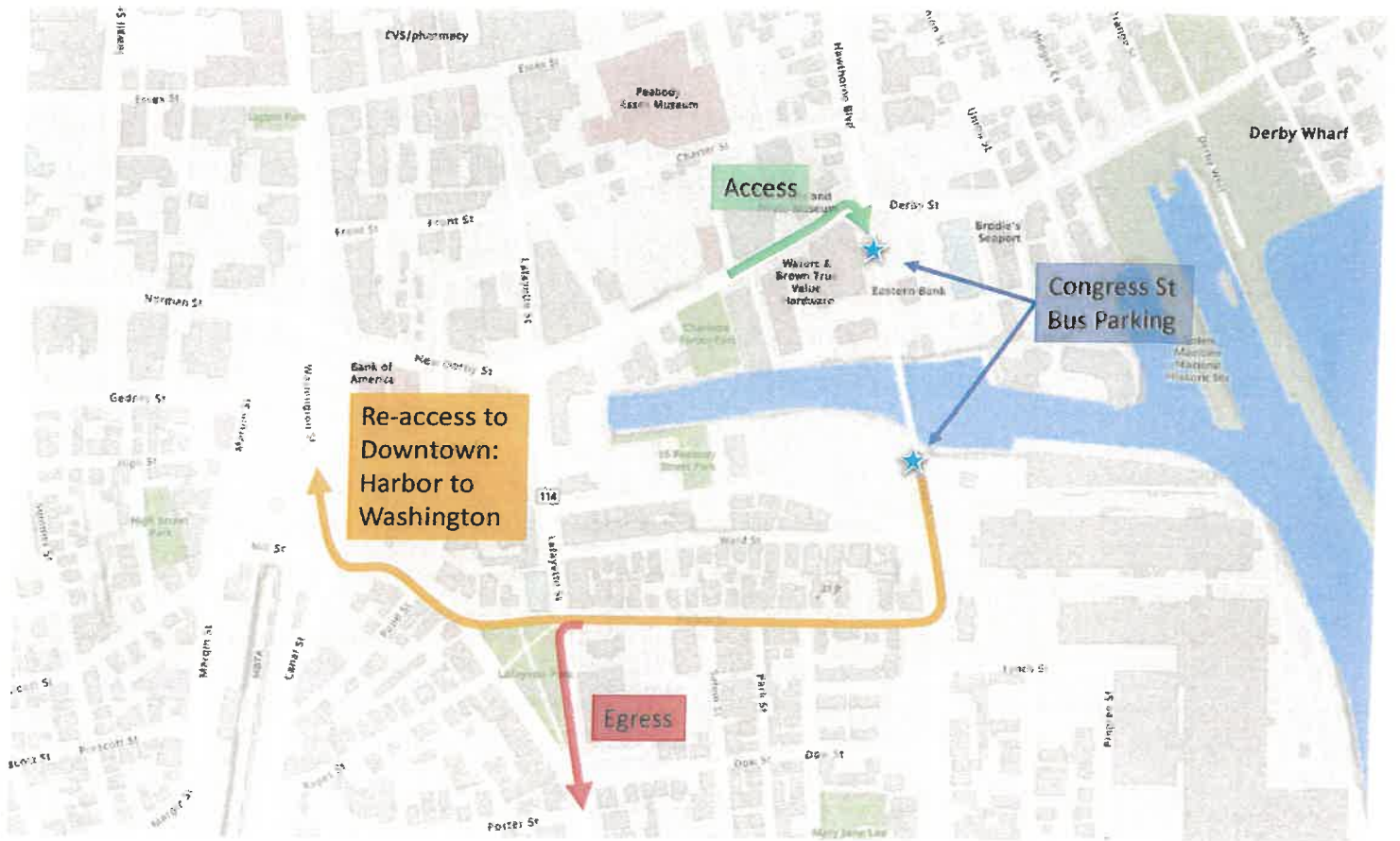
- | | | |
|---|--|--|
| In Favor: | Opposed: | Abstained: |
| <input checked="" type="checkbox"/> Tanya Stepasiuk, Chair | <input type="checkbox"/> Tanya Stepasiuk, Chair | <input type="checkbox"/> Tanya Stepasiuk, Chair |
| <input checked="" type="checkbox"/> Jaime Garmendia, Vice-Chair | <input type="checkbox"/> Jaime Garmendia, Vice-Chair | <input type="checkbox"/> Jaime Garmendia, Vice-Chair |
| <input checked="" type="checkbox"/> Brendan Casey | <input type="checkbox"/> Brendan Casey | <input type="checkbox"/> Brendan Casey |
| <input checked="" type="checkbox"/> Jeff Swartz | <input type="checkbox"/> Jeff Swartz | <input type="checkbox"/> Jeff Swartz |
| <input checked="" type="checkbox"/> Lt. David Tucker | <input type="checkbox"/> Lt. David Tucker | <input type="checkbox"/> Lt. David Tucker |











Ilene Simons

From: David Kucharsky
Sent: Tuesday, September 19, 2023 9:38 AM
To: Ilene Simons
Cc: Maureen Fisher; Lisa Peterson; David M. Tucker; Brendan Linard; Jeff Cohen; Robert McCarthy; Patricia Morsillo; Christina Hodge; Beth Rennard
Subject: Tour Bus Parking Orders
Attachments: Proposed Order - October Weekend Tour Bus Parking.docx; Proposed Order - Year Round Tour Bus Parking.docx; Notice to Council - TP Commission Action Tour Bus Parking.docx

Importance: High

Ilene,

Attached please find two orders related to tour bus parking. One focuses on establishing long term tour bus parking during weekends in October. The other seeks to establish year round tour bus parking. The two locations identified in this order are a result of the recent re-routing of the MBTA 455 bus which resulted in the closure of two bus stops. Please note, there are still ongoing discussions between the city and MBTA as to whether the bus stops will return so if Council approves these locations we may not be able to implement them but wanted the option. Both are submitted as orders instead of ordinance amendments as we are looking to try these locations out before determining whether it makes sense to ask Council to adopt them into the ordinance. In addition to the orders I have also attached a Notice to Council which provides additional background information. Please let me know if there are any questions.

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

CITY OF SALEM

In the year Two Thousand and Twenty-three

An Ordinance to amend an Ordinance relative to Traffic, Ch. 42 Sec. 50B

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:

Forrester Street – along the side of 36 Forrester Street, beginning 116 feet northwest from Essex Street, running in a northwesterly direction for twenty (20) feet, “Handicap Parking, Limited Time, Tow Zone”

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



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



REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION

MEMO TO: Lt. David Tucker Police Traffic Division
 FROM: Councilor McCarthy DATE: September 25, 2023

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

NAME OF STREET Forrester Street

TYPE OF STREET CHANGE Handicapped Zones, Limited Time

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED On the side of 36 Forrester Street.

COUNCILLOR'S COMMENTS/EXPLANATION A resident of 36 Forrester Street, who has a disability, has requested an accessible parking space. The resident has no off-street parking and the on-street parking in the area is heavily used. They often have to park a considerable distance away and have a difficult walk home.

POLICE TRAFFIC DIVISION RECOMMENDATION

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

- APPROVAL
- DENIAL
- TRIAL PERIOD

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

DESCRIPTION: Forrester Street – along the side of 36 Forrester Street, beginning 116 feet northwest from Essex Street, running in a northwesterly direction for twenty (20) feet.

COMMENTS (IF ANY): _____



POLICE TRAFFIC DIVISION

RETURN THIS FORM TO THE CITY CLERK'S OFFICE

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

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



In City Council, September 28, 2023

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, 2023. 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 V-A 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, 2023. 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. Dearborn Street from North Street to Lee Street
2. Dalton Parkway odd side only (11-15 Dalton Pkwy)

Residents of the following streets shall be granted eligibility for temporary resident parking permits on nearby designated temporary residential permit streets. Residents of the following streets must apply for the temporary parking permit at the parking office showing proof of address and vehicle registration. One parking pass will be granted per vehicle and no guest passes provided.

1. Upham Street
2. Walter Street
3. Harris Street
4. Osborne Street
5. Orchard Street
6. Moulton Street

CITY OF SALEM

In the year Two Thousand and Twenty-three

An Ordinance to amend an Ordinance relative to Traffic, Ch. 42 Sec. 50B

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:

Essex Street – in front of 356 Essex Street, running in an easterly direction for twenty (20) feet, “Handicap Parking, Limited Time, Tow Zone”

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



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



REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION

MEMO TO: Lt. David Tucker Police Traffic Division
 FROM: Councilor Watson-Felt DATE: September 25, 2023

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

NAME OF STREET Essex Street
TYPE OF STREET CHANGE Handicapped Zones, Limited Time
DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED In front of 356 Essex Street.

COUNCILLOR'S COMMENTS/EXPLANATION A resident of 356 Essex Street, who has a disability, has requested an accessible parking space. The resident has no off-street parking and the on-street parking in the area is heavily used. They often have to park a considerable distance away and have a difficult walk home.

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: 50B TITLE: Handicapped Zones, Limited Time
 DESCRIPTION: Essex Street – in front of 356 Essex Street, running in an easterly direction for twenty (20) feet.
 COMMENTS (IF ANY): _____

POLICE TRAFFIC DIVISION

RETURN THIS FORM TO THE CITY CLERK'S OFFICE

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

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

CITY OF SALEM

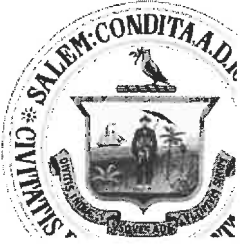


In City Council, September 28, 2023

ORDERED: That the Salem High School Soccer hold a Tag Day on October 8, 15 & 28, 2023 as well as Salem Swampscott Youth Hockey hold a Tag Day on November 4, 2023.

ATTEST:

ILENE SIMONS
CITY CLERK



CITY OF SALEM

In City Council, September 28, 2023

ORDERED: That the City permit any individual with a Veteran license plate and any military passenger plate to park for free at any on and off-street metered space as well as any off-street space requiring payment via a kiosk or app-based payment within the City of Salem.

The City of Salem hereby affirms its commitment to providing free parking for veterans and offers veterans without a military plate the opportunity to seek ticket forgiveness by presenting proof of their military service to the Veterans' Service Agent and Director of Traffic and Parking.

City of Salem (revised 9/21/23)

In the year Two Thousand and Twenty-Three

An Ordinance to amend an Ordinance relative to wage theft.

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

Section I. Chapter 2 of the Code of Ordinances is hereby amended by inserting the following:

"ARTICLE XIX. Wage Theft Prevention

Sec. 2-2070. Purpose.

The Salem City Council has authority to adopt ordinances to protect the health, safety and welfare of all residents of the City of Salem and in adopting this Ordinance shall protect residents from a practice commonly known as "wage theft," the improper withholding of payment from employees and failing to pay them according to required schedules. Low income, immigrant, and limited English proficient workers, who represent a high percentage of the population of the City of Salem, are most vulnerable to this practice as are workers in the hospitality service and construction industries. Also, through this Ordinance, the City shall ensure that its vendors comply with federal and state wage laws and that City resources are not used to support vendors responsible for wage law violations. And finally, this Ordinance shall ensure that potential and current recipients of tax relief agreements and licenses issued under Massachusetts G.L. chapter 138 and chapter 140 comply with applicable wage laws.

Sec. 2-2071. Definitions.

"Administrative Citation"—a civil citation issued by the attorney general pursuant to G.L. c. 149 § 27C, a civil citation issued by the Department of Labor pursuant to 29 U.S.C. § 201 et seq. and/or 29 C.F.R. § 578, or any other civil citation for violation of M.G.L. c. 149 or c. 151 and/or 29 U.S.C. § 201 et seq. issued by any other federal, state, or local administrative agency.

"Application" – an initial application or a renewal of a license or permit.

"City" -City of Salem and/or any of its political subdivisions or departments.

"Contractor" - a person or entity that holds a contract or seeks to contract with the City of Salem to provide a service, perform work, or provide materials, machinery, or labor necessary to perform work on real property. "Contractor" includes all bidders or proposers, contractors, construction managers, and subcontractors of any tier, including subcontractors that are not subject to M.G.L. Chapter 149, §44F and trade contractors under the bidder.

"Debarment/debarred" - an exclusion from contracting and financial assistance by state or federal entities for a set period of time;

"EACC"—Economic assistance coordinating council, as defined by G.L. c. 23A, § 3A and established by G.L. c. 23A, § 3B.2;

“Employ,”- to suffer or permit to work.

“Employee” – a natural person who performs work for an employer operating within the geographic boundaries of Salem, but shall not include any bona fide independent contractor as defined by G.L. c. 149 § 148B;

“Employer” – any natural person or business, whether or not incorporated or unincorporated, who suffers or permits another to work in the City of Salem, under a contract to which the City of Salem or one of its Departments is a signatory, or under agreement with the City for tax incentives, or who otherwise maintains a commercial presence in the City of Salem. This definition excludes the United States, or a corporation wholly owned by the government of the United States, and the Commonwealth of Massachusetts, its subdivisions, and corporate bodies.

“Independent contractor” – as defined in G.L. c. 149, § 148B (“Massachusetts Independent Contractor Law”) and any applicable regulations or advisory guidance implementing that statute.

“Minimum wage” – as defined at G.L. c. 151 § 1 as well as any other state or federal statute or regulation establishing a minimum fair wage for particular occupations or classes of workers.

“Overtime” – as defined in G.L. c. 151 § 1A.

“Prevailing wage” – as defined in G.L. c. 149 §§ 26-27H.

“Stop work order” – as defined in G.L. c. 152, § 25C and 452 C.M.R. § 8.00.

“Tax Relief” - any issuance of tax relief provided under a Tax Increment Financing Agreement, a Housing Development Exemption Agreement, or any other provision of law or regulation authorizing the issuance of tax relief.

“Tax Relief Agreement” - any Agreement or other form of document governing the terms and conditions of the issuance of Tax Relief by the City of Salem.

“Timely Payment of Wages” – as defined by G.L. c. 149 § 148.

“Tipped employee”-an employee engaged in an occupation in which they customarily and regularly receive tips in an amount equal to or more than the dollar amount provided in the Fair Labor Standards Act.

“Wage” – as defined by G.L. c. 149, §148.

“Wage Theft” – any action by an Employer, their officers, agents, or employees causing Employer not to make a timely and /or complete payment of wages, to pay the minimum wage or prevailing wage, or to pay overtime earned and owing to an employee.

Sec. 2-2072. Wage Theft Compliance Process.

A) Reporting Complaints and Violations

The City Solicitor’s Office shall create an online complaint form that affected employees, or any other persons, may use to report complaints and violations. Printed notice, a digital copy of which shall be prepared by the Solicitor, shall be displayed in all businesses with employees where mandatory state and

federal labor law posters are and such notice shall specify that complaints can be made anonymously. The notices shall be in all languages spoken by at least 5% of the City population in the most recent United States Census and displayed on the City's web page, City Hall and Annex. The notice shall be provided to all businesses seeking a business certificate from the City Clerk's office.

B) Filing and Receipt of Complaints

Complaints of violations of state law under G.L. c. 149 and c. 151 may be reported to the office of the City Solicitor. The City Solicitor's office shall refer reports of employees affected by wage theft in Salem to appropriate agencies. Affected employees may fill out complaint forms at the office of the City Solicitor. Complaints may be filed by an affected employee or any other person.

C) Required communication with the Attorney General's Office

Unless otherwise specified in writing by the complainant, the City shall forward each complaint submitted to it pursuant to G.L. c. 149 and c. 151 to the Commonwealth's Office of the Attorney General within 30 days of receipt.

D) Required communication with other City departments

The City Solicitor's office shall forward each verified and sustained complaint submitted to the City of Salem's Purchasing Agent, Licensing Board and City Council. If a complaint pertains to work performed at any property subject to a City-issued Tax Increment Financing (TIF) or Tax Increment Exemption (TIE) Agreement, collectively referred to herein as "Tax Relief Agreements," the City Solicitor's office shall also send a copy to the Commonwealth's Economic Assistance Coordinating Council (EACC).

E) Annual Reporting

The City of Salem shall publish an annual report, through the City Solicitor's office, detailing all verified and sustained wage theft complaints received and action taken in response to such complaints, including specifically the status or final disposition of each complaint.

Sec. 2-2073. Requirements for Contractors.

A) Requests for Proposals (RFP)/Invitation for Bids (Bid) and Successful Bidder Requirements

1. All bidders or proposers, contractors, and subcontractors, including those that are not subject to M.G.L. Chapter 149, §44F, under the bidder/proposer, shall as a condition for bidding, contracting, or subcontracting verify under oath and in writing at the time of bidding or submittal in response to an RFP or in any event prior to entering into a contract or subcontract at any tier, that they comply with the requirements of this Ordinance for bidding, contracting or subcontracting and, for the duration of the project, shall comply with the Ordinance requirements and obligations.

2. Every RFP or bid issued by the Purchasing Agent or other City department shall notify bidders/proposers that they have an affirmative duty to report any criminal or civil judgment, administrative citation, or final administrative determination for wage theft against the bidder/proposer or any of its subcontractors entered within the five (5) years prior to bid submission, as well as any debarments against the bidder/proposer or any of its subcontractors in effect while its bid is pending to the City, and shall further notify bidders/proposers that if they are the successful bidder/proposer, they

and any of their subcontractors have an affirmative duty to report, within five (5) business days of receipt, any criminal or civil judgment, administrative citation, final administrative determination, order, or debarment against the bidder/proposer or any its subcontractors while their contract with the City is in effect. The RFP or bid will identify the City department and individual to whom this must be reported.

3. Every RFP or bid issued by the Purchasing Agent or issuing City department shall notify bidders/proposers that they may not contract with the City if they have been either voluntarily or involuntarily debarred for wage theft by the federal government, any agency of the Commonwealth of Massachusetts or any other state, or any municipal body—including, but not limited to, the City of Salem—for the entire term of the debarment. Such RFPs or bids shall also notify bidders/proposers that they may not use any subcontractor who has been debarred for wage theft by the federal government or any state or municipal government – including, but not limited to, the City of Salem during the period of that subcontractor’s debarment.

4. Bidders/proposers that are subject to municipal, state, or federal debarment for violation of the above laws, either voluntarily or involuntarily, or that have been prohibited from contracting with the Commonwealth or any of its agencies or subdivisions will be deemed not responsible and their bids or proposals shall be rejected. Such bidders/proposers shall be deemed not responsible for the entire term of debarment or other stated time period. During the term of a Contract, upon a finding or order of such debarment or prohibition, the City may, at its sole discretion, terminate the contract without penalty.

5. Successful bidders/proposers must provide a certification of compliance as required by this Section. To the extent that the bidder/proposer has been in business for less than five years, it shall provide a certification certifying compliance for the entire period of time for which the entity has been in existence.

To the extent a judgment, citation, or final administrative order has been issued against a bidder/proposer within five years prior to its bid, provide a copy of the same, in addition to documentation demonstrating that all damages, fines, costs, and fees have been paid. In addition, the bidder/proposer must post a bond, to be maintained for the life of the contract, as specified by this Section.

6. Successful bidders/proposers must agree to post the Massachusetts Wage & Hour poster in a conspicuous location accessible to all of their employees. To the extent not all employees would have reasonable access to the notice if posted in a single location, the successful bidder/proposer must inform the Purchasing Agent of the number and location of postings in order to ensure that they provide reasonable notice to all of their employees. If the Purchasing Agent so requires, the successful bidder/proposer must make and post additional posters.

B) Certification and Disclosures

1. All bidders or proposers, contractors, and subcontractors , including those that are not subject to M.G.L. Chapter 149, §44F under the bidder/proposer, shall as a condition for bidding, contracting, or subcontracting verify under oath and in writing at the time of bidding or submittal in response to an RFP or in any event prior to entering into a contract or subcontract at any tier, that they comply with the following conditions for bidding, contracting or subcontracting and, for the duration of the project, shall comply with the following requirements and obligations:

- a. Certifies to the Purchasing Agent that neither they nor any of their subcontractors, or contractors below them at any level have been subject to a criminal or civil judgment, administrative citation, final administrative determination, order, or debarment resulting from a violation of G.L. c. 149, G.L. c. 151, or 29 U.S.C. § 201 et seq. within five (5) years of their application;
- b. Discloses to the Purchasing Agent or issuing City department any such criminal or civil judgment, administrative citation, final administrative determination, or debarment and include a copy of the same in their applications.

C) Notice Requirement

Every City department issuing an RFP or bids shall notify applicants that they have an affirmative duty to report to said department and the City Solicitor, within five (5) business days of receipt, any criminal or civil judgment, administrative citation, final administrative determination, order, or debarment against them or any of their subcontractors related to wage theft and occurring while the contract is in effect.

D) Reporting and Notice Requirements during the Contract Term

1. The contractor shall maintain appropriate industrial accident insurance sufficient to provide coverage for all the employees on the project in accordance with M.G.L. Chapter 152 and provide documentary proof of such coverage included with the contractor's submitted bid to the City of Salem to be maintained as a public record.
2. The contractor shall properly classify employees as employees rather than independent contractors and treat them accordingly for purposes of prevailing wages and overtime, workers' compensation insurance coverage, unemployment taxes, social security taxes and state and federal income tax withholding. (See M.G.L. Chapter 149, §148B on employee classification).
3. Any construction contractor must make arrangements to ensure that each employee of every contractor and subcontractor of any tier entering or leaving the project individually completes the appropriate entries in a daily sign-in/out log. The sign in/out log shall include: the location of the project; current date; printed employee name; signed employee name; name of employee's employer and the time of each entry or exiting. The log shall contain a prominent notice that employees are entitled under state law to receive the prevailing wage rate for their work on the project. Such sign-in/out logs shall be provided to the Purchasing Agent upon request and shall be a public record to the extent permitted by law.
4. The contractor must be in compliance with the health and hospitalization requirements of the Massachusetts Health Care Reform law established by Chapter 58 of the Acts of 2006, as amended, and regulations promulgated under that statute by the Commonwealth Health Insurance Connector Authority
5. All construction contractors shall furnish their monthly certified payrolls to the City's Purchasing Agent for all employees working on City contracts for the entire duration of the project.
6. All Contractors shall furnish to the Purchasing Agent any criminal or civil judgment, administrative citation, final administrative determination, order, or debarment related to Wage Theft and issued during

the term of their contract(s) with the City against the Contractor or its sub-contractors within five (5) business days of receipt.

7. To the extent required as set forth below, all contractors shall maintain a wage bond for the term of the contract(s) with the City.

E) Wage Bonds

Any successful bidder/proposer or contractor or subcontractor who has had a criminal or civil judgment, administrative citation, final administrative determination, order, or debarment, resulting from a violation of M.G.L. c. 149, M.G.L. c. 151, 29 U.S.C. § 201 et seq., or any other state or federal laws regulating the payment of wages within five (5) years prior to the date it submits its bids or proposals, and that is not otherwise prohibited from public contracting, shall be required by the City to obtain a wage bond or other form of suitable insurance in an amount equal to the aggregate of one year's gross wages for all employees, based on an average of its total labor costs for the past two years, but in no event shall such amount be less than \$5,000. Such bond must be maintained for the terms or extensions of any Contract, and proof of such bond must be provided upon request by the City. Failure to comply with this section may constitute grounds for modification, suspension, and/or revocation of the contract at the City's discretion and without penalty to the City.

F) Suspension or Revocation of Contract/Wage Theft as Material Breach of Conditions in RFP or Bid

~~1-~~ If a Contractor is found to be in violation of G.L. c. 149, G.L. c. 151, or 29 U.S.C. § 201 et seq., or this Section, and therefore in breach of its contract with the City, the City may take one or more of the following actions with ten (10) days' notice to said contractor:

- a. Revocation of Contractor's contract with the City;
- b. Suspension of Contractor's contract with the City; and/or
- c. Impose conditions on any future contracts with the City, including, but not limited to, the posting of a wage bond and other reasonable requirements.

G) Applicability

The requirements of this Section, including any sanctions imposed herein, that are applicable to any contractor or any entity functioning in any such capacity, and any other contractor or subcontractor of any tier or other person that is engaged to perform under a City contract shall also be applicable to, and effective against, any successor Employer that (i) has at least one of the same principals or officers as the prior Employer; and (ii) is engaged in the same or equivalent trade or activity as the prior Employer.

Section 2-2074. Requirements for Tax Relief Agreements

A) Minimum Mandatory Conditions

In addition to any other conditions that may be required in connection with the issuance of any Tax Relief issued by the City of Salem, each Tax Relief Agreement entered into between the City of Salem and the recipient of such Tax Relief shall be subject to and shall include a reference to the mandatory compliance with this Ordinance. The following set of mandatory conditions shall be required:

1. Certifications and Disclosures

It shall be a special and material condition of any Tax Relief Agreement that any construction manager, general contractor or other lead or prime contractor, or any entity functioning in any such capacity, and any other contractor or subcontractor of any tier or other person that is engaged to perform the construction work on the assisted project during the term of the Agreement (hereinafter, collectively and individually, the "contractor") shall comply with the following qualifications and conditions at all times during their performance of work on the property:

a. Any and all persons, natural or corporate, who are ~~non-government~~ signatories to the Tax ~~Incentive-Relief~~ Agreement shall provide the City Solicitor with a list of all construction managers, general contractors, lead or prime contractors, subcontractors, or any entity functioning in any such capacity, and any other contractor or subcontractor of any tier engaged to perform work on the property subject to the Tax ~~Incentive-Relief~~ Plans during the term of the Agreement. An initial list must be provided to the City Solicitor prior to the start of any work on the property subject to the Tax ~~Incentive-Relief~~ Agreement.

b. Should any additional or replacement entities be engaged to perform work on the property subject to the Tax ~~Incentive-Relief~~ Plans during the term of the Tax ~~Incentive-Relief~~ Agreement, the signatory must provide to the City Solicitor the name of such entity no later than fourteen (14) days after that entity begins work on the property.

c. ~~All signatories to the Tax Incentive-Relief Agreement~~ recipient signatories shall further certify that they shall not engage any entity to perform work on the property covered under the Tax ~~Incentive-Relief~~ Agreement if such entity is subject to any debarment for any reason, or an unpaid criminal or civil judgment, administrative citation, or final administrative determination for wage theft, and that they shall not (a) have entities performing work on the property who have been the subject of an indictment, judgment, or grant of immunity, including pending actions, for any business-related conduct constituting a crime under state or federal law; nor (b) have any entities performing work on the property who have been the subject of a government suspension or debarment, rejection of any bid or disapproval of any proposed contract or subcontract, including pending actions, for lack of responsibility denial or revocation of prequalification or a voluntary exclusion agreement; nor (c) have entities performing work on the property who have been the subject of any governmental determination of a violation of any public works law or regulation, or labor law or regulation or regulation of any OSHA violation deemed "serious or willful" within the five (5) year period preceding the date such Agreement is signed. If, notwithstanding such certification, any interested person gives the City of Salem written notice, via the City Solicitor, that any person or entity engaged to perform work on a property subject to a Tax ~~Incentive-Relief~~ Agreement is subject to a debarment or an unpaid criminal or civil judgment, administrative citation, or final determination in violation of the certification provisions of this subsection and entered within the five (5) year period prior to the date the ~~TIF/TIE Tax Relief~~ Agreement is signed, the City Solicitor shall write to all signatories to the ~~TIF/TIE Tax Relief~~ Agreement within ten (10) business days and request that the outstanding judgment or determination be satisfied or that the person or entity subject to such judgment or determination be immediately replaced on the project.

d. The contractor has not been found within the past five years by a court or governmental agency in violation of any law relating to providing workers compensation insurance coverage, misclassification of employees as independent contractors, payment of employer payroll taxes, employee income tax withholding, earned sick time, wage and hour laws, prompt payment laws, or prevailing wage laws.

The requirements of this Section, including any sanctions imposed herein, that are applicable to any Employer shall also be applicable to, and effective against, any successor Employer that (i) has at least one of the same principals or officers as the prior Employer; and (ii) is engaged in the same or equivalent trade or activity as the prior Employer.

If the outstanding judgment or determination as specified in this section has not been satisfied, nor the person or entity subject to such judgment replaced on the project, within fourteen (14) days of when the City Solicitor informs the signatories to the Agreement of the outstanding violation, then the Agreement shall provide that such an event materially frustrates the public purpose for which this Agreement and any certification of the Agreement by the City was intended to advance.

2. Special and Material Conditions of Tax Relief Agreements with City of Salem

A. It shall be a special and material condition of any Tax Relief Agreement that any construction manager, general contractor, or other lead or prime contractor, or any entity functioning in any such capacity, and any other contractor or subcontractor of any tier or other person that is engaged to perform the work during the term of their Tax Relief Agreement on the property that is the subject of the Tax Relief Agreement/~~Plan~~ shall comply with the following qualification~~s~~ and condition~~s~~ at all times during their performance of work on the property:

- a. maintain appropriate industrial accident insurance sufficient to provide coverage for all the employees on the project in accordance with G.L. c.152 and provide documentary proof of such coverage to the Building Inspector to be maintained in the Building Department as a public record;
- b. properly classify employees as employees rather than independent contractors and treat them accordingly for purposes of workers' compensation insurance coverage, unemployment taxes, social security taxes and state and federal income tax withholding. (G.L. c.149, §148B on employee classification);
- c. comply with G.L. c. 149, § 148 with respect to the payment of wages; and
- d. comply with the health and hospitalization requirements of the Massachusetts Health Care Reform law established by Chapter 58 of the Acts of 2006, as amended, and regulations promulgated under that statute by the Commonwealth Health Insurance Connector Authority.

B) Wage Theft Complaints for Properties Covered by Tax Relief Agreements

The City Solicitor shall promptly respond to any complaints for violations of the legal obligations outlined in this section, including complaints for wage theft that pertain to work performed at any property subject to a ~~TIF/TIE~~ Tax Relief Agreement by sending notice of such complaint to all signatories of the ~~TIF~~ Tax Relief Agreement within thirty (30) business days of receiving such complaint. The Solicitor may take

appropriate steps to resolve such complaint after such notice is provided, including, but not limited to, arranging informal and voluntary mediations involving the affected worker, the Agreement signatories, and any implicated contractor or subcontractor of any tier on the project. If, after the Solicitor has properly served notice of a complaint upon the signatories to a ~~THF/THETax Relief~~ Agreement pursuant to this subsection, any Employer becomes subject to a federal or state criminal or civil judgment, administrative citation, stop work order, debarment, or final administrative determination resulting from a violation of any of the legal obligations outlined in this section and if such judgment, citation, or order is not satisfied or discharged, or the offending Employer replaced on the project, within fourteen (14) business days of the entry of such judgment, citation, or order, the parties agree that such an event materially frustrates the public purpose that the ~~THF/THETax Relief~~ Agreement and any certification of the ~~Tax IncentivTax Reliefe~~ Agreement by the City was intended to advance.

C) Termination of Tax Relief Agreements

In the event the public purpose of a Tax ~~Incentive-Relief~~ Agreement is materially frustrated pursuant to this Section, the City Council shall hold a public hearing and vote at its next regularly scheduled meeting regarding whether to terminate the tax relief provided by such Tax Relief Agreement and petition the EACC for revocation of that portion of its certification of the Tax Relief Agreement corresponding to such Tax Relief Agreement/~~Plan~~. If the termination of such Tax Relief Agreement is approved by the City Council, the owner of the property covered by such Tax ~~Incentive-Relief~~ Agreement shall forfeit the receipt of any funds or future tax benefits and/or shall return any such funds already received in connection with the project.

D) Requirements for Successors-in-Interest

The requirements of this Section, including any sanctions imposed herein, that are applicable to any bidder, proposer, contractor or any entity functioning in any such capacity, and any other contractor or subcontractor of any tier or other person that is engaged to perform the construction work during the term of this Agreement on the property shall also be applicable to, and effective against, any successor Employer that (i) has at least one of the same principals or officers as the prior Employer; and (ii) is engaged in the same or equivalent trade or activity as the prior Employer.

Section 2-2075. Requirements for Licensees and Prospective Licensees.

A) Violations of Wage Laws by Licensees or Permittees

Any application filed by an Employer to the Salem Licensing Board for any license issued pursuant to M.G.L. c. 138 or M.G.L. c. 140 may be denied if, during the five- year period prior to the date of the application, the applicant Employer has been subject to a federal or state criminal or civil judgment, administrative citation, order, debarment, or final administrative determination resulting from a violation of M.G.L. c. 149, M.G.L. c. 151, 29 U.S.C. § 201 et seq., or any other state or federal laws regulating the payment of wages. Each such applicant shall certify that they have not been found guilty, liable or responsible, in the past five years, in any judicial or administrative proceeding, for any violation of any of the laws set forth above.

B) Requirements for License Holders

Any license or permit issued by the Salem Licensing Board under M.G.L. c. 138 or M.G.L. c. 140 to an Employer may be modified, suspended or revoked if, during the term of the license or permit, the licensee or permittee Employer has been subject to a criminal or civil judgment, administrative citation, final administrative determination, order, or debarment resulting from a violation of M.G.L. c. 149, M.G.L. c. 151, 29 U.S.C. § 201 et seq. or any other state or federal laws regulating the payment of wages.

C) Wage Bonds for License Holders

Employers granted a License or Permit that have disclosed a criminal or civil judgment, administrative citation, final administrative determination, order, or debarment resulting from a violation of M.G.L. c. 149, M.G.L. c. 151, 29 U.S.C. § 201 et seq., or any other state or federal laws regulating the payment of wages within five (5) years prior to the date they submit their applications, or Employers granted a License or Permit who become subject to a federal or state criminal or civil judgment, administrative citation, final administrative determination, order, or debarment resulting from a violation of M.G.L. c. 149, M.G.L. c. 151, 29 U.S.C. § 201 et seq., or any other state or federal laws regulating the payment of wages during the term of the License or Permit, may be required by the City to obtain a wage bond or other form of suitable insurance in an amount equal to the aggregate of one year's gross wages for all employees (including tipped employees), based on an average of its total labor costs for the past two years. Such bond must be maintained for the terms or extensions of any License or Permit, and proof of such bond must be provided upon request by the City. Failure to comply with this Section may constitute grounds for modification, suspension, and/or revocation of the license or permit.

Sec.2-2076. Severability

If any provision of this Ordinance is held invalid or unenforceable by any court, such a holding does not invalidate or render unenforceable any other provision of the Ordinance, and the rest of the Ordinance shall remain in full force and effect.

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



CITY OF SALEM

In City Council, **September 28, 2023**

Ordered:

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

ELIZABETH M. RENNARD
CITY SOLICITOR
93 WASHINGTON STREET
SALEM, MA 01970
TEL: 978.619.5633
EMAIL: BRENNARD@SALEM.COM



JAMES F. WELLOCK
ASSISTANT CITY SOLICITOR
TEL: 978.619.5634
EMAIL: JWELLOCK@SALEM.COM

JOANNE M. ROOMEY
PARALEGAL
PUBLIC RECORDS ACCESS OFFICER
TEL: 978.619.5638
EMAIL: JROOMEY@SALEM.COM

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

September 28, 2023

Salem City Council
City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Gregory Fitzgerald, as provided in General Law c. 268A, § 20(b), to be retained for one week lacrosse clinic by the Park, Recreation and Community Services Department.

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

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

Sincerely,

Elizabeth Rennard

Enclosure

CHAPTER 268A. CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

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

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

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

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

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

	MUNICIPAL EMPLOYEE INFORMATION
Name of municipal employee:	Gregory Fitzgerald
Title/ Position	Collins Middle School Lacrosse Coach
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Salem Public Schools
Agency Address	29 Highland Ave. Salem, MA 01970
Office phone:	978-740-1194
Office e-mail:	none
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	Spring 2022
BOX # 1 Select either STATEMENT #1 or STATEMENT #2 . Write an X beside your financial interest.	<p>ELECTED MUNICIPAL EMPLOYEE</p> <p>I am an elected municipal employee.</p> <p><input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. OR</p> <p><input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a municipal contract is:</p> <p><input type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>

<p>BOX # 2</p> <p>Select either STATEMENT #1 or STATEMENT #2.</p> <p>Write an X beside your financial interest.</p>	<p>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</p> <p>I am a non-elected municipal employee.</p> <p><input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.</p> <p>My financial interest in a municipal contract is:</p> <p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p>- OR -</p> <p><input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.</p> <p>My financial interest in a municipal contract is:</p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
	<p>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</p>
<p>Name and address of municipal agency that made the contract</p>	<p>City of Salem Park, Recreation and Community Services</p>
<p>Please put in an X to confirm these facts.</p>	<p>"My Municipal Agency" is the municipal agency that I serve as a municipal employee.</p> <p>The "contracting agency" is the municipal agency that made the contract.</p> <p><input checked="" type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p>FILL IN THIS BOX OR THE BOX BELOW</p>	<p>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</p> <p>- Please explain what the contract is for.</p> <p>Offer a one week lacrosse clinic for the Park and Recreation Department.</p>

<p>FILL IN THIS BOX OR THE BOX ABOVE</p>	<p>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</p> <ul style="list-style-type: none"> - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?
<p>What is your financial interest in the municipal contract?</p>	<ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it.
<p>Date when you acquired a financial interest</p>	
<p>What is the financial interest of your immediate family?</p>	<ul style="list-style-type: none"> - Please explain the financial interest and include the dollar amount if you know it.
<p>Date when your immediate family acquired a financial interest</p>	
<p>Write an X to confirm each statement.</p>	<p>FOR A CONTRACT FOR PERSONAL SERVICES –</p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input checked="" type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
<p>Employee signature:</p>	<p><i>Gregory Fitzgerald</i></p>
<p>Date:</p>	<p>8/15/2023</p>

Attach additional pages if necessary.

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

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

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

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

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

INFORMATION ABOUT HEAD OF CONTRACTING AGENCY	
Name:	Patricia O'Brien
Title/ Position	Superintendent
Municipal Agency:	Salem Park, Recreation and Community Services
Agency Address:	401 Bridge St. Salem, MA 01970
Office Phone:	978-744-0924
CERTIFICATION	
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	<i>Patrica O'Brien</i>
Date:	8/15/23

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

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

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



CITY OF SALEM

In City Council, **September 28, 2023**

Ordered:

In accordance with Massachusetts General Law, Chapter 268A, Section 20(b) the City Council hereby declares that Jeffrey Diaz has met the requirements for exemption as set forth in this Section and may be retained as a Cafeteria Worker by the Salem Public Schools, not to exceed 500 hours in this calendar year.

ELIZABETH M. RENNARD

CITY SOLICITOR

93 WASHINGTON STREET

SALEM, MA 01970

TEL: 978.619.5633

EMAIL: BRENNARD@SALEM.COM



CITY OF SALEM

DOMINICK PANGALLO, MAYOR

LEGAL DEPARTMENT
93 WASHINGTON STREET
SALEM, MASSACHUSETTS 01970

JAMES F. WELLOCK
ASSISTANT CITY SOLICITOR
TEL: 978.619.5634
EMAIL: JWELLOCK@SALEM.COM

JOANNE M. ROOMEY
PARALEGAL
PUBLIC RECORDS ACCESS OFFICER
TEL: 978.619.5638
EMAIL: JROOMEY@SALEM.COM

September 28, 2023

Salem City Council
City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Jeffrey Diaz, as provided in General Law c. 268A, § 20(b), to work as a Cafeteria Worker for the Salem Public Schools.

The Conflict of Interest Law, specifically General Law c. 268A, § 20(b), requires that because Jeffrey Diaz will provide personal services to the Salem Public Schools, he must receive City Council approval of a § 20(b) exemption. A copy of the required disclosure forms and instructions are attached for your review.

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

Sincerely,

Elizabeth Rennard

Enclosure

CHAPTER 268A. CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

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

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

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

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

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

MUNICIPAL EMPLOYEE INFORMATION	
Name of municipal employee:	Jeffrey Diaz
Title/ Position	Crossing Guard
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Police Dept
Agency Address	Margin St Salem, MA
Office phone:	978-744-0171
Office e-mail:	rmulligan@salempd.net
	Check one: <input type="checkbox"/> Elected or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	September 2023
BOX # 1	ELECTED MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am an elected municipal employee.
Write an X beside your financial interest.	<input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. OR <input type="checkbox"/> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency.
	My financial interest in a municipal contract is: <input type="checkbox"/> I have a non-elected, compensated municipal employee position. <input type="checkbox"/> A municipal agency has a contract with me. <input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization. <input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
BOX # 2	NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am a non-elected municipal employee.
	<input type="checkbox"/> STATEMENT #1: I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.

What is your financial interest in the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. See posting
Date when you acquired a financial interest	Sept., 2023
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. n/a
Date when your immediate family acquired a financial interest	n/a
Write an X to confirm each statement.	<p>FOR A CONTRACT FOR PERSONAL SERVICES --</p> <p>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
Employee signature:	Jeffrey Diaz
Date:	9/19/23

Attach additional pages if necessary.

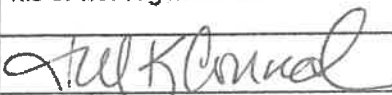
NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

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

FOR CONTRACTS FOR PERSONAL SERVICES ONLY:

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

CERTIFICATION BY HEAD OF CONTRACTING AGENCY

INFORMATION ABOUT HEAD OF CONTRACTING AGENCY	
Name:	Jill Conrad
Title/ Position	Director of Human Resources
Municipal Agency:	School Dept (Salem Public Schools)
Agency Address:	29 Highland Avenue, Salem MA 01970
Office Phone:	978-740-1105
CERTIFICATION	
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	9/14/23

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

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

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



CITY OF SALEM

In City Council, September 28, 2023

ORDERED: That the meetings of the qualified voters of the City of Salem be held in all precincts in the city at the polling places designated hereinafter on Tuesday, November 7, 2023, for the purpose of casting votes in the City Biennial Election for the nomination of candidates for the following offices:

**Councillor of Wards: One, Two, Three, Four, Five, Six, & Seven:
for the term of two years**

Four Councillors At Large: for the term of two years

Three members of the School Committee: for the term of four years

AND BE IT FURTHER ORDERED: That the following places be and hereby are designated as polling places for said meetings:

	WARD ONE
PRECINCT ONE	Bentley School, Memorial Drive
PRECINCT TWO	Community Room, 135 Lafayette Street
	WARD TWO
PRECINCT ONE	Community Life Center, 401 Bridge Street
PRECINCT TWO	Community Life Center, 401 Bridge Street
	WARD THREE
PRECINCT ONE	Salem High School Auditorium, 77 Willson Street
PRECINCT TWO	Salem High School Auditorium, 77 Willson Street
	WARD FOUR
PRECINCT ONE	Witchcraft Heights School Gymnasium, 1 Frederick Street
PRECINCT TWO	Witchcraft Heights School Gymnasium, 1 Frederick Street
	WARD FIVE
PRECINCT ONE	Saltonstall School Auditorium, 211 Lafayette Street
PRECINCT TWO	Saltonstall School Auditorium, 211 Lafayette Street
	WARD SIX
PRECINCT ONE	Bates School, Liberty Hill Avenue
PRECINCT TWO	Bates School, Liberty Hill Avenue
	WARD SEVEN
PRECINCT ONE	Salem State Enterprise Center, 121 Loring Avenue
PRECINCT TWO	Salem State Enterprise Center, 121 Loring Avenue

AND BE IT FURTHER ORDERED: That the polls at said meetings be opened at 7:00 a.m. and closed at 8:00 p.m. and that the City Clerk be instructed to post this notice as required by law.



CITY OF SALEM

En Concejo Municipal, 28 de Septiembre de 2023

ORDENÓ: Que las reuniones de los votantes calificados de la ciudad de Salem se llevarán a cabo en todos los recintos del distrito uno de votación en la ciudad en los lugares de votación designados a continuación el **martes 07 de Noviembre de 2023**, con el propósito de emitir votos en la Elección Bienal de la Ciudad para la elección de candidatos para el siguiente cargo:

Concejal Distrito: Uno, Dos, Tres, Cuatro, Cinco, Seis, Siete: Término de dos nos

Cuatro Concejal General: Término de dos nos

Tres Comité Escolar: Término de cuatro anos

Y ADEMÁS ORDENARSE: Que los siguientes lugares sean y por la presente se designen como lugares de votación para dichas reuniones:

DISTRITO UNO

Precinct 1	Bentley Academy Gymnasium, 25 Memorial Drive
Recinto 1	Gimnasio, Escuela Bentley Academy, 25 Memorial Drive
Precinct 2	Community Room, 135 Lafayette Street
Recinto 2	Sala Comunitaria, 135 Lafayette Street

DISTRITO DOS

Recinto 1 & 2	Centro De Vida Comunitaria, 401 Bridge Street
---------------	---

DISTRITO TRES

Recinto 1 & 2	Auditorio, Salem High School, 77 Willson Street
---------------	---

DISTRITO CUATRO

Recinto 1 & 2	Gimnasio, Escuela Witchcraft Heights, 1 Frederick Street
---------------	--

DISTRITO CINCO

Recinto 1 & 2	Auditorio, Escuela Saltonstall, 211 Lafayette Street
---------------	--

DISTRITO SEIS

Recinto 1 & 2	Gimnasio, Escuela Bates School, 53 Liberty Hill Avenue
---------------	--

DISTRITO SIETE

Recinto 1 & 2	Salem State Enterprise Center, 121 Loring Avenue
---------------	--

Y ADEMÁS ORDENARSE: Que las urnas en dichas reuniones se abran a las 7:00 a.m. y se cierren a las 8:00 p. m. y que se le indique al Secretario Municipal que publique este aviso según lo exige la ley.

11/1/11



CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICE
401 Bridge Street, Salem MA 01970
Tel. (978) 744-0180/(978) 744-0924
pobrien@salem.com

Kimberley Driscoll
MAYOR

Trish O'Brien
Superintendent

Devils Chase

Road Bike/Race/Walk/Parade Application

PLEASE SUBMIT PAYMENT OF \$200 WITH THIS PERMIT APPLICATION TO THE CITY OF SALEM
PARK, RECREATION AND COMMUNITY SERVICES DEPARTMENT NO LATER THAN 45 DAYS
PRIOR TO THE EVENT.
Registered Non-Profit Fee \$150
ANY FOR PROFIT EVENTS WILL REQUIRE AN ADDITIONAL 5% FROM THE
REGISTRATION FEES POST EVENT.

We, the undersigned, respectfully apply for permission to host a road race/walk in the City of Salem as follows:

Applicant's Name: Brandi Dion

Organization Name: BTS fitness

Name of Race/Walk/Parade: Devils chase/creepy clown

Contact #: 978 204 8588 E-Mail Address: btsfitness@yahoo.com

Address: 10 Hemenway Rd

City/State/Zip: Salem, ma 01970

Organization Tax Status (please include Tax ID Number): _____

What Charities Will This Race/Walk Be Benefiting?
Salem Pantry, childrens charity

Approximately How Much of the Race/Walk/Parade Proceeds Will Be Donated to Each Charity(s)
\$1500 +

Day of Race/Walk Contact Information:

Name: Brandi Dion Contact #: 978 204 8588

Date of Event: 10/21 SAT Estimated Number of Participants: 500-800

Time of Event: 8AM Estimated Finish Time of Event: 11:30AM

Start Location: Willow Soccer Field Finish Location: Same

Distance of Event: 6.66 mile 3 3.33 mile

Has This Event Been Held Before? Yes No

com v DA v CC

All Races/Walks/Parades Are Required to Recycle and Remove Trash.

Please Explain Your Plan (Will You Bring to North Shore Recycled Fiber on 53 Jefferson Ave, Open M-F; Bring to Your Home Curbside, or Other?) If You Have Questions about Recycling, Please Contact Julie Rose for More Information 978-619-5679

We will pack up our trash.

Onsite EMT/Ambulance Service (Required): NO initial

Please Attach a Map of Route With the Following Items:

- 1. Race/Walk Course ✓
- 2. Direction of Runners Through the Race/Walk course ✓
- 3. Starting and Finishing Points ✓
- 4. Meeting Points For Racers Before and After the Race/Walk - soccer field
- 5. Last year's race financials - Sent last year

Certificate of Insurance Attached? ___ Yes X No will send 35 days out.

A certificate of insurance for general liability naming the City of Salem as primary additional insured for amount not less than \$1,000,000 combined single limit for injury or death or property damages (including loss of use) in any one occurrence, and \$1,000,000 general aggregate coverage. (The City of Salem reserves the right to increase coverage minimum if event presents extraordinary risk).

RELEASE & INDEMNITY AGREEMENT APPLICANT'S SIGNATURE The undersigned Sponsor, by signature below, shall defend, indemnify, and hold the City of Salem, its officers, agents and employees, harmless against all liability, loss, or expenses, including attorney's fees, and against all claims, actions or judgments based upon or arising out of damage or injury (including death) to persons or property caused by any act or omission of an act sustained in any way in connections with the performance of this event or by conditions created thereby, or based upon violation of any statute, ordinance or regulation. This contractual indemnity provision does not abrogate common law or statutory liability and indemnification to the City of Salem, but is in addition to such common law or statutory provisions.

[Signature] Date: 3/9/23

Applicant's signature

Brandi Dian

Name of applicant

A copy of this permit will be sent to the applicant upon approval. Please call Park, Recreation & Community Services if you have any questions. 978-744-0924

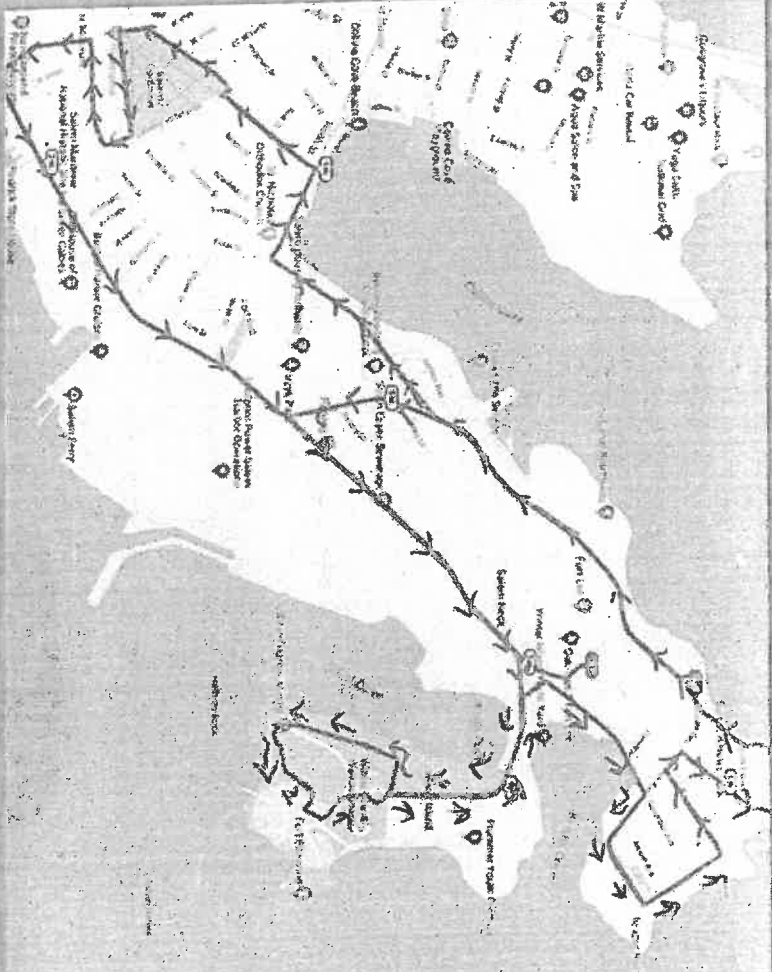
CITY USE ONLY \$200.00
Payment Received: 2/24/23 Date Permit Issued: ___ Date Permit Mailed to Applicant: ___
Approved By: _____

Director (Or Designee) of Salem Park, Recreation & Community Services

[Signature] 3-23-23
Salem Police Department

Effective date of form: 2/8/12
Revised date of form: 1/1/18

2023
Dunks



6.66 Turn by Turn

- Start on Assington Ave by Ford's Court
- Straight down Memorial Dr
- Right on Washington Blvd
- Left on Andrew St
- Enter the Salem Common on Washington Sq & turn clockwise clockwise around the Salem Common
- Exit the Common at S Washington Sq on to Forester St
- Right on to Essex St
- Left on to Little Metropolitan Blvd
- Left on to Derby St
- Straight Down Derby St
- Base right on Winter Island Rd.
- Follow cross country trail around Winter Island, by Wagonmaster, behind the function hall, by Dave's office, let heading back out of parking lot, and camp right of check in house to exit VA.
- Right on Columbus Rd
- Proceed down Columbus Ave
- Right on Big View Ave
- Left on Chesil Ave
- Left on Beach Ave
- Left on Station Ave
- Right on Wilhous Adams Road
- Follow winding path around the backside of the hillside by the park bus
- Exit back on to Eastwood Row
- Follow straight up Memorial Dr
- Base right at State's Ln, to stay on Memorial Dr
- Left on to Ford Ave
- Left on to Memorial Drive by Soper Field to FINISH

Turn by Turn 3.33

- Start on Fort Ave at Memorial Dr.
- Straight down Memorial Dr
- Straight on Szetela Ln
- Right on Walking Path before Webb St
- Left on Andrew St
- Enter the Salem Common on Washington Sq E
- Run counter clockwise around the Salem Common
- Exit the Common at S Washington Sq on to Forrester St
- Right on to Essex St
- Left on to Little Hawthorne Blvd
- Left on to Derby St.
- Straight Down Derby St
- Continue down Fort Ave
- Left on to Memorial Dr by Soccer Field to FINISH

*Creepy
2023*

page 3/4



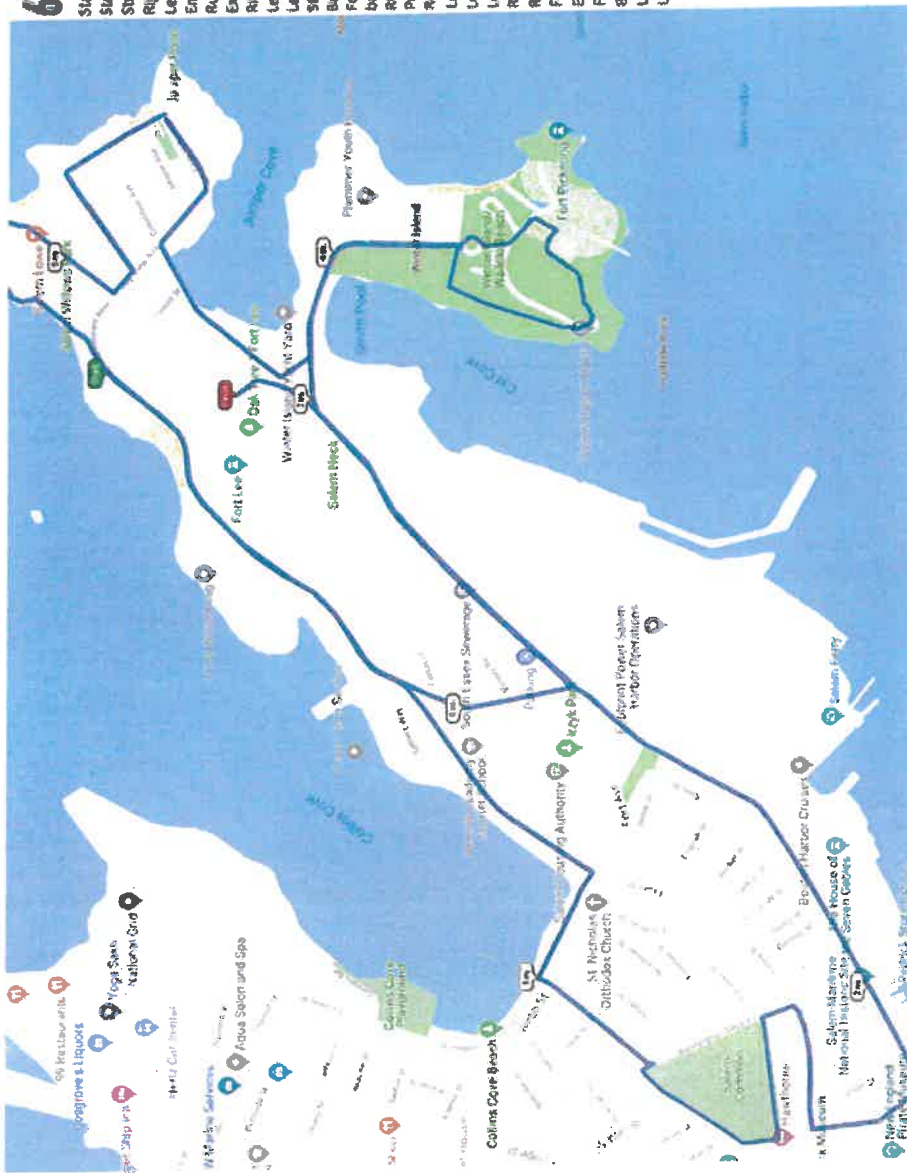
*New
Course*

Devils Chase

6.66 Turn by Turn

- Start on Restaurant Row by Tennis Courts
- Straight down Memorial Dr
- Straight on Szeziela Ln
- Right on Walking Path before Webb St
- Right on Andrew St
- Enter the Salem Common on Washington Sq E
- Run counter-clockwise around the Salem Common
- Exit the Common at S Washington Sq on to Forrester St
- Right on to Isaac St
- Left on to Little Hewlthorne Blvd
- Left on to Derby St
- Straight Down Derby St
- Bare right on Winter Island Rd.
- Follow cross country trail around Winter Island, by Harbormaster, behind the function hall, by Dave's office, left heading back out of parking lot, and keep right of check in house to exit WI.
- Right on Columbus Sq.
- Proceed down Columbus Ave
- Right on Bay View Ave
- Left on Choral Ave
- Left on Beach Ave
- Left on Sutton Ave
- Right on to Bay View Ave
- Right on Willow Access Road
- Follow walking path around the backside of the Willows by the yacht club
- Exit back on to Restaurant Row
- Follow straight up Memorial Dr
- Bare right at Szeziela Ln. to stay on Memorial Dr
- Left on to Fort Ave
- Left on to Memorial Drive by Soccer Field to FINISH

(LEFT)



page 4/4



B&SFITN-01

KWILLIAMS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/18/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Curtis J Vernon Insurance Agency PO BOX 266 Bountiful, UT 84011	CONTACT NAME: PHONE (A/C, No, Ext): (801) 677-0076 FAX (A/C, No): (801) 677-0077 E-MAIL ADDRESS:
INSURED B&S FITNESS PROGRAMS LLC 10 Hemenway Rd Salem, MA 01970	INSURER(S) AFFORDING COVERAGE
	INSURER A : Mount Vernon Fire Insurance Company
	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		SE 2019997	10/21/2023	10/23/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ Excluded
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Location for special event: 165 Fort Ave, Salem, MA 01970
 Event: Devil's Chase Event for the dates of 10/21/2023 - 10/23/2023

Certificate holder is named as additional insured.

CERTIFICATE HOLDER City of Salem 93 Washington Street Salem, MA 01970	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

INC 1/14



CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICE

401 Bridge Street, Salem MA 01970

Tel. (978) 744-0180/(978) 744-0924

pobrien@salem.com

Kimberley Driscoll
MAYOR

Trish O'Brien
Superintendent

Road Bike/Race/Walk/Parade Application

PLEASE SUBMIT PAYMENT OF \$200 WITH THIS PERMIT APPLICATION TO THE CITY OF SALEM
PARK, RECREATION AND COMMUNITY SERVICES DEPARTMENT NO LATER THAN 45 DAYS
BEFORE THE EVENT.
Registered Non-Profit Fee \$150
ANY FOR PROFIT EVENTS WILL REQUIRE AN ADDITIONAL 5% FROM THE
REGISTRATION FEES POST EVENT.

We, the undersigned, respectfully apply for permission to host a road race/walk in the City of Salem as follows:

Applicant's Name: CYNTHIA JOHNSON

Organization Name: FRIENDS OF NEC

Name of Race/Walk/Parade: FESTIVUS 5K FOR AUTISM

Contact #: 508 527 1219 E-Mail Address: Cynthia.m.johnson@gmail.com

Address: 112 SOHIER RD

City/State/Zip: BEVERLY MA 01915

Organization Tax Status (please include Tax ID Number): 501(C)(3) 61-1479553

What Charities Will This Race/Walk Be Benefiting?
STUDENTS w/ AUTISM at the Northshore Education Consortium (NEC)

Approximately How Much of the Race/Walk/Parade Proceeds Will Be Donated to Each Charity(s)
100% after race expenses.

Day of Race/Walk Contact Information:

Name: CYNTHIA JOHNSON Contact #: 508-527-1219

Date of Event: 12/10/2023 Estimated Number of Participants: 500

Time of Event: 10 AM Estimated Finish Time of Event: 12 PM

Start Location: Derby @ Hedges Ct Finish Location: same

Distance of Event: 5K

Has This Event Been Held Before? Yes No

Comm 1/12, P.D. ✓, CC

All Races/Walks/Parades Are Required to Recycle and Remove Trash.

Please Explain Your Plan (Will You Bring to North Shore Recycled Fiber on 53 Jefferson Ave, Open M-F; Bring to Your Home Curbside, or Other?) If You Have Questions about Recycling, Please Contact Julie Rose for More Information 978-619-5679

Onsite EMT/Ambulance Service (Required): MS initial

Please Attach a Map of Route With the Following Items:

1. Race/Walk Course
2. Direction of Runners Through the Race/Walk course
3. Starting and Finishing Points
4. Meeting Points For Racers Before and After the Race/Walk (FINZ)
5. Last year's race financials

Certificate of Insurance Attached? Yes No

A certificate of insurance for general liability naming the City of Salem as primary additional insured for amount not less than \$1,000,000 combined single limit for injury or death or property damages (including loss of use) in any one occurrence, and \$1,000,000 general aggregate coverage. (The City of Salem reserves the right to increase coverage minimum if event presents extraordinary risk).

RELEASE & INDEMNITY AGREEMENT APPLICANT'S SIGNATURE The undersigned Sponsor, by signature below, shall defend, indemnify, and hold the City of Salem, its officers, agents and employees, harmless against all liability, loss, or expenses, including attorney's fees, and against all claims, actions or judgments based upon or arising out of damage or injury (including death) to persons or property caused by any act or omission of an act sustained in any way in connections with the performance of this event or by conditions created thereby, or based upon violation of any statute, ordinance or regulation. This contractual indemnity provision does not abrogate common law or statutory liability and indemnification to the City of Salem, but is in addition to such common law or statutory provisions.

Cynthia M Johnson
Applicant's signature

Date: 8/1/2023

CYNTHIA M JOHNSON
Name of applicant

A copy of this permit will be sent to the applicant upon approval. Please call Park, Recreation & Community Services if you have any questions. 978-744-0924

CITY USE ONLY

Payment Received: _____ Date Permit Issued: _____ Date Permit Mailed to Applicant: _____

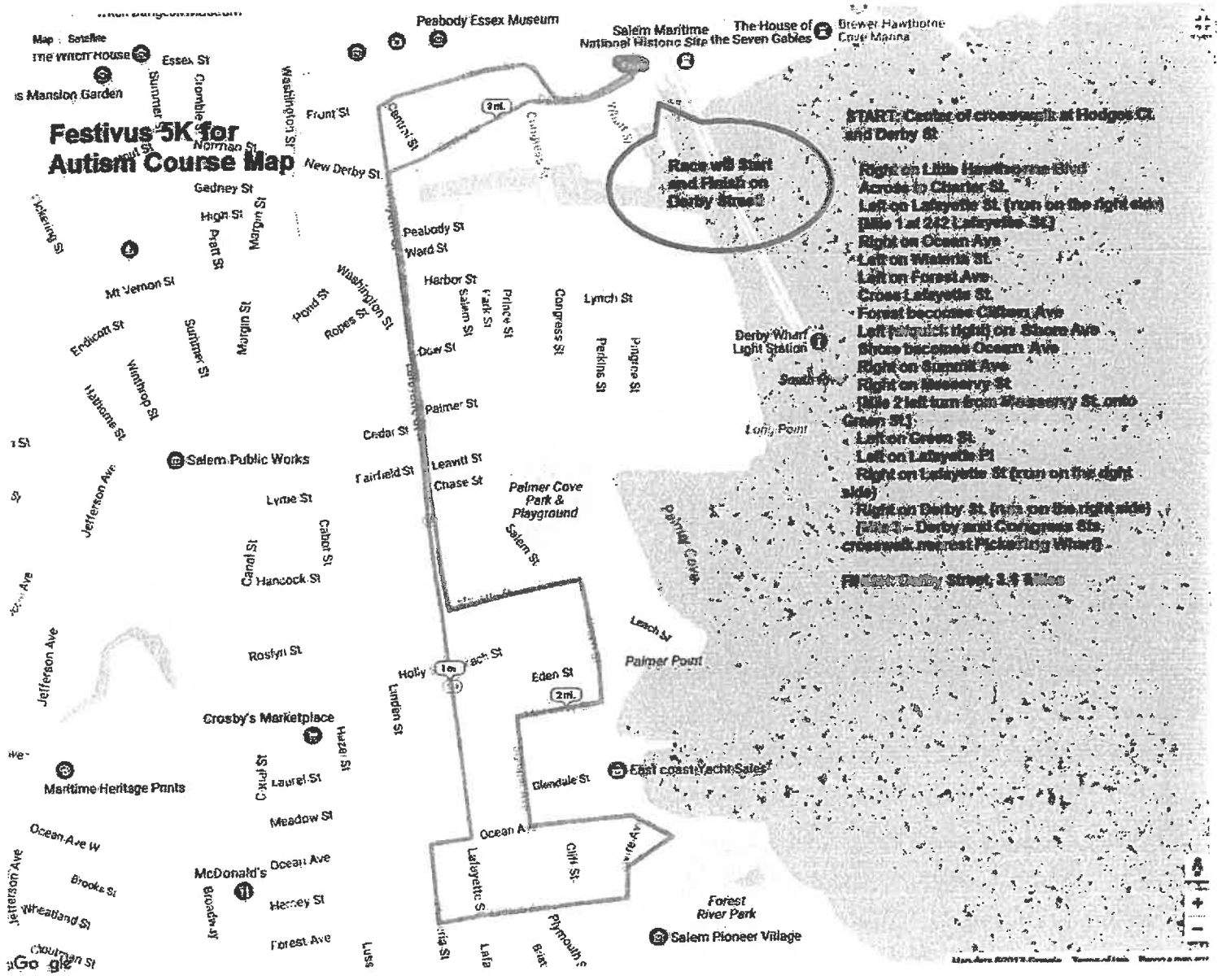
Approved By: _____

Director (Or Designee) of Salem Park, Recreation & Community Services

[Signature]
Salem Police Department

Effective date of form: 2/8/12

Revised date of form: 1/1/18



Festivus 5K for Autism Course Map

Race will Start and Finish on Derby Street

START: Center of crosswalk at Hodges Ct and Derby St

- Right on Little Hawthorne Blvd
- Across to Charter St
- Left on Lafayette St (run on the right side)
- Right 1st at 242 Lafayette St
- Right on Ocean Ave
- Left on Walnut St
- Left on Forest Ave
- Cross Lafayette St
- Forest becomes Gilbert Ave
- Left (quick right) on Shore Ave
- Shore becomes Ocean Ave
- Right on Summit Ave
- Right on Beverly St
- Right 2 left turn from Beverly St onto Green St
- Left on Green St
- Left on Lafayette St
- Right on Lafayette St (run on the right side)
- Right on Derby St (run on the right side)
- Right on Derby and Congress Sts crosswalk nearest Pickering Wharf

FINISH: Derby Street, 3.5 Miles

MapData ©2013 Google, Terms of Use. StreetView™

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

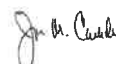
PRODUCER Cabot Risk Strategies, LLC 15 Cabot Road Woburn MA 01801	CONTACT NAME: Claire Boutilier PHONE (A/C, No, Ext): (800) 222-5963 E-MAIL ADDRESS: claire.boutilier@cabotrisk.com FAX (A/C, No): (781) 376-9907																					
INSURED Friends of North Shore Education Consortium 112 Sohier Road Beverly MA 01915	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>Philadelphia Indemnity Insurance Company</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Philadelphia Indemnity Insurance Company		INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A:	Philadelphia Indemnity Insurance Company																					
INSURER B:																						
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** 23-24 COI **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PHPK2573322	07/01/2023	07/01/2024	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
								\$
							COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
							EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
							PER STATUTE	
							OTHER	
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of Salem 93 Washington Street Salem MA 01970	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

City of Salem

In the year Two Thousand and Twenty-Three

An Ordinance Relative to Traffic

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

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

Broadway – Service Zones – northwesterly side, from the southerly lot line at No. 108 Broadway for a distance of fifty (50) feet in a northerly direction. No Parking Service Zone 8:00 A. M. to 8:00 P. M. Monday through Friday. (7/2/90)

New Derby Street – Service Zones – on the northerly side of New Derby Street, beginning at a point one hundred sixty-five (205) feet east of the intersection with Washington Street, and extending eastward fifty-five (55) feet. (10/25/22(4))

And inserting the following:

Derby Street – Service Zones - northerly side, beginning at Palfrey Court and continuing in an easterly direction for forty (40) feet.

Derby Street – Service Zones – northerly side, beginning at a point one hundred (100) feet east of Daniels Street and continuing in an easterly direction for forty-five (45) feet.

Hancock Street – Service Zones – northerly side, beginning at a point twenty (20) feet east of Canal Street and continuing in an easterly direction for one-hundred and thirty-five (135) feet.

High Street – Service Zones – northerly side, beginning at a point twenty-five (25) feet west of Margin Street and continuing in a westerly direction for thirty (30) feet.

New Derby Street – Service Zones – on the northerly side of New Derby Street, beginning at a point two hundred and five (205) feet east of the intersection with Washington Street, and extending eastward fifty-five (55) feet.

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

In City Council September 14, 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 Ch. 12 – Building, Electricity and Plumbing Regulations

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

Section I. Article III of Chapter 12, Section 89 - Location of poles with reference to curbstones and hydrants. The last sentence is hereby amended by:

“Deleting 15 feet and inserting 6 feet.”

And by adding the following to the end of the sentence

“, or as specified in 527 CMR 1.00 18.5.7.1, whichever is greater.”

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

In City Council September 14, 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 tag days

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

SECTION I: City of Salem Code Ordinances Chapter 14 Business Licenses and Fees is hereby amended by:

- 1) Replacing the words “city council” with the words “city clerk” as they appear in Secs. 14-102 and 14-104.
- 2) Deleting Sec. 14-103 in its entirety and replacing it with the following:
“All persons engaged in the sale of tags shall carry a copy of the tag day license and distribute a tag to each donor. No person authorized under this division shall make or attempt to make any sale in front of any private premises against the objection of the owner or occupant thereof.”
- 3) Deleting the heading “(a)” within Sec. 14-104 and inserting the text “at least one week in advance. A sample of the tag must be provided to the city clerk to keep on file” immediately following the word “clerk” in the first sentence of Sec. 14-104. And insert “, and that the City Clerk refer any tag day applications to the City Council for approval when necessary” after the word clerk.
- 4) Deleting Sec. 14-104 (b) in its entirety.
- 5) Deleting Sec. 14-105 in its entirety and inserting the following:
“No license shall be valid for more than three consecutive days, and no more than six days in a calendar year per organization.

Only one organization may be issued a tag per calendar day, and they are issued in the order of receipt of application to the clerk's office, with the exception of Memorial Day Weekend, 4th of July and Veterans Day, which are held for use solely by Posts or Incorporated organizations of veterans who served in the military or naval service of the United States in time of war or insurrection.

The city clerk shall not release any license until the organization submits to the city clerk a sample of the tag that will be distributed by the organization on the day of the sale.

Persons tagging shall not impede the flow of pedestrians when on a public sidewalk nor shall they enter upon a public street or way to collect donations.”

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

In City Council September 14, 2023
Adopted as amended for first passage

ATTEST:

ILENE SIMONS
CITY CLERK