

**ORDER FOR GRANT OF LOCATION FOR
EXISTING UTILITY POLE**

City of Salem, Massachusetts
City Clerk

WHEREAS, MOBILITIE, LLC, (hereinafter known as the PETITIONER) has petitioned for permission to construct upon, along, under or across the public way(s) of the City of Salem, the following:

Petitioner proposes to install backhaul transport equipment on an existing 35' utility pole in the public right of way located at the intersection of Highland Avenue (Route 107) and Heritage Drive @ Salem Hospital with electricity connection (Lat/Long: 42.706464, -71.200315). Location approximately as shown on plan attached as Exhibit "A."

AND WHEREAS, notice has been given and a hearing held on said petition as provided by law; NOW THEREFORE BE IT ORDERED that the PETITIONER be and hereby is granted permission by the City of Salem to complete the construction described above, all in accordance with the following conditions:

1. PETITIONER shall locate and complete all work as shown by plan(s) specified and approved by the City, and as may have been amended by the City.
2. PETITIONER shall comply with the requirements of existing ordinances and such as may hereafter be adopted governing the construction.
3. PETITIONER shall perform all work to the requirements and satisfaction of any such officer(s) as may be hereafter appointed by the City.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City of Salem, Massachusetts held on the _____ day of _____, 2018.

City Clerk

We hereby certify that on _____ 2018, at _____ o'clock ____ M, at _____ a public hearing was held on the petition of the MOBILITIE LLC for permission to install backhaul transport equipment on an existing utility pole in the public right of way 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 way upon which the Companies are permitted to construct the line of poles, wires, cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

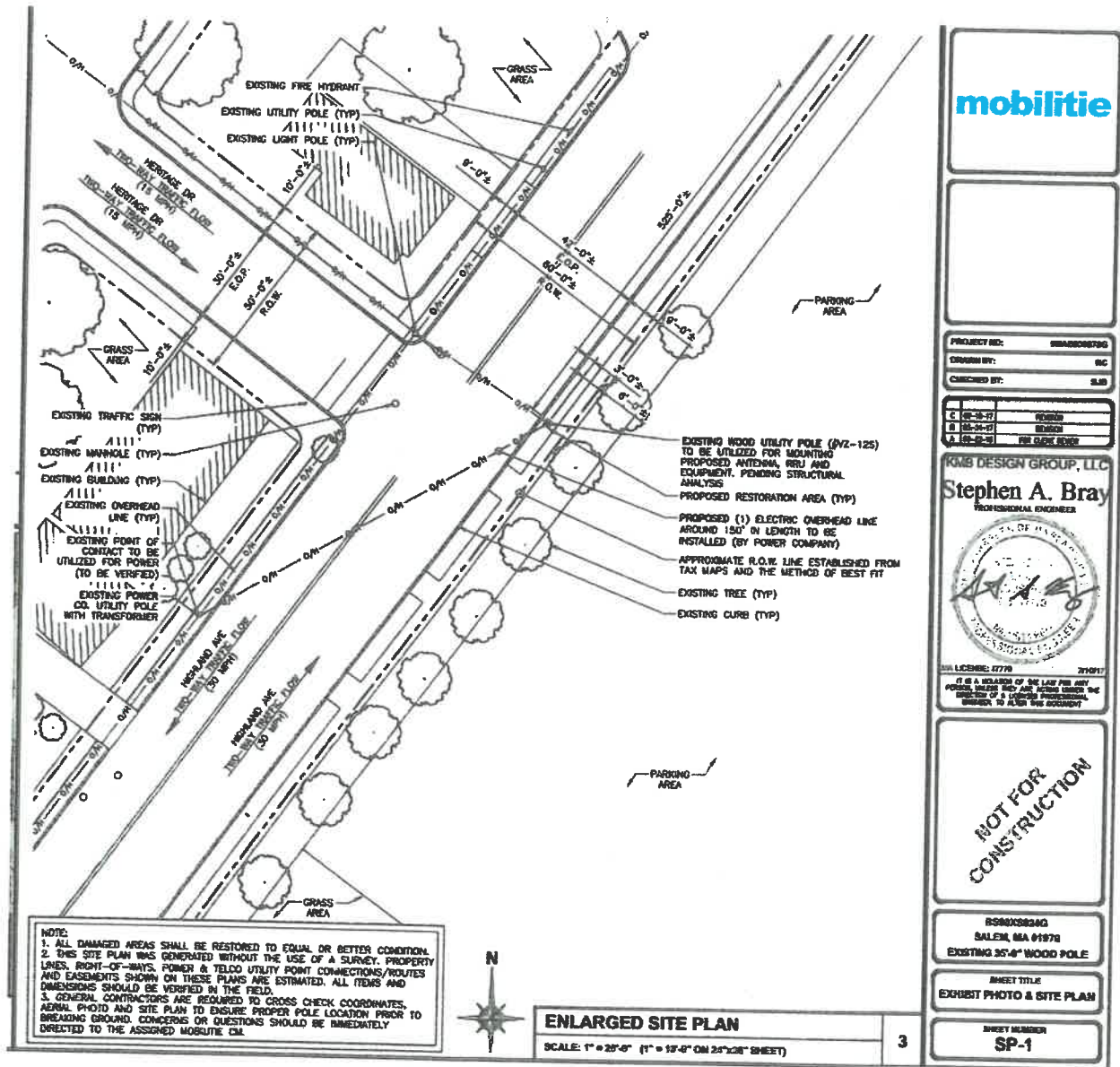
City Council of Salem, Massachusetts.

Certificate

I hereby certify that the foregoing Order was adopted by the City of Salem on the _____ day of _____, 20____. Received and entered in the records of Location Orders of the City of Salem.

Certified. Attest: _____ Date: _____
City Clerk

Exhibit A



mobilitie

PROJECT NO: BS90XS924G
 DRAWN BY: MC
 CHECKED BY: SJB

C 10-10-07 REVISION
 B 10-11-07 REVISION
 A 10-12-07 PER CLIENT REVIEW

KMB DESIGN GROUP, LLC
Stephen A. Bray
 PROFESSIONAL ENGINEER



NOT FOR
 CONSTRUCTION

BS90XS924G
 SALEM, MA 01970
 EXISTING 35'-4" WOOD POLE

SHEET TITLE
EXHIBIT PHOTO & SITE PLAN

SHEET NUMBER
SP-1

0690X5 924G

ROUTING SLIP

Telecommunications Attachments in the Public Right of Way

Each applicant who has petitioned for access to the public right of way for telecommunications purposes must consult with the appropriate Departments below and have them sign this Routing Slip and return it to the Electrical Department prior to the granting of any petition filed pursuant to MGL Chapter 166, Section 22.

BUSINESS NAME

Corporate name:

Mobilite LLC

d/b/a:

Mobilite

Address:

116 John St #210 Lowell MA 01854

Tele. #

978-998-9795

CONTACT:

JAMES G. George

Street:

Tele. #

978-998-9795

City:

State:

Zip:

Email Address:

jgeorge@mobilite.com

Right of Way Location Requested:

Existing wood utility owned Pole
Highland Ave - (RT 107) Heritage Drive - St Salem Hospital

Please check:

☒ To be attached to utility-owned pole

☐ To be attached to City-owned pole

All grants of location are conditioned upon evidence of the existence of a valid pole attachment agreement.

***TO ALL CITY DEPARTMENTS: By signing this slip you are only acknowledging that the applicant has made your department aware of their plans. All grants of location will be conditioned upon compliance with all departmental requirements. Please attach comments on separate sheet.

[Signature]

- See letter dated 8/17/17

Planning Department
120 Washington Street

DATE

8/24/2017

[Signature]

Engineering Department
120 Washington Street

DATE

8/17/17

[Signature]

Salem Historical Commission
120 Washington Street

DATE

[Signature]

Office of Information Technology
120 Washington Street

DATE

9/4/17

[Signature]

Salem Legal Department
93 Washington Street

DATE

[Signature]

City Electrician

Central Fire Headquarters - 44 Lafayette Street

DATE

8/11/17



KIMBERLEY DRISCOLL
MAYOR

TOM DANIEL, AICP
DIRECTOR

CITY OF SALEM, MASSACHUSETTS
DEPARTMENT OF PLANNING AND
COMMUNITY DEVELOPMENT

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

August 17, 2017

James George
Mobilitie
116 John Street Suite 110
Lowell MA 01854

RE: Grant of Location Request Highland Avenue

Dear Mr. George:

The new meter is proposed at 5 feet from grade, and the disconnect is proposed at 7 feet from grade. This is in the direct line of sight of pedestrians and cyclists. Please cluster the equipment higher on the pole and take measures to blend the proposed equipment.

Best,

Amanda Chiancola, AICP
Staff Planner



40 Sylvan Road
Waltham MA 02451

September 7, 2017

Attention: State and Municipal Permitting Authorities

RE: Evidence of Pole Attachment Agreement and Consent to File for Permits
Granted to Mobilitie

To Whom It May Concern:

The undersigned jointly owns and controls certain utility poles in public rights-of-way and on private property throughout the geographic areas where it operates.

Please be advised that the undersigned has entered into a Pole Attachment Agreement ("Agreement") authorizing Mobilitie ("Applicant") to install, attach, maintain, repair, upgrade and use wireless communications equipment and appurtenances on certain utility poles pursuant to the terms and conditions of the Agreement. Permission is hereby granted to Applicant, or its agents, to make application for any Land Use, Access, Building, Electrical or Regulatory Permit(s) required to effectuate the initial installation, on-going maintenance and upgrades or replacements of said equipment.

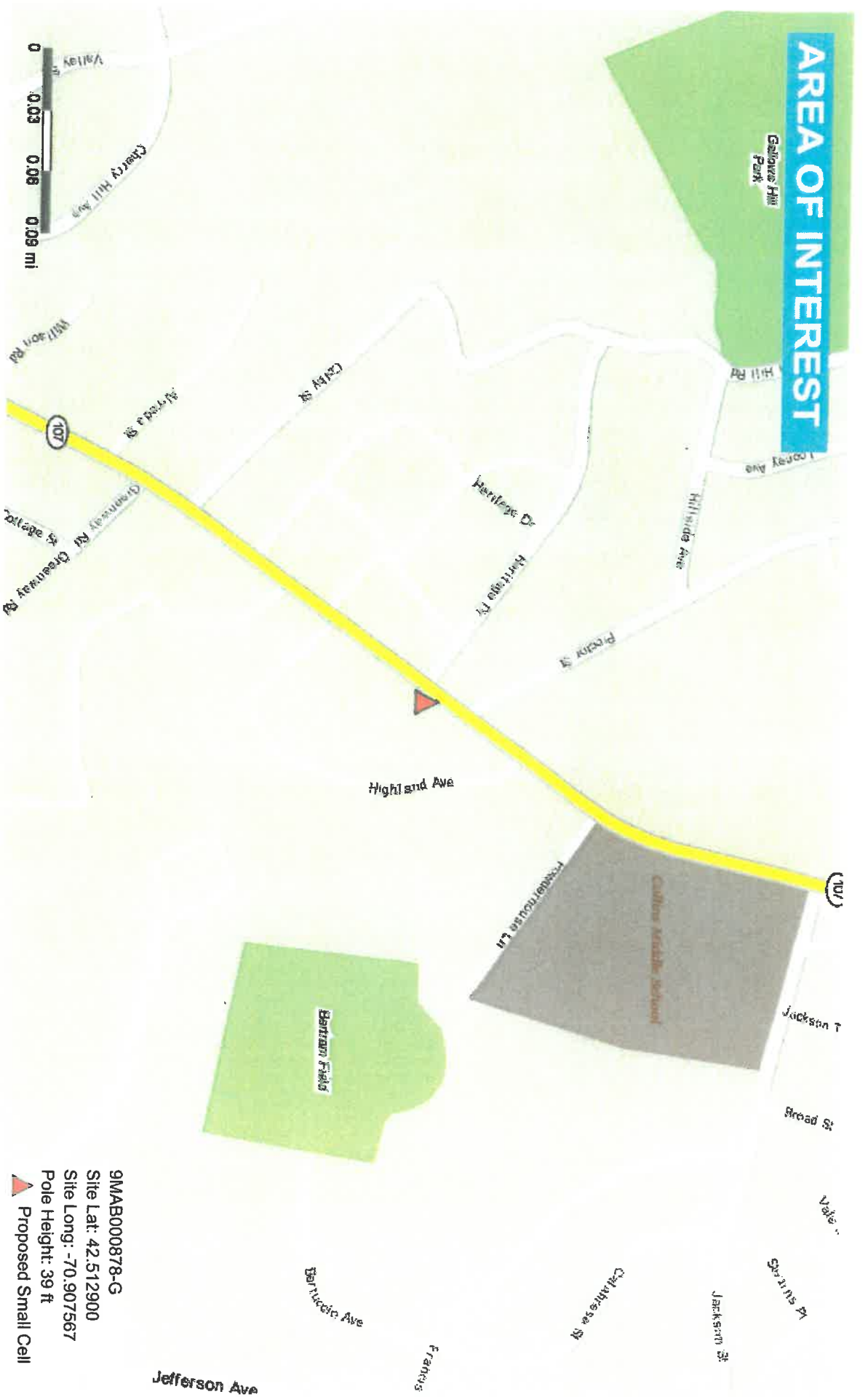
Please contact me at (978) 725-1130 if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Amy Sullivan".

Amy Sullivan
Third Party Attachment Analyst

AREA OF INTEREST



Additional comments below:

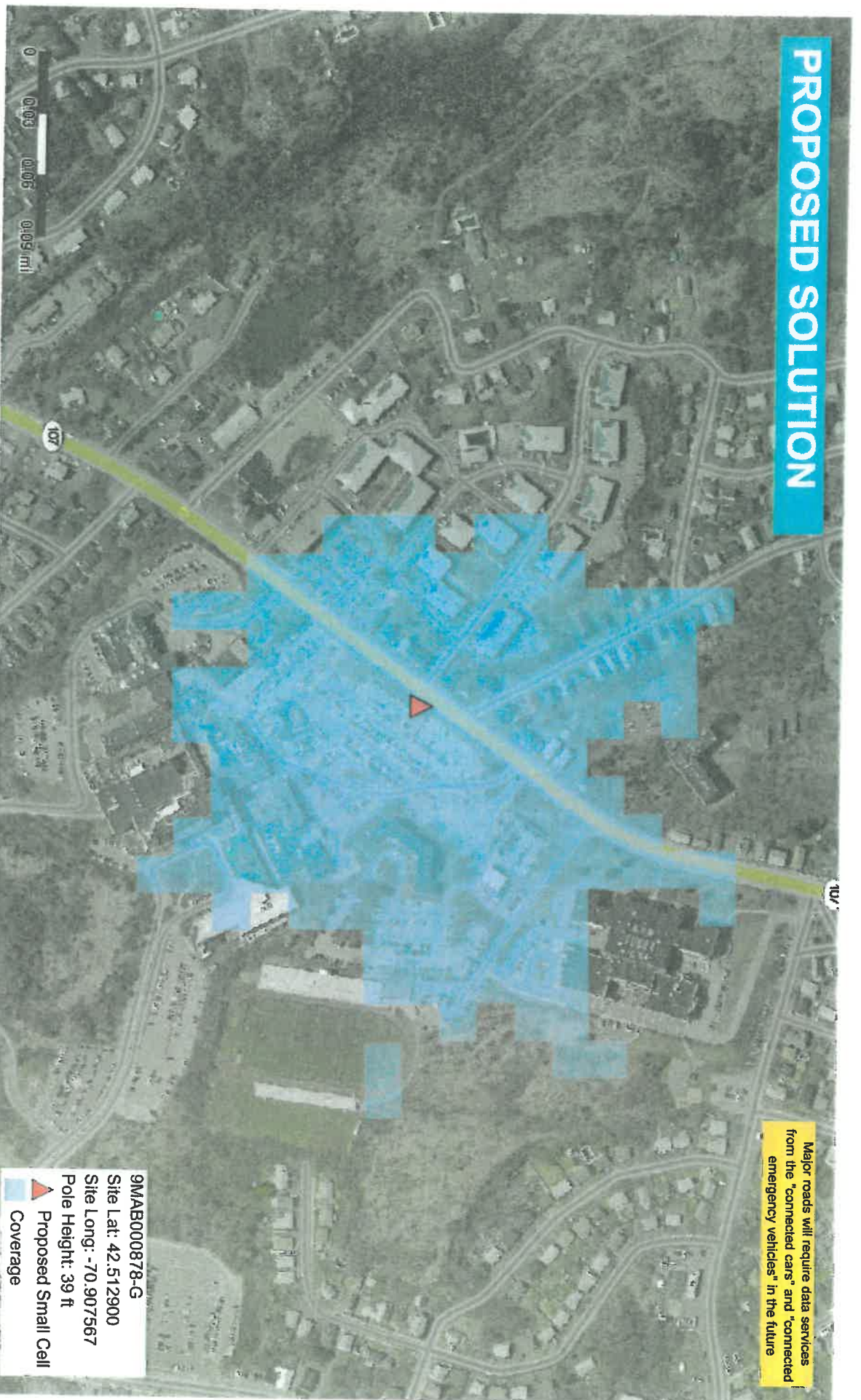
9MAB000878-G
 Site Lat: 42.512900
 Site Long: -70.907567
 Pole Height: 39 ft
 Proposed Small Cell

PROPRIETARY & CONFIDENTIAL

mobilitie
 intelligent infrastructure

PROPOSED SOLUTION

Major roads will require data services from the "connected cars" and "connected emergency vehicles" in the future



Total area covered: 0.05 sq mi
Total roads covered: 1.98 mi
Approximate population covered: 179
Approximate households covered: 78

PROPRIETARY & CONFIDENTIAL

NETWORK DEFICIENCY



These levels are determined by complex algorithms which consider many variables including usage patterns, non-preferred user events, and data trends.

Critical Red -Areas which represent a critical level of competing data demand requiring immediate action to supplement network resources

Above Average Orange -Areas which represent contentious data demand at greater than average levels and projected toward critical levels

Average Green -Areas which represent average data demand growth

PROPRIETARY & CONFIDENTIAL

SITE ID-CANDIDATE LETTER/CASCADE ID-CANDIDATE LETTER:
9MAB000878G/BS90XS924G

LATITUDE/LONGITUDE:
42.512900/-70.907567

CROSS STREET:
HIGHLAND AVE & HERITAGE DR
CITY, STATE, ZIP:
SALEM, MA 01970



IF YOU DIG IN ANY STATE
YOU MUST FIRST LOOK
UP THE LOCAL
LAW
IT'S THE LAW

ON THE OTHER SIDE OF THE ROAD, ANYONE WHO DIGS FOR THE CONSTRUCTION OF A NEW OR EXISTING UTILITY SHALL BE RESPONSIBLE FOR THE CONSTRUCTION OF A NEW OR EXISTING UTILITY. THE CONSTRUCTION OF A NEW OR EXISTING UTILITY SHALL BE THE RESPONSIBILITY OF THE CONSTRUCTOR. THE CONSTRUCTOR SHALL BE RESPONSIBLE FOR THE CONSTRUCTION OF A NEW OR EXISTING UTILITY. THE CONSTRUCTOR SHALL BE RESPONSIBLE FOR THE CONSTRUCTION OF A NEW OR EXISTING UTILITY.

GENERAL NOTES

THE FACILITY IS UNMANNED AND NOT FOR HUMAN HABITATION. A MAINTENANCE PERSONNEL SHALL BE REQUIRED FOR ROUTINE MAINTENANCE OF EFFECT ON DRAINAGE. NO SWIFTWAY SEWER SERVICE, PORTABLE WATER OR TRASH DISPOSAL IS REQUIRED AND NO COMMERCIAL SIGNAGE IS (N).

SITE INFORMATION

SITE ID:	9MAB000878G
CASCADE ID:	BS90XS924G
LATITUDE:	42.512900
LONGITUDE:	-70.907567
CROSS STREET:	HIGHLAND AVE & HERITAGE DR
CITY, STATE, ZIP:	SALEM, MA 01970
COUNTY:	ESSEX COUNTY
JURISDICTION:	SALEM CITY
PROPERTY OWNER:	PUBLIC RIGHT-OF-WAY
APPLICANT:	MOBILITE, LLC 3175 PIEDMONT ROAD NE, SUITE 1000 ALPHARETTA, GA 30009 PHONE: (312) 638-5400

ENGINEER

RMB DESIGN GROUP, LLC
1000 ROUTE 34, SUITE 209
SALEM, MA 01970
FOR QUESTIONS EMAIL: DESIGN@RMBDESIGN.COM
TEL: (727) 280-5523 FAX: (727) 280-3000 WWW.RMBDESIGN.COM

DO NOT SCALE DRAWINGS

CONTRACTORS SHALL VERIFY ALL PLANS. (E) DIMENSIONS & FIELD CONDITIONS ON THE JOB SITE & SHALL IMMEDIATELY NOTIFY THE ARCHITECT/ENGINEER IN WRITING OF ANY DISCREPANCIES BEFORE PROCEEDING WITH THE WORK OR BE RESPONSIBLE FOR SAME.

NOTE:
GENERAL CONTRACTOR IS REQUIRED TO CROSS CHECK COORDINATES, EXIST PHOTO, AERIAL PHOTO AND SITE PLAN TO ENSURE PROPER POLE LOCATION PRIOR TO BREAKING GROUND. CONCERNS OR QUESTIONS SHOULD BE IMMEDIATELY DIRECTED TO ASSIGNED MOBILITE CM.

LOCATION MAPS

VICINITY MAP

Highland Ave

Collins Middle St

Proctor St

Highland Ave

North Shore Medical
Center Salem Hospital



MAP DATA © 2015 GOOGLE

REGIONAL MAP



MAP DATA © 2015 GOOGLE

PROJECT DESCRIPTION

END USER PROPOSES TO INSTALL EQUIPMENT ON AN EXISTING WOOD POLE WITHIN AN EXISTING RIGHT-OF-WAY. THE SCOPE WILL CONSIST OF THE FOLLOWING:
-- INSTALL PROPOSED BACKHAUL TRANSPORT EQUIPMENT ON AN EXISTING WOOD UTILITY POLE

CODES

2008 INTERNATIONAL BUILDING CODE
2008 INTERNATIONAL ELECTRICAL CODE
TIA/EIA-222-C FOR WIRELESS COMMUNICATIONS
LOCAL BUILDING/PLANNING CODE

DRAWING INDEX

SHEET NO.	TITLE	SHEET TITLE
T-1	EXHIBIT PHOTO & SITE PLAN	
EV-1	ELEVATIONS	
EV-2	ELEVATIONS	
PL-1	PLUMBING & RISER DIAGRAM	
EQ-1	EQUIPMENT DETAILS	
EQ-2	EQUIPMENT DETAILS	
E-1	ELECTRICAL DETAILS	
IC-1	GROUNDING DETAILS	
TC-2	PERCEPTRAN TRAFFIC CONTROL PLAN	
ON-1	GENERAL NOTES	
ON-2	GENERAL NOTES	
ON-3	GENERAL NOTES	

mobilitie

PROJECT NO: 9MAB000878G

DRAWN BY: RC

CHECKED BY: SJB

DATE: 10-15-17
BY: 10-15-17
FOR CLIENT REVIEW

RMB DESIGN GROUP, LLC

Stephen A. Bray
PROFESSIONAL ENGINEER



NOT FOR
CONSTRUCTION

BS90XS924G
SALEM, MA 01970
EXISTING 35'-4" WOOD POLE

SHEET TITLE
TITLE SHEET

SHEET NUMBER
T-1

NOTE: EXHIBIT PHOTO IS FOR REFERENCE USE ONLY AND SHOULD NOT BE USED FOR CONSTRUCTION PURPOSES.

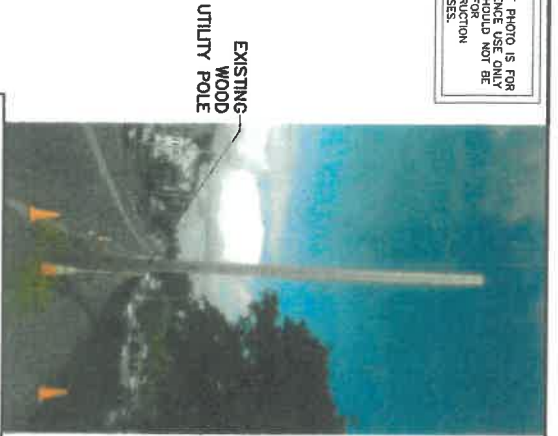
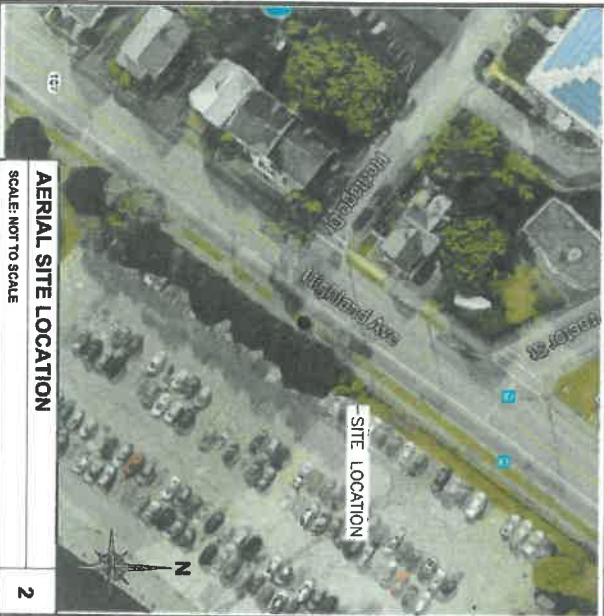


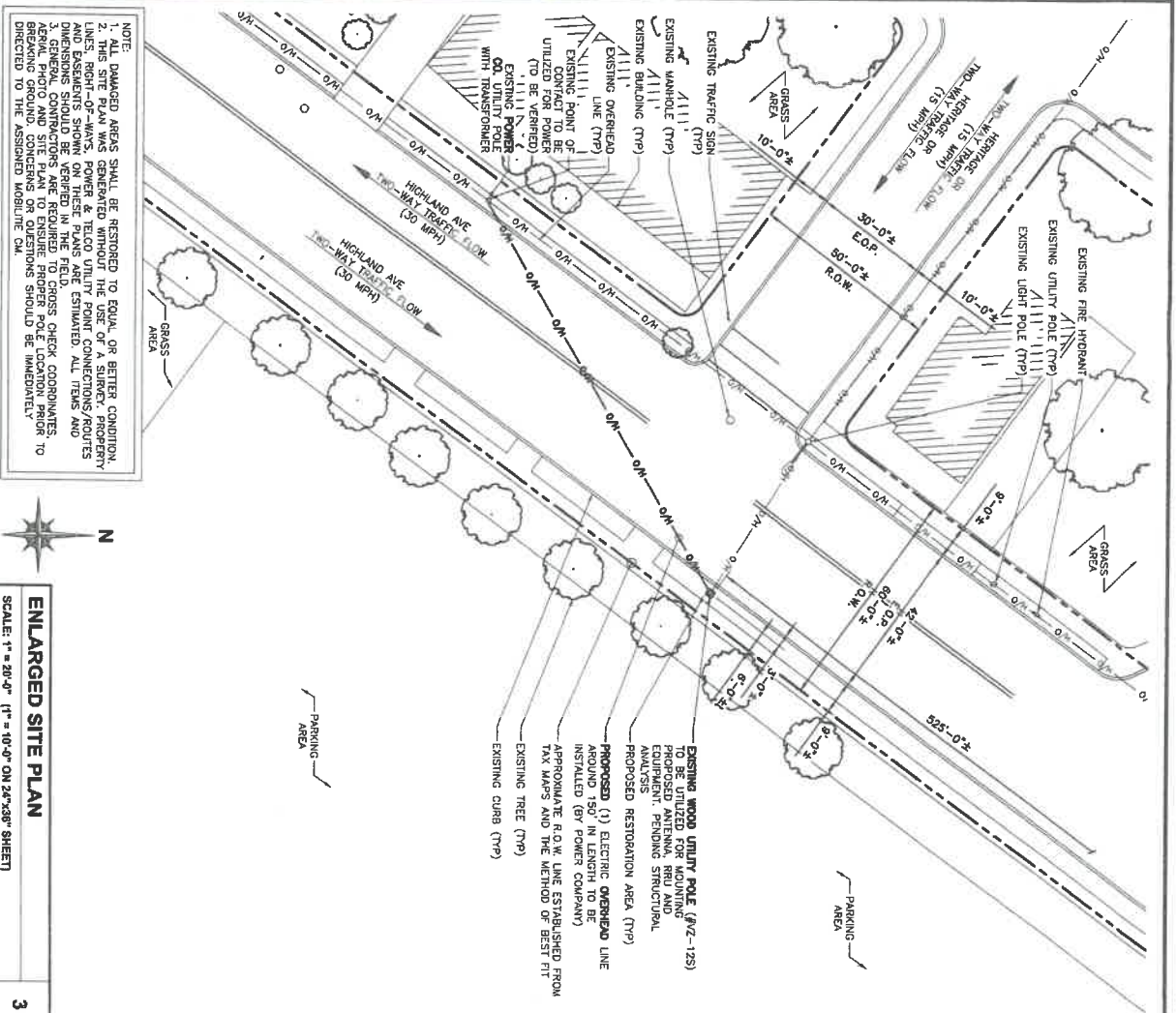
EXHIBIT PHOTO
SCALE: NOT TO SCALE

1



AERIAL SITE LOCATION
SCALE: NOT TO SCALE

2



NOTE:
1. ALL DAMAGED AREAS SHALL BE RESTORED TO EQUAL OR BETTER CONDITION.
2. THE SITE SHALL BE CONSIDERED WITHIN THE USE OF A SURVEY PROPERTY LINES RIGHT-OF-WAYS SHOWN ON THESE PLANS ARE ESTIMATED. ALL ITEMS AND DIMENSIONS SHOULD BE VERIFIED IN THE FIELD.
3. GENERAL CONSTRUCTION ARE REQUIRED TO CROSS CHECK COORDINATES TO BREAKING GROUND. CONCERNS OR QUESTIONS SHOULD BE IMMEDIATELY DIRECTED TO THE ASSIGNED MOBILE CALL.

ENLARGED SITE PLAN
SCALE: 1" = 20'-0" 1" = 10'-0" ON 24"x36" SHEET

3

mobilitie

PROJECT NO: 2020000770
DRAWN BY: RC
CHECKED BY: SLS

C 01-11-17 REGION
B 02-14-17 REGION
A 03-21-17 FOR CLIENT REVIEW

KMB DESIGN GROUP, LLC
Stephen A. Bray
PROFESSIONAL ENGINEER



MA LICENSE 4770
T10217
I am a duly Licensed Professional Engineer in the State of Massachusetts.
I am duly Licensed Professional Engineer in the State of Massachusetts.
I am duly Licensed Professional Engineer in the State of Massachusetts.

NOT FOR
CONSTRUCTION

BS900X59246
SALEM, MA 01970
EXISTING 35'-0" WOOD POLE

SHEET TITLE
EXHIBIT PHOTO & SITE PLAN

SHEET NUMBER
SP-1

mobilitie

1/ OF (E) POLE = ± 35'-0"

(E) CLASS 3 OR CLASS 4 WOOD POLE

EXISTING SIDE VIEW



- NOTES:
1. ALL HARDWARE SHALL BE STAINLESS STEEL.
 2. ALL CABLES SHALL BE SECURED TO POLE EVERY 36" OR LESS.
 3. LIGHTNING RODS SHALL BE INCLUDED AS REQUIRED.

(N) OMNI-DIRECTIONAL ANTENNA TO BE INSTALLED

1/ OF (N) ANTENNA = ± 36'-4"

2/ OF (N) ANTENNA = ± 37'-1"

3/ OF (N) ANTENNA = ± 35'-10"

4/ OF (E) POLE = ± 35'-0"

(N) WEATHER HEAD FOR NEW OVERHEAD UTILITY

(E) CLASS 3 OR CLASS 4 WOOD POLE

(1) (N) 2" RIGID GALVANIZED STEEL CONDUIT FOR POWER

(N) UE RELAY ATTACHED WITH 3/8" THROUGH BOLT

(N) GPS ANTENNA MOUNTED TO RADIO

(N) RADIO ATTACHED WITH 3/8" THROUGH BOLT

(N) AC POWER DISTRIBUTION PANEL ATTACHED WITH 1/2" STEEL BANDING

(N) DISCONNECT ATTACHED WITH 1/2" STEEL BANDING

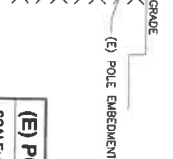
(N) 100A METER ATTACHED WITH 1/2" STEEL BANDING

5/ OF (N) AC DISTRIBUTION BOX = ± 11'-0"

6/ OF (N) DISCONNECT = ± 7'-0"

7/ OF (N) METER = ± 5'-0"

NEW SIDE VIEW



(E) POLE ELEVATIONS

SCALE: 1" = 5'

1

NOT FOR CONSTRUCTION



KMB DESIGN GROUP, LLC
Stephen A. Bray
PROFESSIONAL ENGINEER

PROJECT NO:	PM4000070
DRAWN BY:	AC
CHECKED BY:	SAB
DATE:	10-26-17
FOR CLIENT REVIEW	

REASON FOR REVIEW	
DATE	
FOR CLIENT REVIEW	

BS00059246
SALEM, MA 01970
EXISTING 35'-0" WOOD POLE

SHEET TITLE
POLE ELEVATIONS

SHEET NUMBER
EV-1

PROJECT NO. 88A0008720

DRAWN BY: NC
CHECKED BY: SJB

DATE: 07-15-17
BY: 07-15-17
FOR: 07-15-17

KMB DESIGN GROUP, LLC
Stephen A. Bray
PROFESSIONAL ENGINEER

MA LICENSE #7770
IT IS A VIOLATION OF THE LAW FOR ANY
PERSON TO REPRODUCE OR TRANSMIT
THIS DOCUMENT IN ANY MANNER
WITHOUT THE WRITTEN PERMISSION
OF THE ENGINEER.

**NOT FOR
CONSTRUCTION**

88A0008720
SALEM, MA 01970
EXISTING 35'-0" WOOD POLE

SHEET TITLE
POLE ELEVATIONS

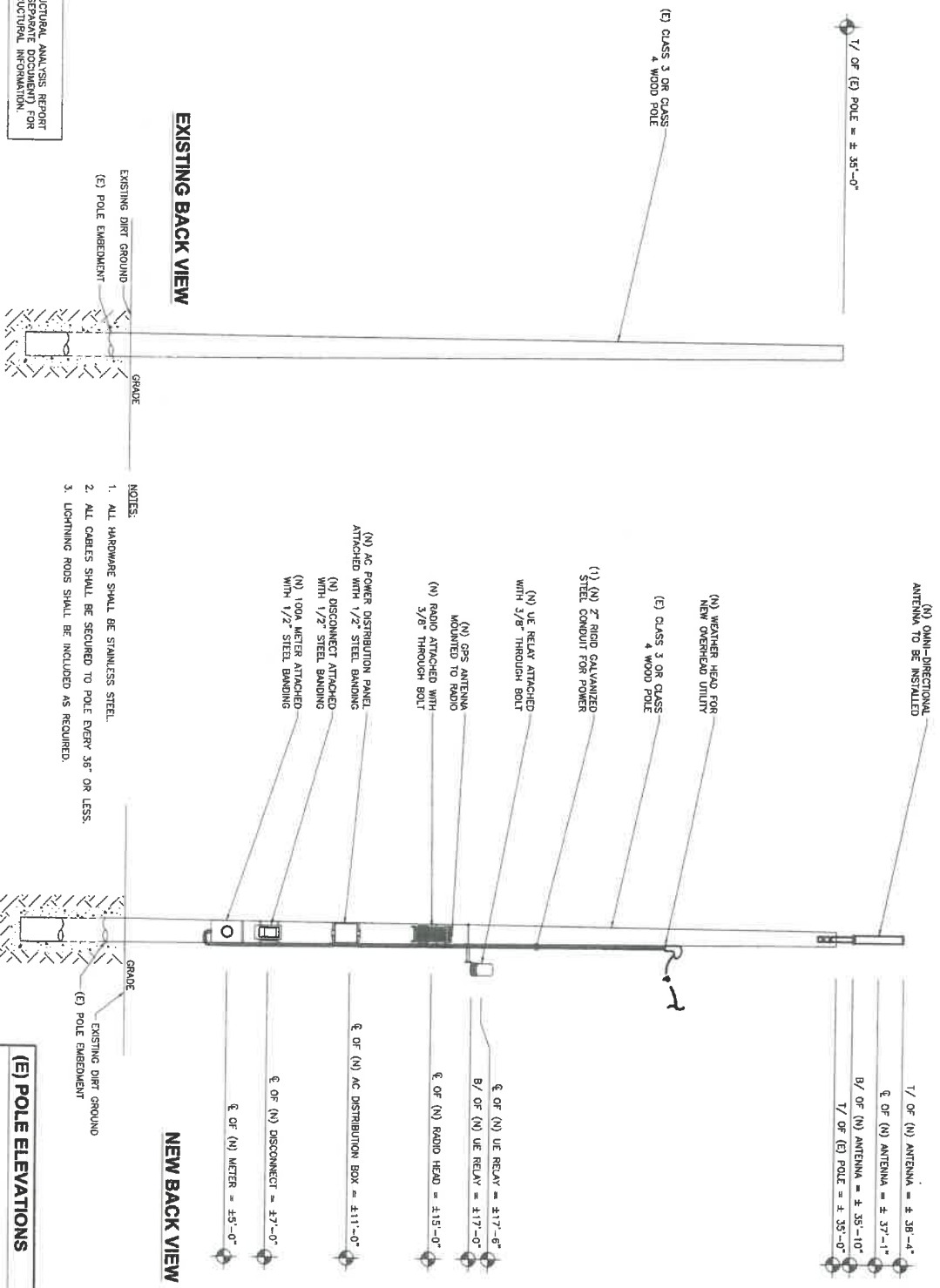
SHEET NUMBER
EV-2

(E) POLE ELEVATIONS
SCALE: 1" = 5'

NOTES:
1. ALL HARDWARE SHALL BE STAINLESS STEEL.
2. ALL CABLES SHALL BE SECURED TO POLE EVERY 36" OR LESS.
3. LIGHTNING RODS SHALL BE INCLUDED AS REQUIRED.

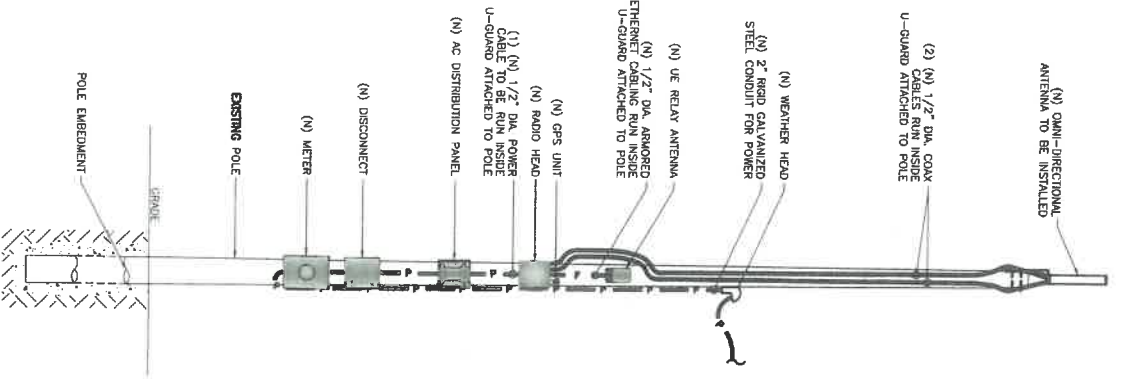
NEW BACK VIEW

EXISTING BACK VIEW



NOTE:
TO STRUCTURAL ANALYSIS REPORT
88A0008720 (SEPARATE DOCUMENT) FOR
ADDITIONAL STRUCTURAL INFORMATION

NOTE:
(C) POLE MOUNTED EQUIPMENT
NOT SHOWN FOR CLARITY.



NOTE:
THIS CABLE ROUTE AND TERMINATION ONLY. CONTRACTOR SHALL INSTALL CABLES WITH MINIMUM VERTICAL CLEARANCE OF 8 FEET FROM ALL POWER LINES. SEE ELEVATION DRAWING FOR EQUIPMENT AND ANTENNA LOCATIONS.

CABLING NOTES:

- A) WOOD, CONCRETE AND EXISTING METALLIC POLES
1) FROM GRADE LINE TO 11'-0" ABOVE GRADE
CABLES/CONDUCTORS EXCEPT GROUNDING CONDUCTOR
MUST RUN IN RIGID GALVANIZED STEEL CONDUIT (RGS)
2) GROUNDING CONDUCTORS IN EXPOSED LOCATIONS
MUST BE INSTALLED IN PVC.
3) IN EARTH INSTALL PVC CONDUIT FOR BACKHAUL
AND ELECTRICAL SERVICE. TRANSITION TO RGS AT
GRADE LINE.
4) ABOVE 11'-0" ALL CABLES (POWER, ETHERNET,
COAXIAL) MUST RUN IN PVC UTILITY POLE RISER.
5) AT MAJOR EQUIPMENT, EXTEND UTILITY DUCT
IMMEDIATELY ADJACENT TO THE EQUIPMENT. INSTALL
CABLES IN THE UTILITY POLE RISER CREATING
BENDING RADIUS.
6) INSIDE THE UTILITY POLE RISER, UTILIZE 3"
COAX BLOCKS WITH LAG SCREWS TO SUPPORT
COAX, RADIO AND LOW POWER RF COAX. AND
ETHERNET CABLES TO WITHIN 12" OF THE
EQUIPMENT BEING SERVED AND ON INTERVALS NOT
TO EXCEED 4'.
7) FOR UNDERGROUND HF/VEHICULAR BACKHAUL, ROUTE
CABLES IN THE UTILITY POLE RISER. THE POLE AND
ENTER THE UTILITY POLE RISER. THE RISER END
OF CONDUIT WITH A CABLE TERMINATION FITTING.
8) BY APPROVAL, IN SELECT CASES LIQUID-TIGHT
FLEXIBLE METALLIC CONDUIT (LHMC) MAY BE USED IN
LENGTHS NOT TO EXCEED 36" TO EXTEND THE
ELECTRICAL SERVICE CONDUIT TO THE AC
DISCONNECT. DISCONNECT ON THE UTILITY POLE
DISCONNECT ON POLE W/ AC DISTRIBUTION ON
OPPOSITE SIDE OF POLE. NOT REQUIRED FOR COAX.
9) NEW METALLIC POLES
1) PROVIDE NEW POLES WITH SUITABLE HAND HOLES
SLIGHTLY HIGHER HOLES EXIST AT ALL EQUIPMENT
LOCATIONS.
2) WHERE REQUIRED, INSTALL POLE BASE SUCH THAT THE
ELECTRICAL FEED AND BACKHAUL (IF UNDERGROUND)
CIRCUIT ENTER THE POLE THROUGH THE POLE BASE.

PLUMBING DIAGRAM

1

SCALE: NOT TO SCALE

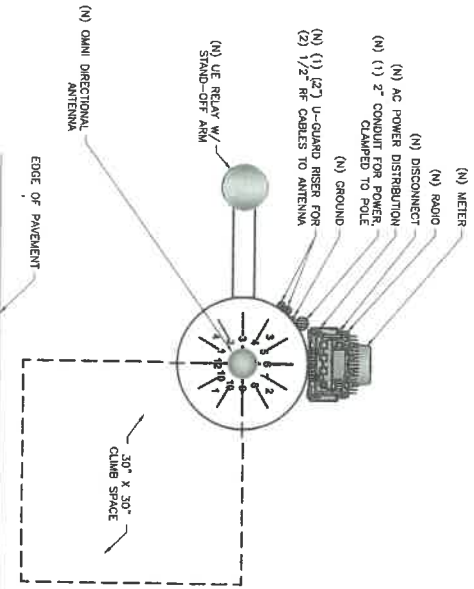
BILL OF MATERIALS					
QTY.	DESCRIPTION	MANUFACTURER	MODEL NUMBER	AZIMUTH	CABLE
1	ANTENNA	ALPHA WIRELESS	AW3477-S	TBD	23.3'
1	UE RELAY	---	FM480-SF8-ST-1-P-0	TBD	3.4'
1	GPS	TALLYSMAN	GPS-ANT-3	---	---
1	RADIO	---	AM4000	---	---
1	AC DISTRIBUTION PANEL	TRANSISTOR	1101-1207-1012	---	1.4'
1	NEHA TYPE-3R DISCONNECT	SIEMENS	GF222NR	---	1.4'
1	METER SOCKET	MILBANK	U4901-ML-579	---	1.4' X 1.3' X 4.64"

REDS REVISION TYPE: NOT FINAL
REDS REVISION NUMBER: N/A
REDS REVISION TIME/STAMP: N/A

BILL OF MATERIALS

2

SCALE: NOT TO SCALE



RISER ORIENTATION DIAGRAM

3

SCALE: NOT TO SCALE

mobilitie

PROJECT NO: 0000000000
DRAWN BY: NC
CHECKED BY: SJB

KNAB DESIGN GROUP, LLC
Stephen A. Bray
PROFESSIONAL ENGINEER



NOT FOR
CONSTRUCTION

BS9005924G
SALEN, MA 01870
EXISTING 35'-0" WOOD POLE
SHEET TITLE
PLUMBING & RISER DIAGRAM
SHEET NUMBER
PL-1

<div>MANUFACTURER: ALPHA WIRELESS (ON APPROVED EQUIP) MODEL: AW3477-S OMNI (B41) HEIGHT: 29.5 IN WIDTH: 20.3 IN DEPTH: 10.3 IN WEIGHT: 4.7 LBS</div> <div>PLAN</div> <div>FRONT</div> <div>SIDE</div>		<div>MANUFACTURER: AIRSPAN (ON APPROVED EQUIP) MODEL: IR460-SPB-ST-1-P-0 HEIGHT: 13 IN WIDTH: 10 3/8 IN DEPTH: 6 1/2 IN WEIGHT: 6.4 LBS</div> <div>DETAIL A</div> <div>ELEVATION</div> <div>DETAIL B</div>		<div>MANUFACTURER: AIRSPAN (ON APPROVED EQUIP) MODEL: AH4000 HEIGHT: 20.3 IN WIDTH: 20.8 IN DEPTH: 10.3 IN WEIGHT: 42 LBS</div> <div>PLAN</div> <div>FRONT</div> <div>SIDE</div> <div>BOTTOM</div>		<div>MANUFACTURER: FATH (ON APPROVED EQUIP) MODEL: FATH HEIGHT: 11 IN WIDTH: 11 IN DEPTH: 4.5 IN WEIGHT: 1.1 LBS</div> <div>PLAN</div> <div>SCREEN</div> <div>ISOMETRIC</div>		<div>MANUFACTURER: TALLYSMAN (ON APPROVED EQUIP) MODEL: GPS-UNIT-2 HEIGHT: 2.6 IN WIDTH: 2.6 IN DEPTH: 2.6 IN WEIGHT: 3.3 LBS</div> <div>PLAN</div> <div>ELEVATION</div>		<div>MANUFACTURER: TRANSPECTOR (ON APPROVED EQUIP) MODEL: 1101-1207-1012 HEIGHT: 12 IN WIDTH: 12 IN DEPTH: 4 IN WEIGHT: 17 LBS</div> <div>FRONT</div> <div>SIDE</div>		<div>MANUFACTURER: SIEMENS (ON APPROVED EQUIP) MODEL: TYPE-3R DISCONNECT HEIGHT: 8.7 IN WIDTH: 8.7 IN DEPTH: 8.7 IN WEIGHT: 6.8 LBS</div> <div>FRONT</div> <div>SIDE</div>		<div>MANUFACTURER: MILBANK (ON APPROVED EQUIP) MODEL: MMS-140-1417 HEIGHT: 13 IN WIDTH: 13 IN DEPTH: 4.4 IN WEIGHT: 21 LBS</div> <div>FRONT</div> <div>SIDE</div>									
AIRSPAN RADIO MOUNT		AIRSPAN SUN SHIELD		TALLYSMAN GPS UNIT		MILBANK METER SOCKET		TRANSPECTOR 1101-1207-1012		NEMA TYPE-3R DISCONNECT		AIRSPAN RADIO MOUNT		AIRSPAN SUN SHIELD		TALLYSMAN GPS UNIT		MILBANK METER SOCKET		TRANSPECTOR 1101-1207-1012		NEMA TYPE-3R DISCONNECT	
SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.		SCALE: N.T.S.	
3		1		4		6		7		8		5		2		9		10		11		12	

PROJECT NO: 2000000000

DRAWN BY: JCB

CHECKED BY: JCB

DATE: 10/24/17

FOR: K&B DESIGN GROUP, LLC

BY: Stephen A. Bray

PROFESSIONAL ENGINEER

MA LICENSE: 47710

7/10/17

NOT FOR CONSTRUCTION

BS9003924G

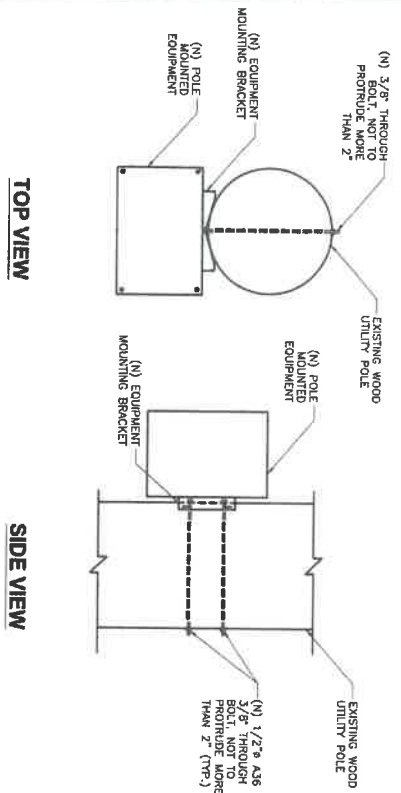
SALEEN, MA 01970

EXISTING 35'-0" WOOD POLE

SHEET TITLE: EQUIPMENT DETAILS

SHEET NUMBER: EQ-1

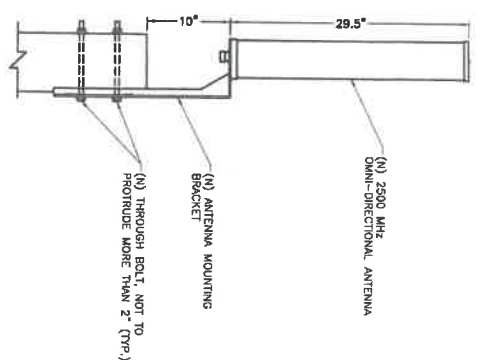
mobilitie



EQUIPMENT MOUNTING DETAIL

SCALE: NOT TO SCALE

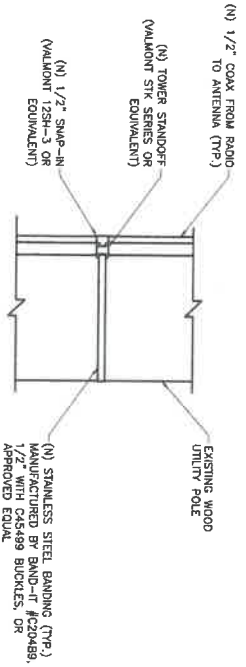
1



ANTENNA MOUNTING DETAIL

SCALE: NOT TO SCALE

3

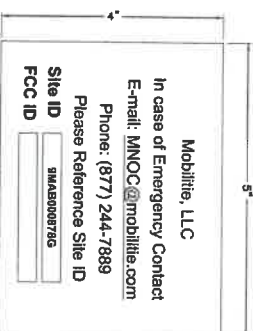


NOTE:
SPICE SAMP-ANS PER
CABLE MANUFACTURERS
SPECIFICATIONS

CABLE MOUNTING DETAIL

SCALE: NOT TO SCALE

2



ANTENNA SIGNAGE

EMERGENCY CONTACT SIGN

POLE MOUNTED SIGNS

SCALE: NOT TO SCALE

4

mobilelife

PROJECT NO: 5MA80008786
DRAWN BY: MC
CHECKED BY: SJB

REVISION
C 01-10-17
B 02-14-17
A 09-22-18 FOR Q&A1 REB

Stephen A. Bray
PROFESSIONAL ENGINEER

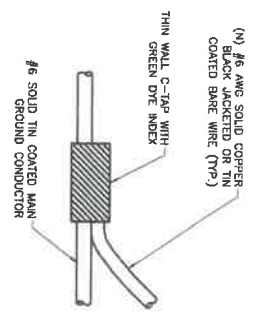


NOT FOR CONSTRUCTION

BS09035246
SALFEM, MA 01970
EXISTING 35'-0" WOOD POLE

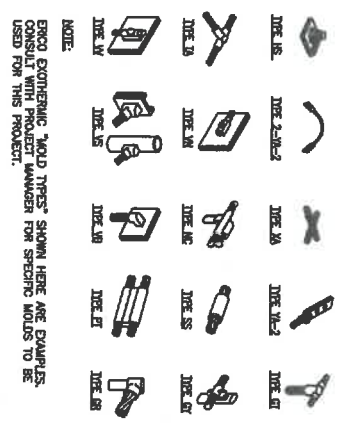
SHEET TITLE
EQUIPMENT DETAILS
SHEET NUMBER
EQ-2

NOTE:
CONTRACTOR TO SURROUND COMPLETED
CONNECTION WITH HEAT-SHRINK TUBING TO
ENSURE WEATHER PROOF CONNECTION



C-TAP DETAIL
SCALE: NOT TO SCALE

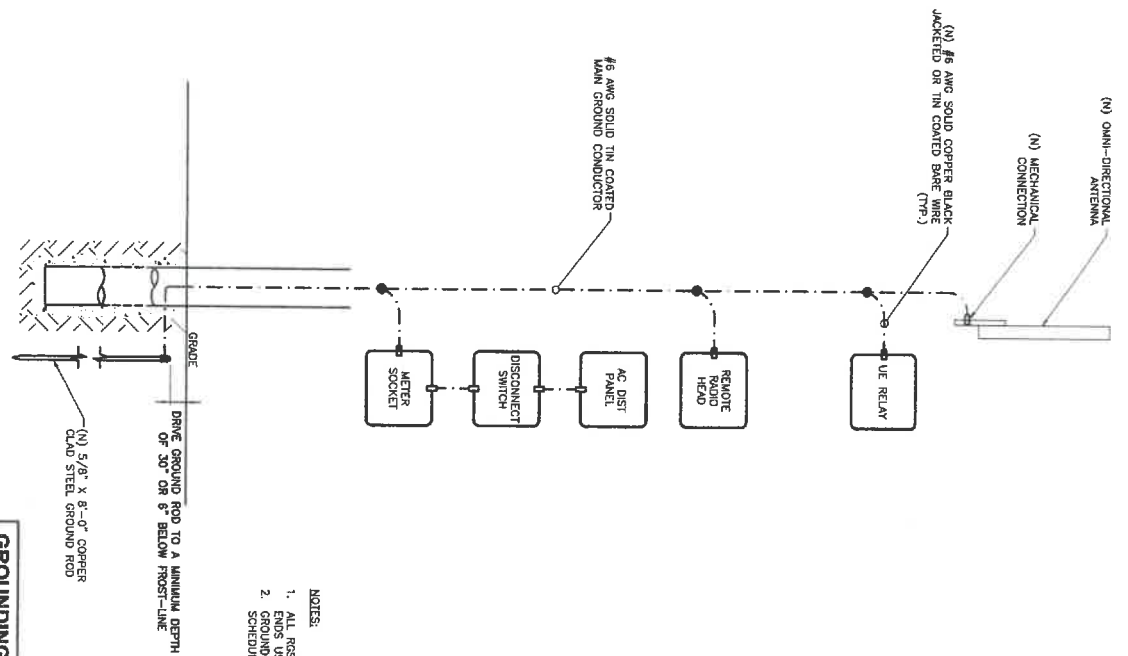
1



NOTE:
ERCO EXPOSING 'MOLD TYPES' SHOWN HERE ARE EXAMPLES.
CONSULT WITH PROJECT MANAGER FOR SPECIFIC MOLDS TO BE
USED FOR THIS PROJECT.

WELD CONNECTION DETAILS
SCALE: NOT TO SCALE

2



LEGEND
■ CADWELD CONNECTION
□ MECHANICAL CONNECTION
● COMPRESSION CONNECTION

NOTE:
GROUNDING RISER FOR DIAGNOSTIC
SERVICES MUST BE GROUNDED
FOR EQUIPMENT AND ANTENNA LOCATIONS.

NOTES:
1. ALL RGS TO BE GROUNDED AT BOTH
ENDS USING GROUNDING BUSHINGS
2. GROUND LINE TO BE RGN IN 1/2"
SCHEDULE 40 PCC.

GROUNDING RISER DIAGRAM
SCALE: NOT TO SCALE

3



PROJECT NO: 240000000
DRAWN BY: NC
CHECKED BY: SJB

C 07-05-17 RGNRM
B 03-24-17 RGNRM
A 09-22-16 FOR GEAR REVIEW

KMB DESIGN GROUP, LLC
Stephen A. Bray
PROFESSIONAL ENGINEER



MA LICENSE: 4770
THAWIT

NOT FOR
CONSTRUCTION

BS90X924G
SALERN, MA 01970
EXISTING 35'-0" WOOD POLE

SHEET TITLE
GROUNDING DETAILS
SHEET NUMBER
G-1

PLAN NOTES:

1. PLANS DEPICTED ARE GENERAL GUIDELINES FOR TEMPORARY VEHICULAR TRAFFIC CONTROL PLANS (TCP) TO INCLUDE PEDESTRIAN AND WORKER SAFETY. CONTRACTOR IS REQUIRED TO HAVE PREPARED A SITE-SPECIFIC PLAN FOR THE PROJECT AND OBTAIN APPROVAL BY THE HIGHWAY AUTHORITY HAVING JURISDICTION. IF REQUIRED, THE FIRM PREPARING THE TCP SHALL BE APPROVED OR CERTIFIED BY THE AUTHORITY HAVING JURISDICTION.
2. EXTEND CHANNELIZATION DEVICES INTO SHOULDER WHERE APPLICABLE.
3. DISTANCES AS INDICATED IN TABLE 1 SHOULD BE ADJUSTED FOR CONDITIONS THAT WOULD AFFECT STOPPING DISTANCE SUCH AS DOWNHILL GRADES OR LIMITED SIGHT DISTANCES. DISTANCES FOR SHOULDER WORK IS PROHIBITED UNLESS IT IS REQUIRED AS A CONDITION OF APPROVAL BY THE HIGHWAY AND LOCAL AUTHORITY HAVING JURISDICTION.
4. SHOULDER TAPERES SHOULD BE 1/3 OF THE ON-STREET TAPER LENGTH.
5. MAINTAIN A MINIMUM LANE WIDTH OF 10'.

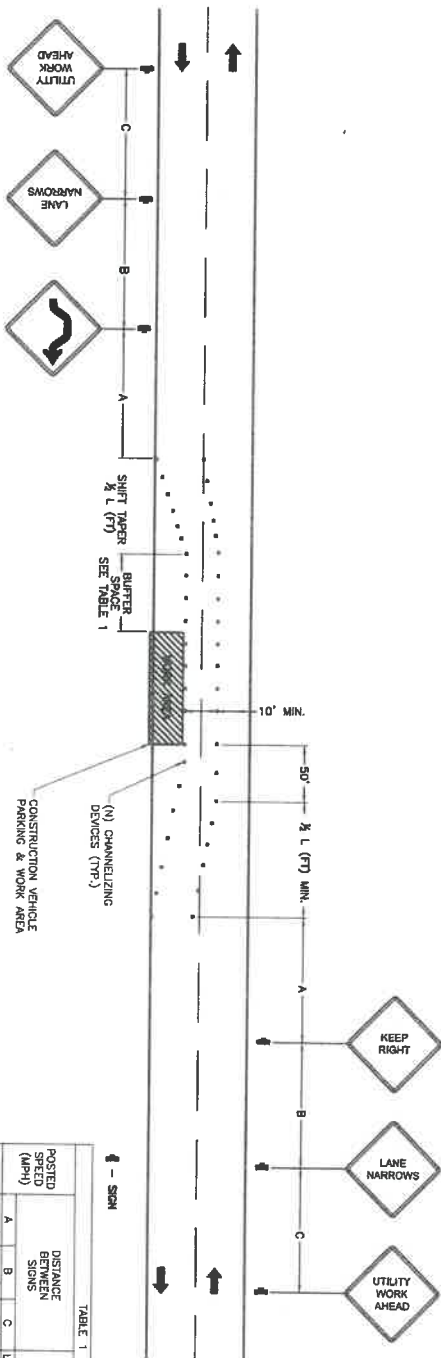


TABLE 1

POSTED SPEED (MPH)	A	B	C	L (SEE NOTE)	TAPER	BUFFER
15	100'	100'	100'	45'	100'	100'
20	100'	100'	100'	60'	115'	115'
25	100'	100'	100'	75'	130'	130'
30	200'	200'	200'	90'	145'	145'
35	200'	200'	200'	105'	160'	160'
40	350'	350'	350'	120'	245'	250'
45	350'	350'	350'	135'	320'	305'
50	500'	500'	500'	150'	540'	360'
55	500'	500'	500'	165'	600'	425'
60	500'	500'	500'	180'	660'	485'
65	500'	500'	500'	195'	720'	570'
70	500'	500'	500'	210'	780'	645'

- NOTES:
- A) DISTANCES IN FEET UNLESS OTHERWISE NOTED.
 - B) CONTRACTOR TO VERIFY LET SPEED LIMIT.
 - C) DISTANCES SHOWN ARE NOT VALID FOR LIMITED ACCESS HIGHWAYS. CONSULT STATE DOT MANUAL FOR DISTANCES.
 - D) ADJUST DISTANCES TO COMPLY WITH REQUIREMENT OF JURISDICTION. SEE NOTE 1.
 - E) TAPER LENGTHS SHOWN BASED ON 12' LANE WIDTH. SEE NOTE 18, SHEET TC-2.

VEHICULAR TRAFFIC CONTROL PLAN - LANE SHIFT

SCALE: NOT TO SCALE

1

mobilitie

PROJECT NO: 0000000000

DRAWN BY: HC

CHECKED BY: SJB

DATE: 10-24-23

DATE: 10-24-23

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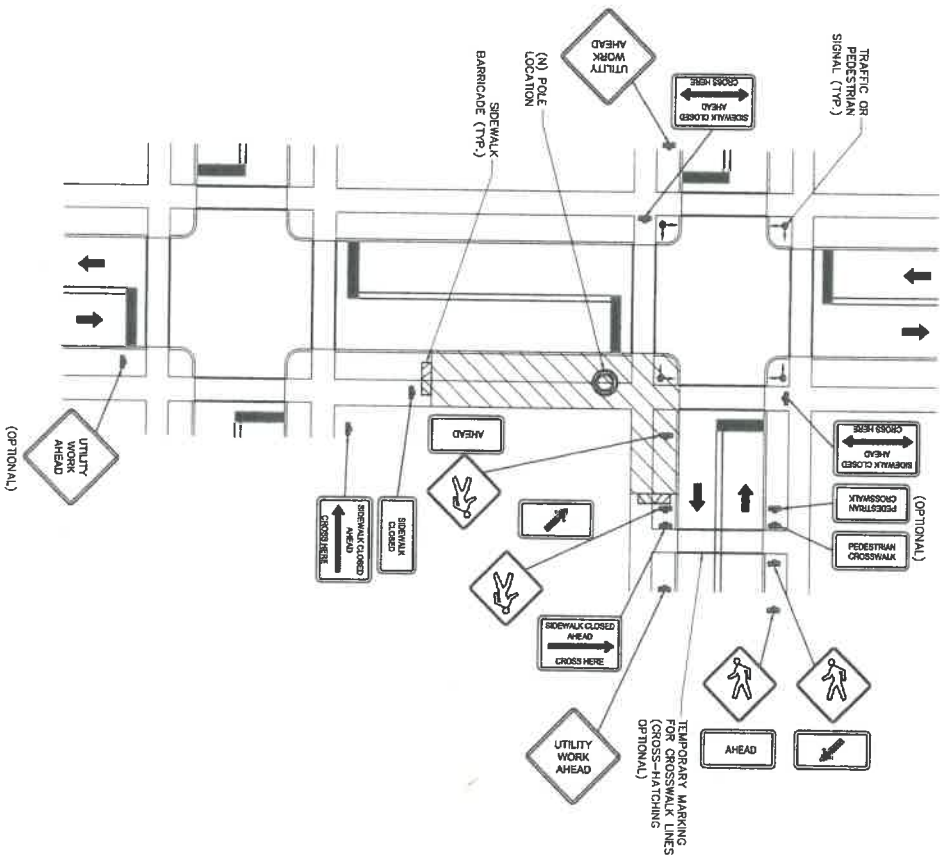
DATE: 10-24-23

DATE: 10-24-23

DATE: 10-24-23

ALL TEMPORARY TRAFFIC CONTROL, SIGNAGE, LAYOUTS AND PROCEDURES SHALL COMPLY WITH LOCAL JURISDICTIONAL REQUIREMENTS AND MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), LATEST EDITION, WHICHEVER IS MORE STRINGENT. PRIOR TO ANY ROAD CONSTRUCTION, TRAFFIC CONTROL SIGNS AND DEVICES SHALL BE IN PLACE.

3. TRAFFIC CONTROL DEVICES FOR LANE CLOSURES INCLUDING SIGNS, CONE BARRIERS, AND FLARE SIGNS AS SHOWN ON PLANS SHALL BE IMMEDIATELY REMOVED UPON REMOVAL OF THE CLOSURES.
4. SELECTION, PLACEMENT, MAINTENANCE, AND PROTECTION OF TRAFFIC, PRESTRIKERS, AND WORKERS SHALL BE IN ACCORDANCE WITH THE "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD)" PART IV "TEMPORARY TRAFFIC CONTROL," AND LOCAL JURISDICTIONAL REQUIREMENTS UNLESS OTHERWISE NOTED IN THE PLANS AND HIGHWAY AUTHORITY HAVING JURISDICTION.
5. ADVANCE WARNING SIGNS, DISTANCES, AND TAPEX LENGTHS MAY BE REDUCED TO A MINIMUM FOR REDUCED VISIBILITY DUE TO HORIZONTAL AND VERTICAL CURVATURE OF THE ROADWAY OR FOR EXISTING ACTUAL TRAFFIC SPEEDS IF IN EXCESS OF POSTED SPEED LIMITS.
6. TAPEX SHALL BE LOCATED TO MAXIMIZE THE VISIBILITY OF THEIR TOTAL LENGTH.
7. CONFLICTING OR NON-OPERATING SIGNAL INDICATIONS ON THE (C) TRAFFIC SIGNAL SYSTEMS SHALL BE BAGED OR COVERED.
8. ALL (E) ROAD SIGNS, PAVEMENT MARKINGS AND/OR PLOWABLE PAVEMENT REFLECTORS WHICH CONFLICT WITH THE (N) TRAFFIC CONTROL PLAN SHALL BE COVERED, REMOVED, OR RELOCATED. ALL PRE-CONSTRUCTION CONDITIONS SHALL BE RESTORED TO MATCH PRE-CONSTRUCTION CONDITION AT THE COMPLETION OF WORK.
9. CONTRACTOR SHALL CONTACT LOCAL AUTHORITY HAVING HIGHWAY JURISDICTION AND PROVIDE ADDITIONAL "FLAGMEN" OR POLICE SUPERVISION, IF REQUIRED.
10. ALL EXCAVATED AREAS WITHIN OR ADJACENT TO THE ROADWAY SHALL BE BAGGED AND PLACED ON A MINIMUM 8' BY 16' SLOPE WITHIN THE CLEAR ZONE ARE TO BE EITHER EXCAVATED AREAS PRECAST CONCRETE CURB BARRIER CONSTRUCTION BARRIER SET TEMPORARILY IN PLACE TO SHIELD VEHICULAR AND PEDESTRIAN TRAFFIC.
11. WHERE DICTATED BY LOCAL CONDITIONS, THE CONTRACTOR SHALL MAKE PROVISIONS FOR MAINTAINING PEDESTRIAN AND WORKER CROSSING LOCATIONS IN ACCORDANCE WITH ALL APPLICABLE CODES AND LOCAL REQUIREMENTS.
12. CONSTRUCTION ZONE SPEED LIMIT IF REDUCED FROM POSTED LIMITS SHALL BE IN ACCORDANCE WITH MUTCD AND WILL BE DETERMINED BY THE AUTHORITY HAVING JURISDICTION.
13. THERE SHALL BE NO WORKERS, EQUIPMENT, OR OTHER VEHICLES IN THE BUFFER SPACE OR THE ROLL AHEAD SPACE.
14. DRIVEWAYS AND/OR SIDE STREETS ENTERING THE ROADWAY AFTER THE FIRST ADVANCE WARNING SIGN SHALL BE MARKED WITH AN AT LEAST ONE W20-1 SIGN (ROAD WORK AHEAD) AS A MINIMUM.
15. CONES MAY BE SUBSTITUTED FOR DRUMS AND INSTALLED UPON THE ADJACENT AUTHORITY HAVING JURISDICTION PROVIDED THEY COMPLY WITH MUTCD.
16. THE SPACING BETWEEN CONES, TUBULAR MARKERS, VERTICAL PANELS, TRAFFIC SIGNS, AND BARRIERS SHOULD NOT EXCEED A DISTANCE IN FEET EQUAL TO THE CHANNELIZATION AND A DISTANCE IN FEET EQUAL TO 2 TIMES THE SPEED LIMIT IN MPH WHEN USED FOR TANGENT CHANNELIZATION.
17. WHEN CHANNELIZATION DEVICES HAVE THE POTENTIAL OF LEADING VEHICULAR TRAFFIC OUT OF THE INTENDED VEHICULAR TRAFFIC SPACE, THE CHANNELIZATION LIMIT IN MPH BEYOND THE DOWNSTREAM END OF THE TRANSITION AREA, TAPEX LENGTHS ARE CALCULATED AS FOLLOWS:
 $L = WS / 50$ (40 MPH AND HIGHER) OR $L = 2S$ (MS OVER 40 MPH),
WHERE: L = TAPEX WIDTH (FT), S = TRAFFIC SPEED (MPH).



TYPICAL PEDESTRIAN / WORKER SAFETY PLAN

mobilitie

PROJECT NO: PMAB000878G

CHECKED BY: SJB

C	07-10-17	REVISION
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100% Satisfaction Guarantee

Stephen A. Brav

...

100-443886-100

~~INDUSTRIAL~~

RECEIVED
FRODO
NEFA

MA LICENSE: 47770 7/10/97

PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT

1000

ON

THE

25

cc.

1111

SALEM, MA 01970
EXISTING 3E1.4" WOOD BOLE

SHEET TITLE
BENEFITIAN TRAFFIC

CONTROL PLAN

TC-2

NOT FOR
CONSTRUCTION

7/10/71

MA LICENSE: 47770

IT IS A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL, DRAWING, TO ALTER THIS DOCUMENT

A circular professional engineer seal for the State of Missouri. The outer ring contains the text "PROFESSIONAL ENGINEER" and "STATE OF MISSOURI". The inner circle contains the text "JAY R. BRAY", "No. 47770", and "EXPIRATION DATE 12/31/2010". The seal is stamped over the signature of Jay R. Bray.

KMB DESIGN GROUP, LLC
Stephen A. Bray
PROFESSIONAL ENGINEER

C	07-10-17	REVISION
B	03-24-17	REVISION
A	09-22-16	FOR CLIENT REVIEW

DRAWN BY:	RC
CHECKED BY:	SJB

PROJECT NO: 9MAB000478G

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...or more

mobilita

1000

1. ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE LOCAL BUILDING CODE. THE LATEST ADOPTED EDITION AND ALL OTHER APPLICABLE CODES AND ORDINANCES.

2. CONTRACTOR SHALL CONSTRUCT SITE IN ACCORDANCE WITH THESE DRAWINGS AND LATEST MOBILE CONSTRUCTION STANDARDS. THE SPECIFICATION IS THE BASIS OF THE CONSTRUCTION. DRAWINGS SHALL BE BASED ON THE SPECIFICATION ARCHITECT/ENGINEER OR MOBILE CM PRIOR TO THE COMMENCEMENT OF WORK.
3. CONTRACTORS SHALL VISIT THE JOB SITE AND SHALL FAMILIARIZE THEMSELVES WITH ALL CONDITIONS AFFECTING THE (N) WORK AND SHALL MAKE PROVISIONS AS TO THE COST THEREOF. CONTRACTOR SHALL BE RESPONSIBLE FOR FAMILIARIZING THEMSELVES WITH ALL CONTRACT DOCUMENTS, FIELD CONDITIONS SHOW, PRIOR TO PROCEEDING WITH CONSTRUCTION. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT/ENGINEER OR MOBILE CM PRIOR TO THE COMMENCEMENT OF WORK. NO COMPENSATION OR WILL BE AWARDED BASED ON CLAIM OF LACK OF KNOWLEDGE OF FIELD CONDITIONS.
4. IT IS NOT THE INTENT OF THESE PLANS TO SHOW EVERY MINOR DETAIL OF ITEMS FOR A COMPLETE LISTING. THE CONTRACTOR IS REQUIRED TO FINISH AND INSTALL ANY/FALL ITEMS FOR A COMPLETE LISTING. THE CONTRACTOR SHALL PROVIDE ANY/FALL REQUIREMENTS FOR THE EQUIPMENT TO BE PLACED IN PROPER WORKING ORDER.
5. PLANS ARE NOT TO BE SCALED. THESE PLANS ARE INTENDED TO BE A DIAGRAMMATIC OUTLINE ONLY UNLESS OTHERWISE NOTED. THE WORK SHALL BE DONE IN ACCORDANCE WITH THE MATERIALS, EQUIPMENT AND APPURTENANCES, AND LABOR NECESSARY TO EFFECT THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING OWNER PROVIDED AND CONTRACTOR INSTALLED MATERIALS WILL INCLUDE THE FOLLOWING, UNLESS NOTED OTHERWISE:
 - a) TRANSMITTER
 - b) UHF ANTENNA AND MOUNTING BRACKET, GPS UNIT AND KU BACKHAUL
 - c) UHF COAX AND HANGERS
 - d) INTERATED LOAD CENTER
6. DIMENSIONS SHOWN ARE TO FINISH SURFACES UNLESS OTHERWISE NOTED. THIS INCLUDES BUT NOT LIMITED TO, ELEVATIONS, CLEARANCES, THEREFORE, IT IS CRITICAL TO FIELD VERIFY DIMENSIONS BEFORE BEGINNING CONSTRUCTION. IF THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPORTING ANY DISCREPANCIES TO THE ARCHITECT/ENGINEER OR MOBILE CM, IN WRITING, PRIOR TO THE COMMENCEMENT OF WORK.
7. DETAILS PROVIDED ARE FOR THE PURPOSE OF SHOWING DESIGN INTENT. MODIFICATIONS MAY BE REQUIRED SINCE THE CONTRACTOR HAS THE BEST KNOWLEDGE, AND SUCH MODIFICATIONS SHALL BE INCLUDED AS PART OF THE WORK.
8. CONTRACTOR SHALL PAY FOR APPLICABLE REPAIRS, FEES, INSPECTIONS AND TESTING. CONTRACTOR IS TO OBTAIN PERMITS AND APPROVED SUBMITTALS PRIOR TO ORDERING MATERIALS AND THE COMMENCEMENT OF WORK.
9. THE TERM "PROVIDE" USED IN CONSTRUCTION DOCUMENTS AND SPECIFICATIONS, INDICATES THAT THE CONTRACTOR SHALL FURNISH AND INSTALL.
10. CONTRACTOR SHALL RECEIVE CLARIFICATION IN WRITING, AND SHALL RECEIVE IN WRITING AUTHORIZATION TO PROCEED BEFORE STARTING WORK ON ANY ITEMS NOT CLARIFY, DETERMINED OR IDENTIFIED BY THE CONTRACT DOCUMENTS.
11. CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK USING ACCEPTED CONSTRUCTION PRACTICES. THE CONTRACTOR SHALL BE RESPONSIBLY RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK UNDER CONTRACT, UNLESS OTHERWISE NOTED.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR THE SAFETY OF THE WORK AREA, ADJACENT AREAS AND BUILDING OCCUPANTS THAT ARE LIKELY TO BE AFFECTED WHEN ENTERING THIS CONTRACT. WORK SHALL CONFORM TO ALL OSHA REQUIREMENTS.
13. CONTRACTOR SHALL COORDINATE THEIR WORK WITH THE MOBILE CM AND SECURELY THEIR ACTIVITIES AND WORKING HOURS IN ACCORDANCE WITH THE REQUIREMENTS.

14. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING THEIR WORK WITH ANY OTHER PORTIONS OF THE WORK.
 15. CONTRACTOR SHALL INSTALL ALL EQUIPMENT AND MATERIALS IN ACCORDANCE WITH MANUFACTURER'S COMPLETED SPECIFICATIONS. ANY DEVIATIONS INDICATED OR WHERE LOCAL CODES OR REGULATIONS TAKE PRECEDENCE.
 16. CONTRACTOR SHALL HAVE NECESSARY PROVISIONS TO PROTECT (E) SURFACES, EQUIPMENT, IMPROVEMENTS, PAVING ETC. AND UNFINISHED WORK. ANY DAMAGE, ANY DAMAGE THAT OCCURS DURING CONSTRUCTION AT THE SOLE COST OF THE CONTRACTOR.
 17. IN DRILLING HOLES, OR CORING, INTO CONCRETE, WHETHER FOR FASTENING OR ANCHORING PURPOSES, OR PENETRATIONS THROUGH THE FLOOR FOR CONDUIT STEEL SHALL NOT BE SHALL NOT BE CLEARLY UNDERSTOOD THAT REINFORCING CIRCUMSTANCES (UNLESS NOTED OTHERWISE). LOCATIONS OF REINFORCING STEEL ARE NOT DEFINITELY KNOWN AND THEREFORE MUST BE LOCATED BY THE CONTRACTOR USING APPROPRIATE METHODS AND EQUIPMENT PRIOR TO ANY DRILLING OR CORING OPERATIONS IN (E) CONCRETE.
 18. CONTRACTOR SHALL REPAIR, TO NEW CONDITION, ALL (E) WALL SURFACES DAMAGED DURING CONSTRUCTION SUCH THAT THEY MATCH AND BLEND IN WITH ADJACENT SURFACES.
 19. CONTRACTOR SHALL SEAL PENETRATIONS THROUGH FIRE RATED ASSEMBLIES OR MATERIALS THAT MEET OR EXCEED THE RATING OF THE ASSEMBLY IN WHICH THE NEW PENETRATION IS PLACED.
 20. CONTRACTOR SHALL KEEP CONTRACT AREA CLEAN, HAZARD FREE, AND DISPOSAL OF ALL DIRT, DEBRIS, AND RUBBER. EQUIPMENT NOT SPECIFIED AS REMAINING OR THE PROPERTY OF THE OWNER SHALL BE REMOVED. LEAVE PREMISES IN A CLEAN, ORDERLY MANNER. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL ITEMS UNTIL COMPLETION OF CONSTRUCTION.
 21. MINIMUM BEND RADII OF ANTENNA CABLES SHALL BE IN ACCORDANCE WITH CABLE MANUFACTURERS RECOMMENDATIONS.
 22. CONTRACTOR SHALL MINIMIZE DISTURBANCE TO (E) SITE DURING CONSTRUCTION. EMISSION CONTROL MEASURES, IF REQUIRED DURING CONSTRUCTION SHALL BE IN CONFORMANCE WITH JURISDICTION, OR STATE AND LOCAL GUIDELINES FOR EMISSION AND SEDIMENT CONTROL, AND COORDINATED WITH LOCAL REGULATORY AGENCIES. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF ANY EMISSION CONTROL MEASURES, RECORD KEEPING, MONITORING, AND REPORTING TO THE OWNER AND REGULATORY AUTHORITIES.
 23. ALL CONSTRUCTION WORK IS TO ADHERE TO APPLICABLE INTEGRATED CONSTRUCTION STANDARDS UNLESS STATE OR LOCAL CODE IS MORE STRINGENT.
 24. THE INTENT OF THE PLANS AND SPECIFICATIONS IS TO PERFORM THE CONSTRUCTION IN ACCORDANCE PER STATE BUILDING STANDARDS CODE AND STATE CODE OF REGULATIONS. SHOULD ANY CONDITIONS DEVELOP NOT COVERED BY THE APPROVED PLANS AND SPECIFICATIONS WHEN THE FINISHED WORK DETAILING CONSTRUCTION, STATE CODE OF REGULATIONS, A SCOPE OF WORK AND APPROVED BY THE JURISDICTION BEFORE PROCEEDING WITH THE WORK, A CHANGE ORDER FOR THAT SCOPE SHALL BE SUBMITTED TO THE MOBILE CM PRIOR TO PROCEEDING WITH THE WORK.
 25. ADEQUATE AND REQUIRED LIABILITY INSURANCE SHALL BE PROVIDED BY THE CONTRACTOR FOR PROTECTION AGAINST PUBLIC LOSS AND ANY/ALL PROPERTY DAMAGE FOR THE DURATION OF WORK.
 26. CONTRACTOR SHALL GUARANTEE ANY ALL MATERIALS AND WORK FREE FROM DEFECTS FOR A PERIOD OF NOT LESS THAN ONE YEAR FROM DATE OF ACCEPTANCE. ANY CORRECTIVE WORK SHALL BE COMPLETED AT THE SOLE COST OF THE CONTRACTOR.
- ELECTRICAL NOTES:**
1. ELECTRICAL CONTRACTOR SHALL SUPPLY AND INSTALL ANY/ALL ELECTRICAL WORK INDICATED AND ANY/ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH/IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ANY/ALL APPLICABLE SPECIFICATIONS. IF ANY PROBLEMS ARE ENCOUNTERED IN COMPLYING WITH THESE REQUIREMENTS, CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING THEM. CONTRACTOR SHALL BE RESPONSIBLE FOR PROBLEMS, AND SHALL NOT PROCEED WITH THAT PORTION OF WORK UNTIL THE MOBILE CM HAS DIRECTED THE CORRECTIVE ACTIONS TO BE TAKEN.

ELECTRICAL NOTES:

1. ELECTRIC CONTRACTOR SHALL SUPPLY AND INSTALL ANY/ALL ELECTRICAL WORK INDICATED. ANY/ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO ELECTRICAL CODE, 2014 EDITION, WITH ALL W/ADAMINGS AND ANY/ALL APPLICABLE SPECIFICATIONS. IF ANY PROBLEMS ARE ENCOUNTERED BY COMPLYING WITH THESE REQUIREMENTS, CONTRACTOR SHALL NOTIFY MOBILETE CM AS SOON AS POSSIBLE, AFTER THE DISCOVERY OF THE PROBLEMS, AND SHALL NOT PROCEED WITH THAT PORTION OF WORK, UNTIL THE MOBILETE CM HAS DIRECTED THE CORRECTIVE ACTIONS TO BE TAKEN.

2. ELECTRICAL CONTRACTOR SHALL VISIT THE JOB SITE AND FAMILIARIZE HIMSELF WITH ANY/ALL CONDITIONS AFFECTING ELECTRICAL AND MECHANICAL WORK. CONTRACTOR SHALL MAKE PROVISIONS AS TO THE COST OF ANY WORK REQUIRED TO CORRECT DEFICIENCIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND MAINTENANCE OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE FINAL SYSTEM, SHALL BE VERIFIED BY THE CONTRACTOR, PRIOR TO THE SUBMITTING OF THEIR BID. FAILURE TO COMPLY WITH THIS PARAGRAPH WILL IN NO WAY RELIEVE CONTRACTOR OF PERFORMING ALL WORK NECESSARY FOR A COMPLETE AND WORKING SYSTEM.
3. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE NATIONAL ELECTRICAL CODE, THE NATIONAL FIRE PROTECTION ASSOCIATION, AND THE NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION. ALL WORK SHALL BE LIMITED TO:
 - a) IL - UNDERWRITERS LABORATORIES
 - b) NEC - NATIONAL ELECTRICAL CODE
 - c) NEMA - NATIONAL ELECTRICAL MANUFACTURERS ASSOC.
 - d) OSHA - OCCUPATIONAL SAFETY AND HEALTH ACT
 - e) SBC - STANDARD BUILDING CODE
 - f) NFPA - NATIONAL FIRE PROTECTION AGENCY
 - g) ANSI - AMERICAN NATIONAL STANDARDS INSTITUTE
 - h) IEEE - INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS
 - i) ASTM - AMERICAN SOCIETY FOR TESTING MATERIALS
4. REFER TO SITE PLANS AND ELEVATIONS FOR EXACT LOCATIONS OF ALL EQUIPMENT, AND CONFIRM WITH MOBILE OIL ANY SIZES AND LOCATIONS WHEN NEEDED.
5. (E) SERVICES CONTRACTOR SHALL NOT INTERRUPT (F) SERVICES WITHOUT WRITTEN PERMISSION OF THE OWNER.
6. CONTRACTOR SHALL COMPLY WITH LOCAL UTILITY COMPANY ANY/ALL REQUIREMENTS SUCH AS THE LUG SIZE, RESTRICTIONS, CONDUIT ENTRY, SIZE OF TRANSFORMERS, SCHEDULED DOWNTIME FOR THE OWNERS' CONFIRMATION, ETC.. ANY/ALL CONFLICTS SHALL BE BROUGHT TO THE ATTENTION OF THE MOBILE OIL, PRIOR TO BEGINNING ANY WORK.
7. MINIMUM WIRE SIZE SHALL BE #12 AWG, NOT INCLUDING CONTROL WIRING, UNLESS NOTED OTHERWISE. ALL CONDUITS SHALL BE COPPER WITH THIN INSULATION, UNLESS OTHERWISE NOTED.
8. OUTLET BOXES SHALL BE PRESSED STEEL IN DRY LOCATIONS, CAST ALLOY WITH TREADED HUBS IN WET/DAMP LOCATIONS AND SPECIAL ENCLOSURES FOR OTHER CLASSIFIED AREAS.
9. IT IS NOT THE INTENT OF THESE PLANS TO SHOW EVERY MINOR DETAIL OF THE CONSTRUCTION. CONTRACTOR IS EXPECTED TO FINISH AND INSTALL ALL ITEMS OF THE EQUIPMENT TO BE PLACED IN PROPER WORKING ORDER.
10. ELECTRICAL SYSTEM SHALL BE AS COMPLETELY AND EFFECTIVELY GROUNDED, AS REQUIRED BY SPECIFICATIONS, SET FORTH BY APPLICABLE.
11. ALL WORK SHALL BE PERFORMED BY A LICENSED ELECTRICAL CONTRACTOR IN A FIRST CLASS WORKMANSHIP. CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE PROTECTION AND MAINTENANCE OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE FINAL SYSTEM, SHALL BE VERIFIED BY THE CONTRACTOR, PRIOR TO THE SUBMITTING OF THEIR BID. FAILURE TO COMPLY WITH THIS PARAGRAPH WILL IN NO WAY RELIEVE CONTRACTOR OF PERFORMING ALL WORK NECESSARY FOR A COMPLETE AND WORKING SYSTEM.
12. ALL WORK SHALL BE COORDINATED WITH OTHER TRADES TO AVOID INTERFERENCE WITH THE PROGRESS OF CONSTRUCTION.

PROJECT NO:	044AB003700
DRAWN BY:	RC
CHECKED BY:	SAB
C 07-10-17	REVISION
B 03-24-17	REVISION
A 09-22-15	FOR CLIENT REVIEW

KMB DESIGN GROUP, LLC
Stephen A. Bray
PROFESSIONAL ENGINEER

NOT FOR
CONSTRUCTION

SHEET TITLE	SHEET NUMBER
GENERAL NOTES	GN-1

GROUNDING NOTES:

1. ALL HARDWARE SHALL BE 3-16 STAINLESS STEEL, INCLUDING LOCK WASHERS, NUTS, BOLTS, ETC. ALL HARDWARE SHALL BE GALVANNEAL STEEL, 3-16 DIAMETER, 1/2" LONG, UNLESS OTHERWISE SPECIFIED. ALL HARDWARE SHALL BE STAINLESS STEEL 3/8" NOM DIAMETER OR SIZED TO MATCH COMPONENTS OR LOG SIZE.
 2. FOR GROUND BOND TO STEEL ONLY, INSERT A GALVANUM FLAT WASHER BETWEEN LOG AND STEEL, COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND BEFORE MATING.
 3. ALL STEEL CONDUIT SHALL BE BONDED AT BOTH ENDS WITH GROUNDING BUSHING.
 4. ALL ELECTRICAL AND GROUNDING AT THE POLE SITE SHALL COMPLY WITH THE NATIONAL ELECTRICAL CODE (NEC), NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 700 (LATEST EDITION), AND MANUFACTURER.
 5. ALL DETAILS ARE SHOWN IN GENERAL TERMS. ACTUAL GROUNDING INSTALLATION AND CONSTRUCTION MAY VARY DUE TO SITE SPECIFIC CONDITIONS.
 6. GROUND ALL ANTENNA BASES, PHASES, CABLE RUNS, AND OTHER METALLIC COMPONENTS USING #8 AWG, FRAMES, FOLLOW ANTENNA AND BTS MANUFACTURER'S PRACTICES FOR GROUNDING REQUIREMENTS.
 7. ALL GROUND CONNECTIONS SHALL BE #6 AWG, UNLESS OTHERWISE NOTED. USE SOLID COPPER, BLACK JACKETED WIRE ON NON WOOD POLES AND SOLID TINNED COPPER BARE (NO JACKET) WIRES ON WOOD POLES. BLACK WIRES WILL USE A WHITE STRIPE STRIKED THROUGH THE WHOLE LENGTH OF THE CONNECTION POINTS TO IDENTIFY AS GROUNDING WIRE.
 8. NOTIFY ARCHITECT/ENGINEER IF THERE ARE ANY DIFFICULTIES INSTALLING GROUNDING STRIPS DUE TO SITE SOIL CONDITIONS.
 9. ALL HORIZONTALLY RUN GROUNDING CONDUCTORS SHALL BE INSTALLED A MINIMUM OF 30" BELOW GRADE, 8" BELOW FROST-LINE IN TRENCH UNLESS OTHERWISE SPECIFIED. ALL CONDUCTORS SHALL BE PROTECTED BY AN ARCHITECT/ENGINEER.
 10. ALL GROUND CONDUCTORS SHALL BE RUN AS STRAIGHT AND SHORT AS POSSIBLE, WITH A MINIMUM 12" BENDING RADIUS AND LESS THAN 90 DEGREES.
 11. ACCEPTABLE CONNECTIONS FOR GROUNDING SYSTEM SHALL BE:
 - A. BURNDY, HY-GRADE ETC. LISTED CONNECTORS FOR OUTDOOR USE OR AS APPROVED BY APPLICANT PROJECT MANAGER.
 - B. CADDWELD, EXOTHERMIC WELDS (WELDED CONNECTIONS).
 - C. ONE (1) OR (2) HOLES TINNED COPPER COMPRESSION (LONG BARREL) FITTINGS.
 12. ALL CRIMPED CONNECTIONS SHALL HAVE ENDORSED MANUFACTURER'S DEMARK VISIBLE AT THE CRIMP (RESULTING FROM USE OF PROPER CRIMPING DEVICES) AND WEATHER-PROOFED WITH HEAT SHRINK.
 13. ALL CONNECTION HARDWARE SHALL BE TYPE 3-16 STAINLESS STEEL, (NOT ATTRACTED TO MAGNETS).
 14. ELECTRICAL SERVICE EQUIPMENT GROUNDING SHALL COMPLY WITH NEC, ARTICLE 250-82, AND SHALL BOND ALL (E) AND NEW GROUNDING ELECTRODES, NEW GROUNDING ELECTRODE SHALL INCLUDE BUT NOT LIMITED TO GROUND ROOFS.
- TESTING AND EQUIPMENT TURN UP REQUIREMENTS:
1. RF CABLE, DATA CABLE, RADIO EQUIPMENT AND BACK HALL EQUIPMENT TESTING SHALL BE CONDUCTED BY THE CONTRACTOR PRIOR TO TURN UP OR THOSE STANDARDS OF THE EQUIPMENT MANUFACTURER OR PROVIDED TO THE CONTRACTOR PRIOR TO TESTING.
 2. CONTRACTOR WILL USE THE APPROPRIATE CALIBRATED TESTING EQUIPMENT IN THE TESTING OF RF CABLE, DATA CABLE, RADIO EQUIPMENT AND BACK HALL EQUIPMENT TO MEET INDUSTRY STANDARDS OF THE MANUFACTURER OR THOSE STANDARDS PROVIDED TO THE CONTRACTOR PRIOR TO TESTING.

TESTING AND EQUIPMENT TURN UP REQUIREMENTS:

1. RF CABLE, DATA CABLE, RADIO EQUIPMENT AND JACK HALL EQUIPMENT TESTING WILL COMPLY WITH CURRENT INDUSTRY STANDARDS AND OR MOSC STANDARDS PROVIDED TO THE CONTRACTOR PRIOR TO TESTING.
2. CONTRACTOR WILL USE THE APPROPRIATE CALIBRATED TESTING EQUIPMENT IN THE TESTING OF RF CABLE, DATA CABLE, RADIO EQUIPMENT AND JACK HALL EQUIPMENT. TESTING WILL COMPLY WITH CURRENT INDUSTRY STANDARDS AND OR MOSC STANDARDS PROVIDED TO THE CONTRACTOR PRIOR TO TESTING.

SITE WORK NOTES:

3. CONTRACTORS TO VERIFY AND RECORD ALL TEST RESULTS AND PROVIDE THESE RESULTS WITHIN THE FINAL CLOSE OUT PACKAGE.
 4. ALL PERSONNEL INVOLVED IN THE TESTING OF RF CABLE, DATA CABLE, RADIO EQUIPMENT AND BACK HALL EQUIPMENT WILL BE REQUIRED TO HAVE BEEN TRAINED AND OR CERTIFIED IN THE PROPER TESTING OF RF CABLE, DATA CABLE, RADIO EQUIPMENT AND BACK HALL EQUIPMENT.
 5. ALL TEST RESULTS SHALL BE TIME STAMPED, RECORDED AND PRESENTED PRIOR TO ENERGIZING AND TURN UP OF ANY EQUIPMENT.
 6. GRS EQUIPMENT (WHEN REQUIRED) IS NOT TO BE TESTED OR ATTACHED TO ANY CABLE DURING TESTING, DOING SO WILL DAMAGE THE GRS UNIT.
 7. PRIOR TO TESTING IF THE CONTRACTOR HAS ANY QUESTIONS ABOUT THE TESTING PROCEDURES THEY ARE TO CALL AND OBTAIN ASSISTANCE FROM A QUALIFIED DESIGNATED TESTING REPRESENTATIVE.
 8. EQUIPMENT IS NOT TO BE ENERGIZED UNTIL ALL TESTING HAS BEEN COMPLETED, APPROVED AND THE APPROPRIATE AUTHORITY HAS BEEN NOTIFIED AND GIVEN APPROVAL TO DEENERGIZE THE EQUIPMENT.
- SITE WORK NOTES.
1. UNLESS OTHERWISE NOTED.
 2. SIZE, LOCATION AND TYPE OF ANY UNDERGROUND UTILITIES OR IMPROVEMENTS SHALL BE ACCURATELY NOTED AND PLACED ON AS-BUILT DRAWINGS BY GENERAL CONTRACTOR AND ISSUED TO ARCHITECT/ENGINEER AT COMPLETION OF PROJECT.
 3. ALL (E) UTILITIES, FACILITIES, CONDITIONS AND THEIR DIMENSIONS SHOWN ON ALL EXISTING RECORD DRAWINGS SHALL BE VERIFIED BY THE CONTRACTOR AND THE OWNER ASSUME NO RESPONSIBILITY WHATSOEVER AS TO THE SUFFICIENCY OR ACCURACY OF THE INFORMATION SHOWN ON THE PLANS OR THE MANNER OF THEIR REMOVAL OR ADJUSTMENT. CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING EXACT LOCATION OF (E) UTILITIES. CONTRACTOR SHALL OBTAIN FROM EACH UTILITY COMPANY DETAILED INFORMATION RELATIVE TO WORKING SCHEDULES AND METHODS OF REMOVING OR ADJUSTING (E) UTILITIES.
 4. CONTRACTOR SHALL VERIFY ALL (E) UTILITIES BOTH HORIZONTALLY AND VERTICALLY PRIOR TO START OF CONSTRUCTION. ANY DISCREPANCIES OR DOUBTS AS TO THE INTERPRETATION OF PLANS SHALL BE IMMEDIATELY REPORTED TO THE ARCHITECT/ENGINEER OR AGENT FOR THE SOLUTION AND DISCREPANCY IS CHECKED AND CORRECTED BY THE ARCHITECT/ENGINEER. FAILURE TO SECURE SUCH INSTRUCTION MEANS CONTRACTOR WILL HAVE WORKMEN AT THEIR OWN RISK AND EXPENSE. CONTRACTOR SHALL CALL LOCAL UTILITY LOCATOR PRIOR TO START OF CONSTRUCTION.
 5. ALL NEW AND (E) UTILITY STRUCTURES ON SITE AND IN AREAS TO BE DISTURBED BY CONSTRUCTION SHALL BE PROTECTED PRIOR TO CONSTRUCTION. STRUCTURES SHALL BE BORNE SOLELY BY THE CONTRACTOR.
 6. GRADING OF THE SITE WORK AREA IS TO BE SMOOTH AND CONTINUOUS IN SLOPE AND IS TO FEATHER INTO (E) GRADES AT THE GRADING LIMITS.
 7. ALL TEMPORARY EXCAVATIONS FOR THE INSTALLATION OF FOUNDATIONS, UNDERGROUND UTILITIES AND SLOPE OR BRACED IN ACCORDANCE WITH CORRECT OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) REQUIREMENTS.

NOT FOR
CONSTRUCTION

BS90X8924G

EXISTING 35'-0" WOOD POLE

GENERAL NOTES

SHEET NUMBER:
013

mobilitie

PROJECT NO: 9HAB080672

DRAYTON BY:	REVISION	
CHECKED BY:	SUBMITTER	
C	07-19-17	REVISION
B	02-24-17	REVISION
A	09-22-16	FOR CLIENT REVIEW

KMB DESIGN GROUP, LLC
Stephen A. Bra
PROFESSIONAL ENGINEER

MA LICENSE: 47770 7/10/01

8. STRUCTURAL FILL SUPPORTING PAVEMENTS SHALL BE COMPACTED TO 95% OF MAXIMUM STANDARD PROCTOR DRY DENSITY, UNLESS OTHERWISE NOTED.

9. NEW GRADES NOT IN BUILDING AND DRIVEWAY IMPROVEMENT AREA TO BE ACHIEVED BY FILLING WITH APPROVED CLEAN FILL AND COMPACTED TO 95% OF STANDARD PROCTOR DENSITY.

10. ALL FILLS SHALL BE PLACED IN UNIFORM LIFTS. THE LIFTS THICKNESS SHOULD NOT EXCEED THAT WHICH CAN BE PROPERLY COMPACTED THROUGHOUT ITS ENTIRE DEPTH WITH THE EQUIPMENT AVAILABLE.
11. ANY FILLS PLACED ON (E) SLOPES THAT ARE STEEPER THAN 10 HORIZONTAL TO 1 VERTICAL, SHALL BE PROPERLY BENCHED INTO THE (E) SLOPE AS DIRECTED BY A GEOTECHNICAL ENGINEER.
12. CONTRACTOR SHALL CLEAN ENTIRE SITE AFTER CONSTRUCTION SUCH THAT NO DEBRIS, PAPER, TRASH, ETC. REMAINS ON SITE. DURING CLEANING OPERATIONS SHALL BE DISPOSED OF OFF-SITE BY THE GENERAL CONTRACTOR.
13. ALL TREES AND SHRUBS WHICH ARE NOT IN DIRECT CONFLICT WITH THE IMPROVEMENTS SHALL BE PROTECTED BY THE GENERAL CONTRACTOR.
14. ALL SITE WORK SHALL BE CAREFULLY COORDINATED BY GENERAL CONTRACTOR WITH LOCAL UTILITY COMPANY, TELEPHONE COMPANY, AND ANY OTHER UTILITY COMPANIES HAVING JURISDICTION OVER THIS LOCATION.
15. ALL WORK PERFORMED SHALL BE DONE IN ACCORDANCE WITH ISSUED PERMITS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PAYMENT OF FINES AND PROPER CLEAN UP FOR AREAS IN VIOLATION.

1. ALL WORK PERFORMED SHALL BE DONE IN ACCORDANCE WITH ISSUED PERMITS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PAYMENT OF FINES AND PROPER CLEAN UP FOR AREAS IN VIOLATION.

2. CONTRACTOR SHALL BE RESPONSIBLE FOR CONSTRUCTION AND MAINTENANCE OF EROSION AND SEDIMENTATION CONTROLS DURING CONSTRUCTION FOR ALL PROTECTION OF ADJACENT PROPERTIES. EROSION CONTROL MEASURES SHALL BE MAINTAINED IN PLACE THROUGH FINAL JURISDICTIONAL INSPECTION & RELEASE OF SITE.
3. CONTRACTOR SHALL INSTALL/CONSTRUCT ALL NECESSARY SEDIMENT/FILT. CONTROL FENCING AND PROTECTIVE MEASURES AS REQUIRED BY THE LOCAL JURISDICTION WITHIN THE LIMITS OF SITE DISTURBANCE PRIOR TO CONSTRUCTION.
4. NO SEDIMENT SHALL BE ALLOWED TO EXIT THE PROPERTY. THE CONTRACTOR IS RESPONSIBLE FOR TAKING ADEQUATE MEASURES FOR CONTROLLING EROSION. ADDITIONAL SEDIMENT CONTROL FENCING MAY BE REQUIRED IN ANY AREAS SUBJECT TO EROSION.
5. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING POSITIVE DRAINAGE ON THEIR SITE AT ALL TIMES WITH SILT AND EROSION CONTROL MEASURES MAINTAINED ON THE PROPERTY AS A RESULT OF EROSION WILL BE CORRECTED AT THE CONTRACTORS EXPENSE.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR DAILY INSPECTIONS AND ANY REPAIRS TO ALL SEDIMENT CONTROL MEASURES INCLUDING SEDIMENT REMOVAL, AS NECESSARY.
7. CLEARING OF VEGETATION AND TREE REMOVAL SHALL BE ONLY AS PERMITTED AND BE DONE TO A MINIMUM. ONLY TREES NECESSARY FOR CONSTRUCTION OF THE FACILITIES SHALL BE REMOVED.
8. SEEDING AND MULCHING AND/OR SOODING OF THE SITE WILL BE ACCOMPLISHED AS SOON AS POSSIBLE AFTER COMPLETION OF THE PROJECT FACILITIES AFFECTING LAND DISTURBANCE.
9. CONTRACTOR SHALL PROVIDE ALL EROSION AND SEDIMENTATION CONTROL MEASURES AS REQUIRED BY LOCAL JURISDICTION TO PREVENT EROSION AND ACCUMULATION OF SOIL AND SILT IN STREAMS AND DRAINAGE PATHS LEAVING THE CONSTRUCTION AREA. THIS MAY INCLUDE, BUT IS NOT LIMITED TO SUCH MEASURES AS SILT FENCES, STRAW BALE SEDIMENT BARRIERS, AND CHECK DAMS.
10. RIP RAP OF SIZES INDICATED SHALL CONSIST OF CLEAN, HARD, SOUND, DURABLE, UNIFORM IN SHAPE AND SIZE, AND BE FREE OF ALL CONTAMINANTS. UNDESIRABLE MATERIALS SUCH AS ERODED OR LAMINATED PIECES, DISINTEGRATED MATERIAL, ORGANIC MATTER, OIL, ALKALI, OR OTHER DETRIMENTAL SUBSTANCES

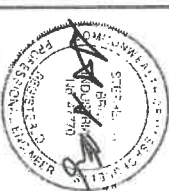
1. ALL FINAL GRADED SLOPES SHALL BE A MAXIMUM OF 3 HORIZONTAL TO 1 VERTICAL, UNLESS OTHERWISE NOTED.

- [illegible]

13. (c) GRAVEL SURFACING MAY NOT BE REUSED.
14. GRAVEL, SUB SURFACE SHALL BE PREPARED TO REQUIRED COMPACTION AND SUB GRADE ELEVATIONS BEFORE GRAVEL SURFACING IS PLACED AND/OR RETIRED TO ANY DEPRESSIONS IN THE SUB GRADE SHALL BE FILLED AND COMPACTED WITH APPROVED SELECTED MATERIAL. GRAVEL SURFACING MATERIAL SHALL NOT BE USED FOR FILLING DEPRESSIONS IN THE SUB GRADE.
15. PROTECT (c) GRAVEL SURFACING AND SUB GRADE IN AREAS WHERE EQUIPMENT LOADS WILL OPERATE. USE PLANKING WAITS OR OTHER SUITABLE PROTECTION DESIGNED TO SPREAD EQUIPMENT LOADS AS MAY BE NECESSARY. REPAIR ANY DAMAGE TO (c) GRAVEL SURFACING OR SUB GRADE WHERE SUCH DAMAGE IS DUE TO THE CONTRACTORS OPERATIONS.
16. DAMAGE TO (c) STRUCTURES AND/OR UTILITIES RESULTING FROM CONTRACTORS NEGLIGENCE SHALL BE REPAIRED AND/OR REPERMANENTED AT THE OWNERS SATISFACTION AT NO ADDITIONAL COST TO THE CONTRACT.
17. ALL SUITABLE BORROW MATERIAL TO BE BACK FILLED OF THE SITE SHALL BE DISPOSED OF OFF SITE AT LOCATIONS APPROVED BY GOVERNING AGENCIES AT NO ADDITIONAL COST TO THE CONTRACT.

mobilitie

KMB DESIGN GROUP, LLC
Stephen A. Bray
PROFESSIONAL ENGINEER



IT IS A VIOLATION OF THE LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT

NOT FOR
CONSTRUCTION

BS90XS924G
SALEM, MA 01970
DISTING 35-0" WOOD POLE

SHEET TITLE

GENERAL NOTES

SHEET NUMBER
GN-3



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

December 7, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Carly Dwyer Naik, of 7 Winter Street #6, to the Salem Public Art Commission, to complete the remainder of a two-year term to expire September 22, 2018. Ms. Naik will be filling the seat previously held by Mr. James Fallon, who has opted to step down from the commission. I hope you will join me in thanking Mr. Fallon for his service on the Public Art Commission.

Ms. Naik has over twenty years of work in directing and production experience in the theater arts. She is currently employed as the Creative Director for Intramersive Media, where she helps advance partnerships between artists and historical and artistic venues for site-specific immersive theater. Prior to that she worked as the Director of the Theater Arts program at Concord Carlisle Regional High School for nine years and as the Movement Director at the Merrimac Repertory Theater. Ms. Naik holds a B.A. from Harvard University and earned her Master's degree in education from Harvard's Graduate School of Education.

I strongly recommend confirmation of Ms. Naik's appointment to the commission. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to the Public Art Commission and its work.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

Carly Dwyer Naik

7 Winter St. #6

Salem, MA 01970

Tel: 1 978.902.7762 Email: carly.a.dwyer@gmail.com

EDUCATION

Harvard Graduate School of Education

Ed. M., Arts in Education, June 2009

Harvard University

B.A. *cum laude*, March 2005

CURRENT

Intramersive Media llc

2017-Current

Creative Director, Lead Game Designer, Co-Founder

- ☐ Identify partnerships and venues of particular historical or artistic interest and foster collaborative relationships to create site specific immersive theatre.
- ☐ Identify and foster relationships with artists, technicians and game designers.
- ☐ Develop and explore new technologies that can enhance the audience experience of spaces and shows.

TEACHING EXPERIENCE

Concord Carlisle Regional High School, Concord, MA

2009 – 2017

Director of Theatre Arts Program

- ☐ Developed, Researched and Taught curriculum for a full program: Contemporary Social Issues and Experimental Theatre, Shakespeare: His World, Our Stage, Advanced Acting Workshop: Invisible Theatre and the Ensemble, Culture Through Movement: Dance as Social Identity, American Musical Theatre: A Century of Our National Conscience.
- ☐ Organize, Produce and Direct a season of 3-4 shows including a Shakespeare, competitive one act and full scale musical production. .
- ☐ Directed two full length original works devised by students.
- ☐ Mentored students directors in show creation and production.
- ☐ Students prepared and presented scenes for the Concord Conference on Shakespeare and Youth.
- ☐ Recruited and fostered relationships across the school community to make the theatre program the most culturally diverse program in the school.

Concord Carlisle Regional High School, Concord, MA

2005 – 2009

Assistant Director for After School Drama Program

Merrimac Repertory Theatre, Lowell, MA

Summers 2007 - 2011

Movement Director, Young Artists at Play Program

PROFESSIONAL/PERFORMANCE EXPERIENCE

Northeastern University <i>Rolling With It; Creating Dynamic Game Architecture for LARPs</i> Guest Lecturer	October 2016/17
Green Door Productions <i>Club Drosselmeyer</i> - Director, Game Designer, Devising, Writer	December 2016
Far Off Broadway Production <i>The Complete Works of Wlm Shkspr Abrgd</i> - Director	August 2016
Concord Carlisle Larping Society Lead Game Designer/Head of Plot	June 2012-June 2015
The Sanders Theatre Event Production Assistant • Assistant Stage Manager, Senator Ted Kennedy: A Special Convocation with Yo-Yo Ma, Harvard President Drew Faust and Vice President Joe Biden in attendance.	November 2008 - 2009
Harvard Radcliffe Dramatic Club "The Space Between", Aerial Choreographer, Trapeze Artist "Mnemonic," Aerial Consultant	2008-2009 Academic Year
Cirque du Soleil, American Tour Wardrobe Assistant and Dresser for "Quidam" and "Corteo"	Summer/Fall 2002 & Fall 2006
Alliance LARP - Syraandor Chapter Plot Committee: Character Development, Researcher	2002-2004
Saint Aire Productions, Boston MA Office Manager/Executive Personal Assistant	2003-2006
Sleepy Lion Theatre, Topsfield, MA Founding Member of Company for 24 productions.	1996-2004

SPECIALTY TRAINING AND COURSEWORK

MIT - "Media and Performance" prof. Jay Schieb, special admissions to complete graduate degree at Harvard

Shakespeare and Company - Linklater and First Folio Intensive Training, 3 day intensive

Frantic Assembly - Fundamentals of Physical Devising, day long intensive

CLUBS AND ORGANIZATIONS

Emerson Umbrella Performing Arts Company - Materials Selection Committee

Concord Carlisle Patrons of Performing Students - Board Member/Theatre Liaison

Massachusetts Teachers Association, Member

The Bard Brigade - Founding Company Member

Creative Salem Business Member

The Analog Holodeck - Northeastern University

AWARDS AND RECOGNITION

Best Overall Production, "Spamalot"

Invitation to Participate "Nation"

Invitation to Participate "Animal Cracker"

MET AWARDS 2017

New England High School Theatre Festival 2014

Edinburgh Festival Fringe 2008

Office Skills

Mac and PC proficient in all Office Suite programs, Google apps, and most audio/visual programs.

REFERENCES

References available upon request.

OTHER SKILLS

Static and flying trapeze, clowning and mime, vaulting (stunt horseback riding), skiing, rock climbing, hiking, kayaking, yoga, organic gardening, baking and cooking



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 11, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Thomas Watkins of 24 Surrey Road in Salem to the position of Purchasing Agent for the City of Salem, to complete the remainder of an uncompleted two-year term that expires January 31, 2019.

We are very fortunate that Mr. Watkins has sought to return to the City of Salem, where he had previously served as our Purchasing Agent from 2009 to 2012 and, prior to that, as an aide in the Mayor's office. Since leaving Salem, Mr. Watkins has been the Purchasing Agent for the Town of Andover. Mr. Watkins holds a Masters degree in Public Administration from Suffolk University and a Bachelor's degree in Political Science from Westfield State College. He is accredited as a Massachusetts Certified Public Purchasing Official and has served as Vice President and President of the Massachusetts Association of Public Purchasing Officials. A Salem resident, Mr. Watkins has served as a member of our Zoning Board of Appeals from 2013 until this appointment.

I believe Mr. Watkins will make a strong addition to our team at City Hall and strongly recommend confirmation of his appointment. I hope you will join me in welcoming Mr. Watkins back to public service here in Salem.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

THOMAS P. WATKINS
24 SURREY ROAD, SALEM, MASSACHUSETTS 01970
TPWATKINS@HOTMAIL.COM ~ (978) 985-4762

OBJECTIVE

Dedicated and motivated procurement professional looking to further advance my career in public the procurement sector

EXPERIENCE

September, 2012 – current

Town of Andover, MA

Purchasing Agent and Insurance Coordinator

- ↓ Effectively manage and solicit bids and proposals in accordance with M.G.L. Ch. 30b, 149, 149A, 30-39M and 25A for the Town and School District
- Oversee the Town/School property & liability insurance policies. Manage the processing of all claims with the Town's insurance carrier, MIIA.
- ← Co-Chair of Town's Safety Committee →
- Assist on Town's in-house Capital Improvement Planning team; Special projects as assigned by Town Manager or Finance Director, including annual budget and Town Meeting preparation

October, 2009 – August, 2012

City of Salem, MA

Purchasing Agent

- Effectively managed and solicited bids and proposals in accordance with M.G.L. Ch. 30b, 149 149A, 30-39M and 25A for the City and School District
- Successfully managed inter-governmental agreement between City of Salem and Town of Swampscott in which I was responsible for all bid and contract administration for Town of Swampscott

January, 2006 – September, 2009

City of Salem, MA

Mayor's Office – Project Manager/Aide

- Responsible for numerous projects, including the upgrade of the City's website, and energy efficiency upgrades
- Provide staff support to various committees and work with several in-house teams
- Provide research and analytical work for the Mayor and Senior Managers
- Additional responsibilities include constituent services, press releases and general office management

July, 2005 – January, 2006

Town of Lexington, MA

Town Manager's Office – Management Intern

January, 2004 – May, 2004

Town of Georgetown, MA

Town Administrator's Office – Management Intern

September, 2002 – May, 2004

Suffolk University, Public Management Department

Graduate Student Fellow

May, 2002 – September 2002

Town of Danvers, MA

Planning Department – Field/Office Open Space Intern

September, 2001 – December, 2001

Town of Westfield, MA

Mayor's Office – Intern

EDUCATION

Suffolk University – Boston, MA

Master in Public Administration - GPA 3.8

Specialized Degree: State and Local Government

Westfield State College – Westfield, MA

Bachelor of Arts in Political Science – GPA 3.4

Massachusetts Certified Public Purchasing Official (MCPPO), 2009 – Present

University of Virginia – Charlottesville, VA

Weldon Cooper Center for Public Service

Leading, Educating & Developing (LEAD) Certificate, March 2017

PROFFESIONAL ORGANIZATIONS

- Massachusetts Association of Public Purchasing Officials (MAPPO)
 - Elected President, July 2017
 - Elected Vice President, 2013 - Current
 - Chair of Website Committee
 - Co-Treasurer, 2011 - 2013
- International City/County Manager's Association (ICMA)
- Board Member, City of Salem Zoning Board of Appeals, 2013 - current
- Pi Sigma Alpha – National Political Science Honor Society, 2000

TECHNOLOGICAL SKILLS

- Microsoft Word, Excel, PowerPoint and Outlook
- MUNIS
- First Class (Virtual Towns & Schools municipal website software)
- Social Media

REFERENCES

Furnished upon request



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 11, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Daniel J. Napolitano, of 107 Highland Avenue #3, to the Salem Planning Board to fill the remainder of the five-year term of Antonio Mataragas, which will expire on March 10, 2021. I hope you will join me in thanking Mr. Mataragas for his service on the Planning Board and for his commitment to our community.

Mr. Napolitano holds a Master's degree in Public Administration from Suffolk University and currently works on policy external affairs for the Senate President at the Massachusetts State Senate. He has previously worked in a variety of government and political capacities, including as district outreach coordinator for former Congressman John Tierney, where he helped advance federal priorities and funding for projects and needs here in Salem. Prior to moving to Salem, Mr. Napolitano was a resident of Everett, where he served for six years on that City's Common Council and as a member of the Everett Charter Review Commission.

I strongly recommend confirmation of Mr. Napolitano's appointment to the board. We are fortunate that he is willing to serve our community in this important role and lend his expertise and dedication to the Planning Board and its work.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

Daniel J. Napolitano
107 Highland Ave Unit 3, Salem, MA 01970
(617) 967-2065 • Dannapolitano4@gmail.com

EDUCATION

Suffolk University, Boston, MA
Master's Degree, Public Administration, December 2017

Assumption College, Worcester, MA
Bachelor of Arts, Political Science, May 2009
Minors: History
Italian Studies

PROFESSIONAL EXPERIENCE

Office of the Senate President, Boston, MA January 2015 – Present

Liaison for External Affairs/ Policy Advisor

- Work on policy issues as assigned, particularly public safety and labor and workforce, as well as on the President's local budget priorities.
- Support policy team as needed during formal sessions and long-term projects.
- Meet with stakeholders and advocacy groups regarding upcoming legislation and legislative priorities of the President.
- Manage contacts for the Senate President with various constituency groups in addition to state departments and agencies.
- Coordinate statewide listening tour, entitled "Commonwealth Conversations," held each session in various Senate districts across the state.

Martha Coakley for Governor, Somerville, MA September 2014 – November 2014

Political Team Member

- Managed statewide labor operations for the campaign, including working with labor leaders to coordinate scheduling for "Get Out the Vote" and Election Day operations.
- Directed outreach to mayors across Massachusetts to facilitate support.
- Organized events with municipal officials and labor organizations for the gubernatorial and lieutenant gubernatorial candidate to attend in various communities.

Steve Grossman for Governor, Boston, MA March 2014 – September 2014

Political Director

- Managed statewide political operation for a gubernatorial campaign.
- Coordinated events for endorsing elected officials and labor organizations.
- Facilitated candidate political call time.
- Created and implemented winning convention strategy, resulting in a campaign victory by twelve percentage points.

Office of Congressman John F. Tierney MA 6th District, Peabody, MA July 2011 – March 2014

District Outreach Coordinator

- Served as the primary contact person for state and local elected officials regarding their district priorities.

- Assisted in advancing federal projects and funding opportunities for communities in the 6th Congressional District.
- Coordinated and attended meetings and events throughout the district for the Congressman.
- Performed special projects as required.

Office of State Treasurer Steven Grossman, Boston, MA

February 2011 – July 2011

Customer Service Specialist, Abandoned Property Division

- Interacted regularly with public inquiries regarding abandoned property in person and via phone and email.
- Followed established procedures to determine rightful owners of abandoned property.
- Prepared and sent out claim forms and other information to property owners or their legal representatives

Steve Grossman for State Treasurer, Somerville, MA

October 2010 – February 2011

Regional Field Director: Middlesex and Essex Counties

- Coordinated advance work for all campaign events held in Middlesex and Essex counties for successful candidate for statewide office.
- Served as the primary contact person for elected officials and community organizers.
- Executed campaign field plan by recruiting volunteers and coordinating comprehensive GOTV effort within Middlesex and Essex counties.

Sal DiDomenico for State Senate, Everett, MA

January 2010 – October 2010

Political Director: Middlesex, Suffolk and Essex Districts

- Coordinated advance work for all campaign events and handled schedule for the candidate in the Middlesex, Suffolk and Essex state senate district.
- Developed strategic outreach plan to elected officials and managed candidate political call time.
- Administered field plan and GOTV effort with local field organizers.

COMMUNITY INVOLVEMENT

City of Everett Charter Review Commission, Everett, MA

Spring 2014 – Spring 2015

Commission Member

- Reviewed the newly implemented charter for the City of Everett.
- Recommended changes to promote clarity and efficiency in the new charter.

City of Everett Common Council, Everett, MA

August 2008 – January 2014

Ward 4 Common Councillor

- Responsible for attending bi-monthly council meetings to represent the citizens of Ward 4.
- Voted on municipal budgets and proposed numerous ordinances for the Council's consideration.
- Corresponded with constituents through letters, email, and telephone calls to address their inquiries and complaints, referring them to the appropriate municipal, state and federal agencies when appropriate.
- Maintained close working relationships with elected officials and city agencies.
- Served as co-chair of Finance Committee from 2009 – 2010
- Served as President of the Common Council in 2012

References available upon request.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 11, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Emily Larsen, of 27 Turner Street #1, to the Salem Public Art Commission, to take the seat of Austen Barron Bailly, whose terms has concluded and who has opted not to seek reappointment to the commission. I hope you will join me in thanking Ms. Bailly for her service on the Public Art Commission. Ms. Larsen is appointed to a two-year term to expire January 11, 2020.

Ms. Larsen currently works as a graphic designer and in-house illustrator for the Peabody Essex Museum, where she has developed interactive art for exhibition, exhibition graphics, and collateral for marketing and public relations. She came to the work from a background in freelance graphic design and a graphic design internship with the Department of Interior's National Conservation Training Center. Ms. Larsen earned her Bachelor's in Fine Arts from Shepherd University and has been actively involved with our Public Art Commission in the past as a participating artist in two of the commission's Mural Slams and with two entries in the Salem Artbox program.

I strongly recommend confirmation of Ms. Larsen's appointment to the commission. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to the Public Art Commission and its work.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem



emlarsendesigns.com

elarse01@gmail.com

27 Turner Street, Apt. 1
Salem, MA, 01970
T: 304.268.8324

EXPERIENCE

PEABODY ESSEX MUSEUM

Graphic Designer

February 2013 to Present

Salem, Massachusetts

- Design museum exhibition graphics (logotypes, interior and exterior vinyls, banners, billboards)
- Design and produce marketing and PR collateral
- Develop and lead interactive art activities for family festivals
- In-house illustrator

FREELANCE DESIGNER/ILLUSTRATOR

May 2012 to present

Salem, Massachusetts

- Identity development
- Special print projects
- Publication/catalogue design

NATIONAL CONSERVATION TRAINING CENTER

Fish and Wildlife Service (Department of Interior)

May 2009 to August 2009

Shepherdstown, West Virginia

- Internship with the graphic design department

EDUCATION

ACADEMY OF ART SAN FRANCISCO

September 2012 to September 2013 (online course work)

San Francisco, California

- Worked towards MFA with a concentration in illustration
- Specialized in children's books and editorial art

SHEPHERD UNIVERSITY

Graduated May 2011

Shepherdstown, West Virginia

- BFA with a concentration in Graphic Design

SKILLS

ADOBE CREATIVE SUITE

- InDesign
- Illustrator
- Photoshop
- Illustration, painting

ACCOMPLISHMENTS

- NEMA Awards, 2016 | *Shoes* Exhibition Marketing Collateral, 2nd place
- NEMA Awards, 2015 | Folded rackcard design, 3rd place
- Mural Slam Salem, 2016
- Mural Slam Salem, 2015 | 2nd place
- Salem Artbox 2014, 2016
- The Big Draw "Trailblazer Award", 2013



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 11, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Kurt Ankey-Beauchamp, of 19 Harbor Street #5, to the Salem Public Art Commission, to take the seat of Lillian Hsu, whose terms has concluded and who has opted not to seek reappointment to the commission. I hope you will join me in thanking Ms. Hsu for her service on the Public Art Commission. Mr. Ankey-Beauchamp is appointed to a two-year term to expire January 11, 2020.

Mr. Ankey-Beauchamp is a professional artist working as a freelance designer, a graphic designer, and a graphic novelist. His work has garnered awards from the New England Book Show, the Society of Illustrators, and the Massachusetts Independent Comics Expo. A graduate of the University of Wisconsin-Madison, where he earned a BA in English Literature and Philosophy, Mr. Ankey-Beauchamp's paintings have been exhibited at such regional art institutions as the Cape Ann Art Museum, Tusinski Gallery, the Art Room of Gloucester, Flatrocks Gallery, J. Lucas Gallery, as well as at private businesses and workplaces, as well as local community centers and public buildings.

I strongly recommend confirmation of Mr. Ankey-Beauchamp's appointment to the commission. We are fortunate that he is willing to serve our community in this important role and lend his expertise and dedication to the Public Art Commission and its work.

Very truly yours,

A handwritten signature in cursive script, reading "Kim Driscoll".

Kimberley Driscoll
Mayor
City of Salem

Kurt Ankeny

Graphic Novelist and Painter

Born 1976, Minneapolis, Minnesota
Lives/Works Salem, Massachusetts

Contact 19 Harbor Street No. 5, Salem, MA 01970
(978) 631-6559
kurtankeny@gmail.com
www.kurtankeny.com

Education

1999 University of Wisconsin-Madison, BA

Painting Exhibitions

- 2014-2017 *East End Open Studios*, Ipswich Moving Compant, Ipswich, Massachusetts.
2015 *Friends of the Gallery Show*, Tusinski Gallery, Rockport, Massachusetts.
2013 *Cape Ann Artisans at 30*, Cape Ann Art Museum, Gloucester, Massachusetts.
2012 *Winter Salon*, Flatfile Boston, Boston, Massachusetts.
2011 *Kurt Ankeny*, Alchemy Restaurant, Gloucester, Massachusetts.
Art Now: Rockport, Rockport Lodge, Rockport, Massachusetts.
White Out, Tusinski Gallery, Rockport, Massachusetts.
- 2010 *Art in Lanesville*, Lanesville Community Center, Gloucester, Massachusetts.
- 2009 *Kurt Ankeny/Paul Goldberg*, The Art Room, Gloucester, Massachusetts.
Susie Fields/Kurt Ankeny, Sawyer Free Library, Gloucester, Massachusetts.
Views of Ipswich Bay, Lone Gull Coffeehouse, Gloucester, Massachusetts.
Art in Lanesville, Lanesville Community Center, Gloucester, Massachusetts.
You Are Here, Flatrocks Gallery, Gloucester, Massachusetts.
Views of Gloucester Harbor, Flatrocks Gallery, Gloucester, Massachusetts.
Icons & Art: Michelle & Barack, J. Lucas Gallery, Provincetown, Massachusetts.
Small Gifts Show, Flatrocks Gallery, Gloucester, Massachusetts.
- 2008 *Pia Juhl Nadel/Kurt Ankeny*, Cove Gallery, Gloucester, Massachusetts.
Art in Lanesville, Lanesville Community Center, Gloucester, Massachusetts.
Holiday Cheers, Cove Gallery, Gloucester, Massachusetts.
Small Works, Flatrocks Gallery, Gloucester, Massachusetts.

Awards

- 2017 Best American Comics, excerpt of *In Pieces: Someplace Which I Call Home*.
Invited to speak at the Parsons School of Design.
New England Book Show Award for *In Pieces: Someplace Which I Call Home*.
- 2016 Massachusetts Independent Comics Expo (MICE) Mini-Grant award.
- 2015 New England Book Show Award for *Saltwater Snow*.
Society of Illustrators MOCCA Arts Festival Award of Excellence.
- 2009 Pensioner with La Maison d'Artist de la Grande Vigne, Dinan, France.

19 Harbor Street No. 5, Salem, Massachusetts 01970 | 978.631.6559 | kurtankeny@gmail.com

Kurt Ankeny-Beauchamp

Contact 19 Harbor Street, #5, Salem, MA 01970
(202) 374-9925
kurtankeny@gmail.com
www.kurtankeny.com

Education

1999 University of Wisconsin-Madison, BA in English Literature and Philosophy

Employment History

2005-Present Freelance Designer

Ankeny Studio

Freelance design services including corporate catalog design, product photography, basic website design, copyediting, design for the digital environment, illustration, and product design. Clients include: Select Sport America, Ipswich Dance Foundation Inc., Wulla Clothing, The Town of Ipswich, Kidder Smith Gallery, Northern Virginia Magazine, Granite State University, and Mersen USA.

2004-2005 Information Technology Communications Coordinator

George Mason University, Fairfax, Virginia

Duties included designing, creating, and disseminating informational articles and fliers concerning IT Department initiatives, new software, and computer security guidelines targeted at administrative, faculty, and student audiences. Conducted interviews and wrote articles for the CIO outreach newsletter.

2002-2004 Executive Assistant to the Chief Information Officer

Naval Postgraduate School, Monterey, California

Duties included support activities for the CIO and other executives, including correspondence, scheduling, call screening, record keeping, information graphics design, and PowerPoint design. Spearheaded the Naval Postgraduate School Fact Book 2003, an inaugural publication detailing basic data common to institutions of higher learning. Designed as well as oversaw printing and dissemination of the Fact Book. Oversaw production and editing of a short documentary film concerning the concentration of meteorological, educational, and oceanographic institutions around the Monterey Bay. Documentary project culminated in a meeting and discussion of joint project opportunities attended by the heads of each of the eleven featured institutions. Received the United States Department of the Navy's Meritorious Civilian Service medal.

2001-2002 Recruiter, Human Resources Department

Epic Systems Corporation, Madison, Wisconsin

Worked to find qualified employees for Epic's various departments. Screened resumes, tested candidates, conducted in-depth interviews and reference checks, and consulted weekly with the CEO on potential hires.

1999-2001 Assistant English Teacher

Towns of Ogoe and Takine Boards of Education, Fukushima, Japan

Prepared lesson plans and English language related games and activities for a range of students from 1st grade to adult. Served as translator for the two Boards of Education.

Languages Japanese, French, Spanish

Software/Social Media Adobe Creative Cloud, Microsoft Office Suite, Facebook, Instagram, Tumblr, Twitter, MailChimp, Constant Contact

References Available upon request.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Mary Anne Silva, of 17 Sumner Road, to the Salem Cemetery Commission to fill the remainder of the three-year term of Ruth Kapnis, which will expire on February 2, 2019. I hope you will join me in thanking Ms. Kapnis for her fifteen years of service on the Cemetery Commission and for her commitment to our community.

Ms. Silva is a dedicated volunteer here in Salem, serving on the South Salem Neighborhood Association Board of Directors, the Salem Access TV Board of Directors, and as an active member of the Friends of Greenlawn, for whom she has edited and produced tours of Greenlawn Cemetery. She is an amateur photographer, who, in her free time, documents headstones for www.findagrave.com.

I strongly recommend confirmation of Ms. Silva's appointment to the commission. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to the Cemetery Commission and its work.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem

Mary Anne Silva

Salem, MA 01970 | Tel: 978.273.6909 | E-mail: masilva@comcast.net

Administrative Assistant

Summary of Qualifications

Proven investigative, analytical, administrative, customer-service, problem-solving, and technical skills.

- Provide outstanding customer service
- Process mail and answer phones
- Schedule, organize, and set up special events
- Maintain personnel files
- Run CORIs for new and current employees
- Proofread documents
- Train staff
- Investigate billing issues

Professional Highlights

Administrative Assistant

Essex North Shore Technical High School, Danvers, MA

2000–2017

Worked with Administrative Assistant in Superintendent's Office to process mail, answer phones, set up outside events, maintain personnel files, run CORIs for new and current employees, proofread documents, schedule usage of school facilities, and organize luncheons.

Original position had no description so defined job based on need as school climate and structure changed and grew in size and number of students and staff.

Additional Relevant Experience

Billing Supervisor / Customer Service Provider

Bell Atlantic, Lynn, MA / North Greenbush, NY

Managed work flow, administered attendance policy, maintained personnel records, created development / discipline program for performance reviews. Devised procedures and provided training for rectifying billing discrepancies. Identified causes of discrepancies and instituted corrective measures through interaction with other departments. Enhanced customer service substantially.

Recognized twice for President's Award.

Received incoming customer calls and assisted customers by directing questions to the appropriate department; analyzed advertising program; investigated and negotiated adjustments; consistently recognized by customers for high-quality service.

Education

Extensive NYNEX Management Technical Training

Coursework, Salem State University



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Geri Yuhas, of 28C Federal Street, to the Salem Board of Health to fill the remainder of the three-year term of Nancy Crowder, which will expire on April 14, 2019. I hope you will join me in thanking Ms. Crowder for her service on the Board of Health and for her commitment to our community.

Ms. Yuhas retired in 2012 after a 49-year career as a registered nurse. For the first thirteen years of her career she worked on the staff at a variety of hospitals, including Philadelphia General Hospital – the institution where she earned her nursing diploma - Detroit General Hospital, Mount Auburn Hospital, and Salem Hospital. The bulk of her professional career, however, was as a pediatric nurse practitioner at Marblehead Pediatrics for 36 years, following her certification in that field from Northeastern University in 1976. Ms. Yuhas is an engaged volunteer in our community, having served on the board at My Brother's Table and, most recently, as a member of Green Salem, our city recycling committee.

I strongly recommend confirmation of Ms. Yuhas' appointment to the board. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to the Board of Health and its work.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem

Geri Yuhas
28C Federal Street, Salem, MA 01970

STATUS: Retired Registered Nurse, Pediatric Nurse Practitioner

EDUCATION: Nursing Diploma, Philadelphia General Hospital, 1963
Pediatric Nurse Practitioner Certification, Northeastern University, 1976

EXPERIENCE:

1963 to 1976- Various positions from staff nurse to supervisor as a registered nurse in the following institutions:

Philadelphia General Hospital
Detroit General Hospital
Brent General Hospital
Mount Auburn Hospital
Salem Hospital
Hunt Hospital

1976 to 2012- Pediatric Nurse Practitioner
Marblehead Pediatrics

COMMUNITY:

In the past I have been on the board of My Brother's Table , in Lynn MA,
At present I am on The Salem Recycle Committee and on the Ward 2 Democratic Committee.

PERSONAL: D.O.B. -9/24/42
Married 54 years
Lived in Salem since 2008

Phone- 978-594-8124
Email- geri.y@comcast.net



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I appoint, subject to City Council confirmation, the following members of the Salem Affordable Housing Trust Fund Board of Trustees.

First Name	Last Name	Address	Term	Term Expiration
Rebecca	Curran	14 Clifton Avenue	2-years	January 25, 2020
Mickey	Northcutt	9 Northey Street #1	2-years	January 25, 2020

These individuals were selected based on their expertise and their role on other relevant City boards that are engaged with housing issues – specifically Zoning Board of Appeals and Community Preservation Committee. I enthusiastically recommend confirmation of their appointments to the Affordable Housing Trust Fund Board and ask that you join me in thanking them for their commitment to our community and to helping us address our housing situation.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I appoint, subject to Council confirmation, Ashley Blanco to the Youth Commission for a one-year term to expire May 12, 2018. Ms. Blanco will be replacing the seat held by Ruby Cheresnowsky whose term expires May 12, 2018.

Ms. Blanco is a senior at Salem Academy Charter School. She is involved in a number of extracurricular activities in school and her community. She has volunteered her time at My Brother's Table, is a mentor for the middle school program at SACS, Member of the Honor society, and involved in sports.

Ms. Blanco would be a great asset to the Salem Youth Commission. She holds a 4.0 GPA; she is a great leader, role model, and very committed students which are all important attributes that make up the Commission.

I enthusiastically recommend the confirmation of Ms. Blanco's appointment.

Sincerely,

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

**Kimberley Driscoll
Mayor
City of Salem**



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I appoint, subject to Council confirmation, Valentina Mendez to the Youth Commission for a one-year term to expire May 12, 2018. Ms. Mendez will be replacing the seat held by Jorge Gomez Frometa whose term expires May 12, 2018.

Ms. Mendez is a Sophomore at Salem State University who is currently studying Journalism. She is a member of Alpha Lambda Delta Sorority Inc., and is a member of the Public Relation Student Society of America.

Ms. Mendez brings great perceptiveness to the youth commission as our first member at the Collegiate level and will be a great role model for our current younger members. Ms. Mendez would be a great asset to the Salem Youth Commission. She is a great leader, role model, and a very committed student which are all important attributes that make up the Commission.

I enthusiastically recommend the confirmation of Ms. Mendez's appointment.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I appoint, subject to Council confirmation, Ishmael Telemaco the Youth Commission for a one-year term to expire May 12, 2018. Mr. Telemaco will be replacing the seat held by Jared Lubas whose term expires May 12, 2018.

Mr. Telemaco was a member of the first cohort in the Salem Youth Commission. He was appointed in May 2016 as a Senior at Salem High School and now joins us again as a first-year student at Bunker Hill Community College. Mr. Telemaco has worked summers as a camp counselor at the YMCA. He is still interested in culinary arts and plans make a career as a chef or in managing hotels and restaurants.

I believe that Mr. Telemaco is an exceptional student who will bring a wide variety of skills, interests, and ideas to this new commission. We are fortunate indeed that he is so committed to making Salem a better community for himself, his peers, and all of us.

I enthusiastically recommend the confirmation of Mr. Telemacos's appointment.

Sincerely,

Kimberley Driscoll

**Kimberley Driscoll
Mayor
City of Salem**



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I appoint, subject to Council confirmation, Lillien Kelley to the Youth Commission for a one-year term to expire May 12, 2019. Ms. Kelley will be replacing the seat held by Nick Angeramo whose term expires May 12, 2019. Nick Angeramo will participate as an Associate Youth Commission Member.

Ms. Kelley is a sophomore at Salem Academy Charter School. She is involved in a number of extracurricular activities in school and her community. She is a member of the Junior Honor Society, a recipient of the academic achievement award in math, theater, history and other subjects.

Ms. Kelley would be a great asset to the Salem Youth Commission. She is considering teaching, astrobiology or journalism as potential careers, she holds a 4.0 GPA, and she is a great leader, role model, and a very committed student which are all important attributes that make up the Commission.

I enthusiastically recommend the confirmation of Ms. Kelly's appointment.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Mr. Paul Minsky of 15 Lynn Shore Drive, Lynn, MA to serve as a Constable in the City of Salem for a term to expire February 6, 2021.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll".

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Mr. Antonio L. Vieira of 9 Shamrock Street Peabody, MA 01960 to serve as a Constable in the City of Salem for a term to expire September 28, 2020.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll", written in a cursive style.

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Mr. Manuel Rabbitt, of 3 Red Jacket Lane, Salem, MA 01970 to serve as a Constable in the City of Salem for a term to expire September 13, 2018.

Very truly yours,

A handwritten signature in cursive script, reading "Kim Driscoll", written in dark ink.

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I re-appoint Mr. John J. Ruehrwein, Sr., of 32 Pine Street, Wakefield MA, to serve as a constable in the City of Salem for a term to expire January 20, 2021.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll", written in a cursive style.

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

January 25, 2018

Ordered:

That the sum of Seventy-Two Thousand Six Hundred Dollars (\$72,600.00) is hereby appropriated within the "Capital Outlay Equipment" account (20003-586018) to be expended for the purchase of A/V and presentation system equipment at the new Jean Levesque Community Life Center by the IT Department in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$72,600 from our short-term Capital Improvement Fund for audio/visual and technology equipment for the new Mayor Jean Levesque Community Life Center.

We anticipate an additional capital outlay request in February in order to fund the furnishings and fixtures for the new building. Both of these appropriations will be off-set in part by the surplus and sale of the furniture from the existing Senior Center at 5 Broad Street.

I strongly recommend adoption of this appropriation Order and invite you to contact Matt Killen with any specific questions you may have regarding it.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll", is written over a faint, larger version of the same signature.

Kimberley Driscoll
Mayor
City of Salem



KIMBERLEY DRISCOLL
MAYOR

MATTHEW KILLEN
CHIEF INFORMATION OFFICER

CITY OF SALEM, MASSACHUSETTS

OFFICE OF INFORMATION TECHNOLOGY
120 WASHINGTON STREET, 2ND FLOOR
TEL. 978-745-9595 X5694
MKILLEN@SALEM.COM

Memorandum

TO: Mayor Driscoll
FROM: Matthew Killen
DATE: 1/9/2018
RE: New CLC, A/V and presentation system equipment

Mayor, I am pleased to submit the attached funding request for audio-visual and presentation system equipment to be installed at the new CLC. Specifically, the request includes:

- Digital signage,
- Projector, display screen and audio equipment in the great room,
- Presentation system in 1st floor conference room,
- Televisions in both the weight and game rooms.

and totals \$72,600 - which includes a small contingency for cabling and miscellaneous hardware.

Please let me know if you have any questions, and thank you for your leadership on this project.

cc: D. Pangallo, Chief of Staff
L. Giardella, Finance Director
N. Bridgman, Assistant Finance Director
M. Lutzykowski, Building Department Assistant

CITY OF SALEM
Capital Outlay Expenditure Request Form

To: MAYOR

From Department: IT Date: 1/9/2018

Expense Line To : 20003-586018 - Equipment

Amount: \$72,600.00

Description: A/V and presentation equipment, new CLC building.

Expense Line To : 20003-584618 – Renovations & Repairs

Amount:

Description:

For Finance Dept and Mayor's Use Only:

☐ City Council Approval

Bal - 751,917.33

Recommendation:

☐ Approved ☐ Denied



Finance Director

Mayor

Processed: Date: _____ By: _____

CO # _____ JE# _____ Trans # _____

PROPOSAL

Community Life Center- AV Systems

City of Salem, IT

90 Washington Street
Salem, MA 01970
978-619-5694

Revision: 0

Modified: 12/29/2017



Presented By:

Tailor-Made Audio & Video, Inc





224 N Broadway
Suite B1
Salem, NH 03079
(888) 232-2287
www.TailorMadeAV.com

Tailor-Made
AUDIO + VIDEO

www.TailorMadeAV.com


The Great Room will be a large space with a projection system, wireless presentation system and audio system. The wireless presentation device will live at the projector location to allow for the use of its direct wireless access if necessary. A motorized 160" 16:10 screen will be recessed into the ceiling, and controlled via the new control system. Audio will feed from the projector's audio output back to the sound system's DSP located in the equipment rack (IT closet). A DSP output will be utilized for the Large Meeting Room and output to a single channel on the 500Wx2 amplifier for powering the room's new in-ceiling speakers. Six in-ceiling 70v speakers will be installed in the ceiling in a staggered pattern to accommodate the shape of the room. Two wireless microphone receivers will be wall mounted in the storage closet, with audio cabling run back to the DSP in the equipment rack. The microphone receivers will each be programmed for a wireless hand-held microphone. Control of the room will be via a customized SAVI Controls control interface from a wall-mounted iPad. SAVI uses a Control4 automation processor as it's core controller, allowing for future integration of other services, such as lighting and HVAC

Projection System

	1 CHIEF CMA443	\$141.00
	Above tile suspended ceiling kit & 3" fixed Pipe, white	
	1 CHIEF RPMA351	\$246.00
	RPA Elite Custom Projector Mount with Keyed Locking (A Version)	
	1 EPSON V11H735020	\$8,499.00
	Pro L1100U Laser WUXGA 3LCD Projector 16:10, 6,000 Lumen, 4K Enhancement, Standard Lens	
	1 SCREEN INNOVATIONS 5WMFL160SL12	\$5,500.00
	5-Series Motorized Ceiling Recessed (Flush) Projection Screen: 168", 16:10 Presentation Format, Ambient Light Rejecting Slate 1.2 Gain Material	
Projection System Total		\$14,386.00

Video System

Video, Display or Digital Signage System

	2 TMAV LABOR- INSTALLATION ZONE OF VIDEO	\$2,100.00
	Installation of a zone of video. Price is based on installation labor to be completed on the video portion of this zone (area/room). Details can be found in the project Scope of Work document or detailed upon request	

* Price Includes Accessories



- | | | |
|----------|---|-----------------|
| 1 | TMAV LABOR- PROGRAMMING ZONE of VIDEO
Programming Required for This Zone (area/room) of Video. Details can be found in the project's Scope of Work documentation or can be detailed upon request. | \$450.00 |
|----------|---|-----------------|



- | | | |
|----------|---|-------------------|
| 1 | WEPRESENT WIPG-1600W
Wireless Interactive Presentation Gateway with Streaming Video | \$994.00 * |
|----------|---|-------------------|



- | | | |
|----------|--|--|
| 1 | TMAV MATERIAL TMAV HDMI CABLE
Accessory 4K 2.0b HDMI cable at length appropriate for the specific use (between .7 and 3 meter) | |
|----------|--|--|

Video System Total	\$3,544.00
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Audio System

Audio or Music System



- | | | |
|----------|--|----------------|
| 1 | RDL TX-J2
Unbalanced Input Transformer - Unbalanced stereo inputs to summed balanced mono output | \$75.00 |
|----------|--|----------------|



- | | | |
|----------|---|---------------------|
| 6 | SNAPAV KIT-ECS-650-IC-6
Episode 650 Commercial Series In-Ceiling 70 - Volt Speaker with Tile Bridge and 6" Woofer | \$1,080.00 * |
|----------|---|---------------------|



- | | | |
|----------|---|--|
| 6 | SNAPAV ECS-BRKT-650-IC-6
Episode Bracket for 650 Commercial Series 6" In-Ceiling Speaker (Each) | |
|----------|---|--|



- | | | |
|----------|---|-------------------|
| 2 | TMAV LABOR- INSTALLATION ZONE OF AUDIO
installation of a zone of audio. Price is based on installation labor to be completed on the audio portion of this zone (area/room). Details can be found in the project Scope of Work document or detailed upon request | \$1,800.00 |
|----------|---|-------------------|



- | | | |
|----------|---|-----------------|
| 1 | TMAV LABOR- PROGRAMMING ZONE of AUDIO
Programming required for this zone (area/room) of audio. Details can be found in the project's Scope of Work documentation or can be detailed upon request. | \$300.00 |
|----------|---|-----------------|

Audio System Total	\$3,255.00
---------------------------	-------------------

Microphone system



- | | | |
|----------|---|-----------------|
| 1 | ELECTROVOICE R300E-A
Wireless Microphone Receiver with Head-Worn Transmitter- HM3 Omni-Directional Microphone | \$419.00 |
|----------|---|-----------------|



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|----------|---|-----------------|
| 1 | ELECTROVOICE R300HD-A
Wireless Microphone Receiver with PL22 Dynamic Wireless Handheld Microphone | \$389.00 |
|----------|---|-----------------|

* Price Includes Accessories



- 2 **TMAV LABOR- INSTALLATION WIRELESS MICROPHONE SYSTEM** \$450.00
Installation of a Wireless Microphone System. System type and scale may vary and pricing is based off of the system being installed. Details may be found in the room description or Scope of Work document accompanying your proposal

Microphone system Total \$1,258.00

Control System

Custom Programmed Control System



- 1 **SAVI CONTROLS WALL CONTROL LOCATION** \$1,438.00
A 9.7" iPad Air will act as a touchscreen control location. Package includes the iPad and surface mount (black or white), power injector, accessories, and installation labor.

Control System Total \$1,438.00

Great Room Total \$23,881.00

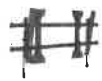
* Price Includes Accessories

First Floor Conference Room

The Medium Conference Room will be a 65" display, wired input wall location, wireless presentation system and audio system. The wireless presentation device will live behind the display to allow for the use of its direct wireless access if necessary. The display and its inputs will be controlled via a new control interface. Audio will feed from the display's audio output back to the sound system's DSP located in the equipment rack (IT closet). A DSP output will be utilized for the Medium Conference Room and output to a single channel on the 500Wx2 amplifier for powering the room's new in-ceiling speakers. Two in-ceiling 70v speakers will be installed in the ceiling. Control of the room will be via a customized SAVI Controls control interface from a wall-mounted iPad. SAVI uses a Control4 automation processor as it's core controller, allowing for future integration of other services, such as lighting and HVAC.

Video System

Video, Display or Digital Signage System



- | | | |
|---|--|----------|
| 1 | CHIEF LTM1U
Large Fusion Series Micro-Adjustable Tilt Wall Mount | \$300.00 |
|---|--|----------|



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|---|---|------------|
| 1 | HDMI & VGA+A HD-BaseT KIT
Package includes an HDMI and VGA+Audio HD-BaseT Scaling Transmitter (either box or wall plate version), CAT-6 Cable, HD-BaseT Receiver, and All Necessary Interconnect Cables | \$1,126.00 |
|---|---|------------|



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|---|---|------------|
| 1 | LG 65LX341C
65" Class Edge-Lit LED Lite Commercial 1080P Integrated HDTV, 2-Yr Warranty | \$1,500.00 |
|---|---|------------|



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|---|---|----------|
| 1 | SNAPAV WB-300-IP-3
WattBox IP Controllable 3-Outlet (3 Controlled) Compact Power Conditioner with Auto Reboot | \$289.95 |
|---|---|----------|



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|---|---|----------|
| 2 | TMAV LABOR- INSTALLATION ZONE OF VIDEO
Installation of a zone of video. Price is based on installation labor to be completed on the video portion of this zone (area/room). Details can be found in the project Scope of Work document or detailed upon request | \$900.00 |
|---|---|----------|



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|---|---|----------|
| 1 | TMAV LABOR- PROGRAMMING ZONE of VIDEO
Programming Required for This Zone (area/room) of Video. Details can be found in the project's Scope of Work documentation or can be detailed upon request. | \$450.00 |
|---|---|----------|



- | | | |
|---|---|------------|
| 1 | WEPRESENT WIPG-1600W
Wireless Interactive Presentation Gateway with Streaming Video | \$994.00 * |
|---|---|------------|



- | | | |
|---|---|--|
| 1 | TMAV MATERIAL TMAV HDMI CABLE
Accessory 4K 2.0b HDMI cable at length appropriate for the specific use (between .7 and 3 meter) | |
|---|---|--|

* Price Includes Accessories

Video System Total

\$5,559.95

Audio System*Audio or Music System*

- 1 RDL TX-J2** \$75.00

Unbalanced Input Transformer - Unbalanced stereo inputs to summed balanced mono output



- 2 SNAPAV KIT-ECS-650-IC-6** \$360.00 *

Episode 650 Commercial Series In-Ceiling 70 - Volt Speaker with Tile Bridge and 6" Woofer



- 2 SNAPAV ECS-BRKT-650-IC-6**
Episode Bracket for 650 Commercial Series 6" In-Ceiling Speaker (Each)



- 2 TMAV LABOR- INSTALLATION ZONE OF AUDIO** \$900.00

installation of a zone of audio. Price is based on installation labor to be completed on the audio portion of this zone (area/room). Details can be found in the project Scope of Work document or detailed upon request



- 1 TMAV LABOR- PROGRAMMING ZONE of AUDIO** \$300.00

Programming required for this zone (area/room) of audio. Details can be found in the project's Scope of Work documentation or can be detailed upon request.

Audio System Total

\$1,635.00

Control System*Custom Programmed Control System*

- 1 SAVI CONTROLS WALL CONTROL LOCATION** \$1,438.00

A 9.7" iPad Air will act as a touchscreen control location. Package includes the iPad and surface mount (black or white), power injector, accessories, and installation labor.

Control System Total

\$1,438.00

First Floor Conference Room Total

\$8,632.95

* Price Includes Accessories

Digital Signage

A 49" digital signage display will be installed in the entryway, to a location prewired for data. The display will run Industry Weapon digital signage, as it is already familiar to the town. The display will be mounted to a fixed wall mount.

Video System

Video, Display or Digital Signage System



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|---|---|----------|
| 1 | CHIEF LSM1U | \$216.00 |
| | Fusion Series Large Micro-Adjustable Fixed Wall Display Mount | |



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|---|---|------------|
| 1 | SAMSUNG PM49H | \$1,200.00 |
| | 49" Commercial 24/7 LED 1080P Display, 500 nit. Tizen-Powered MagicInfo Smart Display | |



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|---|--|----------|
| 2 | TMAV LABOR- INSTALLATION ZONE OF VIDEO | \$900.00 |
| | Installation of a zone of video. Price is based on installation labor to be completed on the video portion of this zone (area/room). Details can be found in the project Scope of Work document or detailed upon request | |



- | | | |
|---|---|----------|
| 1 | TMAV LABOR- PROGRAMMING ZONE of VIDEO | \$150.00 |
| | Programming Required for This Zone (area/room) of Video. Details can be found in the project's Scope of Work documentation or can be detailed upon request. | |

Video System Total	\$2,466.00
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Digital Signage Total	\$2,466.00
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* Price Includes Accessories

The Exercise Room will be a 55" commercial display on a tilting mount, with a cable box mounted behind the display. The TV's speakers will be used for audio

Video System

Video, Display or Digital Signage System



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|----------|--|-----------------|
| 1 | CHIEF LTM1U
Large Fusion Series Micro-Adjustable Tilt Wall Mount | \$300.00 |
|----------|--|-----------------|



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|----------|---|-------------------|
| 1 | LG 55UV340C
55" Class 4K UHD Commercial Lite Series Display with Integration and Hospitality Capabilities | \$1,100.00 |
|----------|---|-------------------|



- | | | |
|----------|---|-----------------|
| 1 | SNAPAV WB-300-IP-3
WattBox IP Controllable 3-Outlet (3 Controlled) Compact Power Conditioner with Auto Reboot | \$289.95 |
|----------|---|-----------------|



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|----------|---|-----------------|
| 2 | TMAV LABOR- INSTALLATION ZONE OF VIDEO
Installation of a zone of video. Price is based on installation labor to be completed on the video portion of this zone (area/room). Details can be found in the project Scope of Work document or detailed upon request | \$900.00 |
|----------|---|-----------------|



- | | | |
|----------|---|-----------------|
| 1 | TMAV LABOR- PROGRAMMING ZONE of VIDEO
Programming Required for This Zone (area/room) of Video. Details can be found in the project's Scope of Work documentation or can be detailed upon request. | \$150.00 |
|----------|---|-----------------|

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|----------|--|------------------|
| 1 | TMAV MATERIAL EXISTING- CABLE BOX
Owner Furnished: - Existing Cable Box Model: | \$45.00 * |
|----------|--|------------------|



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|----------|--|--|
| 1 | TMAV MATERIAL TMAV HDMI CABLE
Accessory 4K 2.0b HDMI cable at length appropriate for the specific use (between .7 and 3 meter) | |
|----------|--|--|

Video System Total	\$2,784.95
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Exercise Room Total	\$2,784.95
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* Price Includes Accessories

The Game Room will be a 55" commercial display on a tilting mount, with a cable box mounted behind the display. The TV's speakers will be used for audio

Video System*Video, Display or Digital Signage System*

- | | | |
|----------|--|----------|
| 1 | CHIEF LTM1U
Large Fusion Series Micro-Adjustable Tilt Wall Mount | \$300.00 |
|----------|--|----------|



- | | | |
|----------|---|------------|
| 1 | LG 55UV340C
55" Class 4K UHD Commercial Lite Series Display with Integration and Hospitality Capabilities | \$1,100.00 |
|----------|---|------------|



- | | | |
|----------|---|----------|
| 1 | SNAPAV WB-300-IP-3
WattBox IP Controllable 3-Outlet (3 Controlled) Compact Power Conditioner with Auto Reboot | \$289.95 |
|----------|---|----------|



- | | | |
|----------|---|----------|
| 2 | TMAV LABOR- INSTALLATION ZONE OF VIDEO
Installation of a zone of video. Price is based on installation labor to be completed on the video portion of this zone (area/room). Details can be found in the project Scope of Work document or detailed upon request | \$900.00 |
|----------|---|----------|



- | | | |
|----------|---|----------|
| 1 | TMAV LABOR- PROGRAMMING ZONE of VIDEO
Programming Required for This Zone (area/room) of Video. Details can be found in the project's Scope of Work documentation or can be detailed upon request. | \$150.00 |
|----------|---|----------|

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|----------|--|-----------|
| 1 | TMAV MATERIAL EXISTING- CABLE BOX
Owner Furnished: - Existing Cable Box Model: | \$45.00 * |
|----------|--|-----------|



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|---|---|--|
| 1 | TMAV MATERIAL TMAV HDMI CABLE
Accessory 4K 2.0b HDMI cable at length appropriate for the specific use (between .7 and 3 meter) | |
|---|---|--|

Video System Total	\$2,784.95
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Game Room Total	\$2,784.95
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* Price Includes Accessories

EQUIPMENT LOCATION

The new equipment location will be shared with the IT rack. The 27-space rack will include a 2-space storage drawer and IP controllable surge protection, allowing TMAV to remotely service some parts of the system. Other components to be located in the rack are the network switch (for AV components only), two 2-channel amplifiers, TesiraForte audio system DSP, Control4 processor, SAVI Controls server, and other accessories. Some space is being left in the rack for future expansion.

Audio System


Audio or Music System

	1 BIAMP TESIRA FORTE DAN-VT	\$4,198.00
	TesiraFORTE DSP Fixed Server with 32 Channels of Bi-Directional Dante Digital Audio, 12 Analog Inputs, 8 Outputs, 8 Channels Configurable USB Audio, Sona Acoustic Echo Cancellation (AEC) Technology, and 2-Line VoIP Telephone and 1-Line Analog Telephone Interface	
	1 SNAPAV ESA-70V2CH-500W	\$1,399.00
	Episode 500W Per Channel, 2 Channel 70 Volt Digital Power Amplifier, OvrC Remote Monitoring Available (IR, RS232, & IP Control)	
	1 TMAV LABOR- INSTALLATION DIGITAL SIGNAL PROCESSOR	\$450.00
	Installation of a Commercial Mixer or Digital Signal Processor / DSP. Installation may include (but is not limited to) termination of cables at the mixer, setup of the mixer, and connection of cables.	
	1 TMAV LABOR- PROGRAMMING DIGITAL SOUND PROCESSOR	\$900.00
	Programming of A DSP or Other Main Audio Processor for Audio Mixing, Control, And Processing Of Audio Signals In A Commercial Audio System. Details May Be Found in the Scope of Work Document Accompanying This Proposal or May Be Provided By Request	

Audio System Total **\$6,947.00**

Control System

Custom Programmed Control System

	1 CONTROL4 EA-5 LARGE AUTOMATION CONTROLLER PACKAGE	\$3,050.00
	Control4 EA-5 Large-System Smart Home Controller. Package may include (but is not limited to) the controller, hand-held rechargeable remote, rack-mounted zigbee antenna, DAC(s), cabling, and project-appropriate programming and installation labor. Details may be found in the Scope of Work	

* Price Includes Accessories



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|---|---|--------------|
| 1 | SAVI CONTROLS SSP-01 | \$3,000.00 * |
| | SAVI Server Pro 1U Rack-Mountable Server, Unlimited Scenes, Does not include display licenses (see accessories) | |



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|---|--|
| 5 | SAVI CONTROLS SDL-1
Single Display Licenses |
|---|--|



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|---|--|----------|
| 1 | TMAV LABOR- PROGRAMMING SAVI CONTROLS SERVER | \$600.00 |
| | Programming of a SAVI Server as an Audio/Video Control System. Scale of the system may be found in the Scope of Work document accompanying this proposal | |

Control System Total	\$6,650.00
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Equipment Rack

Custom Equipment Enclosure with shelving, cooling and surge protection



- | | | |
|---|---|------------|
| 1 | ROLLING EQUIPMENT RACK PKG | \$3,297.00 |
| | Welded Steel Equipment Rack with appropriate spacing and shelving (specifics may be provided upon request), Storage Drawer, 190 CFM Cooling System (a quiet cool fan is optional), Tempered Glass Door, Locking Side and Rear Panels, Blank Panels, IP Controllable Surge Protection, Secondary Vertical Power Distribution and Appropriate Labor. Please see the accompanying Scope of Work document for further details | |

Equipment Rack Total	\$3,297.00
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Network and Infrastructure

Home Network and Cable, Telephony, and Network Infrastructure








- | | | |
|---|--|------------|
| 1 | SNAPAV AN-310-SW-R-24-POE | \$1,399.00 |
| | Arakis Networks 310-Series 24-Port L2 Managed Gigabit Switch with Full Power Over Ethernet+ and Rear Ports. 2 SFP Ports, 15W All Ports | |

Network and Infrastructure Total	\$1,399.00
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EQUIPMENT LOCATION Total	\$18,293.00
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* Price Includes Accessories

WIRE & MATERIAL**Wire & Material**

	1500	TMAV MATERIAL 18-2 SHIELDED AUDIO CABLE 18-Gauge 2-Conductor CL3 and FT4 Rated, Shielded Audio/Control Wire	\$450.00
	1500	TMAV MATERIAL 2-CONDUCTOR PL SPEAKER CABLE (plenum) Case-Appropriate Gauge of 2-conductor 65-105 Strand CL-3 Rated Plenum In-wall Speaker Wire	\$900.00
	5000	TMAV MATERIAL CAT-6- PLENUM CAT 6 - 23/4 Plenum	\$4,500.00
	120	TMAV MATERIAL CXSCHD250 High Definition Coaxial Cable, Black - 250ft Box	\$96.00
	1	TMAV MATERIAL INSTALLATION PARTS Includes (but not limited to) Pre-Construction Mud-Rings, Cabling Hardware, and Wall-Plates/Keystones Required for This Specific Installation as Described in the Scope of Work Documentation (or can be detailed on request in the absence of a Scope of Work document)	\$800.00
	1	TMAV MATERIAL RACK PARTS Miscellaneous Rack Parts Installed at the Discretion of the Installer. May include (but not limited to): Blank panels, vented panels, wire management, accessory shelves, etc.	\$400.00

Wire & Material Total

\$7,146.00

WIRE & MATERIAL Total

\$7,146.00

Project Subtotal:**\$65,988.85**

* Price Includes Accessories

PROJECT SUMMARY

Equipment:	\$49,368.85
Labor:	\$16,620.00
Sales Tax:	\$3,085.55
Grand Total:	\$69,074.40

Client: City of Salem, IT

Date

Contractor: Tailor-Made Audio & Video, Inc

Date

CONTRACT

Community Life Center- AV Systems

City of Salem, IT

90 Washington Street
Salem, MA 01970
978-619-5694

Revision: 0

Modified: 12/29/2017

Presented By:

Tailor-Made Audio & Video, Inc

224 N Broadway
Suite B1
Salem, NH 03079
(888) 232-2287
www.TailorMadeAV.com

Tailor-Made
AUDIO + VIDEO

- A. The general project description is contained in the attached document and related documents from herein referred to as the "Proposal".
- B. The specific work to be performed by Tailor-Made Audio and Video (TMAV) is the installation of the specified system as outlined in the Proposal.
- C. The total amount to be paid by the client for the performance (subject to additions and deductions by written change order) shall not exceed the total specified in the Proposal. The total installation price is based on the client purchasing the equipment included on this proposal from TMAV.
- D. Progress payments will be made according to the payment schedule below. Equipment will not be ordered until the equipment deposit has been submitted. These times are subject to the timing of the construction and the lead times required for the ordered equipment to be delivered.
- E. Payment is due immediately after invoicing. Unpaid balance beyond 10 days after invoicing of completed tasks as outlined in item D shall bear interest payable to TMAV at a rate of 1.5% per month simple interest.
- F. This Proposal expires 30 days following the date stated on the top of this agreement. No work will be scheduled without a deposit plus a signed copy of this agreement.
- G. If job is of a retro-fit/remodel nature on an existing structure, and scope of work exceeds time estimated to complete because of unforeseen circumstances, client agrees that he/she will be back-charged at a rate of \$125 per man, per hour for all extra labor involved in completing the job.
- H. TMAV reserves the right to replace proposed models in the case of obsolescence, discontinuation or unavailability with a comparable model of equal or greater value upon customer approval. TMAV will not be held responsible or liable in any way for any said product's obsolescence, discontinuation or unavailability.

Phase	Amount
Prewire	\$5,560.00
Finish	\$43,808.85
Commercial Programming	\$4,710.00
Commercial Prewire	\$4,650.00
Commercial Finish	\$7,260.00
Sales Tax	\$3,085.55
Grand Total:	\$69,074.40

Payment Schedule	Amount	Due Date
Initial Deposit	\$34,537.20	
Progress Payment	\$20,722.32	
Final Installation	\$13,814.88	

1. Contract Documents and Details

The contract documents consist of this agreement, including all general provisions, special provisions, specifications, drawings, addenda, change orders, written interpretations, and written orders for minor changes in work. Work not covered by contract documents will not be required unless it is required by reasonable inference as being necessary to produce the intended result. The costs associated with any related work or materials, including, but not limited to electrical, drywall, painting, cabinets are not included unless specifically documented in the proposal.

2. Time

With respect to schedule completion of the tasks in section D, time is of the essence. If TMAV is delayed at any time in the progress of the work by client change orders, fire, labor disputes, acts of God or other causes beyond TMAV's control, the completion schedule for the work or affected parts of the work shall be extended by the same amount of the time caused by the delay.

3. Payments and Completion

The above Payment Schedule is a guideline and approximation. Since TMAV may open, test and program equipment before delivery, TMAV may request equipment be paid for before delivery to job site. Payments may not be withheld under any circumstances. Final payment shall be due immediately following completion of the project. TMAV will hold client harmless with respect to claims of subcontractors and suppliers.

4. Insurance

TMAV shall purchase and maintain such insurance necessary to protect from claims under workers compensation and from any damage to the client's property resulting from the conduct of this contract.

5. Changes in the Contract

The client may order changes, additions, or modifications without invalidating the contract. Such changes must be in writing and signed by the client. TMAV shall provide the client in writing the amount of additional costs or cost reductions resulting from changes ordered. In case of product unavailability or discontinuation, TMAV reserves the right to substitute equipment of equal or better quality with client's approval. TMAV will be held blameless in case of product unavailability or discontinuation.

6. Payment Terms

Unless otherwise noted- Deposit: 50%, Order Equipment: 30%, Installation Complete: Balance

7. Warranty

In addition to the manufacturer's equipment warranty which can run from 90 days to 5 years, TMAV will provide full technical support, remote monitoring (if applicable), and on-site service for the first 90 days at no cost. If any product (provided by TMAV)

under a manufacturer's warranty requires service during the first 90 days, TMAV will not charge for a service call. TMAV will also coordinate the repair and replacement of the defective product. If any product still under a manufacturer's warranty fails after 90 days, TMAV will charge our current service rate to diagnose and coordinate the warranty repair or replacement. TMAV will provide a one year warranty on our installation labor and wiring. Extended warranties, extended service/maintenance plans, and remote monitoring plans are available.

Client: Matt Killen

Date:

Contractor: Tailor-Made Audio & Video, Inc

Date:



CITY OF SALEM

In City Council,

January 25, 2018

Ordered:

That the sum of Fifty Thousand Dollars (\$50,000.00) is hereby appropriated in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the negotiated sick leave buyback provision as needed in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$50,000 from free cash to our Retirement Stabilization Fund for future active employee sick leave buyback requests submitted in accordance with our current collective bargaining agreements with our public employee unions.

I recommend adoption of this Order and invite you to contact Lisa Cammarata with any specific questions you may have regarding it.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

CITY OF SALEM MASSACHUSETTS

HUMAN RESOURCES
120 WASHINGTON STREET, 4TH FLOOR
TEL. 978-619-5630
FAX 978-745-7298

January 23, 2018

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

RE: Retirement Stabilization

Dear Mayor Driscoll:

I am respectfully requesting the amount of fifty thousand dollars (\$50,000.00) be appropriated in the Retirement Stabilization Fund for sick leave buybacks requests submitted in accordance with collective bargaining agreements with our various unions.

Sick leave buy back to be filled under this particular appropriation request are for these active employees, not retirees, who wish to take advantage of contractual language allowing members to buyback sick leave on either a one time basis, or an annual basis, depending upon their respective collective bargaining agreements. A lump sum request for this purpose will allow us to process those requests in an efficient and timely manner.

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

Very truly yours,

A handwritten signature in dark ink, appearing to read "Lisa B. Cammarata", is written over a horizontal line. The signature is fluid and cursive.

Lisa B. Cammarata

cc: File



CITY OF SALEM

In City Council,
January 25, 2018

Ordered:

That the sum of Forth-Five Thousand Dollars (\$45,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Police Medical account (12102-5318) in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$45,000 from free cash to the Salem Police Department's medical account, which requires additional funding due to a number of officers on long term injury and, in this fiscal year, additional line-of-duty injuries. Further details about this request can be found in Chief Butler's letter, which is also enclosed.

I recommend adoption of this Order and invite you to contact the Chief with any specific questions you may have regarding it.

Very truly yours,

A handwritten signature in black ink, reading "Kim Driscoll", is written over the printed name.

Kimberley Driscoll
Mayor
City of Salem



City of Salem, Massachusetts
Police Department Headquarters
95 Margin Street, Salem, Massachusetts 01970

Mary E. Butler
Chief of Police

January 22, 2018

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

Re: Request for Appropriation to Medical Line Item 12101-5318

Dear Mayor Driscoll:

I am requesting a supplemental appropriation to cover the outstanding medical bills for the fiscal year, as the Medical Expense line item, which was budgeted at \$50,000, has been expended, while there is approximately \$12,836 in expenses still pending for payment. As you know, we continue to have two officers out on extended medical leave, one from the fall of 2015 and one from the fall of 2016. Additionally, we have had other line-of-duty injuries during this fiscal year, which are still ongoing. During this fiscal year, some officers have already returned to duty, but others are still undergoing treatment from recovery of recent surgery and physical therapy.

As of this date, one long term injury case is anticipated to be heard at PERAC's medical panel review sometime this spring; no specific date yet received. The second long term injury case is expected to establish improvement or permanent disability within the next four to six weeks, yet there are still physician appointments and ongoing physical therapy. We have an officer out after having knee surgery subsequent to a fall, and another out after multiple breaks to the lower leg/ankle during a training exercise with the K-9. Additionally, we will be processing between 6-8 Reserve Officers for pre-academy medical evaluations, which cost approximately \$800 each. Therefore, we can only anticipate the costs for the remainder of the year to include the \$12,836 in outstanding bills already received awaiting payment. With all of this in mind, I respectfully request \$45,000 to cover the known medical expenses for the remainder of the fiscal year.

Therefore, I am respectfully requesting an additional appropriation for the Medical Expense line item 12101-5318 in the amount of \$45,000. It certainly is my intent and hope that this will carry us until the end of the fiscal year. Any required documentation or material of support can be provided and, as always, I am available at your convenience to further discuss this request.

Very truly,

A handwritten signature in cursive script, appearing to read "Mary E. Butler".

Mary E. Butler
Chief of Police

Cc: Laurie Giardella, Finance Director
Captain Mark Losolfo
✓ Ms. Jayne Connors

CITY OF SALEM - Finance Department
Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: 210 - Police
 Department

Mayor R. Daulton
 Department Head Authorizing Signature

1/22/2018
 Date

Budget or R/Res

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

From: _____ Desc: _____ Budget Amt: _____
 Balance: _____

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

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

Free Cash or To: 12102-5318 Desc: Medical Line Item Budget Amt: \$50,000.00
 Balance: \$2.25

Retained Earnings (W/S) (Org/Object)
 Please circle one

Amount Requested: \$ \$45,000.00

Reason (Be Specific) To cover medical costs for FY2018 for officers out on 111F and officers
injured in the line of duty, as well as Medical Evaluations as needed.

For Finance Department and Mayor's Use Only:

_____ Budget Transfer ☒ Mayor Approval ☒ City Council Approval

☒ Free Cash Appropriation - City Council Approval - Gen Fund \$ 967,186.35
 Free Cash Balance *MB*

_____ R/E Appropriation - Water \$ _____ R/E Appropriation Sewer \$ _____
 R/E Balance R/E Balance

_____ Receipts Reserve - City Council Approval \$ _____
 R/Res Fund Balance

_____ Raise & Appropriate _____ Other _____

Recommendation: _____ Approved _____ Denied

R. Daulton
 Finance Director

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

**CITY OF SALEM, MASSACHUSETTS
FY 2018 FREE CASH SUMMARY**

1/23/2018
9:48 AM

Description	Date To Council	Pending Free Cash	Date Approved	C.O. #	Approved Free Cash	Reason
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CERTIFIED FREE CASH

4,922,937.00

20% To Stabilization	11/16/17		11/16/17	649	(984,587.40)	Free Cash transfer per Finance Policies
20% to CIP	11/16/17		11/16/17	649	(984,587.40)	Free Cash transfer per Finance Policies
5% to OPEB	11/16/17		11/16/17	649	(246,146.85)	Free Cash transfer per Finance Policies
Board of Health - Overtime	11/16/17		11/16/17	655	(2,000.00)	Unanticipated additional weekend hours for pop-up events
COA-Printing & Binding	11/16/17		11/16/17	652	(20,000.00)	Expenses for Salem for All Ages
Electrical - Street Lighting	12/07/17		12/07/17	698	(12,000.00)	To hire contractor to cover inspections for employee out on medical leave
Offset Tax Rate	12/07/17		12/07/17	692	(1,694,429.00)	Free cash to offset tax rate
Planning Contracted Services	12/07/17		12/07/17	699	(2,000.00)	Research, data input and analysis for green communities initiatives
Planning Overtime	01/11/18		01/11/18	11	(5,200.00)	Unanticipated OT needed for document handling for City Hall Annex move
HR Overtime	01/11/18		01/11/18	11	(1,800.00)	Unanticipated OT needed for document handling for City Hall Annex move
Building Insp Overtime	01/11/18		01/11/18	11	(1,200.00)	Unanticipated OT needed for document handling for City Hall Annex move
Health Overtime	01/11/18		01/11/18	11	(1,800.00)	Unanticipated OT needed for document handling for City Hall Annex move
Veterans In-State Travel	01/25/18	(1,500.00)				Unanticipated training for Veterans Administrations Claims
City Council Advertising	01/25/18	(28,000.00)				Additional funds needed due to increased volume of advertising needed for council.
Planning Contracted Services	01/25/18	(2,500.00)				City share of North Shore Mobility Study
Police Medical	01/25/18	(45,000.00)				Additional funds needed for police medical expenses

**TOTAL FREE CASH USED
BALANCE**

(77,000.00)
890,186.35

(3,955,750.65)
967,186.35



CITY OF SALEM

In City Council,

Ordered:

January 25, 2018

That the sum of Thirty-Four Thousand Three Hundred and Seventy-Seven Dollars and Sixty-Four Cents (\$34,377.64) in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2018 contractual buybacks listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
John Gifford	Police	34,377.64
		34,377.64



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

January 25, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is an order requesting an appropriation of Thirty-Four Thousand Three Hundred Seventy-Seven Dollars and Sixty Four cents (\$34,377.64) from the "Retirement Stabilization Fund – Vacation/Sick Leave Buyback" account (83113-5146) to cover the retirement buyback cost for the following employee.

NAME	DEPARTMENT	AMOUNT
John Gifford	Police	\$34,377.64

Total: \$34,377.64

I recommend passage of the accompanying Order

Very truly yours,

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

Kimberley Driscoll
Mayor



KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

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

MEMORANDUM

TO: Laurie Giardella
DATE: December 19, 2017
RE: Retirement Stabilization Fund

Attached is a PAF for a former employee of the Salem Police Department.

This former employee is contractually entitled to the following amount of sick leave and vacation buy back.

John Gifford

720 sick hours @ \$33.97 per hours	\$24,458.40
292 vacation hours @ \$33.97 per hour	\$ 9,919.24

Total: \$34,377.64

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.

Finance Director



CITY OF SALEM

In City Council,
January 25, 2018

Ordered:

That the sum of Twenty-Eight Thousand Dollars (\$28,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the City Council Advertising account (11112-5306) in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

January 25, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Twenty-Eight Thousand Dollars (\$28,000.00) from "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the City Council Advertising account (11112-5306).

This request is necessary to cover the costs in the advertising account for the remainder of the Fiscal Year.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor

City of Salem, Massachusetts
Office of the City Clerk

Cheryl A. LaPointe
City Clerk



Room 1
City Hall

January 18, 2018

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

Dear Mayor Driscoll:

I respectfully request a supplemental appropriation in the amount of \$28,000.00 to "City Council – Advertisement" (#11112-5306). This appropriation is necessary to fund the advertising account for the remainder of the fiscal year.

This account has been depleted due to the increased volume of Ordinances changes, Zoning, Traffic and public hearings. Thank you for your consideration.

Very truly yours,

A handwritten signature in cursive script that reads "Cheryl A. LaPointe".

CHERYL A. LAPOINTE
CITY CLERK

CITY OF SALEM – Finance Department

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

From: City Council

Department

Cheryl A. LaPointe
Department Head Authorizing Signature

January 18, 2018

Date

Budget or R/Res

Transfers

To :

(Org/Object)

Desc:

Budget Amt: _____

Balance: _____

From :

Desc:

Budget Amt: _____

Balance: _____

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

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

Date: _____

Budget Amt: \$20,000.00

Free Cash or To : 11112-5306

Desc: City Council Advertise.

Balance: 2,276.66

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

Please circle one

Amount Requested:

\$ 28,000.00

Reason (Be Specific) Our December bill is totaling \$5,619.48 with more advertisement has been done and more to come. We are averaging over \$3,500 per month with 7 more months to go until the end of the fiscal year. (see enclosed)

For Finance Department and Mayor's Use Only:

☐ Budget Transfer

☒ Mayor Approval

☒ City Council Approval

☒ Free Cash Appropriation – City Council Approval – Gen Fund

\$ 967,186.35

Free Cash Balance

☐ R/E Appropriation – Water \$ _____

R/E Balance

☐ R/E Appropriation Sewer \$ _____

R/E Balance

☐ Receipts Reserve – City Council Approval

\$ _____

R/Res Fund Balance

☐ Raise & Appropriate

☐ Other

Recommendation: ☐ Approved ☐ Denied

Jan Dando
Finance Director

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

ADVERTISING BUDGET FISCAL YEAR 2018

TRAFFIC: \$6,055.49

PUBLIC HEARINGS \$6,196.03

ORDINANCES \$5,802.90

ZONING \$4,252.14

SALARY \$400.20

TOTAL EXPENDED YTD \$22,706.76

BUDGET \$20,000.00

DIFFERENCE -2,706.76

Legal Rate 1X3 = \$66.70

Retail Rate 1X3 = \$40.95



CITY OF SALEM

In City Council,
January 25, 2018

Ordered:

That the sum of Two Thousand Five Hundred Dollars (\$2,500.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Planning Contracted Services account (11822-5320) for the City's share of the NS Mobility Study in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

January 25, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Two Thousand Five Hundred dollars (\$2,500) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Planning Contracted Services account (11822-5320).

This request is necessary to cover the costs for the City's Share of the North Shore Mobility Study.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS
DEPARTMENT OF PLANNING AND
COMMUNITY DEVELOPMENT

KIMBERLEY DRISCOLL
MAYOR

TOM DANIEL, AICP
DIRECTOR

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

January 18, 2018

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

Re: Free Cash Request for Contracted Services

Dear Mayor Driscoll:

We are requesting \$2,500 in free cash for contracted services in order to pay for the City's share of the recently completed North Shore Mobility Study.

Total request: \$2,500.00

Thank you for your consideration. Please let me know if you would like additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Daniel", is written over a faint, larger signature.

Tom Daniel, AICP
Director

CITY OF SALEM - Finance Department
Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: DPCD Department MDaniel Department Head Authorizing Signature Jan 18, 2018 Date

Budget or R/Res

Transfers

To :

(Org/Object)

Desc:

Budget Amt: _____

Balance: _____

From :

Desc:

Budget Amt: _____

Balance: _____

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

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

Date: _____

Free Cash or

To :

11822-5320

Desc:

CONT-SERV.

Budget Amt: 53,382.00

Balance: 52,647.00

Retained Earnings (W/S)

(Org/Object)

Please circle one

Amount Requested:

\$

2,500

Reason (Be Specific)

City portion of North Shore Mobility study.

For Finance Department and Mayor's Use Only:

☐ Budget Transfer

☒ Mayor Approval

☒ City Council Approval

☒ Free Cash Appropriation - City Council Approval - Gen Fund

\$ 967,186.35

Free Cash Balance

☐ R/E Appropriation -Water

R/E Balance

☐ R/E Appropriation Sewer

R/E Balance

☐ Receipts Reserve - City Council Approval

\$

R/Res Fund Balance

☐ Raise & Appropriate

☐ Other

Other

Recommendation: ☐ Approved ☐ Denied

Jan Daniel
Finance Director

Completed: Date: _____

By: _____

CO # _____

JE#: _____

Transfer #: _____

**CITY OF SALEM, MASSACHUSETTS
FY 2018 FREE CASH SUMMARY**

1/19/2018
11:32 AM

Description	Date To Council	Pending Free Cash	Date Approved	C.O. #	Approved Free Cash	Reason
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CERTIFIED FREE CASH

4,922,937.00

20% To Stabilization	11/16/17		11/16/17	649	(984,587.40)	Free Cash transfer per Finance Policies
20% to CIP	11/16/17		11/16/17	649	(984,587.40)	Free Cash transfer per Finance Policies
5% to OPEB	11/16/17		11/16/17	649	(246,146.85)	Free Cash transfer per Finance Policies
Board of Health - Overtime	11/16/17		11/16/17	655	(2,000.00)	Unanticipated additional weekend hours for pop-up events
COA-Printing & Binding	11/16/17		11/16/17	652	(20,000.00)	Expenses for Salem for All Ages
Electrical - Street Lighting	12/07/17		12/07/17	698	(12,000.00)	To hire contractor to cover inspections for employee out on medical leave
Offset Tax Rate	12/07/17		12/07/17	692	(1,694,429.00)	Free cash to offset tax rate
Planning Contracted Services	12/07/17		12/07/17	699	(2,000.00)	Research, data input and analysis for green communities initiatives
Planning Overtime	01/11/18		01/11/18	11	(5,200.00)	Unanticipated OT needed for document handling for City Hall Annex move
HR Overtime	01/11/18		01/11/18	11	(1,800.00)	Unanticipated OT needed for document handling for City Hall Annex move
Building Insp Overtime	01/11/18		01/11/18	11	(1,200.00)	Unanticipated OT needed for document handling for City Hall Annex move
Health Overtime	01/11/18		01/11/18	11	(1,800.00)	Unanticipated OT needed for document handling for City Hall Annex move
Veterans In-State Travel	01/25/18	(1,500.00)				Unanticipated training for Veterans Administrations Claims
City Council Advertising	01/25/18	(28,000.00)				Additional funds needed due to increased volume of advertising needed for council.
Planning Contracted Services	01/25/18	(2,500.00)				City share of North Shore Mobility Study

**TOTAL FREE CASH USED
BALANCE**

(32,000.00)
935,186.35

(3,955,750.65)
967,186.35



CITY OF SALEM

In City Council,
January 25, 2018

Ordered:

That the sum of One Thousand Five Hundred Dollars (\$1,500.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Veterans In-State Travel account (15432-5710) in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is an order for One Thousand Five Hundred Dollars (\$1,500.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Veterans In-State Travel account – (15432-5710).

This request is necessary to cover additional training/conferences.

I recommend passage of the accompanying Order.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Kim Driscoll", is written over the printed name.

Kimberley Driscoll
Mayor

CITY OF SALEM – Finance Department
Free Cash, W & S R/E, R/Res & Budget Transfer Request Form

From: Veterans

Department


 Department Head Authorizing Signature

1/9/2018

Date

Budget or R/Res

Transfers

To :

(Org/Object)

Desc:

Budget Amt: _____

Balance: _____

From :

Desc:

Budget Amt: _____

Balance: _____

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

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

Date: _____

Free Cash or

To : 15432-5710

Desc: In State Travel

Budget Amt: \$2300.00

Balance: \$554.00

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

Please circle one

Amount Requested:

\$ 1500.00

Reason (Be Specific)

original budget did not have Veteran Administration's claim training included.

For Finance Department and Mayor's Use Only:

_____ Budget Transfer

_____ Mayor Approval

_____ City Council Approval

_____ Free Cash Appropriation – City Council Approval – Gen Fund

\$ 977,186.35

Free Cash Balance

_____ R/E Appropriation – Water \$ _____

R/E Balance

_____ R/E Appropriation Sewer \$ _____

R/E Balance

_____ Receipts Reserve – City Council Approval

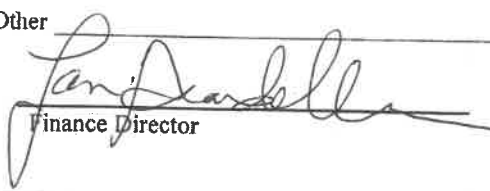
\$ _____

R/Res Fund Balance

_____ Raise & Appropriate

_____ Other

Recommendation: _____ Approved _____ Denied


 Finance Director

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



KIMBERLEY DRISCOLL
MAYOR

City of Salem, Massachusetts

Department of Veteran Services

Director of Veteran Services

Kim F. Emerling

January 9, 2018

The Honorable Kimberley Driscoll
City Hall
93 Washington Street
Salem, MA 01970

Dear Mayor Driscoll,

I respectfully request a budget appropriation in the amount of \$1,500.00 to supplement the Department of Veterans' Services; line item 15432-5710. The requested funds are necessary to cover additional training/conferences.

Our original budget did not have Veteran Administration's Claim training included. However, the training is extremely beneficial and I anticipate attending more VA training conferences in the future.

Thank you for your attention to this matter. I appreciate your continued support.

Sincerely,

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

Kim F. Emerling

**CITY OF SALEM, MASSACHUSETTS
FY 2018 FREE CASH SUMMARY**

1/10/2018
10:18 AM

Description	Date To Council	Pending Free Cash	Date Approved	C.O. #	Approved Free Cash	Reason
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CERTIFIED FREE CASH

4,922,937.00

20% To Stabilization	11/16/17		11/16/17	649	(984,587.40)	Free Cash transfer per Finance Policies
20% to CIP	11/16/17		11/16/17	649	(984,587.40)	Free Cash transfer per Finance Policies
5% to OPEB	11/16/17		11/16/17	649	(246,146.85)	Free Cash transfer per Finance Policies
Board of Health - Overtime	11/16/17		11/16/17	655	(2,000.00)	Unanticipated additional weekend hours for pop-up events
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Offset Tax Rate	12/07/17		12/07/17	692	(1,694,429.00)	Free cash to offset tax rate
Planning Contracted Services	12/07/17		12/07/17	699	(2,000.00)	Research, data input and analysis for green communities initiatives
Planning Overtime	01/11/18	(5,200.00)				Unanticipated OT needed for document handling for City Hall Annex move
HR Overtime	01/11/18	(1,800.00)				Unanticipated OT needed for document handling for City Hall Annex move
Building Insp Overtime	01/11/18	(1,200.00)				Unanticipated OT needed for document handling for City Hall Annex move
Health Overtime	01/11/18	(1,800.00)				Unanticipated OT needed for document handling for City Hall Annex move
Veterans In-State Travel	01/11/18	(1,500.00)				Unanticipated training for Veterans Administrations Claims

**TOTAL FREE CASH USED
BALANCE**

(11,500.00)
965,686.35

(3,945,750.65)
977,186.35

City of Salem

In the year two thousand and eighteen

An Ordinance to amend an Ordinance relative to the Affordable Housing Trust Fund Board of Trustees

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

Section 1. Sec. 2-1005. - Powers and Duties of Chapter 2, Article IV, Div. 14. – Affordable Housing Trust Fund Board of Trustees is hereby amended by adding the following new power and duty:

“(17) To study, evaluate, and recommend policies, programs, practices, ordinances, and similar measures to increase and maintain the availability of affordable and workforce housing in the City of Salem.”

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 25, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The Ordinance amends the existing Affordable Housing Trust Fund Board to add an additional responsibility – specifically, to study and recommend to the administration and City Council measures we can enact to improve access to and the availability of affordable housing here in Salem.

As you may be aware, the Affordable Housing Trust Fund was established in 2006 pursuant to M.G.L. Chapter 44, section 55C. While the original board met for several years, its work lapsed as the trust's funds never rose to the level that enabled it to fully implement its mission to develop new affordable housing units. Under this new model, my goal is to convene a formal City board of policy experts who will, primarily, help us better understand what tools are available to us to grow the amount of workforce housing in Salem. Everything – from the trust fund, to zoning reform, to community land trust models, to micro-housing concepts, and beyond – should be on the table for consideration. Furthermore, the Affordable Housing Trust, with a current balance of \$49,650, will provide a source of funds for the Board's work that will enable it to function without drawing on the general fund.

Last year, Governor Baker appointed me to serve on the Salem Housing Authority Board. While that appointment has not yet been fully effectuated, I am looking forward to serving in that capacity to help improve and increase affordable housing options in Salem. I believe that housing - in particular housing that is affordable for seniors, young families and adults in the workforce – is one of the most critical issues facing Salem and the Greater Boston region. There are long waiting lists for subsidized affordable housing in Salem and nor are there enough market rate units to meet current demands. It is far too easy for those of us fortunate enough to have a roof above our heads to dismiss this challenge. But it impacts us, as well. When housing demand is high and supply is not keeping pace, prices rise, rents rise, and values rise – and as values rise, taxes do, as well.

We know that the demand for new housing is about more than just meeting the needs of people who want to move to Salem. It is about meeting the needs of our neighbors living here now. The Housing Needs Analysis we completed a couple of years ago makes it clear that the pressure for housing is coming from many different fronts. It includes the Salem senior who wants to stay here, but downsize to a smaller place with single-floor living, the young adult who grew up here and poured your coffee this morning or your beer the night before, the young couple renting a one-bedroom apartment, who want to have kids and stay right here in Salem, and the family that has worked hard, saved enough to buy, and is already invested in and part of our community. We want these people to be able to start here and stay here. We also know that almost half of all Salem residents are currently paying nearly one-third or higher of their income on housing. These are our neighbors and they – rightly – demand our focus and a commitment that everybody who wishes to, can equally enjoy the opportunity to live here in Salem.

Also accompanying this Ordinance are appointments to the Affordable Housing Trust Fund Board, pursuant to the existing Ordinance. In addition to these appointees, the Affordable Housing Trust Fund Board is comprised of myself, the City Council President, and two City Councillors. I look forward to working with City Council members on a revived Affordable Housing Trust Fund Board so we can partner and collaborate in this critically important work.

I recommend passage of the enclosed Ordinance and confirmation of the enclosed appointees. If the Council is willing, first passage of the Ordinance amendment at tonight's meeting, followed by a committee meeting between now and your February 8 meeting if so desired, would enable second and final passage of the Ordinance to take place at the same meeting, on February 8, when confirmation of the Board's membership is taken up. This would allow the Board to commence work immediately in February. I look forward to working constructively with you as we explore and implement those measures necessary to help grow Salem residents' access to an affordable place to call home.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kim Driscoll". The signature is fluid and cursive, with the first name "Kim" and last name "Driscoll" clearly distinguishable.

Kimberley Driscoll
Mayor
City of Salem