



6/26/2020

To: City of Salem

Transmitted via email

RE: Verizon Wireless Small Cell Sites

Dear City of Salem,

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

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

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

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

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

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

Contact Name	Contact Email	Contact Phone
Luis Teves	<a href="mailto:Luis.Teves@VerizonWireless.com">Luis.Teves@VerizonWireless.com</a>	508-479-3197

Sincerely,

Rabeya Ahmad  
Sr Manager - RF Design  
Verizon Wireless



verizon

1111 WASHINGTON ST, SALEM, MA 01970

SALEM\_SC27\_MA

1111 WASHINGTON ST, SALEM, MA 01970

PROJECT NO.	1111 WASHINGTON ST
DATE	01/11/2017
SCALE	AS SHOWN
DATE	01/11/2017
SCALE	AS SHOWN
DATE	01/11/2017
SCALE	AS SHOWN
DATE	01/11/2017
SCALE	AS SHOWN

DATE: 01/11/2017

THIS DOCUMENT IS PRELIMINARY AND NOT FOR CONSTRUCTION AND SHALL BE SUBJECT TO CHANGE WITHOUT NOTICE.

DATE: 01/11/2017

L-1 B

SITE NAME  
**SALEM\_SC27\_MA**  
 FLUTED STEEL POLE # 234  
 LIGHT POST 234 BRIDGE ST  
 SALEM, MA 01970

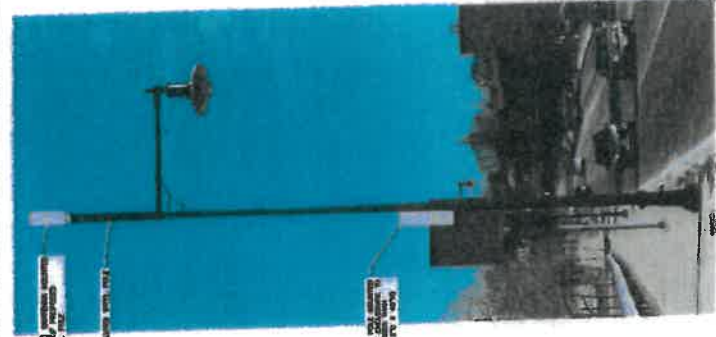


DRAWING INDEX	
SHEET #	SHEET DESCRIPTION
L-1	WIRE PLAN
L-2	PHASE CHECKER
L-3	CONDUIT MARK



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

SITE CONTROL POINT	
DATE	01/11/2017
SCALE	AS SHOWN
DATE	01/11/2017
SCALE	AS SHOWN
DATE	01/11/2017
SCALE	AS SHOWN

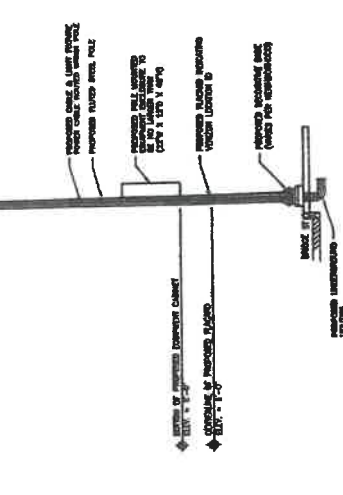
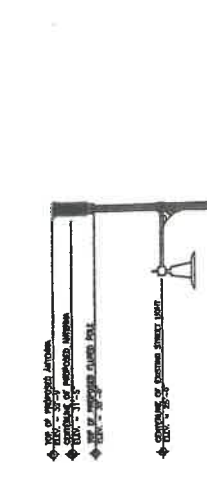


① LIGHT POST 234 PHOTOGRAPH  
SCALE: N.Y.A.

**CONSTRUCTION SPECIFICATIONS:**  
 1. REFER TO THE PROPOSED LIGHT FIXTURE SPECIFICATIONS FOR THE LIGHT FIXTURE.  
 2. REFER TO THE PROPOSED LIGHT FIXTURE SPECIFICATIONS FOR THE LIGHT FIXTURE.  
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 10. REFER TO THE PROPOSED LIGHT FIXTURE SPECIFICATIONS FOR THE LIGHT FIXTURE.



② LIGHT POST 234 ELEVATION  
SCALE: N.Y.A.



SALEM, SC27 MA  
 147 TRD ST, PO BOX 234  
 SALEM, MA 01971

PROJECT NO.	DATE
147 TRD ST, PO BOX 234	11/11/11
147 TRD ST, PO BOX 234	11/11/11
147 TRD ST, PO BOX 234	11/11/11

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L-2 B



**verizon**  
 1000 W. 10TH STREET  
 SUITE 100  
 WASHINGTON, DC 20004

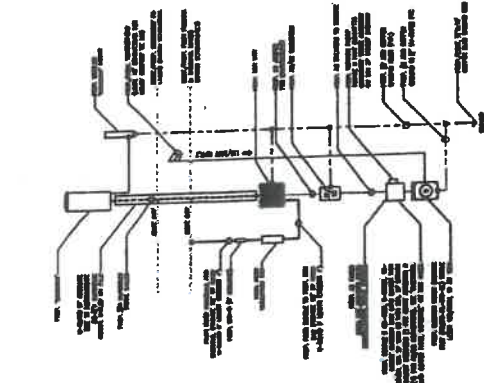
**SALEM\_SC27\_MA**  
 PART 5 STRUCTURAL  
 LIGHT POLE ASSEMBLY  
 SALUDA, MA 01971

PROJECT NO.	REVISION
171000000	REV
171000000	REV
171000000	REV
171000000	REV
171000000	REV
171000000	REV

REV. ENGINEERING, INC.

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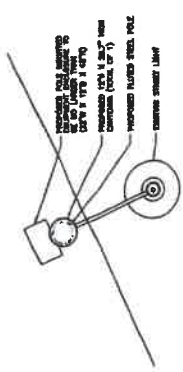
DATE: 08/14/18  
 SHEET NUMBER: L-3  
 TOTAL SHEETS: B



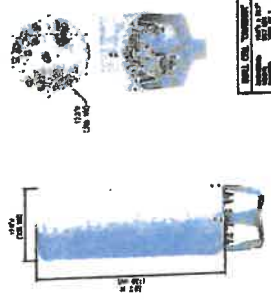
**LEGEND**

(Symbol)	ANTENNA
(Symbol)	POWER
(Symbol)	CONTROL
(Symbol)	GROUNDING

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



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



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



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

**RRH UNIT DIMENSIONS**

11.5'	11.5'	11.5'
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KIMBERLEY DRISCOLL  
MAYOR

TOM DANIEL, AICP  
DIRECTOR

CITY OF SALEM, MASSACHUSETTS  
DEPARTMENT OF PLANNING AND  
COMMUNITY DEVELOPMENT

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

MEMO

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

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

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

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

## Maureen Fisher

---

**From:** Dan Klasnick <dklasnick@dkt-legal.com>  
**Sent:** Monday, March 15, 2021 6:41 PM  
**To:** Maureen Fisher; Megan Riccardi  
**Cc:** Ilene Simons; Victoria Caldwell  
**Subject:** RE: Small Cell Installation. - 234 Bridge Street

Hi Maureen,

Thank you. Please let me know if you need me to provide any further information concerning the continuance request.

Enjoy your evening, Dan

---

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

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**Our Expertise. Your Future. Succeeding Together.®**

**From:** Maureen Fisher <MFisher@Salem.com>  
**Sent:** Monday, March 15, 2021 2:37 PM  
**To:** Dan Klasnick <dklasnick@dkt-legal.com>; Megan Riccardi <mriccardi@Salem.com>  
**Cc:** Ilene Simons <ISimons@Salem.com>; Victoria Caldwell <vcaldwell@Salem.com>  
**Subject:** RE: Small Cell Installation. - 234 Bridge Street

Hi Dan,

Yes we can move this hearing out to the 5/13 meeting! I will also let Councillor Riccardi know.

Stay Well,

Maureen

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

**From:** Dan Klasnick <[dklasnick@dkt-legal.com](mailto:dklasnick@dkt-legal.com)>  
**Sent:** Monday, March 15, 2021 11:14 AM  
**To:** Maureen Fisher <[MFisher@Salem.com](mailto:MFisher@Salem.com)>  
**Cc:** Ilene Simons <[ISimons@Salem.com](mailto:ISimons@Salem.com)>; Victoria Caldwell <[vcaldwell@Salem.com](mailto:vcaldwell@Salem.com)>  
**Subject:** Small Cell Installation. - 234 Bridge Street

Hi Maureen,

Good morning. The Verizon Wireless petition for the installation of the small cell antenna on the replacement light post was continued until the City Council's March 25<sup>th</sup> meeting. Due to the request of the Design Review Board to evaluate the suitability and availability of the traffic light stanchions on Bridge Street, it was necessary to continue the DRB review until the scheduled April 28, 2021 meeting

Because the City Council had previously voted to continue the grant of location petition for the small cell until Verizon Wireless completes the Salem Redevelopment Authority permitting process, it will be necessary to request a further continuance. Based upon the April 28<sup>th</sup> scheduled meeting with the Design Review Board and my review of the Salem Redevelopment calendar of meetings, Verizon Wireless respectfully requests a further continuance until the City Council's Regular Meeting on **May 13, 2021**.

I would appreciate confirmation of receipt and that this email request is sufficient documentation of Verizon Wireless' request to further continue consideration of the petition for the small cell installation on the replacement light post.

Thanks, Dan

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



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Filipe Zamborlini of 62 Perkins Street #3 to the Affordable Housing Trust Fund Board for a term of one year to expire March 25, 2022.

I recommend confirmation of this reappointment and ask that you join me in thanking Mr. Zamborlini for their continued dedicated service and commitment to our community.

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem





# CITY OF SALEM

In City Council,

Ordered:

March 25, 2021

That the sum of Three Hundred Thousand Dollars (\$350,000.00) is hereby appropriated from General Fund Balance Reserved for Free Cash (1-3245) to the following special revenue funds. This transfer is requested in accordance with the recommendation of Her Honor the Mayor.

Fund Name/Description	Amount
Retirement Stabilization Fund 8311	\$ 350,000.00



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll

Mayor

March 25, 2021

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

The enclosed Order transfers \$350,000.00 from free cash (1-3245) to our retirement stabilization fund. This transfer will provide funding to meet anticipated upcoming retirement buy backs. I recommend adoption of the Order and invite you to contact Laurie Giardella with any questions you may have about it.

Sincerely,

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

Kimberley Driscoll  
Mayor



## City of Salem, Massachusetts

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

**Kimberley L. Driscoll, Mayor**

**Laurie A. Giardella, Finance Director**

---

March 15, 2021

Honorable Salem Mayor Kimberley Driscoll  
Salem City Hall  
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to transfer Three hundred and Fifty thousand dollars (\$350,000) from the General Fund Reserve for Free Cash to the Retirement Stabilization Fund. Each year, anticipated retirement liabilities fluctuate. This transfer is to replenish the retirement stabilization funding to cover requests for actual and anticipated retirements known at this time.

Please let me know if you'd like to discuss further.

Regards,

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

Laurie A. Giardella  
Finance Director

Enclosures



# CITY OF SALEM

In City Council,

Ordered:

March 25, 2021

That the sum of Two Hundred Sixteen Thousand, Six Hundred Eighty-Eight Dollars and Twenty-Six Cents (\$216,688.26) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2021 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

<b>Name</b>	<b>Department</b>	<b>Amount</b>
John Guinta	Fire	\$ 91,144.90
Kevin Koen	Fire	62,599.80
Michael Leonard	Fire	62,943.56
		<b>\$ 216,688.26</b>



**CITY OF SALEM, MASSACHUSETTS**

**Kimberley Driscoll  
Mayor**

March 25, 2021

To the City Council  
City Hall  
Salem, Massachusetts


Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Two Hundred Sixteen Thousand, Six Hundred Eighty-Eight Dollars and Twenty-Six Cents (\$216,688.26) appropriated in the "Retirement Stabilization Fund-Vacation Sick/leave buyback account (83113-5146) to fund the retirement buyback cost to be expended for FY 2021 contractual buyback.

<b>Name</b>	<b>Department</b>	<b>Amount</b>
John Guinta	Fire	\$91,144.90
Kevin Koen	Fire	\$62,599.80
Michael Leonard	Fire	\$62,943.56
		<hr/>
		\$216,688.26

I recommend passage of the accompanying Order.

Very truly yours,

  
Kimberley Driscoll  
Mayor



# CITY OF SALEM MASSACHUSETTS

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

**KIMBERLEY L. DRISCOLL**  
MAYOR

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

## MEMORANDUM

**TO:** Laurie Giardella, Director of Finance  
**DATE:** March 4, 2021  
**RE:** Retirement Stabilization Fund

\*\*\*\*\*

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

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

**John Giunta**

24 vacation tours @ \$651.70 per tour	\$15,640.80
13 vacation tours @\$651.70 per tour (2020)	\$8,472.10
90 sick tours @ \$744.80 per tour	\$67,032.00

**Total: \$91,144.90**

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

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



# CITY OF SALEM MASSACHUSETTS

**KIMBERLEY L. DRISCOLL**  
MAYOR

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

LISA B. CAMMARATA  
DIRECTOR OF HUMAN  
RESOURCES

## MEMORANDUM

**TO:** Laurie Giardella, Director of Finance  
**DATE:** February 23, 2021  
**RE:** Retirement Stabilization Fund

\*\*\*\*\*

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

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

**Kevin Koen**

24 vacation days @ \$447.60 per day	\$10,742.40
13 vacation days (2020) @ \$447.60 per day	\$ 5,818.80
90 sick days @ \$511.54 per day	\$46,038.60
<b>Total:</b>	<b>\$62,599.80</b>

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

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



# CITY OF SALEM MASSACHUSETTS

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

**KIMBERLEY L. DRISCOLL**  
MAYOR

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

## MEMORANDUM

**TO:** Laurie Giardella, Director of Finance  
**DATE:** February 23, 2021  
**RE:** Retirement Stabilization Fund

\*\*\*\*\*

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

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

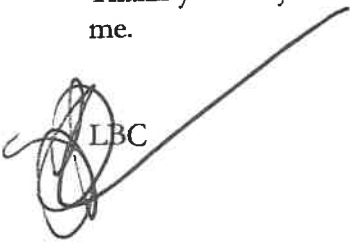
### Michael Leonard

24 vacation days @ \$450.08 per day	\$10,801.92
13 vacation days (2020) @ \$450.08 per day	\$ 5,851.04
90 sick days @ \$514.34 per day	\$46,290.60

**Total: \$62,943.56**

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

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

  
LBC





# CITY OF SALEM

In City Council,

Ordered:

March 25, 2021

That the sum of Thirteen Thousand Dollars (\$13,000.00) is hereby appropriated from the Receipts Reserved funds listed below to the Department of Public Services Burial Account (14112-5383) in accordance with the recommendation of Her Honor the Mayor.

From		To		Amount
24301-4800	R/Res Sale of Lots	14112-5383	DPS Burial	5,000.00
24311-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	8,000.00
<b>Total</b>				<b>13,000.00</b>



**CITY OF SALEM, MASSACHUSETTS**  
Kimberley Driscoll  
Mayor

March 25, 2021

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:


Enclosed herewith is a request for an appropriation of Thirteen Thousand Dollars (\$13,000.00) from the "Receipts Reserved" funds listed below to the Department of Public Services Burial Account (14112-5383).

<b>FROM</b>			<b>TO</b>	<b>AMOUNT</b>
24301-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$ 5,000.00
24311-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	\$ 8,000.00
			Total:	<u>\$13,000.00</u>

This appropriation is necessary to allow for the burial services and operations for fourth quarter of FY 2021.

I recommend passage of the accompanying Order.

Very truly yours,

  
Kimberley Driscoll  
Mayor



KIMBERLEY DRISCOLL  
MAYOR

DAVID KNOWLTON P.E.  
DIRECTOR OF PUBLIC SERVICES

## CITY OF SALEM, MASSACHUSETTS

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

March 10, 2021

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

Subject: Burial Service for Q4FY21

Dear Mayor Driscoll,

We respectfully request an appropriation of funds in the amount of Thirteen Thousand, (\$13,000.00) from the following accounts:

2430-4800 Sale of Lots	\$5,000
2431-4800 Sale of Vaults	\$8,000

to be transferred into the Public Service Burial Services Line 14112-5383. This appropriation will allow for the burial services and operations for the fourth quarter of Fiscal Year 2021.

Respectfully yours,

A handwritten signature in black ink, appearing to read "David Knowlton".

David Knowlton  
Director of Public Services

Cc: Cheryl Dick  
Robert LeBlanc  
File Copy



# CITY OF SALEM

In City Council,

Ordered:

March 25, 2020

That the sum of Eight Thousand, One Hundred and Ten Dollars (\$8,110.00) be hereby appropriated from the following "Receipts Reserved for Appropriation" account, to be transferred to the Park & Rec Equipment account 16512-5860 for to purchase a PAC-Van storage container for small equipment for the golf course in accordance with the recommendation of Her Honor the Mayor.

Description	Amount
Receipts Reserved – Golf Course	\$ 8,110.00
<b>Total</b>	<b>\$ 8,110.00</b>



**CITY OF SALEM, MASSACHUSETTS**  
Kimberley Driscoll  
Mayor

March 25, 2021

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Eight Thousand, One Hundred and Ten dollars (\$8,110.00) from the "Receipts Reserved for Appropriation" to be transferred to the Park and Rec Contracted Services account 16512-5860.

This appropriation is necessary for the purchase of PAC-Van storage container for small equipment for the Golf Course.

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll  
Mayor



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

Kimberley Driscoll  
MAYOR

Trish O'Brien  
Superintendent

To: The Honorable Mayor Driscoll  
From: Tricia O'Brien  
Date: March 9, 2021

Dear Mayor Driscoll,  
I am writing to request funds from the Olde Salem Greens Golf Course Receipts Reserve Fund #24361 to the Equipment Line Org/Obj16512-5860 in the amount of \$8,110 in order to purchase a PAC-VAN storage container for smaller equipment. (See attached quote from Pac-Van).

Thank you for your consideration.

Sincerely,

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

Trish O'Brien  
Superintendent  
Jean A. Levesque Community Life Center  
(Park, Recreation and Community Services)

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

From: Park & Rec - Golf Courses [Signature] 3-10-21  
 Department Department Head Authorizing Signature Date

**Budget or R/Res Transfers**  
 To: 16512-5860 Desc: GOLF COURSE EQUIPMENT Budget Amt: \$12,000-  
 (Org/Object) Balance: \$7,608.12  
 From: 24361-4800 Desc: R/RES GOLF - Greens Fee Revenue Budget Amt: \_\_\_\_\_  
 Balance: \$100,302.08  
 (\*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)  
 Current Balance in Receipts Reserved Fund Above (if applicable) - \$100,502.08 Date: \_\_\_\_\_

**Free Cash or Retained Earnings (W/S)**  
 To: \_\_\_\_\_ Desc: \_\_\_\_\_ Budget Amt: \_\_\_\_\_  
 (Org/Object) Balance: [scribble]  
 Please circle one

**Amount Requested:** \$ 8,110.00  
**Reason (Be Specific)** FOR THE PURCHASE OF A 40' STORAGE CONTAINER TO STORE EQUIPMENT IN AT THE GOLF COURSE

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

\_\_\_\_\_ Budget Transfer \_\_\_\_\_ Mayor Approval \_\_\_\_\_ City Council Approval  
 \_\_\_\_\_ Free Cash Appropriation - City Council Approval - Gen Fund \$ \_\_\_\_\_  
 Free Cash Balance  
 \_\_\_\_\_ R/E Appropriation - Water \$ \_\_\_\_\_ R/E Appropriation Sewer \$ \_\_\_\_\_  
 R/E Balance R/E Balance  
 Receipts Reserve - City Council Approval \$ 100,302.08  
 R/Res Fund Balance  
 \_\_\_\_\_ Raise & Appropriate \_\_\_\_\_ Other \_\_\_\_\_  
**Recommendation:** \_\_\_\_\_ Approved \_\_\_\_\_ Denied  
 \_\_\_\_\_ Finance Director

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



Boston  
 74 Main St  
 Salisbury, MA 01952  
 PH: (978) 961-1014  
 FAX: (978) 961-1017

Purchase Agreement No: SFQ-687793  
 Purchase Agreement Date: 03-04-2021  
 Purchase Agreement Expires: 7 days  
 Sales Consultant: Robert Calabrese  
 Email: rcalabrese@pacvan.com

**Billing Information**

City of Salem  
 Raymond Jodoin  
 5 Jefferson Ave  
 Salem, MA 01970  
 Ph: (978) 882-3033

**Shipping Information**

City of Salem  
 75 Wilson St,  
 Olde Salem Greens Golf Course City of Salem  
 Salem, MA 01970  
 Paul Lever  
 Ph: (978) 744-1843

Charges	Quantity	Unit Price	Total Sale Price
40' HC D/D Container Sale	1.00	\$7,885.00	\$7,885.00
Delivery	1.00	\$225.00	\$225.00
<b>Total:</b>			<b>\$8,110.00</b>

Notes:

**SPECIAL OFFER:  
 Need Storage?**

**Please ask us about our special pricing on all Storage Containers with your order.**

**Included With Your Pac-Van Agreement:  
 Superior Customer Service  
 Nationwide Service From a Local Company  
 Your One Stop for Mobile & Ground-Level Offices, Modular Buildings, and Storage Equipment**

*This agreement is made between Pac-Van, Inc., herein called the Seller, and City of Salem herein called the Purchaser, and is subject to the Equipment and/or Services Purchase Agreement Terms and Conditions attached hereto.*

*The purchaser is responsible for securing any and all applicable building permits, licenses, or approvals necessary for the purchased equipment. This Purchase Agreement is based on a level, compact, and accessible site. Unless specified, this Purchase Agreement excludes taxes and other services. Seller does not warrant in any way that the equipment meets any local, state, federal or other code unless specified. This Purchase Agreement is contingent on final acceptance by Seller and credit approval by Seller.*

→ **Sign Here**

Signature: \_\_\_\_\_  
 Printed: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
 Printed: Robert Calabrese  
 Title: Sales Representative  
 Date: \_\_\_\_\_





# CITY OF SALEM

In City Council,

**Ordered:**

March 25, 2021

That the sum of One Hundred Seventy-Five Thousand Dollars (\$175,000) is hereby appropriated and transferred from the "Capital Outlay Fund 2000" to the ST CIP Parking Garage Equipment (20002118-5846CF) for garage equipment in accordance with the recommendation of Her Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$175,000 from our short-term capital fund to install security cameras in the South Harbor Garage, based on a proposal received by SIGNET Electronic Systems. The Traffic and Parking Department and Police Department have initiated this request to help provide greater safety to garage users and security to City and private property.

The FY2022 capital budget will include a request to also install security cameras in the Museum Place Garage, as part of the next phase of that garage's overall improvement project, which will consist of the cameras, structural and drainage improvements on the roof level, and additional ADA accessibility upgrades on the 2<sup>nd</sup> and 3<sup>rd</sup> levels.

I recommend adoption of the enclosed Order and encourage you to contact David Kucharsky should you have any additional questions about it.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem

**CITY OF SALEM**  
**ST Capital Outlay Expenditure Request Form - FY 2021**

From Department: Traffic & Parking Date: 3/11/2021

Department Head Name: David Kucharsky

Authorization Signature: Dal Kucharsky

Amount: \$ 175,000

Description:  
Funds would be used to install a security camera system in the South Harbor Garage. Installation would improve the ability to monitor the facility to deter vandalism and issues related to some of the homeless population.

**For Finance Department Use Only:**

City Council Approval Needed (Y/N)

CIP Balance: \$ 678,770.35

**Recommendation:**

Approved  Denied

[Signature]  
Finance Director

Processed: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

CO # \_\_\_\_\_ JE# \_\_\_\_\_ Trans # \_\_\_\_\_

Org: \_\_\_\_\_ Obj: \_\_\_\_\_



## City of Salem, Massachusetts

Traffic & Parking Department  
98 Washington Street, 2<sup>nd</sup> Floor  
Salem, MA 01970  
[www.salem.com](http://www.salem.com)

Kimberley L. Driscoll, Mayor

David Kucharsky, Traffic & Parking Director

March 9, 2021

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

RE: Request for Funding: South Harbor Garage Security Cameras

Dear Honorable Mayor Driscoll:

This request is for a Council Order to provide \$175,000 in funding to install security cameras throughout the South Harbor Garage. As you know, the garage has recently experienced several incidences of vandalism including damage to the elevators, kiosks, lights and stairwell doors as well as graffiti. Staffing of this facility is also limited, which to an extent, can encourage this type of behavior from occurring. In addition, there have been ongoing issues with some of the homeless population which has further contributed to conditions that are impacting users of the facility and creating an overall unsafe and unpleasant experience.

The addition of security cameras will improve the ability of Traffic & Parking and Police Departments to monitor the facility and deter this type of behavior from occurring moving forward. We have received a proposal from a company the City has worked with previously and believe the requested funds will be sufficient to ensure this work can be completed. Please let me know if you have any questions or need any additional information.

Sincerely,

A handwritten signature in cursive script that reads "David Kucharsky".

David Kucharsky  
Traffic and Parking Director

Phone -- 978.619.5697

[dkucharsky@salem.com](mailto:dkucharsky@salem.com)



# CITY OF SALEM

In City Council,

**Ordered:**

March 25, 2021

That the sum of Fifty Thousand Dollars (\$50,000) is hereby appropriated and transferred from the "Capital Outlay Fund 2000" to the ST CIP Bike Share (20002118-5846CG) to supplement Bike Share Program Equipment in accordance with the recommendation of Her Honor the Mayor.



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Over its three years of use our previous bike share, Zagster, logged 23,476 trips and 4,647 members, demonstrating the popularity of this micro-mobility alternative. Bike share programs make it easier for residents and commuters to forgo private passenger vehicle travel. The result both reduces traffic congestion on our streets and cuts our community's carbon footprint. Investments in micro-mobility and multi-modal forms of transportation improve quality of life, make our roads safer for all users, and help us achieve our climate goals.

For these reasons, we were excited to apply for and receive a \$200,000 state Shared Streets grant to launch BlueBikes Salem this year. As you may know, BlueBikes is a well-established bike sharing program already operating in 10 cities and towns in the greater Boston region. We are looking forward to welcoming BlueBikes to Salem, with an eight-station, 50 bike system to start.

In addition to the \$200,000 MassDOT grant, additional funding making this possible includes \$15,000 from our Community Benefits Agreement with North Shore Medical Center and \$55,000 through BlueCross BlueShield. This leaves about 16% of the \$320,000 project budget left for the City to fund; therefore, enclosed please find an Order appropriating that amount, \$50,000 from our short-term capital fund for the remaining equipment costs to begin offering this new service for our residents.

I recommend adoption of the enclosed Order and invite you to contact David Kucharsky should you have any questions about this request.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem

**CITY OF SALEM**  
**ST Capital Outlay Expenditure Request Form - FY 2021**

From Department: Traffic + Parking Date: 3/11/2021

Department Head Name: David Kucharsky

Authorization Signature: *David Kucharsky*

Amount: \$ 50,000

Description: Requested funds would supplement the purchase of 8 bike stations and 50 bikes to re establish a bike share program in the city. Salem has been awarded a \$200,000 grant towards this effort and there are additional funds available. This request will ensure there are sufficient funds to purchase the equipment.

**For Finance Department Use Only:**

City Council Approval Needed (Y/N)

CIP Balance: \$ 503,771

Recommendation:  
 Approved  Denied

*[Signature]*  
Finance Director

Processed: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

CO # \_\_\_\_\_ JE# \_\_\_\_\_ Trans # \_\_\_\_\_

Org: \_\_\_\_\_ Obj: \_\_\_\_\_



## City of Salem, Massachusetts

Traffic & Parking Department  
98 Washington Street, 2<sup>nd</sup> Floor  
Salem, MA 01970  
[www.salem.com](http://www.salem.com)

Kimberley L. Driscoll, Mayor

David Kucharsky, Traffic & Parking Director

March 10, 2021

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

RE: Request for Capital Funding: Bike Share Program

Dear Honorable Mayor Driscoll:

This request is for a Council Order to provide \$50,000 in funding to supplement the purchase of eight (8) bike stations and fifty (50) bikes from Motivate (owned by Lyft) to join the BlueBikes system. Each station costs approximately \$40,000 including the bikes. The proposed eight station system would cost approximately \$320,000 to purchase.

In February of 2021, the City was awarded a \$200,000 MassDOT Shared Streets grant to establish a bikeshare program that would be part of the BlueBikes system. As you know, BlueBikes currently operates in 10 municipalities within the Boston region. Implementing a program here would establish a system that could grow regionally with our neighboring municipalities.

Additional funding has been identified, including \$15,000 from the Community Agreement with the North Shore Medical Center and \$55,385 from the Salem Partnership that remained from funding provided by BlueCross BlueShield as part of the City's now defunct Zagster bikeshare system. Please let me know if you have any questions or need any additional information.

Sincerely,

A handwritten signature in cursive script that reads "David Kucharsky".

David Kucharsky  
Traffic and Parking Director

Phone – 978.619.5697

[dkucharsky@salem.com](mailto:dkucharsky@salem.com)





# CITY OF SALEM

In City Council,

Ordered:

March 25, 2021

That the sum of Forty Thousand Dollars (\$40,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to appropriate start up costs for the Parks & Recreation Department, New Charter Street Cemetery Welcome Center at the Samuel Pickman House as provided below in accordance with the recommendation of Her Honor the Mayor.

<b>Account</b>	<b>Description</b>	<b>Amount</b>
16521-5118	P&R Seasonal Salary	\$ 24,000.00
16522-5581	P&R Inventory	14,000.00
16522-5320	P&R Contracted Services	2,000.00
<b>Total</b>		<b>\$ 40,000.00</b>

# CITY OF SALEM - Finance Department

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

From: PARK & REC - WH  3-15-21  
Department Department Head Authorizing Signature Date

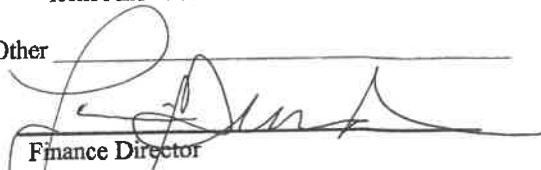
**Budget or R/Res** Budget Amt: \_\_\_\_\_  
**Transfers** To: \_\_\_\_\_ Desc: \_\_\_\_\_ Balance: \_\_\_\_\_  
(Org/Object)  
 From: \_\_\_\_\_ Desc: \_\_\_\_\_ Balance: \_\_\_\_\_  
(\*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)  
 Current Balance in Receipts Reserved Fund Above (if applicable) - \$ \_\_\_\_\_ Date: \_\_\_\_\_

<b>Free Cash or</b>	<sup>24,000</sup> To: <u>16521-5118</u>	Desc: <u>seasonal salary</u>	Budget Amt: <u>\$95160.-</u>
<b>Retained Earnings (W/S)</b>	<small>(Org/Object)</small>		Balance: <u>\$28671.70</u>
<b>Raise &amp; Appropriate</b>	<u>16522-5320</u>	<u>Contract Service</u>	<u>\$17880.-</u>
<small>Please circle one</small> <u>2000</u>	<u>14000</u>	<u>16522-5581</u>	<u>\$28000</u>
		<u>Inventory</u>	<u>\$14911.24</u>

**Amount Requested:** \$ 40,000

**Reason (Be Specific)** START-UP COSTS FOR SEASONAL/PART-TIME SALARIES FOR THE NEW CHARTER ST CEMETERY WELCOME CENTER, inventory & Contracted Services including Muskeeting

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

<input type="checkbox"/> Budget Transfer	<input type="checkbox"/> Mayor Approval	<input type="checkbox"/> City Council Approval
<input checked="" type="checkbox"/> Free Cash Appropriation - City Council Approval - Gen Fund	Free Cash Balance \$ <u>340,916.72</u>	
<input type="checkbox"/> R/E Appropriation - Water \$ _____	<input type="checkbox"/> R/E Appropriation Sewer \$ _____	<input type="checkbox"/> R/E Balance
<input type="checkbox"/> Receipts Reserve - City Council Approval	R/Res Fund Balance \$ _____	
<input type="checkbox"/> Raise & Appropriate	<input type="checkbox"/> Other 	
Recommendation: <input type="checkbox"/> Approved <input type="checkbox"/> Denied		

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



Kimberley Driscoll  
MAYOR

Trish O'Brien  
Superintendent

## CITY OF SALEM, MASSACHUSETTS

JEAN A. LEVESQUE COMMUNITY LIFE CENTER  
PARK, RECREATION & COMMUNITY SERVICE  
401 Bridge Street, Salem MA 01970  
Tel. (978) 744-0180/(978) 744-0924

To: The Honorable Mayor Driscoll

From: Patricia O'Brien, Superintendent

Date: March 15, 2021

Re: Start-Up costs for Charter St Cemetery Welcome Center

Dear Mayor Driscoll:

This letter is to request \$44,000 for start-up costs to open the New Charter Street Cemetery Welcome Center at the Samuel Pickman House for the dates of May 1st to the end of the budget year.

This request is broken into the following categories:

A free Cash request in the amount of \$40,000, of which \$24,000 is for staffing to be added to the Witch House seasonal salary line # (16521-5118), Inventory of \$14,000 to line (16522-5581) and \$2,000 for Marketing to Contracted Services account (16522-5320). Finally, a short-Term Capital request in the amount of \$4,000 for Furnishing and Fixtures to account 20002117-5846CH.

Thank you.

Sincerely,

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

Patricia O'Brien  
Superintendent

Jean A. Levesque Community Life Center  
(Park, Recreation and Community Services).



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order provides initial start-up funds from free cash to allow the new Charter Street Cemetery Welcome Center to begin operations this May. Starting in the FY2022 budget, the Welcome Center will appear as a self-sustaining line in the regular budget, with revenues from the center supporting its operation and being directed to the preservation, maintenance, and care of the cemetery itself, as well.

As you know, Charter Street Cemetery, the oldest burial ground in Salem and one of the oldest cemeteries in the United States, has received immensely successful preservation efforts by the City over the past few years. With the cemetery preparing to reopen to the public on May 1<sup>st</sup> we believe this is a unique opportunity to better manage visitation in this sensitive space, interpret the history of the cemetery and surrounding area, and also generate funds to ensure the ongoing care of the cemetery.

Earlier this year the City reached out to PEM to begin a dialogue about partnering to allow for the operation of a new Charter Street Welcome Center on the first floor of the Samuel Pickman House, immediately adjacent to the cemetery and the Witch Trials Memorial. The Pickman House is one of Salem's oldest surviving structure, dating from 1665. In 1964, Historic Salem Inc. purchased the property to carry out preservation work on it – an effort that was completed by a private owner in the late 1960s and 1970s. In 1983, the Peabody Essex Museum purchased the house to conserve it and they have used it as office space ever since.

After multiple site visits between PEM officials and a City team consisting of our Patti Kelleher, our Historic Preservation Planner, Elizabeth Peterson, director of the Jonathan Corwin House and Pioneer Village, and Kate Fox, from Destination Salem, an operational plan and layout for the Welcome Center was determined.

This new Welcome Center will enable the City to monitor the occupancy of the burial ground, provide consistent surveillance of stones and walkways, and secure the grounds at closing. Having this center and guides on site will also foster a deeper historical understanding of the space. It would provide an opportunity to share interpretation of the particulars of a 17<sup>th</sup> century cemetery, the evolution of stone carving, the historic preservation process, as well as more meaningful insight regarding the individuals interred there. The Center would also provide an opportunity to interpret the historical significance of the Pickman House, the Witch Trials Memorial, as well as the surrounding area.

Operationally the Welcome Center will function very much as the Jonathan Corwin House (the Witch House) does. The Parks, Recreation, and Community Services Department will oversee its staffing and operations, including the sale of retail items from the gift shop space and providing maps of the cemetery for a donation to the fund, including to walking tour groups. In addition to self-guided tours via the map, Welcome Center staff will also provide tours of the cemetery on a set schedule for an additional admission fee. A request has been presented to the Cemetery Commission to cap all tour groups in the cemetery at no more than 15 people, including the tour guide.

The intention is for the Center to be open year-round, with precise hours of operation dependent on the season. All visitors to the cemetery would be encouraged to begin their visit at the Welcome Center and all guided walking tours that intend to enter the cemetery would be required to do so.

The Welcome Center will be handicap accessible and this spring PEM will be undertaking a renovation to the rear garden area to further improve and adapt the site for accessibility. To facilitate the interpretation of the cemetery and the surrounding area, the Center will collaborate with PEM and Salem's Preservation Partners to develop and install exhibits and programming schedules on a routine basis to provide additional educational and interpretative opportunities about 17<sup>th</sup> century Salem, historic burial grounds, and other similar topics.

We see this endeavor as a unique chance to build on the great success of the Charter Street Cemetery preservation projects and continue our efforts to work toward a quadricentennial in 2026 that celebrates and preserves our rich historic legacy for future generations to experience and learn from. I recommend adoption of the enclosed Order and invite you to contact any of the following City team members who have worked on this project if you have additional questions.

Operation of the Welcome Center: Elizabeth Peterson  
Care and maintenance of the Charter Street Cemetery: Bob LeBlanc  
Charter Street Cemetery preservation projects: Patti Kelleher  
Partnership with PEM: Beth Rennard

Sincerely,



Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,

**Ordered:**


March 25, 2021

That the sum of Four Thousand Dollars (\$4,000.00) is hereby appropriated and transferred from the "Capital Outlay Fund 2000" to the ST CIP Parks & Recreation FF&E (20002117-5846CH) for Furnishings and Equipment in accordance with the recommendation of Her Honor the Mayor.

**CITY OF SALEM**  
**ST Capital Outlay Expenditure Request Form - FY 2021**

From Department: Park & Rec / WH Date: 3-23-21

Department Head Name: PATRICIA O'BRIEN

Authorization Signature: 

Amount: \$ 4,000


Description: For Fixtures, Furnishings & Equipment for the New Chapter St. Cemetery Welcome Center

**For Finance Department Use Only:**

City Council Approval Needed (Y/N)

CIP Balance: \$ 453,770.36

Recommendation:  
 Approved     Denied

  
Finance Director

Processed: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

CO # \_\_\_\_\_ JE# \_\_\_\_\_ Trans # \_\_\_\_\_

Org: \_\_\_\_\_ Obj: \_\_\_\_\_



Kimberley Driscoll  
MAYOR

Trish O'Brien  
Superintendent

## CITY OF SALEM, MASSACHUSETTS

JEAN A. LEVESQUE COMMUNITY LIFE CENTER  
PARK, RECREATION & COMMUNITY SERVICE  
401 Bridge Street, Salem MA 01970  
Tel. (978) 744-0180/(978) 744-0924

To: The Honorable Mayor Driscoll  
From: Patricia O'Brien, Superintendent  
Date: March 15, 2021  
Re: Start-Up costs for Charter St Cemetery Welcome Center

Dear Mayor Driscoll:

This letter is to request \$44,000 for start-up costs to open the New Charter Street Cemetery Welcome Center at the Samuel Pickman House for the dates of May 1st to the end of the budget year.

This request is broken into the following categories:

A free Cash request in the amount of \$40,000, of which \$24,000 is for staffing to be added to the Witch House seasonal salary line # (16521-5118), Inventory of \$14,000 to line (16522-5581) and \$2,000 for Marketing to Contracted Services account (16522-5320). Finally, a short-Term Capital request in the amount of \$4,000 for Furnishing and Fixtures to account 20002117-5846CH.

Thank you.

Sincerely,

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

Patricia O'Brien  
Superintendent  
Jean A. Levesque Community Life Center  
(Park, Recreation and Community Services).





## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order provides initial start-up funds from free cash to allow the new Charter Street Cemetery Welcome Center to begin operations this May. Starting in the FY2022 budget, the Welcome Center will appear as a self-sustaining line in the regular budget, with revenues from the center supporting its operation and being directed to the preservation, maintenance, and care of the cemetery itself, as well.

As you know, Charter Street Cemetery, the oldest burial ground in Salem and one of the oldest cemeteries in the United States, has received immensely successful preservation efforts by the City over the past few years. With the cemetery preparing to reopen to the public on May 1<sup>st</sup> we believe this is a unique opportunity to better manage visitation in this sensitive space, interpret the history of the cemetery and surrounding area, and also generate funds to ensure the ongoing care of the cemetery.

Earlier this year the City reached out to PEM to begin a dialogue about partnering to allow for the operation of a new Charter Street Welcome Center on the first floor of the Samuel Pickman House, immediately adjacent to the cemetery and the Witch Trials Memorial. The Pickman House is one of Salem's oldest surviving structure, dating from 1665. In 1964, Historic Salem Inc. purchased the property to carry out preservation work on it – an effort that was completed by a private owner in the late 1960s and 1970s. In 1983, the Peabody Essex Museum purchased the house to conserve it and they have used it as office space ever since.

After multiple site visits between PEM officials and a City team consisting of our Patti Kelleher, our Historic Preservation Planner, Elizabeth Peterson, director of the Jonathan Corwin House and Pioneer Village, and Kate Fox, from Destination Salem, an operational plan and layout for the Welcome Center was determined.

This new Welcome Center will enable the City to monitor the occupancy of the burial ground, provide consistent surveillance of stones and walkways, and secure the grounds at closing. Having this center and guides on site will also foster a deeper historical understanding of the space. It would provide an opportunity to share interpretation of the particulars of a 17<sup>th</sup> century cemetery, the evolution of stone carving, the historic preservation process, as well as more meaningful insight regarding the individuals interred there. The Center would also provide an opportunity to interpret the historical significance of the Pickman House, the Witch Trials Memorial, as well as the surrounding area.

Operationally the Welcome Center will function very much as the Jonathan Corwin House (the Witch House) does. The Parks, Recreation, and Community Services Department will oversee its staffing and operations, including the sale of retail items from the gift shop space and providing maps of the cemetery for a donation to the fund, including to walking tour groups. In addition to self-guided tours via the map, Welcome Center staff will also provide tours of the cemetery on a set schedule for an additional admission fee. A request has been presented to the Cemetery Commission to cap all tour groups in the cemetery at no more than 15 people, including the tour guide.

The intention is for the Center to be open year-round, with precise hours of operation dependent on the season. All visitors to the cemetery would be encouraged to begin their visit at the Welcome Center and all guided walking tours that intend to enter the cemetery would be required to do so.

The Welcome Center will be handicap accessible and this spring PEM will be undertaking a renovation to the rear garden area to further improve and adapt the site for accessibility. To facilitate the interpretation of the cemetery and the surrounding area, the Center will collaborate with PEM and Salem's Preservation Partners to develop and install exhibits and programming schedules on a routine basis to provide additional educational and interpretative opportunities about 17<sup>th</sup> century Salem, historic burial grounds, and other similar topics.

We see this endeavor as a unique chance to build on the great success of the Charter Street Cemetery preservation projects and continue our efforts to work toward a quadricentennial in 2026 that celebrates and preserves our rich historic legacy for future generations to experience and learn from. I recommend adoption of the enclosed Order and invite you to contact any of the following City team members who have worked on this project if you have additional questions.

Operation of the Welcome Center: Elizabeth Peterson  
Care and maintenance of the Charter Street Cemetery: Bob LeBlanc  
Charter Street Cemetery preservation projects: Patti Kelleher  
Partnership with PEM: Beth Rennard

Sincerely,



Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,

**Ordered:**

March 25, 2021

That the sum of Eighteen Thousand, Seven Hundred Ninety-five Dollars (\$18,795.00) is hereby appropriated and transferred from the "Capital Outlay Fund 2000" to the ST CIP Repairs and Restoration Account (20002103-5846CE) for furnishing repairs and restoration in accordance with the recommendation of Her Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As requested by the City Clerk, the enclosed Order appropriates \$18,795 from our short-term capital fund to carry out repairs and restoration of the furniture in the City Council chambers.

This is the first part of a two-phase restoration project to ensure the furnishings in this heavily used public space remain in good repair and condition into the future. Because the chamber is not currently in use due to COVID-19 and this work will require the furniture to be removed off-site for a time, the City Clerk believes this present an opportune time to carry out this phase of the project.

Should you have any questions about this request or the proposed project, please feel free to contact City Clerk Ilene Simons.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem

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

*Ilene Simons  
City Clerk*



*Room 1  
City Hall*

March 9, 2021

Ms. Laurie Giardella  
Finance Director  
City of Salem  
93 Washington Street  
Salem, MA 01970

Dear Ms. Giardella,

On behalf of the Salem City Council, I respectfully request the sum of \$18,795.00 in short term capital to fund a long overdue repairs need to the City Councillor's chairs located in the Chambers. A short-term capital outlay expenditure request form is attached, as well as a quote for the repair and refinish of the ten chairs belonging to the Councillors.

The quote is for both the Chairs and the Desks. I am submitting the repairs of the desks as part of the FY2022 Budget. I submitted the repairs of the furniture in FY2021 which was eliminated due to the Coronavirus pandemic. I am hoping to get the chairs done now while the Chambers remain empty at this time.

Thank you for your consideration of this request. Please let me know if you have any questions or concerns.

Sincerely,

Ilene Simons  
City Clerk

**CITY OF SALEM**  
**ST Capital Outlay Expenditure Request Form - FY 2021**

From Department: City Council Date: 3-9-2021

Department Head Name: Ilene Simons

Authorization Signature: Ilene Simons

Amount: \$ 18,795

Description: Repair, renovation + refinish of 10 (ten) Councillor's  
Chairs

**For Finance Department Use Only:**

City Council Approval Needed (Y/N)

CIP Balance: \$ \$ 697,565.36

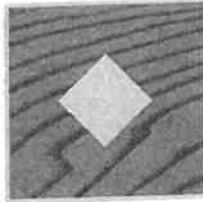
Recommendation:  
 Approved       Denied

[Signature]  
Finance Director

Processed:      Date: \_\_\_\_\_      By: \_\_\_\_\_

CO # \_\_\_\_\_      JE# \_\_\_\_\_      Trans # \_\_\_\_\_

Org: \_\_\_\_\_      Obj: \_\_\_\_\_



SECOND LIFE

FURNITURE FINISHING

RESTORATION

CUSTOM BUILDING

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## PROPOSAL

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Proposal No. 13- 4766

Date 2 / 23 / 21

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

Ilene Simons, City Clerk  
[ISimons@Salem.com](mailto:ISimons@Salem.com)

Description	Amount
<u>Restore antique furniture in Council Chamber</u>	
Repair, refinish natural walnut frames, rebuild seat and back foundation, reupholster seat and back of ten Councillor's Chairs in leather or vinyl; replace brass finish nails and broken casters (@\$1,750.)	\$17,500. *ST CIP FY2
Restore color, repair and refinish eleven solid walnut Councillor's desks in low sheen moisture resistant lacquer (@\$1,680.)	\$18,480. -FY22 Bu.
Cost of United Fabrics #39 Onyx faux leather (15 yards @ \$53./yard)	\$795. *
Total	\$36,775.

Price include pick up and delivery; cost of casters not included. \* (approx 500)  
Lead time : two weeks per unit (one desk and one chair).

\* ST CIP FY21  
 $17,500 + 795 + 500 = \$18,795$

Shop rate - \$70/hour  
65% Deposit Balance payable upon completion

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P.O. Box 410355 Cambridge MA 02141 (617) 242-0015  
[www.secondlife.net](http://www.secondlife.net)



# CITY OF SALEM

In City Council,

Ordered:

March 25, 2021

Per MGL Chapter 44 Section 64 which allows for a municipality to pay for prior fiscal year invoices using current fiscal year appropriations by two-thirds vote of the City Council we request the sum of One thousand, forty-four Dollars and Eighty-Three Cents (\$1,044.83) of outstanding Fiscal Year 2020 invoice is hereby allowed to be paid from the Fiscal Year 2021 Engineering Water Enterprise budget as listed below in accordance with the recommendation of Her Honor the Mayor.

Department	Vendor	Amount
Engineering	Town of Danvers	\$ 1,044.83
<b>Total</b>		<b>\$ 1,044.83</b>





**CITY OF SALEM, MASSACHUSETTS**  
Kimberley Driscoll  
Mayor

March 25, 2021

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Pursuant to M.G. L. Chapter 44, section 64, enclosed herewith is a request to authorize the payment of the below described Fiscal Year 2020 invoice from the Fiscal Year 2021 Engineering Department Water Enterprise account.

This invoice is for the Fiscal Year 2020 payment in lieu of taxes (PILOT) assessed by the Town of Danvers for the Folly Hill Reservoir and was not received by June 30, 2020, the end of the fiscal year.

<u>Department</u>	<u>Vendor</u>	<u>Amount</u>
Engineering	Town of Danvers	\$1,044.83

M.G.L. Chapter 44, section 64 allows a municipality to pay for prior fiscal year invoices using current fiscal year appropriations by a two-thirds vote of the City Council.

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll  
Mayor



**CITY OF SALEM**  
SALEM, MASSACHUSETTS  
ENGINEERING DEPARTMENT  
98 WASHINGTON STREET, 2<sup>ND</sup> FLOOR  
SALEM, MA 01970  
Phone: (978) 619-5673

**Kimberley Driscoll**  
Mayor

DAVID H. KNOWLTON, P.E.  
CITY ENGINEER / DPS DIRECTOR

## **MEMORANDUM**

**To:** Dominick Pangallo, Chief Administrative Aide to the Mayor  
**From:** David H. Knowlton, P.E., City Engineer / DPS Director *David*  
**Date:** March 9, 2021  
**RE:** Request to Pay Invoice

This memo has been prepared to request the payment of one (1) invoice for the FY 2020 payment in lieu of taxes (PILOT) assessed by the Town of Danvers for the Folly Hill Reservoir. This bill is for the fiscal year (FY) (2020), which is past due. We have paid the FY 21 tax assessment. This invoice was not received by June 30, 2020, which led to them not being paid in FY 2020.

We are requesting City Council approval to pay the following invoice:

<u>Invoice #</u>	<u>Balance Due</u>	<u>Vendor</u>
045073	\$ 1,044.83	Town of Danvers
<b>Total Due:</b>		<b>\$1,044.83</b>

If you have any questions, or require additional information, please call. The DPS Department is available to meet with the City Council to discuss this request.

Cc: Laurie Giardella, Finance Director

MAR 9 '21 AM 11:20

**TOWN OF DANVERS**  
*ASSESSING DEPARTMENT*

1 Sylvan Street  
Danvers MA 01923  
(978) 777-0001 ext. 3055  
Fax (978) 406-4192  
Email [spoulos@danversma.org](mailto:spoulos@danversma.org)



March 11, 2020

City of Salem  
Folly Hill Reservoir  
93 Washington Street  
Salem, MA 01970

**RE: Folly Hill Reservoir – 045 073**

To Whom It May Concern:

The Board of Assessors, as provided under Chapter 59, Sections 5D, of the Massachusetts General Laws, has determined the tax liability for land owned by the City of Salem in the Town of Danvers for the fiscal year 2020 payment-in-lieu-of-taxes. (9.15 acres of land shown on assessors map 45, lot 73). The value is 50,304 and the fiscal year 2020 commercial tax rate is \$20.77.

**This letter serves as your bill, with an amount due of \$1,044.83 by 6/30/2020.**

Respectfully,

Stephen A. Poulos  
Chief Assessor

Cc: Kimberley Driscoll, Mayor of Salem  
Steve Bartha, Town Manager of Danvers  
Joseph L. Collins, Collector of Taxes, Danvers



# CITY OF SALEM

In City Council,

March 25, 2021

Ordered:

To accept the donation from Ruth R. Larrabee and David C. Larrabee in the amount of One Thousand, Nine Hundred Fifty Dollars (\$1,950.00). These funds will be deposited into the Park & Recreation Donation Fund 24061-4830 to be used for park bench funds in accordance with the recommendation of Her Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll

Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation from Ruth R. Larrabee and David C. Larrabee for a bench donation in the amount of One Thousand Nine Hundred Fifty Dollars (\$1,950.00). These funds will be deposited into the Park and Recreation Donation account 24061-4830.

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

Very truly yours,

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

Kimberley Driscoll  
Mayor



Kimberley Driscoll  
MAYOR

## CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICES

401 Bridge Street, Salem MA 01970

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

Fax (978) 219-1665

March 8, 2021

Dear Mayor Driscoll:

I am writing to request the acceptance of a \$1,950.00 check written to the City of Salem for a bench donation of \$1,950.00 from Ruth R. Larrabee and David C. Larrabee for Park & Recreation Donation. The amount to be deposited into Park & Recreation Donation account 24061-4830.

Thank You.

Sincerely,

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

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



## CITY OF SALEM

In City Council, March 25, 2021

### Ordered:

That Council Order #436 of 2016, to create a revolving fund account for solar renewable energy certificates, be hereby amended as follows:

1. **Fund Name** is deleted and replaced by "Utility Energy Credit Fund."
2. **Programs & Purpose** is deleted and replaced by "To be used for City projects or programs that reduce utility costs, use, and/or emissions. This may include personnel costs associated with participation in the programs that generate the credits."
3. **Type of Receipts Collected** is deleted and replaced by "Credits or payments received for City projects or programs that specifically result in reduction in utility costs, use, or emissions."



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

In 2016 the City established revolving fund #2377 to receive solar renewable energy credits (SRECs) and to expend those credits to repay Footprint for their contribution to the Witchcraft Heights Elementary School solar panel project, pursuant to our Community Benefits Agreement with the plant. The fund's authorizing Order also allowed these revenues to be applied to electrical bills.

The City's payments to Footprint under the Agreement will conclude at the end of FY2021. In addition, the City has started participating in more energy efficiency, utility saving, and emission credit programs that generate additional incentives beyond just SRECs. For these reasons, we are proposing the enclosed Order at this time, in order to amend the existing revolving fund authorization to reflect these changes and update it accordingly.

As a reminder, revolving funds do not cost property taxpayers anything. The receipts that come into the fund are revenues derived from non-tax activities and they are allowed to only be used to support those activities or programs. The City Council must vote to authorize the revolving funds each year during the budget process. If you have any questions about this request, please feel free to reach out to Jenna Ide.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem





# CITY OF SALEM

In City Council, March 25, 2021

## Ordered:

That a petition to the General Court, accompanied by a bill for authorization to employ automated enforcement of speed limit violations in designated school zones within the city of Salem as set forth below, be filed with an attested copy of this Order be, and hereby is, approved under Clause (1) of Section 8 of Article 2, as amended, of the Amendments to the Constitution of the Commonwealth of Massachusetts, to the end that the following legislation be adopted, except for amendments by the Senate or House of Representatives which conform to the intent of this home rule petition:

**AN ACT** authorizing the City of Salem to employ automated enforcement of speed limit violations in designated school zones within the city of Salem.

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

## AUTOMATED ENFORCEMENT OF SPEED LIMIT VIOLATIONS IN DESIGNATED SCHOOL ZONES WITHIN CITY OF SALEM

Section 1. As used in this chapter, the following words shall, unless the context clearly requires otherwise, have the following meanings:-

"Automated Road Safety Camera System" shall mean an automated motor vehicle sensor device installed which produces digital photographs and may record the speed of each motor vehicle at the time it is operated in a manner that is in violation of traffic laws and regulations where the automated road camera safety system is located.

"Camera Enforceable Violation" shall mean a violation of the traffic laws which may be enforced by an automated road safety camera system, limited to exceeding the speed limit pursuant to section 17 or section 18 of chapter 90 while travelling in a designated school zone.

"City" shall mean the City of Salem, Massachusetts.

"Designated School Zone" shall mean within 300 feet of the real property comprising a public or private accredited preschool, accredited headstart facility, elementary, vocational or secondary school if the violation occurs between 5:00 a.m. and midnight, whether or not school is in session.

Section 2. (a) The City of Salem may employ an automated road safety camera system as a means of promoting traffic safety in a designated school zone, which may be fixed along any portion of any ways within a designated school zone its control, or within a designated school

zone in the control of the commonwealth with written permission from the department of transportation and may impose a penalty on the owner of a motor vehicle for failure by the operator thereof to comply with traffic laws and regulations.

(b) The City may employ no more than two fixed automated road safety camera systems per designated school zone.

Section 3. (a) The maximum fine imposed for a violation issued pursuant to this chapter shall be twenty five dollars per violation. For violations issued pursuant to this chapter, except as provided in section 4, the owner or owners of a vehicle shall be liable for the fine, however, no owner of a vehicle shall be responsible for a violation issued pursuant to this chapter where the operator of the motor vehicle was issued a citation for the underlying violation in accordance with section 2 of chapter 90C of the General Laws. The city may send a written warning to the owner or owners in lieu of enforcement for the purpose of education.

(b) A certificate, or a facsimile thereof, based upon inspection of photographs and data produced by an automated road safety camera system, and sworn to or affirmed by the police department or designee authorized to issue citations for violations of traffic laws and regulations, shall be prima facie evidence of the facts contained therein.

(c) A violation issued by the city shall not be made part of the operating record of the person upon whom such liability is imposed, nor shall such violation be considered a conviction of a moving violation of the motor vehicle laws for the purpose of determining a surcharge on a motor vehicle premium pursuant to section 113B of chapter 175 of the General Laws.

(d) The police department shall supervise and coordinate the administration of violations issued in conformance with this chapter. The police department shall have the authority to hire and designate such personnel as may be necessary or contract for such services to implement the provisions of this chapter.

(e) It shall be the duty of the police department or designee of a city to cause a notice of violation to the registered owner or owners of a motor vehicle identified in photographs produced by such device as evidence of a violation pursuant to this chapter. Such notice shall contain, but not be limited to, the following information: a copy of the aforementioned recorded images and other data showing the vehicle in the process of a camera enforceable violation; the registration number and state of issuance of the vehicle; the date, time and location of the violation; the specific camera enforceable violation charged; instructions for payment of the violation; instructions to contest the violation in writing; and instructions to obtain a hearing.

(f) In the case of a violation involving a motor vehicle registered under the laws of the Commonwealth, a notice of violation shall be mailed within 14 days of the violation to the address of the registered owner or owners as listed in the records of the registrar of motor vehicles. In the case of any motor vehicle registered under the laws of another state or country, such notice of violation shall be mailed within 21 days of the violation to the address of the registered owner or owners as listed in the records of the official in such state or country having charge of the registration of such motor vehicle. If said address is unavailable, it shall be sufficient for the police department or designee to mail a notice of violation to the official in such state or country having charge of the registration of such motor vehicle.

(g) A notice of violation shall be sent by first class mail in accordance with subsection (f) and shall include an affidavit form approved by the police department for the purpose of complying with subsection (b). A manual or automatic record of mailing processed by or on behalf of the police department in the ordinary course of business shall be prima facie evidence thereof, and shall be admitted as evidence in any judicial or administrative proceeding, as to the facts contained therein. Unless an owner or owners pay the fine or contest responsibility within 60 days of the violation, the provisions of subsection (l) will apply.

(h) Any owner to whom a notice of violation has been issued shall not be liable for a violation under the provisions of this chapter if: the violation was necessary to allow the passage of an emergency vehicle; the violation was incurred while participating in a funeral procession; the violation was incurred during a period of time in which the motor vehicle was reported to the police department of any state, city or town as having been stolen and had not been recovered prior to the time the violation occurred; the operator of the motor vehicle was operating the motor vehicle under a rental or lease agreement and the owner of the motor vehicle is a rental or leasing company and has complied with the provisions of section 4 of this chapter; the operator of the motor vehicle was issued a citation for the underlying violation in accordance with section 2 of chapter 90C of the General Laws; or, the violation was necessary to comply with any other law or regulation governing the operation of a motor vehicle.

(i) Any motor vehicle owner to whom a notice of violation has been issued pursuant to this chapter may admit responsibility for such violation and pay the fine provided therein. Payment may be made personally or through a duly authorized agent, by appearing before the police department's designee during normal office hours, by mailing or online. Payment by mail shall be made by check, money order or credit card to the police department or city. Payment of the established fine and any applicable penalties shall operate as the final disposition of the violation. Payment by one motor vehicle owner shall operate as the final disposition of the violation as to all other motor vehicle owners of the same motor vehicle for the same violation.

(j) An owner may contest responsibility for a violation under this chapter in writing by mail or online. The owner shall provide the police department with a signed affidavit in a form approved by the police department, stating: the reason for disputing the violation; the full legal name and address of the owner of the motor vehicle; and the full legal name and address of the operator of the motor vehicle at the time the violation occurred. An owner may include signed statements from witnesses, which include the names and addresses of witnesses, supporting the owner's defense. Within 21 days of receipt, the police department or the hearing officer shall send the decision of the hearing officer, including the reasons for the outcome, by first class mail to the registered owner or owners. If the owner is found responsible for the violation, the owner shall pay the fine in the manner described in (i) within 14 days of the issuance of the decision or request further judicial review pursuant to section 14 of Chapter 30A of the General Laws.

(k) An owner may request a hearing to contest responsibility for a violation. A hearing request shall be made in writing by mail or online. Upon receipt of a hearing request, the police department shall schedule the matter before hearing officer. Said hearing officer may be an employee of the police department of the city or such other person or persons as the police department may designate. Written notice of the date, time and place of said hearing shall be sent by first class mail to each registered owner. The hearing shall be informal, the rules of evidence shall not apply, and the decision of the hearing officer shall be final subject to judicial review as

outlined by section 14 of Chapter 30A of the General Laws. Within 21 days of the hearing, the police department or the hearing officer should send the decision of the hearing officer, including the reasons for the outcome, by first class mail to the registered owner or owners. If the owner is found responsible for the violation, the owner shall pay the fine in the manner described in (i) within 14 days of the issuance of the decision or request further judicial review pursuant to section 14 of Chapter 30A of the General Laws.

(l) If an owner to whom a notice of violation has been issued either fails to pay the fine in said notice in accordance with subsection (i), or is found responsible for the violation and does not pay the fine in accordance with subsection (j) or subsection (k), the police department shall notify the registrar of motor vehicles who shall place the matter on record. Upon receipt of the registrar of five or more of such notices, the registrar shall not issue or renew such owner's motor vehicle registration until after notification from the police department that all fines owed pursuant to this chapter have been paid. It shall be the duty of the police department to notify the registrar forthwith that such case has been so disposed; provided, however, that certified receipt of full and final payment from the police department shall also serve as legal notice to the registrar that said violation has been disposed of in accordance with this chapter. The certified receipt shall be printed in such form as the registrar of motor vehicles may approve.

Section 4. (a) Notwithstanding section 3 of this chapter, if the registered owner of a motor vehicle in receipt of a notice of violation is a person or entity engaged in the business of leasing or renting motor vehicles, and such motor vehicle was operating under a rental or lease agreement at the time of a violation, then the provisions of this section shall be applicable, and the registered owner shall not be liable for any unpaid fines; provided, however, that such owner has complied with the procedures of this section.

(b) The police department shall give to the registered owner notice in writing of each violation in which a motor vehicle owned by such owner is involved, as set forth in section 3.

(c) Within 45 days of the violation, the registered owner shall furnish to such department or designee in writing the name and address of the lessee or rentee of such motor vehicle at the time of the violation; the lessee's or rentee's driver's license number, state of issuance of such driver's license and the lessee's or rentee's date of birth.

(d) Such department or designee shall thereupon issue a notice of violation to such lessee or rentee in the form prescribed by section 3 and the lessee or rentee shall be liable for the violation.

(e) If such lessee or rentee to whom a notice of violation has been issued either fails to pay the fine in accordance with subsection (i) of section 3, or fails to receive a favorable adjudication of said notice in accordance with subsection (j) of section 3, or subsection (k) of section 3, the police department or designee shall notify the registrar of motor vehicles who shall place the matter on record. Upon notification to the registrar of five or more of such notices under this section, it shall be the duty of the registrar to suspend and not renew the license to operate a motor vehicle of such lessee or rentee or suspend the right to operate of a lessee or rentee not licensed in this commonwealth until after notification from the Salem police department that all fines, taxes and penalties owed by such owner pursuant to either this chapter, have been disposed of in accordance with this chapter. It shall be the duty of the police department to notify the registrar forthwith that such case has been so disposed; provided, however, that certified receipt of full and final payment from the police department shall also serve as notice to the registrar

that said violation has been disposed of in accordance this chapter. The certified receipt shall be printed in such form as the registrar of motor vehicles may approve.

Section 5. No speed limit violation shall be issued unless the vehicle exceeds the speed limit by at least five miles per hour.

Section 6. (a) The city shall install a sign notifying the public that an automated road safety camera system is in use at each location of said camera.

(b) The city shall make a public announcement and conduct a public awareness campaign of use of automated road safety camera systems beginning at least 30 days before the enforcement program is in use. The city may install but not activate automated road safety camera systems during said time period.

Section 7. (a) The compensation paid to the manufacturer or vendor of the automated road safety camera system as authorized herein shall be based on the value of the equipment or services provided and shall not be based on the number of traffic citations issued or the revenue generated by the systems.

(b) Verification that the automated road safety camera system and any appurtenant traffic control signals are correctly calibrated shall be made by a professional engineer registered in the commonwealth.

Section 8. (a) Photographs and other recorded evidence shall only be captured when a camera enforceable violation occurs. Photographs and other recorded evidence shall be destroyed within 48 hours of the final disposition of a violation.

(b) No photographs taken in conformance with this chapter shall be discoverable in any judicial or administrative proceeding other than a proceeding held pursuant to this chapter without a court order. No photograph taken in conformance with this chapter shall be admissible in any judicial or administrative proceeding other than in a proceeding to adjudicate liability for such violation of this chapter without a court order. A court shall order a release of a photograph taken in conformance with this chapter only where the photograph tends to establish or undermine a finding of a moving violation and the violation is material as to a finding of civil or criminal liability.

(c) Photographs and other personally identifying information collected by the city pursuant to this chapter are not public record.

(d) No automated road safety camera system shall be utilized in such a manner as to take a frontal view photograph of a motor vehicle.

Section 9. This act shall take effect upon its passage.



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you may recall, in November 2019 I had submitted a Home Rule Petition for your approval, seeking a special act that would authorize the City of Salem to install video camera speed detection systems in our school zones to curb speeding in these locations and ensure the safety of Salem children. The Order was adopted and the petition was submitted to the legislature; however, when the legislative session expired the special act died, as well. Therefore, we are resubmitting the same petition for your consideration.

Back in 2019 the Salem Police Department had studied vehicle speeds in two school zones – Bates Elementary School and Collins Middle School. The speed limit in a school zone is 20 MPH when school is in session and 25 MPH when school is not in session. At the Bates School, the data collectors were deployed twice – once in April and again June. In April they identified, during school arrival and dismissal times, an average of 439 vehicles per day traveling more than 30 MPH and in June an average of 480 vehicles per day doing so. Based on the total number of vehicles that traveled through the school zone at the Bates during those hours, 37% in April and 71% in June were traveling over 30 MPH. At the Collins, data collection took place in June only. During those dates – again, over school arrival and dismissal times – an average of 828 vehicles per day traveled more than 30 MPH, accounting for 43% of all vehicles that traversed the school zone there during the study period.

Massachusetts municipalities lack the ability to implement speed monitoring and video enforcement technologies absent a special act; therefore, in the interest of public safety, we are requesting this petition so that such authorization may be granted. Specifics regarding fines, appeals process, privacy protections, notifications of video recording, and more are all contained within the language of the act.

I recommend adoption of the Order so this act may be submitted to the legislature promptly. If you have questions, please feel free to reach out to me, Acting Chief Dennis King, or City Solicitor Beth Rennard.

Respectfully,

Kimberley Driscoll  
Mayor  
City of Salem

CC: State Representative Paul Tucker, State Senator Joan Lovely, Salem School Committee members



## **Resolution**

### **Calling for Permanent Changes to Massachusetts' Open Meeting Law to Facilitate Greater Public Participation through Technology**

**WHEREAS:** On March 12, 2020, Governor Baker issued an emergency order suspending certain provisions of the Commonwealth's Open Meeting Law, M.G.L. c. 30A, §20; and,

**WHEREAS:** The Governor's order and subsequent regulations by the state allowed for municipal boards, commissions, and committees to conduct business using remote participation technologies and online platforms; and,

**WHEREAS:** Because of those actions, access to local public meetings greatly expanded, giving residents and other members of the public more accessibility to the deliberations, public comment opportunities, and votes at those meetings; and,

**WHEREAS:** The residents of Salem have benefited enormously from the flexibility provided by virtual meetings, substantially increasing the number and diversity of voices able to participate in these important discussions and actions; and

**WHEREAS:** The City of Salem is developing its own local ordinances and policies to allow for the continuation of virtual meeting broadcasts and public comment options, even after the current state of emergency concludes, which would allow in person meetings to continue to be broadcast online and for remote participation by members of the public; and

**WHEREAS:** All residents of the Commonwealth would additionally benefit from the state legislature and state boards similarly providing access to the public via remote participation;

**NOW THEREFORE BE IT RESOLVED:** That the Mayor of the City of Salem and the Salem City Council urge the Massachusetts legislature to develop and approve such legislation as necessary to amend the Open Meeting Law to allow for remote participation by the public and greater flexibility by municipal boards and commissions, as well as the state legislature and state boards, in utilizing technology to facilitate greater public participation, even after the conclusion of the current state of emergency.



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

At the outset of the pandemic, City staff worked diligently to pivot to new virtual meeting and remote participation requirements for our boards, commissions, as well as your own body. In the process of doing so we saw a significant increase in the number and diversity of our residents who then had access to our meetings, deliberations, and votes.

For example, we had a roughly 700% increase in the number of people attending joint public hearings of the Planning Board and City Council, with more people participating in those hearings virtually than we would have legally been able to fit in the Council Chambers. More voices were heard around the table, improving our ability to represent our constituents and strengthening the decision-making process by boards. From 2016-2018 around half of all public comment at City Council public hearings came from just 20 residents. Requiring residents to have the ability to physically get to a hearing in order to speak is a system designed to perpetuate inequities and limit public input. We should be opening up the process, not restricting it.

We are working to develop ordinance and policy changes on the local level that would preserve the option for remote participation by the public in public meetings, even after the conclusion of the current state of the emergency. We can only do so much on the local level, however. Many of the constraints we face are built into the state's Open Meeting Law. Enclosed please find a resolution asking the legislature to act now to amend that law so that, when this emergency is over, we can continue to make use of the technological tools that have allowed for this greater level of public participation and engagement in local government. It additionally calls on the legislature to provide this same level of public access to its own proceedings and those of state boards, making use of the same technology.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem

CC: State Representative Paul Tucker; State Senator Joan Lovely

Salem City Hall • 93 Washington Street • Salem, Massachusetts 01970  
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**Resolution**  
**Recognizing the Service of Mary Butler, Chief of Police (retired)**  
**Salem Police Department**

**WHEREAS:** On March 25, 2021 we pay tribute to Mary E. Butler, recently retired chief of police of the Salem Police Department.

**WHEREAS:** Chief Butler began her service to the City of Salem and its residents when she joined the ranks of the Salem Police Department as a patrol officer in 1987. She served two years in the Patrol Division before being appointed a detective and assigned to the Criminal Investigations Division (CID). Detective Butler was one of the first female officers to be designated a detective on the North Shore.

**WHEREAS:** In 1992, Butler was promoted to the rank of sergeant and assumed an increasing level of supervisory and managerial responsibility within the Department. In 1993, she was named as the administrative aide to then-Chief Robert St. Pierre. Promoted to the rank of lieutenant in 1996, Butler was responsible for managing key areas of the Department including the operating budget, grants, technology, personnel, recruit selection and overseeing the Special Operations Division. From 2010 through 2014, Lieutenant Butler served as a shift commander in the Patrol Division, overseeing uniformed patrol operations protecting the residents of Salem.

**WHEREAS:** In 2014, Lieutenant Butler was promoted to acting captain and on April 9<sup>th</sup> 2015, was appointed chief of police by Mayor Kimberley Driscoll. Chief Butler was the first woman chief of police in a Department that can trace its roots back to our City's founding. Chief Butler served with honor, integrity and dedication throughout her career and has left a positive and lasting impression not only on the Salem Police Department and the officers who serve, but on policing throughout the North Shore. Chief Butler's well-deserved retirement occurred on August 1<sup>st</sup> 2020.

**WHEREAS:** Chief Butler was an innovator in community policing and exemplified the principles of policing attributed to Sir Robert Peel who, in his 7<sup>th</sup> Principle wrote; "*Police, at all times, should maintain a relationship with the public that gives reality to the historic tradition that the police are the public and the public are the police; the police being only members of the public who are paid to give full-time attention to duties which are incumbent on every citizen in the interests of community welfare and existence.*"

**NOW THEREFORE BE IT RESOLVED:** That the Mayor of the City of Salem and the Salem City Council, on behalf of the staff of the Salem Police Department and the residents of Salem, express our sincere appreciation and gratitude to Chief Butler for the loyalty and dedication she displayed throughout her thirty-three years of public service. .

**AND BE IT FURTHER RESOLVED:** That this Resolution be made a matter of record of these proceedings, and that a suitable copy be presented to Chief Butler along with a copy of the City Seal on behalf of the Mayor, the City Council, the Salem Police Department and the residents of Salem.



**CITY OF SALEM, MASSACHUSETTS**

**Kimberley Driscoll  
Mayor**

**Office of the Mayor**

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to present the enclosed resolution for the Council's consideration and I recommend adoption at your meeting of March 25, 2021. Chief Butler did not have the opportunity to receive a formal recognition and expression of our City's gratitude for her decades of service when she retired, therefore this resolution is being presented to you now.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem



## **Resolution**

### **Recognizing the Service of Gerry Giunta, Fire Chief (retired) Salem Fire Department**

**WHEREAS:** On March 25, 2021 we pay tribute to Gerry Giunta, recently retired Chief of the Salem Fire Department; and,

**WHEREAS:** Chief Giunta joined the Salem Fire Department as a firefighter in 1983 and served on Engine 1 and Ladder 2. He served as Lieutenant with Engines 1, 2, and 4 from 1986 to 1993, Captain on Ladder 1 and Tower 2 from 1993 to 2007, and as Deputy Chief from 2007 to 2018, when Mayor Kim Driscoll appointed him to serve as Chief; and,

**WHEREAS:** Giunta was a member of FEMA's Massachusetts Urban Search and Rescue Task Force and led that team from 2006 to 2018. In his time with the Task Force, Giunta deployed in response to Hurricanes Harvey, Irene, and Katrina, the 2011 Springfield tornadoes, the 1996 Atlanta Olympics, and as operations leader with a 70-member team deployed to New York City following the attacks on September 11, 2001; and,

**WHEREAS:** As Chief, Giunta led the department with integrity and a commitment to public safety and public service. He oversaw major capital investments in fire stations and apparatus, provided expanded training and professional development opportunities for firefighters, worked in collaboration with major community stakeholders such as Footprint, SSU, NSMC, and SESD on emergency response preparation, secured state and federal grants to upgrade equipment, and increased the diversity of the department's workforce to better represent the community it serves; and,

**WHEREAS:** Chief Giunta served as a key member of the City's COVID Response Task Force, leading efforts around protective equipment distribution, community coordination, and emergency preparedness.

**NOW THEREFORE BE IT RESOLVED:** That the Mayor of the City of Salem and the Salem City Council, on behalf of the staff of the Salem Fire Department and the residents of Salem, express our sincere appreciation and gratitude to Chief Giunta for the loyalty and dedication he displayed throughout his thirty-eight years of public service.

**AND BE IT FURTHER RESOLVED:** That this Resolution be made a matter of record of these proceedings, and that a suitable copy be presented to Chief Giunta along with a copy of the City Seal on behalf of the Mayor, the City Council, the Salem Fire Department and the residents of Salem.



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

March 25, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to present the enclosed resolution for the Council's consideration formally recognizing and expressing our City's gratitude to Chief Giunta for his decades of service. I strongly recommend adoption of the enclosed resolution.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem



## **CITY OF SALEM, MASSACHUSETTS**

**In City Council, March 25, 2021**

### **Resolved**

### **A RESOLUTION CONDEMNING ACTS OF HATE AND VIOLENCE AGAINST THE ASIAN AMERICAN AND PACIFIC ISLANDER COMMUNITY**

WHEREAS 23 million Asian Americans and Pacific Islanders account for 7 percent of the population in the United States; and

WHEREAS approximately 1,300 of our brothers, sisters, neighbors, and business owners in the City of Salem identify as Asian American or Pacific Islander (AAPI); and

WHEREAS AAPI communities are immensely diverse, consisting of multiple ethnicities, hundreds of languages and dialects, wide-ranging socioeconomic characteristics, and distinct immigration patterns; and

WHEREAS the belief that AAPIs are a monolithic group and achieve universal success, also known as the “model minority myth,” perpetuates stereotypes, and masks the disparities within these communities; and

WHEREAS racism and scapegoating toward AAPIs have persisted since the 19th century and contributed toward policies like the Chinese Exclusion Act of 1882, which prohibited immigration of Chinese laborers, and introduction of the term “yellow peril,” which represented East Asians as dangerous and threatening to the United States; and

WHEREAS racist policies continued into the 20th century with the Immigration Act of 1924, effectively banning all immigration from Asia; Executive Order 9066 in 1942 authorizing the incarceration of Japanese Americans during World War II; and others that have impacted Southeast Asian Americans, South Asians, Muslims, and Sikhs, among others; and

WHEREAS the use of anti-Asian rhetoric, especially as it intensified this past year, has resulted in Asian Americans being harassed, assaulted, and scapegoated for the COVID–19 pandemic; and

WHEREAS violence and hate crimes against Asian Americans have increased by 150 percent in major U.S. cities in the last year, and AAPI women made up 68 percent of the 3,800 reported incidents against AAPIs, of which nearly 70 were in Massachusetts alone, with many more unreported; and

WHEREAS no one should live in fear in our communities in the City of Salem and across the United States; and

WHEREAS the City of Salem is committed to inclusion and advancing equity and justice for people of all races, national origins, and ethnicities; and

NOW THEREFORE, BE IT RESOLVED by the Salem City Council condemns racism, xenophobia, and violence of all forms against the Asian American and Pacific Islander community; and

BE IT FURTHER RESOLVED that the Salem City Council encourages everyone to condemn anti-Asian bias, read, learn, and seek opportunities to experience cultures other than their own, review their practices that may create barriers or contribute to systemic racism, and in these ways and others seek to become a more welcoming, inclusive, anti-racist community; and

BE IT FURTHER RESOLVED that the Salem City Council encourages the Salem Police Department to continue its work with local agencies community-based organizations to prevent discrimination, expand culturally competent and linguistically appropriate education campaigns on public reporting of hate crimes, and build intentional relationships with our diverse communities.



# CITY OF SALEM

In City Council,

March 25, 2021

**Ordered:**

To institute immediately a Temporary Moratorium on the review of projects pertaining to new construction on Salem floodplains and wetlands by the City's Boards and Commissions with exception to alterations of existing residential structures. In consideration of the number of development and construction projects proposed for floodplains and wetlands while the City Council works to amend Salem's ordinance 8.1 Flood Hazard Overlay District, upon the concerns of the Planning Board and the Conservation Commission, and the need to preserve and restore the viability of the floodplains and wetlands of the City of Salem, the following order shall be implemented until such time as the amendment to ordinance 8.1 Flood Hazard Overlay District is complete. Effective Friday, March 26, 2021, the City is suspending all reviews pertaining to development plans for projects on floodplains and wetlands that are new or pending full approval. Upon issuance of this order, all Board and Commission meeting agendas will not include any discussion of proposed development and construction approvals in Salem floodplains and wetlands. Proposals for alterations to existing residential structures located in the floodplains and wetlands will be permitted on municipal agendas with the need for the amended ordinance taken into consideration. For purposes of this Order, • Review of new construction proposals in floodplains and wetlands will not be permitted at any City boards or commissions until the ordinance 8.1 Flood Hazard Overlay District has been amended to provide needed protections for Salem floodplains and wetlands. • Proposals for alterations to existing residential structures located in the floodplains and wetlands will be accepted for consideration with the need for amendment to the noted ordinance in mind. In addition, the City will, on a case-by-case basis, review requests for extensions to the time allowed for development proposals that may be granted by the Planning Board and Conservation Commission. This order is effective Friday, March 26, 2021 through Monday, September 26, 2021 or the date the needed amendment to the ordinance 8.1 Flood Hazard Overlay District has been completed by the City Council. New projects in our floodplains and wetlands cannot be presented or approved during this time. Any person who violates this order will be subject to issuance of an immediate Stop Order and an assessment of the maximum penalty authorized by law.

# City of Salem

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***In the Year Two Thousand and Twenty One***

An Ordinance to amend an Ordinance relative to Traffic Ch. 42, Sec. 50B,  
"Handicapped Zones, Limited Time"

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

**Section I.** Amending Chapter 42, Section 50B – "Handicapped Zones, Limited Time" is hereby amended by adding the following:

Hathorne Street – One Handicapped Parking Space to be renewed in front of #74  
Hathorne Street, for the distance of twenty (20) feet.

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





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



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
FROM: Councillor Morsillo DATE: 3/23/2021

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

NAME OF STREET Hathorne Street

TYPE OF STREET CHANGE Handicapped Parking, Time Limited

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED In front of 74 Hathorne Street, one parking space exists for the disabled resident; the ordinance for this space needs to be renewed.

COUNCILLOR'S COMMENTS/EXPLANATION A resident of 74 Hathorne Street is disabled and uses their vehicle in conjunction with an HP placard. There is very limited off street parking at this address and it is dedeed to other residents.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

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

- APPROVAL  
 DENIAL  
 TRIAL PERIOD

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

DESCRIPTION: One HP parking space to be renewed, in front of 74 Hathorne Street.

COMMENTS (IF ANY): \_\_\_\_\_

\_\_\_\_\_

**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

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

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

# City of Salem

---

***In the Year Two Thousand and Twenty One***

An Ordinance to amend an Ordinance relative to Traffic Ch. 42, Sec. 50B, "Handicapped Zones, Limited Time"

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

**Section I.** Amending Chapter 42, Section 50B – "Handicapped Zones, Limited Time" is hereby amended by adding the following:

Hathorne Street – **Repeal** - One Handicapped Parking Space in front of #75 Hathorne Street, for the distance of twenty (20) feet.

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



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



REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION

MEMO TO: Lt. David Tucker Police Traffic Division  
FROM: Councillor Morsillo DATE: 3/23/2021

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

NAME OF STREET Hathorne Street

TYPE OF STREET CHANGE Repeal - Handicapped Parking, Time Limited

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED In front of 75 Hathorne Street, the HP parking space sign has not been in place for years. The space is no longer used and the ordinance should be repealed.

COUNCILLOR'S COMMENTS/EXPLANATION The resident of 75 Hathorne Street who had originally requested the HP space no longer uses it. The space is no longer needed by any nearby residents, and the sign should be removed.

POLICE TRAFFIC DIVISION RECOMMENDATION

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

- APPROVAL
- DENIAL
- TRIAL PERIOD

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

DESCRIPTION: Repeal - Hathorne Street, in front of #75 Hathorne Street, for a distance of twenty (20) feet.

COMMENTS (IF ANY):

Lt. David Tucker

POLICE TRAFFIC DIVISION

RETURN THIS FORM TO THE CITY CLERK'S OFFICE

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

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

# City of Salem

---

*In the Year Two Thousand and Twenty One*

An Ordinance to amend an Ordinance relative to Traffic Ch. 42, Sec. 50B,  
"Handicapped Zones, Limited Time"

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

**Section I.** Amending Chapter 42, Section 50B – "Handicapped Zones, Limited Time" is hereby amended by adding the following:

Hathorne Street – **Repeal** - One Handicapped Parking Space in front of #80-82 Hathorne Street, for the distance of twenty (20) feet.

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



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



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
FROM: Councillor Morsillo DATE: 3/23/2021

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

NAME OF STREET Hathorne Street

TYPE OF STREET CHANGE Repeal - Handicapped Parking, Time Limited

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED In front of 80-82 Hathorne Street, the HP parking space sign has not been in place for years. The space is no longer used and the ordinance should be repealed.

COUNCILLOR'S COMMENTS/EXPLANATION The resident of 80-82 Hathorne Street who had originally requested the HP space no longer uses it. The space is no longer needed by any nearby residents, and the sign should be removed.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

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

APPROVAL  
 DENIAL  
 TRIAL PERIOD

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

DESCRIPTION: Repeal - Hathorne Street, in front of #80-82 Hathorne Street, for a distance of twenty (20) feet.

COMMENTS (IF ANY): \_\_\_\_\_

Lt. David Tucker

**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

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

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# City of Salem

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*In the Year Two Thousand and Twenty One*

**An Ordinance Relative to Traffic Chapter 42, Section 49, Obedience to Isolated Stop Signs**

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

**Section 1.** Chapter 42, Section 49 of Article IV shall be amended by adding the following:

Dodge Street – Obedience to Isolated Stop Signs – easterly bound traffic on Dodge Street at Lafayette Street.

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



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



REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION

MEMO TO: Lt. David Tucker Police Traffic Division
FROM: Councilor Turiel DATE: March 23, 2021

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

NAME OF STREET Dodge Street

TYPE OF STREET CHANGE Obedience to Isolated Stop Signs

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED On Dodge Street, at the intersection with Lafayette Street, a stop sign is needed to control easterly bound traffic.

COUNCILLOR'S COMMENTS/EXPLANATION A stop sign is recommended for this intersection to improve the safety of the many pedestrians in this area, as well as reduce the number of vehicle collisions at this intersection. The high volume of vehicular traffic on Lafayette Street versus the much lower volume of vehicular traffic on Dodge Street indicates that the stop sign should be located on Dodge Street to control east-bound vehicles.

POLICE TRAFFIC DIVISION RECOMMENDATION

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

XX APPROVAL
DENIAL
TRIAL PERIOD

CHAPTER: 42 SECTION: 49 TITLE: Obedience to Isolated Stop Signs

DESCRIPTION: Dodge Street: easterly bound traffic on Dodge Street at Lafayette Street.

COMMENTS (IF ANY):

Signature of Lt. David Tucker
POLICE TRAFFIC DIVISION

RETURN THIS FORM TO THE CITY CLERK'S OFFICE

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

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