



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Thomas Daniel, 27 Pond Street, Essex, to the position of Director of Planning and Community Development, to complete the remainder of the two-year term to expire January 31, 2018.

Many of you may already know Tom from his previous work as the economic development manager in our DPCD, a position he held for over five years. In February 2013, Tom left Salem to take a leadership role as Director of Community Development in Gloucester. Prior to his time here in Salem he served as manager for economic development for the City of Minneapolis for four years and as a projector coordinator in their community development department for six years. Tom holds his AICP certification, as well as his membership in the American Planning Association, and earned his Masters of Urban and Regional Planning from the University of Minnesota.

Tom is someone who will truly hit the ground running in this critical role. He is familiar with our City, our neighborhoods, and our values. Before he left for Gloucester, Tom led numerous planning efforts here in Salem, including the comprehensive parking study, the start of the public art plan, and more. From 2007 to 2013 Tom had an active and important role in much of economic resurgence that we have seen both downtown and across our community. The growth of our commercial sector, from small businesses to restaurants to larger companies, is thanks in large part to his work in the department previously. I am excited welcome Tom back to Salem in this important role and I hope you will join me in welcoming him back to our community and the department!

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am writing to inform you that I have appointed Andrew Scoglio of 62 Leach Street #2 and Liam McCarthy of 1 Harbor Street #11 to the Salem Cultural Council. These appointments do not require a City Council confirmation. Both have been appointed to three-year terms expiring July 21, 2019.

Mr. Scoglio is an accomplished musician and music teacher, currently working as the vocal music director at Marblehead High School. He has performed with the Tanglewood Festival Chorus, among others, and received the Promising Young Music Educator Award from the Massachusetts Music Educators Association. Mr. McCarthy is a new resident to our community and is a 7th grade teacher at the Clark Avenue Middle School in Chelsea. He holds an English degree from Salem State University and has a passion for local history and culture.

I hope you will join me in welcoming both Mr. Scoglio and Mr. McCarthy to the Cultural Council. In addition, please join me in thanking former members Karen Gahagan and Amanda Roeder for their years of service on the Council. Karen has reached the limit of two three-year terms allowed under state law and Amanda has opted not to be appointed to a second term. Both contributed greatly to the success of the Cultural Council's work over the last several years.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Colby Miller, of 12 Winthrop Street #2, to the Beautification Committee for a three-year term to expire July 21, 2019. He takes the seat of Marc Berube who stepped down when he moved from the City. I hope you will join me in thanking Marc for his service to the committee and to our community.

Mr. Miller is a new homeowner in Salem and is eager to volunteer for our City. He is currently employed at Harvard University, where he serves on the school's "Eco-Opportunity Team." Previously at Harvard he was a member of the Landmark Center's Green Team, where he achieved the highest status level possible through Harvard's sustainability green office program. A nature and landscaping enthusiast, Mr. Miller has attended a number of the committee's meetings already and is eager to contribute his passion and efforts to their work.

I strongly recommend confirmation of Mr. Miller's appointment. We are fortunate that he is willing to volunteer to serve our community in this role.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Mary Lauby, of 8 Riverbank Road, to the Board of Health for a three-year term to expire July 21, 2019. She takes the seat of Shama Alam, who recently decided to step down from the Board. I hope you will join me in thanking Dr. Alam for her service to the board and to our community.

Ms. Lauby is a highly regarded advocate and public health policy leader, especially in the fields of domestic violence and family services. She is currently the Director of Communications and Program Development at the University of New Hampshire's Prevention Innovations Research Center. Prior to that she had spent nine years as the Executive Director of Jane Doe, Inc. and another decade as the Executive Director of the Wisconsin Coalition Against Domestic Violence. Ms. Lauby holds a degree in physiological psychology from the University of Wisconsin and serves on the Constituent Advisory Committee of the National Domestic Violence Hotline. She has volunteered for our community previously, serving for several years on the Affordable Housing Trust Fund Board.

I strongly recommend confirmation of Ms. Lauby's appointment. We are fortunate that she is willing to volunteer to serve our community in this important role.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I appoint Devon Paul DiRosa of 5 Sasha Circle Peabody, MA 01960 to serve as a Constable in the City of Salem for a term to expire June 7, 2017.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Date Sept 9 ~~June 7~~, 20 15 ~~16~~

Office of the Mayor
City Hall
Salem, Massachusetts

Application is hereby made under Chapter 41, Section 91B, for appointment as Constable. (PLEASE PRINT OR TYPE)

Name Devon Paul DiRosa Date of Birth 07/22/1993

Place of Birth Beverly MA
(City) (State)

Home Address 5 sasha circle Peabody 01960
(Street) (City) (Zip)

Telephone (Home) 978-535-3313 (Business) 978-412-9008 (Cell) 978-205-5671

Present Employer (Name & Address) New England Surveillance Specialist's PO: Box 300 Ipswich MA Position Held Private Investigator

Previous Employer Loss Prevention Macy's Peabody MA From: 2011-2012
To: 2011-2012

Signature of Applicant

The signatures of five reputable citizens of applicant's city or town are required, at least one of whom must be an attorney. The undersigned consider the above applicant to be of good moral character. (PLEASE PRINT NAME & ADDRESS AND SIGN.)

| NAME | ADDRESS | SIGNATURE |
|--------------------------------|--|--------------------------|
| 1. <u>John Kelly</u> | <u>70 Lowell St Peabody</u> | <u>John Kelly</u> |
| 2. <u>Van Torres</u> | <u>30 Coleman St Peabody</u> | <u>Van Torres</u> |
| 3. <u>MIKE DIROSA</u> | <u>5 SASHA CIR PEABODY</u> | <u>Mike DiRosa</u> |
| 4. <u>RICHARD D'ANGELO</u> | <u>8 SASHA CIRCLE PEABODY MA 01960</u> | <u>Richard D'Angelo</u> |
| 5. <u>Robert C. Limardo SR</u> | <u>26 Murray Street Peabody Ma</u> | <u>Robert C. Limardo</u> |

Note: Application for appointment as constable shall be accompanied by a fee of Twenty-Five Dollars (\$25.00) for each year of the appointment, payable to the City of Salem to cover costs of processing. Fee must be received by the Mayor's office before appointment is presented to the City Council. A Bond must also be posted with the application covering entire period of re-appointment. Re-appointments may be made for periods of one, two or three years.

APPROVED: Chief John M. Hoff
(Chief of Police - Salem)

APPROVED: Mayor Paul Cell
(Chief of Police - Applicant's City/Town)



Effective Date: June 7th, 2016

Western Surety Company

CONSTABLE'S BOND

Bond No. 62798798

Devon P Dirosa, as Principal and WESTERN SURETY COMPANY, as Surety

The undersigned Principal and Surety are held and firmly bound unto the Collector-Treasurer of City of City of Salem in the sum of Five Thousand and 00/100 DOLLARS (\$ 5,000.00), to be paid to said Collector-Treasurer to which payment well and truly to be made they jointly and severally bind themselves, their heirs, executors, administrators, successors and assigns.

The condition of this obligation is, that if the undersigned Principal, having been appointed and confirmed a Constable of City of City of Salem, to hold office for the term ending June 7th, 2017, and until another be appointed and confirmed in his place, shall faithfully perform his duties as Constable in the service of all civil processes committed to him, this obligation shall become of no effect, otherwise it shall continue in full force.

Signed, sealed and delivered June 7th, 2016.

In the presence of

Witness

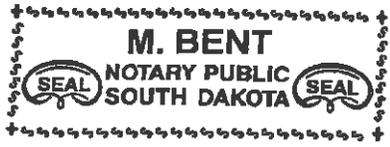
By [Signature] Principal
WESTERN SURETY COMPANY
By Paul T. Bruflat Surety
Paul T. Bruflat, Vice President

ACKNOWLEDGMENT OF SURETY (Corporate Officer)



STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

On this 7th day of June, 2016, before me appeared Paul T. Bruflat, to me personally known, who being by me duly sworn, did say that he is the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that the seal affixed to foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by authority of its board of directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



M. Bent
Notary Public

My Commission Expires March 2, 2020





CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Date May 24, 20 16

Office of the Mayor
City Hall
Salem, Massachusetts

Application is hereby made under Chapter 41, Section 91B, for appointment as Constable. (PLEASE PRINT OR TYPE)

Name Joseph Chiumiento Date of Birth 09-06-1988

Place of Birth Winchester (City) Massachusetts (State)

Home Address 127 Woburn Street (Street) Reading (City) 01867 (Zip)

Telephone (Home) --- (Business) --- (Cell) 781-325-3779

Present Employer (Name & Address) Massachusetts Constables office Position Held Deputy Constable

Previous Employer Feder Ground From: 04-20-2015 To: Present

Joseph Chiumiento
Signature of Applicant

The signatures of five reputable citizens of applicant's city or town are required, at least one of whom must be an attorney. The undersigned consider the above applicant to be of good moral character. (PLEASE PRINT NAME & ADDRESS AND SIGN.)

| NAME | ADDRESS | SIGNATURE |
|-----------------------|----------------------------------|-------------|
| 1. Jeffrey Green | 45 St James St Reading, MA | [Signature] |
| 2. Monte Ugel | 232 Chestnut St Boston, MA 02302 | [Signature] |
| 3. JESSICA KISSIMAN | 127 Woburn St Reading, MA 01867 | [Signature] |
| 4. [Signature] | 4 unit St Reading 01867 | [Signature] |
| 5. Effie Panagiotakis | 116 Front St, Sta 200, Salem, MA | [Signature] |

Note: Application for appointment as constable shall be accompanied by a fee of Twenty-Five Dollars (\$25.00) for each year of the appointment, payable to the City of Salem to cover costs of processing. Fee must be received by the Mayor's office before appointment is presented to the City Council. A Bond must also be posted with the application covering entire period of re-appointment. Re-appointments may be made for periods of one, two or three years.

APPROVED: [Signature]
(Chief of Police - Salem)

APPROVED: [Signature]
(Chief of Police - Applicant's City/Town)

MASSACHUSETTS CONSTABLE'S OFFICE

"SERVING WITH HONOR, PRIDE, AND INTEGRITY"

DARRYL C. HINES
CHIEF CONSTABLE



CHARLIE BAKER
GOVERNOR

ESSEX COUNTY FIELD OFFICE
1 DERBY SQUARE
SALEM, MA 01970
TELEPHONE (888) 637-3083
FAX (954) 204-3278

Chief Mary Butler
Salem Police Department
95 Margin Street
Salem, MA 01970

Re: Joseph Chiumiento's Constable Appointment

Dear Chief Butler,

I am respectfully asking you to consider signing off on the first step of the appointment for Mr. Joseph Chiumiento's as he is embarking on a new career path in law enforcement. He is currently employed as a Deputy with our agency.

Our mission is to bring back the honor and prestige to the office of the Constable. Please do not hesitate to contact me with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Craig Hines", with a long horizontal stroke extending to the right.

D. Craig Hines
Chief Constable



Effective Date: April 18th, 2016

Western Surety Company

CONSTABLE'S BOND

Bond No. 62748284

Joseph Chiumiento, as Principal and WESTERN SURETY COMPANY, as Surety

The undersigned Principal and Surety are held and firmly bound unto the Collector-Treasurer of City of Salem in the sum of Five Thousand and 00/100 DOLLARS (\$ 5,000.00), to be paid to said Collector-Treasurer to which payment well and truly to be made they jointly and severally bind themselves, their heirs, executors, administrators, successors and assigns.

The condition of this obligation is, that if the undersigned Principal, having been appointed and confirmed a Constable of City of Salem, to hold office for the term ending April 18th, 2017, and until another be appointed and confirmed in his place, shall faithfully perform his duties as Constable in the service of all civil processes committed to him, this obligation shall become of no effect, otherwise it shall continue in full force.

Signed, sealed and delivered April 22nd, 2016.

In the presence of

Witness

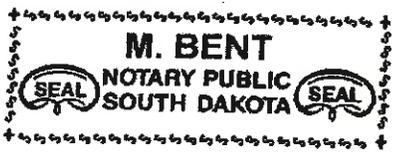
By _____ Principal
WESTERN SURETY COMPANY
By Paul T. Bruffat Surety
Paul T. Bruffat, Vice President

ACKNOWLEDGMENT OF SURETY (Corporate Officer)



STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

On this 22nd day of April, 2016, before me appeared Paul T. Bruffat, to me personally known, who being by me duly sworn, did say that he is the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that the seal affixed to foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by authority of its board of directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



M. Bent
Notary Public

My Commission Expires March 2, 2020



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

I appoint Scott Wesley Klotzbeecheer of 200 Manning Street 17B Hudson, MA 01749 to serve as a constable in the City of Salem for a term to expire May 27, 2017.

Very truly yours,

Kimberley Driscoll
Kimberley Driscoll
Mayor



cell

200
Manning
Street
17B
Hudson, Ma
01749

CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

Date April 11, 2016

Office of the Mayor
City Hall
Salem, Massachusetts

Application is hereby made under Chapter 41, Section 91B, for appointment as Constable. (PLEASE PRINT OR TYPE)

Name Scott Wesley Klotzbecker Date of Birth 07/10/1990

Place of Birth Boston MA
(City) (State)

Home Address 2 Woodedge Avenue Barnstable 02184
(Street) (City) (Zip)

Telephone (Home) _____ (Business) _____ (Cell) 781-492-8624

Present Employer (Name & Address) Massachusetts Constable Office Position Held Deputy Constable
1 Derby Sq Salem MA, 01970

Previous Employer Longwood Pubitz Safety From: 1/2012 - current
To: _____

Scott Klotzbecker
Signature of Applicant

The signatures of five reputable citizens of applicant's city or town are required, at least one of whom must be an attorney. The undersigned consider the above applicant to be of good moral character. (PLEASE PRINT NAME & ADDRESS AND SIGN.)

| NAME | ADDRESS | SIGNATURE |
|------------------------------|--|---------------------------------|
| 1. <u>Jeffrey Gregorick</u> | <u>48 Tremont</u> <u>Perth Amherst MA</u> | <u>[Signature]</u> |
| 2. <u>Kevin Carroll</u> | <u>72 Appleton Rd</u> <u>Framingham MA</u> | <u>[Signature]</u> <u>01701</u> |
| 3. <u>Dino LaCorte</u> | <u>12 Parallel St</u> <u>Salem MA</u> | <u>[Signature]</u> <u>01970</u> |
| 4. <u>Miguel Montalvo</u> | <u>32 Kathleen Rd</u> <u>Brockton MA</u> | <u>[Signature]</u> <u>01930</u> |
| 5. <u>Effie Panagiotakis</u> | <u>16 Front St</u> <u>200 Salem MA</u> | <u>[Signature]</u> <u>01904</u> |

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APPROVED: Kimberley Driscoll
(Chief of Police - Salem)

APPROVED: Deputy Chief Wayne T. [Signature]
(Chief of Police - Applicant's City/Town)



Effective Date: May 27th, 2016

Western Surety Company

CONSTABLE'S BOND

Bond No. 62797464

Scott Klotzbeecheer, as Principal and WESTERN SURETY COMPANY, as Surety

The undersigned Principal and Surety are held and firmly bound unto the Collector-Treasurer of Town of Salem in the sum of Five Thousand and 00/100 DOLLARS (\$ 5,000.00), to be paid to said Collector-Treasurer to which payment well and truly to be made they jointly and severally bind themselves, their heirs, executors, administrators, successors and assigns.

The condition of this obligation is, that if the undersigned Principal, having been appointed and confirmed a Constable of Town of Salem, to hold office for the term ending May 27th, 2017, and until another be appointed and confirmed in his place, shall faithfully perform his duties as Constable in the service of all civil processes committed to him, this obligation shall become of no effect, otherwise it shall continue in full force.

Signed, sealed and delivered May 27th, 2016

In the presence of

Witness

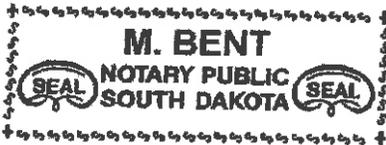
By _____ Principal
WESTERN SURETY COMPANY
By Paul T. Bruflat Surety
Paul T. Bruflat, Vice President

ACKNOWLEDGMENT OF SURETY (Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss



On this 27th day of May, 2016, before me appeared Paul T. Bruflat, to me personally known, who being by me duly sworn, did say that he is the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that the seal affixed to foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by authority of its board of directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



M. Bent

Notary Public

My Commission Expires March 2, 2020



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

I appoint Kevin A. Carroll of 72c Apple D'er Road in Framingham, MA 01701 to serve as a constable in the City of Salem for a term to expire May 26, 2017.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

Date 4/18/16, 20

Office of the Mayor
City Hall
Salem, Massachusetts

Application is hereby made under Chapter 41, Section 91B, for appointment as Constable. (PLEASE PRINT OR TYPE)

Name Kevin A. Carroll Date of Birth 9/10/1974

Place of Birth Norwood MA

Home Address 72C Apple Dor Rd Framingham 01701

Telephone (Home) 508-877-6614 (Business) 617-735-0600 (Cell) 413-563-7312

Present Employer (Name & Address) Longwood Public Safety, 429 Newbury St, Boston, MA Position Held Staff Sergeant

Previous Employer U.S. Security Services From: April 2013 To: Present

Presently Employed by Massachusetts Constables Office as well as a Deputy Constable. Signature of Applicant

The signatures of five reputable citizens of applicant's city or town are required, at least one of whom must be an attorney. The undersigned consider the above applicant to be of good moral character. (PLEASE PRINT NAME & ADDRESS AND SIGN.)

Table with 3 columns: NAME, ADDRESS, SIGNATURE. Contains 5 entries of citizen signatures and addresses.

Note: Application for appointment as constable shall be accompanied by a fee of Twenty-Five Dollars (\$25.00) for each year of the appointment, payable to the City of Salem to cover costs of processing. Fee must be received by the Mayor's office before appointment is presented to the City Council. A Bond must also be posted with the application covering entire period of re-appointment. Re-appointments may be made for periods of one, two or three years.

APPROVED: [Signature] (Chief of Police - Salem)

APPROVED: [Signature] (Chief of Police - Applicant's City/Town)



Effective Date: May 26th, 2016

Western Surety Company

CONSTABLE'S BOND

Bond No. 62791605

Kevin A Carol, as Principal and WESTERN SURETY COMPANY, as Surety

The undersigned Principal and Surety are held and firmly bound unto the Collector-Treasurer of City of Salem in the sum of Five Thousand and 00/100 DOLLARS (\$ 5,000.00), to be paid to said Collector-Treasurer to which payment well and truly to be made they jointly and severally bind themselves, their heirs, executors, administrators, successors and assigns.

The condition of this obligation is, that if the undersigned Principal, having been appointed and confirmed a Constable of City of Salem, to hold office for the term ending May 26th, 2017, and until another be appointed and confirmed in his place, shall faithfully perform his duties as Constable in the service of all civil processes committed to him, this obligation shall become of no effect, otherwise it shall continue in full force.

Signed, sealed and delivered May 23rd, 2016

In the presence of

Witness

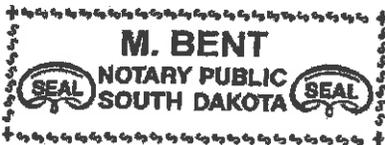
By _____ Principal
WESTERN SURETY COMPANY
By Paul T. Bruflat Surety
Paul T. Bruflat, Vice President

ACKNOWLEDGMENT OF SURETY (Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss



On this 23rd day of May, 2016, before me appeared Paul T. Bruflat, to me personally known, who being by me duly sworn, did say that he is the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that the seal affixed to foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by authority of its board of directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



M. Bent
Notary Public

My Commission Expires March 2, 2020



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation from Salem Moose Lodge 218 in the amount of Two Thousand and Two Hundred and Fifty-Five Dollars (\$2,255.00). These funds will be deposited into the Salem Police Department K-9 Fund 24121-4830.

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 Police Department K-9.

Very truly yours,

Kimberley Driscoll
Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 21, 2016

To accept the donation(s) listed below totaling Two Thousand and Two Hundred and Fifty-Five Dollars (\$2,255.00). These funds will be deposited into the Salem Police Department K-9 Fund 24121-4830 as listed in accordance with the recommendation of Her Honor the Mayor.

| From: | Fund Name | Org/Obj | Amount |
|-----------------------|-------------------|----------------|--------------------|
| Salem Moose Lodge 218 | K-9 Donation Fund | 24121-4830 | \$ 2,255.00 |
| Total | | | \$ 2,255.00 |



City of Salem, Massachusetts

Police Department Headquarters

CHIEF OF POLICE
MARY E. BUTLER

July 12, 2016

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

Dear Mayor Driscoll:

I would like to request that the enclose donation from the Salem Lodge No. 218/Loyal Order of Moose for Two Thousand Two Hundred Fifty-five and 00/100 be deposited into the following revenue fund:

Fund Name: K9 Donation Account
Fund Number: 2412
Org/Object: 24121-4830

The purpose of this donation is to support the K9 Program at the Salem Police Department.

Sincerely,

Mary E. Butler
Chief of Police

MEB:jc
Enclosure

SALEM LODGE NO. 218
LOYAL ORDER OF MOOSE
REGULAR ACCOUNT (978) 744-9708
50 GROVE ST
SALEM, MA 01970

SALEM FIVE
210 ESSEX STREET
SALEM, MA 01970

13228
53-7055/2113
7/11/2016

PAY TO THE ORDER OF SALEM POLICE K-9 UNIT

\$ **2,255.00

DOLLARS

Two Thousand Two Hundred Fifty-Five and 00/100*****

SALEM POLICE K-9 UNIT
95 MARGIN ST
SALEM MA 01970



Security Features Included.  Details on back.

MEMO:

SALEM MOOSE / K-9 GOLF TOURNAMENT

⑈013228⑈ ⑈211370558⑈ 0891607369⑈

SALEM LODGE NO. 218

SALEM POLICE K-9 UNIT

SALEM MOOSE / K-9 GOLF TOURNAMENT

2,255.00

13228

Checking - Cash

SALEM MOOSE / K-9 GOLF TOURNAMENT

2,255.00



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

July 21, 2016

**Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970**

Ladies and Gentlemen of the City Council:

The enclosed Order transfers Six Hundred Thousand Dollars (\$600,000) from the stabilization fund to the School Department collective bargaining reserve account (13930120-5171) to fund the settlement of our contract with the Salem Teachers Union.

This contract, which is for three years, represents the culmination of many months of good faith negotiations between School Department officials and the union. As you may be aware, the previous contract expired in 2014 and has continued, up to this point, on a year by year basis. Last month the union ratified the new contract by a vote of around 500 to 7 and the School Committee voted unanimously to do the same several days thereafter.

The contract provides Salem's teachers with a 2.5% pay increase each year for the three years it covers, as well as a 2% retroactive raise for the past fiscal year. This \$600,000 appropriation funds the FY16 2% raise and the FY17 2.5% raise. Increases for the future years will be reflected in those years' respective budgets. This is a progressive contract that allows for family-related medical leave and extends parental leave equally for new mothers and fathers, including in the adoption of a child.

From the perspective of strengthening our shared commitment to instructional excellence, we have expanded our investment in tuition reimbursement, including funding for stipends for Salem teachers who complete Salem State University courses, designated by the district, that are aligned with our schools' high needs populations. Our goal is to broaden our teachers' abilities to be able to meet the needs of English language learners and students with disabilities, regardless of the grade level or courses they teach. By giving our teachers the tools to help lift these students up, we can continue to move the needle on our schools' improvement.

I strongly recommend adoption of this transfer to fund the requirements of the ratified contract for FY16 and FY17. This contract was achieved through a collaborative process that involved all our school stakeholders in a thoughtful and cordial dialogue. It is forward-looking and fair.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

July 21, 2016

Ordered:

That the sum of Six Hundred Thousand Eight Dollars (\$600,000.00) is hereby appropriated from the "Stabilization Fund" to the school collective bargaining reserve line (13930120-5171) to fund the settlement of the Salem Teachers Union contract for FY 2017 in accordance with the recommendation of Her Honor the Mayor.

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

From: School Department Toni West Department Head Authorizing Signature 7/14/16 Date

Budget or R/Res Budget Amt: _____
Transfers To: 13930120 5171 Desc: Collective bargaining Balance: 600,000
(Org/Object)
 From: Stabilization Desc: _____ Balance: _____
(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)
 Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

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

Amount Requested: \$ 600,000.00
 Reason (Be Specific) _____

For Finance Department and Mayor's Use Only:

Budget Transfer Mayor Approval City Council Approval
 Free Cash Appropriation - City Council Approval - Gen Fund \$ _____
Free Cash Balance
 R/E Appropriation - Water \$ _____ R/E Appropriation Sewer \$ _____
R/E Balance R/E Balance
 Receipts Reserve - City Council Approval \$ _____
R/Res Fund Balance
 Raise & Appropriate Other Stabilization - 6,120,977.75

Recommendation: Approved Denied

Toni West
 Finance Director

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

July 7, 2016

Dear Mayor Driscoll,

As you know, we recently settled contracts with the Salem Teachers' and ACFSME unions, which included salary and benefit increases for our employees. We thank you for your continued support during this process.

As discussed during our negotiation meetings, we will need an additional appropriation of \$600,000 to fulfill our contractual obligations related to employee compensation as a result of these contract settlements. We ask that you please consider granting us this supplemental appropriation in FY17.

We are deeply grateful for the support and resources that you and the members of City Council have given to our schools in the past and for the coming year.

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

Sincerely,


Margarita Ruiz
Superintendent of Schools

Cc: Kristen Shaver, Business Administrator
Toni Mertz, Interim Business Administrator



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Nine Hundred Thousand (\$900,000.00) from the General Balance Reserved for Free Cash (1-3245) to the following Special Revenues funds.

| | |
|--------------------------------------|--------------|
| Stabilization Fund (8301) | \$200,000.00 |
| Capital Improvement Fund (2000) | \$200,000.00 |
| Retirement Stabilization Fund (8311) | \$500,000.00 |
| | <hr/> |
| | \$900,000.00 |

These routine appropriations are necessary to cover the end of year transfers from free cash.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council, July 21, 2016

Ordered:

That the sum of Nine Hundred Thousand (\$900,000.00) 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.

| | |
|--------------------------------------|---------------|
| Stabilization Fund (8301) | \$ 200,000.00 |
| Capital Improvement Fund (2000) | \$ 200,000.00 |
| Retirement Stabilization Fund (8311) | \$ 500,000.00 |
| | <hr/> |
| | \$ 900,000.00 |



City of Salem, Massachusetts

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

Kimberley L. Driscoll, Mayor

Sarah A. Stanton, Finance Director

July 14, 2016

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to transfer Two Hundred Thousand Dollars (\$200,000) from General Fund Balance Reserved for Free Cash to the special revenue fund: Stabilization. In addition to the aforementioned transfer, you will also find a request to transfer Two Hundred Thousand Dollars (\$200,000) from General Fund Balance Reserved for Free Cash to the special revenue fund: Short Term Capital Improvement. This is a routine end of year transfer.

Additionally, enclosed you will find a request to transfer Five Hundred Thousand Dollars (\$500,000) from General Fund Balance Reserved for Free Cash to the special revenue fund: Retirement Stabilization. As you know, the City did not fully fund the retirement stabilization account during the budget process. This transfer will help replenish said account, and cover for future retirement liabilities in FY17.

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

Best,

A handwritten signature in blue ink that reads "Sarah A. Stanton".

Sarah A. Stanton
Finance Director

CITY OF SALEM

Stabilization, Retirement Stabilization & CIP EOY Free Cash Appropriation

Date 6/30/16

Transfer To: 83011-4970

Desc: Stabilization Fund

Amount: \$ 200,000

Transfer To: 20001-4970

Desc: Capital Improvement Fund

Amount: \$ 200,000

Transfer To: 83111-4970

Desc: Retirement Stabilization Fund

500,000

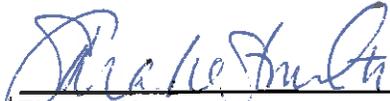
Reason: End of year transfers from free cash.

For Finance Dept and Mayor's Use Only:

Amount of Free Cash Certified: 963,896.85

Recommendation:

Approved Denied


Finance Director

Processed: Date: _____ By: _____

CO # _____ JE#: _____ Transfer #: _____



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates Thirty-One Thousand Six Hundred and Forty-Five Dollars (\$31,645) from the Capital Outlay Renovation and Repairs account (20003-584616) to fund the second of the two phases that comprise the electrical upgrade of the RV field at Winter Island.

As you may recall, the first phase of this project was funded in the FY16 capital program and placed the groundwork for the twelve pedestals that will be installed in the second phase. Each RV site pedestal will be constructed with the appropriate voltage, amps, and conduits needed to supply power to the entire system.

Winter Island continues to be a jewel among our over three dozen parks, playgrounds, and open recreational spaces. As an amenity for our residents and visitors, it is one of our top destinations. Over the last several years we have invested in upgrades to the park, a new walking trail, conservation efforts, and more. The completion of this project, which will be made possible through this appropriation, represents a continuation of that shared commitment. I recommend adoption of this Order so this work can advance.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

July 21, 2016

Ordered:

That the sum of Thirty-One Thousand Six Hundred and Forty-Five Dollars (\$31,645.00) is hereby appropriated within the "Capital Outlay Renovations & Repairs" account (20003-584616) to be expended for the *renovate electrical posts in the RV field at Winter Island* in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICE

5 Broad Street, Salem MA 01970

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

Fax (978) 744-7225

pobrien@salem.com

Kimberley Driscoll
MAYOR

Trish O'Brien
Superintendent

TO: The Honorable Mayor Kimberly Driscoll

FROM: Patricia O'Brien, Superintendent Parks, Recreation, Community Services

DATE: July 14, 2016

This letter is to request that the Phase II Electrical plan for Winter Island be approved in the amount of \$31,645. This is the final step to install 12 separate pedestal posts at each site with the appropriate voltage, amps and conduits necessary to run the RV field.

Thank you for your attention to this matter.

Sincerely,

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

Trish O'Brien
Superintendent
Parks, Recreation, and Community Service

CITY OF SALEM
Capital Outlay Expenditure Request Form

To: MAYOR

From: Department

Date July 14, 2016

PARKS, RECREATION, AND COMMUNITY SERVICE
(WINTER ISLAND)

Expense Line To : 16992-5846 - Renovations & Repairs

Amount: \$31,645.00

Description: Phase II Electrical Plan to complete installation of separate pedestal posts to the individual RV fields to accommodate the RV's with appropriate amps and voltage

For Finance Dept and Mayor's Use Only:

City Council Approval

Recommendation:

Approved Denied



Finance Director

Mayor

Processed: **Date:** _____ **By:** _____

CO # _____ **JE#** _____ **Trans #** _____



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order transfers Twenty-Five Thousand Dollars (\$25,000) from the Harbormaster's Receipts Reserved account (24341-4800) to the Harbormaster's Equipment Account (12952-5860).

These funds were given by Footprint as part of their Community Benefits Agreement (CBA) and were deposited in the Receipts Reserved account. They will be used to fund the City's local match of 25% for a Port Security Grant received in 2015. The grant is funding the Harbormaster's acquisition of a shallow draft security and response vessel.

As we continue to activate and make use of our waterfront in new and exciting ways, it is important that we ensure that our Harbormaster's department has the equipment and tools they require to keep our waterways and shores safe for all. It is especially beneficial in this instance that we are able to do so by using a combination of grant dollars and Footprint CBA dollars to fully fund this acquisition. I recommend approval of this Order to transfer these funds and enable our Harbormaster's department to purchase this vessel.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

July 21, 2016

Ordered:

That the sum of Twenty-Five Thousand Dollars (\$25,000.00) is hereby appropriated from the "Receipts Reserved – Harbormaster" account (24341-4800) to the FY 2017 "Harbormaster – Equipment" Account (12952-5860) in accordance with the recommendation of Her Honor the Mayor.



CAPT. BILL McHUGH
HARBORMASTER

CITY OF SALEM
Harbormaster

51 Winter Island Rd.
Salem, MA 01970
(978) 741-0098
Fax (978) 741-5641

June 27, 2016

Hon. Kimberley Driscoll
Salem City Hall
93 Washington Street
Salem, MA 01970

Dear Mayor Driscoll,

As you are aware, we are currently constructing a shallow draft response vessel utilizing funds from the 2015 Port Security Grant award. The terms of the grant dictate that the award recipient provide 25% of the monies to complete the project (s). In July of 2015, sixty-seven thousand dollars (\$67,000) was received from Footprint representing the first of two (2) payments stipulated in the Community Benefits Agreement. The funds were deposited in the Harbormaster Receipt Reserve account.

Accordingly, I am respectfully requesting that twenty-five thousand dollars (\$25,000) be transferred from Harbormaster Receipt Reserve (24341-4800) to Equipment (12952-5860) for the purpose of procuring a RECON CRAFT port security and response vessel.

Sincerely,

Bill McHugh
City of Salem Harbormaster

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

From: HARBORMASTER
 Department

W. E. MALL
 Department Head Authorizing Signature

6/20/16
 Date

Budget or R/Res

Transfers To: 12962-5B60 Desc: EQUIPMENT Budget Amt: _____
 (Org/Object) Balance: _____

From: 24341-4800 Desc: REC/RES Budget Amt: _____
 (*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines) Balance: 203,700

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

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

Amount Requested: \$ 25,000

Reason (Be Specific) 25% MATCH TO PORT SECURITY GRANT FUNDING FOR NEW RESPONSE CRAFT AND DETECTION EQUIPMENT. THIS 25% MATCH IS FUNDED THROUGH THE FOOTPRINT COMMUNITY BENEFITS AGREEMENT.

For Finance Department and Mayor's Use Only:

_____ Budget Transfer _____ Mayor Approval _____ City Council Approval
 _____ Free Cash Appropriation - City Council Approval - Gen Fund \$ _____
 Free Cash Balance
 _____ R/E Appropriation - Water \$ _____ R/E Balance
 _____ R/E Appropriation Sewer \$ _____ R/E Balance
 Receipts Reserve - City Council Approval \$ 195,982.84 6/27/16 MB
 R/Res Fund Balance
 _____ Raise & Appropriate _____ Other

Recommendation: _____ Approved _____ Denied

Sarah Smith
 Finance Director

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



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Sixty-Nine Thousand and Eighty Dollars and Ninety-Seven Cents (\$69,980.97) within the Capital Outlay Renovations & Repairs account (20003-584616).

This transfer is necessary to cover the costs for concrete flooring repairs in the apparatus bay at Fire Station 2 on North Street.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

July 21, 2016

Ordered:

That the sum of Sixty-Nine Thousand Nine Hundred and Eighty Dollars and Ninety-Seven Cents (\$69,980.97) is hereby appropriated within the "Capital Outlay Renovations & Repairs" account (20003-584616) to be expended for the *repair of the concrete flooring in the apparatus bay at Station 2 on North Street by the Fire Department* in accordance with the recommendation of Her Honor the Mayor.



City of Salem, Massachusetts
Fire Department

David W. Cody
Chief
(978) 744-6990
dcody@salem.com

48 Lafayette Street
Salem, Massachusetts 01970-3695
Tel. (978) 744-1235
Fax (978) 745-4646

Fire Prevention
Bureau
978-745-7777

July 5, 2016

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

Dear Mayor Driscoll:

Station 2 located at 142 North Street has developed some serious issues with the concrete flooring in the apparatus bay. Over the many years the Station has been in service, water has infiltrated the concrete causing a separation between the steel re-rod and the concrete. Reinforced concrete depends upon a solid connection between the steel and the concrete for its strength. It will be necessary to remove the weakened concrete from below and reform and support the apparatus floor. It is also necessary to repair and seal the floor in the truck bay to prevent future problems.

I respectfully request an appropriation from the short term CIP fund to support this much needed work. Enclosed is the proposal from the low bidder Peter Holland DBA/Spencer Contracting at \$51,992.00 for the base and \$17,988.97 for the top repair. Total job cost \$69,980.97

Sincerely,

David W. Cody
Chief of Department

Cc; finance
file

CITY OF SALEM
Capital Outlay Expenditure Request Form

To: MAYOR

From: Department FIRE

Date July 12, 2016

Expense Line To : 20003-586016 - Equipment

Amount:

Expense Line To : 20003-584616 - Renovations & Repairs

Amount: \$69,980.97

Description: Repairs to Fire Station # 2 concrete apparatus floor, 142 North Street
Salem, Ma. 01970

For Finance Dept and Mayor's Use Only:

City Council Approval

Recommendation:

Approved Denied



Finance Director

Mayor

Processed: Date: _____ By: _____

CO # _____ JE# _____ Trans # _____



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer (\$82,675.17) Eighty-Two Thousand, Six Hundred and Seventy-Five Dollars and Seventeen Cents from the "Retirement Stabilization Fund Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2016 contractual buyback listed for Salem Fire Department.

| NAME | DEPARTMENT | AMOUNT |
|---------------|------------|-------------|
| John Klinetob | Fire | \$43,872.09 |
| Jon Thomas | Fire | \$38,803.08 |

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 21, 2016

That the sum of Eighty-Two Thousand, Six Hundred and Seventy-Five Dollars and Seventeen Cent (\$82,675.17) in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2016 contractual buyback listed below in accordance with the recommendation of Her Honor the Mayor.

| Name | Department | Amount |
|---------------|-------------------|------------------|
| John Klientob | Fire | 43,872.09 |
| Jon Thomas | Fire | 38,803.08 |
| | | 82,675.17 |



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMERATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Sarah Stanton, Director of Finance
DATE: January 28, 2016
RE: Retirement Stabilization Fund

Attached are PAF's for 2 retired firefighters.
These former employees are contractually entitled to the following amounts in sick leave and vacation buy-back.

| | |
|---|--------------------|
| John Klinetob | |
| (2014)) 18 vacation days @ \$294.67 per day | \$5,304.06 |
| 90 sick days @ \$329.22 per day | \$29,629.68 |
| (2015) 23 vacation days @ \$301.43 per day | \$6,932.89 |
| SMV pro rated 151 days | 2,005.28 |
| | |
| Jon Thomas | |
| (2016) 24 vacation days @ \$296.99 | \$7,127.76 |
| SMV pro rated 151 days | \$2,005.28 |
| 90 sick days @ \$316.79 per day | \$28,511.04 |
| (2015) 4 vacation days @ \$289.75 per day | \$1,159.00 |
| | |
| Total: | \$82,674.99 |

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

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

LBC

Finance Director

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

From: Department Fire Date 6.6.16

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

NAME: Jon THOMAS

CALCULATION

2016
VACATION HOURS # 24 @ \$ 296.99 = \$ 7,127.76

SICK HOURS # 90 @ \$ 316.79 = \$ 28,511.04

SMV
PRO-RATED STIPENDS # 151 @ \$ _____ = \$ 2,005.28

2015 VACATION
OTHER DAYS # 4 @ \$ 299.75 = \$ 1,159.00

Total Amount Due: \$ 38,803.08

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

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

Org and Object: _____

Recommendation:

Approved

HR Director/City or Superintendent/Schools

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

From: Department Fire Date 6/6/16

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

NAME: John Kline, Job

CALCULATION

2015 DAYS
VACATION HOURS # 23 @ \$ 301.43 = \$ 6,932.89

DAYS
SICK HOURS # 90 @ \$ 329.22 = \$ 29,629.68

SIAV
PRO-RATED STIPENDS # 151 days @ \$ _____ = \$ 2,005.28

2014 Vacation
OTHER # 18 @ \$ 294.67 = \$ 5,304.24

Total Amount Due: \$ 43,872.09
 Please attach corresponding PAI or other backup to this sheet.

Reason: LOD Retirement

For Human Resources's Use Only:

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

Org and Object: 83113 - 5146

Recommendation:

Approved

 HR Director/City or Superintendent/Schools



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Five Thousand, One Hundred and Thirty-Six Dollars and Seventy Cents (\$5,136.70) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback (83113-5146) to fund the retirement buyback cost for the following:

| Name | Dept | Amount |
|-------------|----------|------------|
| Lynn Duncan | Planning | \$5,136.70 |

Total: \$5,136.70

I recommend passage of the accompanying Order.

Very truly yours,


Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 21, 2016

That the sum of Five Thousand, One Hundred and Thirty-Six Dollars and Seventy Cents (\$5,136.70) in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2016 contractual buyback listed below in accordance with the recommendation of Her Honor the Mayor.

| Name | Department | Amount |
|-------------|------------|-----------------|
| Lynn Duncan | Planning | 5,136.70 |
| | | 5,136.70 |



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Sarah Stanton, Director of Finance
DATE: July 6, 2016
RE: Retirement Stabilization Fund

Attached is a PAF for a former employee of the Planning and Community Development Department:

This former employee is entitled to the following amount:

Lynn G. Duncan:

96.50 vacation hours @ \$53.23 per hour: \$5136.70

TOTAL DUE: \$5136.70

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

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

Finance Director

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

From: Department: Planning **Date:** July 6, 2016

Authorized Signature: *Kathleen M. Winn*
Department Head/City or Business Manager/School

NAME: Lynn G. Duncan

CALCULATION

VACATION HOURS # 96.50 @ \$53.23/hour = \$5136.70

SICK DAYS # _____ @ \$ _____ = \$ _____

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$5136.70.

Please attach corresponding PAF or other backup to this sheet.

Reason:

Lynn G. Duncan retired on June 30, 2016 and is entitled to payout of her accrued, unused vacation leave.

For Human Resources's Use Only:

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

Org and Object: 83113-5146

Recommendation:

Approved

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Sixty-Four Thousand, Five Hundred and Ninety Dollars and Fifty-Two Cents (\$64,590.52) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback (83113-5146) to fund the retirement buyback cost for the following:

| Name | Dept | Amount |
|-------------|--------|-------------|
| Glen Beudet | Fire | \$64,590.52 |
| | Total: | \$64,590.52 |

I recommend passage of the accompanying Order.

Very truly yours,


Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 21, 2016

That the sum of Sixty-Four Thousand, Five Hundred and Ninety Dollars and Fifty-Two Cents (\$64,590.52) in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2016 contractual buyback listed below in accordance with the recommendation of Her Honor the Mayor.

| Name | Department | Amount |
|--------------|-------------------|------------------|
| Glen Beaudet | Fire | 64,590.52 |
| | | 64,590.52 |



EMILY REILLY DRISCOLL
MAYOR

Lisa B. Campbell
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

HUMAN RESOURCES
120 WASHINGTON STREET
TEL: (978) 745-9595 EXT. 5630
FAX: (978) 745-7798

MEMORANDUM

TO: Sarah Stanton, Director of Finance
DATE: July 18, 2016
RE: Retirement Stabilization Fund

Attached is a PAE for a former employee of the Salem Fire Department.

This former employee is contractually entitled to the following amounts:

Glen Beaudet

| | |
|--|-------------|
| 90 sick days @ \$502.65 per day | \$45,238.50 |
| 24 vacation days @ \$471.23 per day "2016" | 11,309.52 |
| 190 SMV pro rated days | 2,524.66 |
| 12 vacation days @ \$294.67 "2015" | 5,517.84 |

TOTAL DUE: \$64,590.52

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 MUNJS and issue payments to this former employee upon Council approval.

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

Finance Director

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

From: Department Five Date 7-11-16

Authorized Signature: [Signature] 7-4-16
Department Head City or Business Manager School

NAME: _____

CALCULATION

2016 DAYS
VACATION HOURS # 24 @ \$ 471.23 = \$ 11,309.52

DAYS
SICK HOURS = 90 @ \$ 502.65 = \$ 45,238.50

SMV
PRO-RATED STIPENDS = 190 @ \$ _____ = \$ 2,524.66

2015
OTHER VACATION DAYS = 12 @ \$ 459.82 = \$ 5,517.84

Total Amount Due: \$ 64,590.34 ~~52~~
Please attach corresponding PAM or other backup to this sheet

Reason: Retirement

For Human Resources's Use Only:

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

Org and Object: 83113 5746

Recommendation:

Approved

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

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 and Eight One Thousand Seven Hundred and Thirty-One dollars and Fifty-Two cents (\$281,731.52) in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

| Name | Department | Amount |
|--------------------|------------|-------------------|
| Patricia Mercier | School | 30,382.27 |
| Thomas Tone | School | 9,069.73 |
| Pamela Broderick | School | 31,014.49 |
| Elizabeth Burke | School | 35,509.66 |
| Alayne Fix | School | 35,644.90 |
| Craig Jackson | School | 32,281.51 |
| Janis Lavine | School | 32,281.51 |
| Linda Luneau | School | 15,507.24 |
| Marianne Martineau | School | 29,657.94 |
| Carla Meagher | School | 30,382.27 |
| Total | | 281,731.52 |

I recommend passage of the accompanying Order.

Very truly yours,

Kimberley Driscoll
Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 21, 2016

That the sum of Two Hundred and Eighty-One Thousand, Seven Hundred and Thirty-One Dollars and Fifty-Two Cents (\$281,731.52) in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2016 contractual buyback listed below in accordance with the recommendation of Her Honor the Mayor.

| Name | Department | Amount |
|--------------------|-------------------|-------------------|
| Patricia Mercier | School | 30,382.27 |
| Thomas Tone | School | 9,069.73 |
| Pamela Broderick | School | 31,014.49 |
| Elizabeth Burke | School | 35,509.66 |
| Alayne Fix | School | 35,644.90 |
| Craig Jackson | School | 32,281.51 |
| Janis Lavine | School | 32,281.51 |
| Linda Luneau | School | 15,507.24 |
| Marianne Martineau | School | 29,657.94 |
| Carla Meagher | School | 30,382.27 |
| Total | | 281,731.52 |



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA P. CAMERON
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Sarah Stanton, Director of Finance
DATE: July 18, 2016
RE: Retirement Stabilization Fund

Attached are PAF's for 10 retired school teachers.
These former employees are entitled to the following amounts

| | |
|-----------------------------------|---------------------|
| Patricia Mercier | |
| 80 sick days @ \$379.7784 per day | \$30,382.27 |
| Thomas Tone | |
| 25 sick days @ \$362.7892 per day | 9,069.73 |
| Pamela Broderick | |
| 80 sick days @ \$387.6811 per day | 31,014.49 |
| Elizabeth Burke | |
| 80 sick days @ \$443.8708 per day | 35,509.66 |
| Alayne Fix | |
| 80 sick days @ \$445.5613 per day | 35,644.90 |
| Craig Jackson | |
| 80 sick days @ \$403.5189 per day | 32,281.51 |
| Janis Lavine | |
| 80 sick days @ \$403.5189 per day | 32,281.51 |
| Linda Luneau | |
| 40 sick days @ \$387.6811 per day | 15,507.24 |
| Marianne Martineau | |
| 80 sick days @ \$370.7243 per day | 29,657.94 |
| Carla Meagher | |
| 80 sick days @ \$379.7784 per day | 30,382.27 |
| TOTAL DUE: | \$281,731.52 |

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

Finance Director



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of One Hundred and Fourteen Thousand, One Hundred and Ninety-Seven Dollars and Ninety-Seven Cents (\$114,197.97) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to fund the retirement buyback costs to be expended for the employee listed below.

| NAME | DEPARTMENT | AMOUNT |
|------------------|------------|-------------|
| Richard Gagnon | Police | \$49,687.20 |
| Mark Fabiszewski | Police | \$21,214.66 |
| Peter Baglioni | Police | \$43,296.11 |

Total: \$114,197.97

I recommend passage of the accompanying Order.

Very truly yours,

Handwritten signature of Kimberley Driscoll in black ink.

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

July 21, 2016

That the sum of One Hundred and Fourteen Thousand, One Hundred and Ninety-Seven Dollars and Ninety-Seven Cents (\$114,197.97) in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2016 contractual buyback listed below in accordance with the recommendation of Her Honor the Mayor.

| Name | Department | Amount |
|------------------|-------------------|-------------------|
| Richard Gagnon | Police | 49,687.20 |
| Mark Fabiszewski | Police | 21,214.66 |
| Peter Baglioni | Police | 43,296.11 |
| TOTAL | | 114,197.97 |



KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMERON
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

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

MEMORANDUM

TO: Sarah Stanton, Director of Finance
DATE: July 18, 2016
RE: Retirement Stabilization Fund

Attached are PAF's for 3 retired Police Officers.

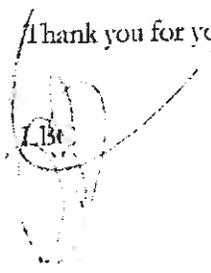
These former employees are contractually entitled to the following amounts in sick leave and vacation buy back.

| | |
|-------------------------------------|--------------------|
| Richard Gagnon | |
| 54 vacation days @ \$345.05 per day | \$18,632.70 |
| 90 sick days @ \$345.05 per day | 31,054.50 |
| Total: | \$49,687.20 |
| Mark Fabiszewski | |
| 25 vacation days @ \$268.54 per day | \$6,713.50 |
| 54 sick days @ \$268.54 per day | 14,501.16 |
| Total: | \$21,214.66 |
| Peter Baglioni | |
| 53 vacation days @ \$302.77 per day | \$16,046.81 |
| 90 sick days @ \$302.77 per day | 27,249.30 |
| Total: | \$43,296.11 |

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.

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


Finance Director





CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order sends a home rule petition to the legislature to create a new all alcohol license for a new restaurant, Kokeshi, at 41 Lafayette Street being developed by Larry Leibowitz and Tim Haigh, who currently run Bambolina on Derby Street.

The applicant meets all of the criteria for special act licenses, including a lack of applicable and available licenses on the private market, a location in the B-5 zone, the creation of 20 new jobs, engagement in our business community, an agreement to pay the fees established by the Licensing Board, and an understanding that the new license shall be tied to the premises and not transferred to another location.

This exciting new business represents a step forward in the continued resurgence of downtown Salem. I hope you will support this Order to send this petition to the legislature as quickly as possible, so that the sometimes lengthy state-level process may get underway as soon as feasible and avoid delaying this business' opening.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem

RAGAZZA HOSPITALITY GROUP

To: Salem, MA Licensing Board

Re: Request for home rule full liquor license

July 18, 2016

Dear Mayor Driscoll,

We are writing to request a home rule full liquor license for our new restaurant venture. Currently with *Bambolina* restaurant, we hold an annual beer and wine license and have been in good standing since inception. We are proud to open a new concept, Called *Kokeshi* in the downtown area that highlights Asian noodles & themed shared plate menu items. The menu will incorporate Ramen, Pho, Curry and other noodle & noodle soup items in a casual atmosphere that is inviting to family's, locals, and tourists. We are proud of Salem and want nothing more than for it to be a culinary epicenter on the North Shore. Our concept is approachable, familiar and yet has a bit of culinary ethnic appeal. The space is located at 41 Lafayette street in one section of the Salem Laundry building next to the *Salem Cheese Shop* and *A&J King bakery*. We envision being part of an already booming culinary heat map of the city and set out to further stitch the downtown center with the wharf area via Derby Street. Combined, Tim and I have over 40 years of restaurant and hospitality experience. Our goal is to create a destination dining outlet with a complimenting beverage program that is well thought out, carries out our theme, and perpetuates the brand. We are local operators with a mission to be ever present in the community through charity functions, philanthropy and general Salem promotional events. As such, we have a proven track record for hiring local staff members, many from low and moderate income levels and take pride in succession planning with our staff encouraging them to grow in our organization. We fully intend to do the same with *Kokeshi Noodle* creating 20 new jobs.

Our proposed location is below and to the left of the *Derby Lofts*, a residential living complex. We have already taken a proactive approach to engage with the residents by hosting 2 casual 'meet and greet' events at *Bambolina* several weeks ago. That opportunity allowed us to meet our prospective neighbors, provide them a sneak peak of the architectural drawings and engaged them in a question and answer session. This was quite successful as it allowed us to mitigate any myths and emphasize our approach to boasting a culinary program at the forefront with a beverage program to complement the food, not vice versa. We welcome a review from the design board and look forward to presenting our plan(s) for beautifying the façade while taking advantage of the rich architecture and history of the space.

Thank you for considering our request.

Sincerely,



Larry Leibowitz & Tim Haigh



CITY OF SALEM

In City Council, July 21, 2016

Ordered:

That a petition to the General Court, accompanied by a bill for a certain additional liquor license notwithstanding the provisions of Section 17 and 17A of chapter 138 of the General Laws as set forth below, be filed with an attested copy of this Order be, and hereby is, approved pursuant to 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 intent of this home rule petition:

AN ACT authorizing the City of Salem to grant one additional licenses for the sale of alcoholic beverages to be drunk on the premises.

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

SECTION 1. Notwithstanding section 17 and 17A of chapter 138 of the General Laws, the licensing authority of the city of Salem may grant one additional license for the sale of all alcoholic beverages to be drunk on the premises pursuant to section 12 of said chapter 138 to Ragazza Hospitality Group, to be located at 41 Lafayette Street. The license shall be subject to all of said chapter 138 except section 17 and 17A.

The licensing authority shall not approve the transfer of the license to any other location but it may grant the license to a new applicant at the same location if the applicant files with the licensing authority a letter from the department of revenue and a letter from the department of unemployment assistance indicating that the license is in good standing with those departments and that all applicable taxes, fees and contributions have been paid.

If the license granted pursuant to this act is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority which may then grant the license to a new applicant at the same location and under the same conditions as specified in this section.

SECTION 2. (a) The city of Salem shall charge a fee for the granting of an annual license for the sale of all alcoholic beverages pursuant to this act which shall be paid by the licensee at the time of issuance unless the licensing authority agrees to enter into an arrangement with the licensee which would enable the fee to be divided into multiple payments or prorated over multiple periods of time. If the city elects to accept prorated payments over time from a licensee, the option shall be made available, upon request, to all qualified applicants for a licensure.

(b) Any fee collected by the city of Salem for a license granted under this act which is greater than the amount of the fee charged for an annual renewal of a similar license issued by the city, shall be deposited into the city's economic development account and expended by it in a manner consistent with the purposes of this account.

SECTION 3. This act shall take effect upon its passage.



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

July 21, 2016

**Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970**

Ladies and Gentlemen of the City Council:

Enclosed is an Order creating a new revolving fund for revenues generated from the sale of Solar Renewable Energy Certificates (SREC). Revolving funds require an annual authorization vote during the budget process and a vote by the Council to establish any new fund.

Through the Mass DOER's Decommissioned Coal Power Plant Grant Program and contributions from Footprint, the City will purchase and install a total of 921 kW of rooftop solar photovoltaic (PV) at the Witchcraft Heights Elementary School and the Bentley Elementary School.

No City funds will be utilized for the purchase and installation of these panels, which will cost \$2,812,710 total. The \$1,285,700 project at Bentley Elementary School is being funded by Footprint Power and the DOER's Decommissioned Coal Power Plant Grant Program: \$1,048,200 from Footprint, \$237,500 from the DOER grant funding. Footprint will be reimbursed the first \$490,000 from the SREC revenues, about 2 ½ years of SREC income. The remaining cost of the Witchcraft Heights panels, \$1,527,010, will be covered by the DOER grant. Both installations will have a 25-year warranty and the system will be monitored by the installer, who will help facilitate any necessary maintenance that may arise.

The City will own the panels and, therefore, will be entitled to the SREC income that occurs with solar PV generation, after the initial \$490,000 payback to Footprint. Each megawatt of electricity that the panels generate creates a SREC that is then sold in the renewable energy certificate market.

Based on a conservative estimate of \$228 per certificate, the following income levels are projected from these panels:

| | Monthly SREC Income | Annual SREC Income |
|---------------------------------------|----------------------------|---------------------------|
| Bentley PV (430 kW) | \$9,291 | \$111,492 |
| Witchcraft Heights PV (491 kW) | \$10,609 | \$127,308 |
| Total | \$19,900 | \$238,800 |

The School Committee has approved the project and installation will take place this summer. The creation of this revolving loan fund is necessary to receive and expend the funds from the SRECs, which will be used exclusively for the schools' electrical bills. While the monthly electricity bill for each school varies, on average over the last year the Bentley's bill was about \$1,900 per month and Witchcraft Height's was about \$4,000 per month.

If you have any questions please feel free to contact either Sarah Stanton or Jeff Elie.

Very truly yours,



Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

July 21, 2016

That the City of Salem hereby requests the adoption of Solar Renewable Energy Certificate revolving fund in accordance with M.G.L. Chapter 44, Section 53E ½ which authorizes special purpose revolving funds in accordance with the recommendation of Her Honor the Mayor



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

July 18, 2016

Mayor Kim Driscoll
Salem City Hall
Salem, Massachusetts 01970

Dear Mayor Driscoll,

Enclosed is a request to establish a new revolving fund for Solar Renewable Energy Credits. Through the Mass DOER's Decommissioned Coal Power Plant Grant Program and contributions from Footprint, the City will purchase and install a total of 921 kW of rooftop solar photovoltaic at the Witchcraft Heights and Bentley schools.

No City funds will be utilized for the purchase and installation of these panels, which will cost \$2,812,710. The \$1,285,700 project at Bentley is being funded by Footprint Power and the DOER's Decommissioned Coal Power Plant Grant Program: \$1,048,200 from Footprint, \$237,500 from the DOER grant funding. Footprint will be reimbursed the first \$490,000 from the SREC revenues, about 2 1/2 years of SREC income. The remaining cost of the Witchcraft Heights panels, \$1,527,010, will be covered by the DOER grant. Both installations have a 25-year warranty and the system will be monitored by the installer, who will help facilitate any necessary maintenance that may arise.

The City will own the panels and, therefore, will be entitled to the SREC income that occurs with solar PV generation, after the initial \$490,000 payback to Footprint. Each megawatt of electricity that the panels generate creates a SREC that is then sold in the renewable energy credit market. Based on a conservative estimate of \$228 per credit, the following income levels are projected from these panels:

| | Monthly SREC Income | Annual SREC Income |
|---------------------------------------|----------------------------|---------------------------|
| Bentley PV (430 kW) | \$9,291 | \$111,492 |
| Witchcraft Heights PV (491 kW) | \$10,609 | \$127,308 |
| Total | \$19,900 | \$238,800 |

The creation of this revolving loan fund is necessary to receive and expend the funds from the SRECs, which will be used exclusively for the schools' electrical bills. While the monthly electricity bill for each school varies, on average over the last year the Bentley's bill was about \$1,900 per month and Witchcraft Height's was about \$4,000 per month.

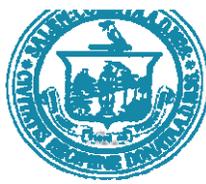
Very truly yours,

Kathleen M. Winn
Acting Director
Department of Planning & Community Development
City of Salem

| Dept. | Fund Name | Fund # | Programs & Purposes | Type of Receipts Credited | Authorization for Spending | Budget Request Maximum Annual Expenditures |
|---------------|-----------|--------|------------------------------|--|----------------------------|--|
| Planning | SREC Fund | | To off-set electrical costs. | Solar Renewable Energy Credits received for rooftop solar photovoltaic systems on City and school buildings. | Department Head And Mayor | \$ 250,000.00 |
| Totals | | | | | | \$ 250,000.00 |

MGL Chapter 44, Section 53E 1/2 authorizes the establishment of the revolving funds as herein described. Expenditures from said funds shall not exceed the amount of funds received in the respective accounts or as authorized as stated, shall come from any funds received by the respective boards for performing services, shall be used solely for the purpose of implementing the programs delineated and shall be approved by a majority vote of any respective boards.

Kathleen Mullema
 Department Head Signature & Date 7-18-2016



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

July 15, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Dear Councillors,

I am reaching out to you in connection with the recently discussed alternative plan submitted by F.W. Webb for the Universal Steel site. I would like to provide some additional information regarding the project and outline some next steps in order to determine if there is a collective desire to move forward with this project. Most importantly, I have attached a proposed resolution that I hope the full body will adopt at your July 21st meeting as a means to demonstrate whether there is adequate support in favor of Webb's alternative proposal.

As indicated in the attached materials, F.W. Webb is interested in purchasing the Universal Steel lot for use as a parking lot, loading area and external storage area. They will agree to accept a deed restriction prohibiting construction of a building on this lot, and instead, build an addition on the other side of their existing brick building to include new office, sales and showroom space. They do not anticipate utilizing the Alpha Auto lot or the adjacent city way/easement as part of the development plan.

Disposition

As you know, the Council has voted to declare the Universal Steel lot surplus, thus paving the way for the sale of the lot. We have updated the appraisals for the Universal Steel lot to take into consideration different use alternatives. The appraiser's revised value of the lot ranges from \$355,000 (parking lot with 'no build' prohibition) to \$750,000 (developable parking lot). The prior Request for Proposal (RFP) set a minimum value of \$990,000, the original appraised value of this developable lot. The City only received one proposal in response to the RFP, from F. W. Webb. Given that we do not expect to sell this lot under the terms of the prior RFP, along with the amount of time and resources that have gone into the proposed Webb alternative plan, I would suggest that we dispose of this parcel via tax title auction. This process would enable us to move forward in an expeditious manner, while still enabling any interested parties to bid on the purchase of this site. This parcel was subject to a tax title taking by the City due to an outstanding principal balance of approximately \$287,000, plus interest.

Zoning

F.W. Webb is requesting that the current Universal Steel lot and their existing brick building lot be re-zoned to B-4 to accommodate their plans to expand. As you may know, the current

Universal Steel lot is zoned R-2 and the current Webb brick building lot is zoned NRCC. As noted above, F.W. Webb intends to utilize the Universal Steel lot as an accessory use to their primary use next door, their plumbing supply warehouse, showroom, and retail facility. A parking lot is not an allowed use in the R-2, but it is allowable as an accessory use in the B-4. Furthermore, with the establishment now of a deed restriction on the property, in combination with the existing Activity and Use Limitation, no housing development will ever likely be constructed on the site. The company has requested their current property be rezoned to be consistent with the proposed B-4 zone at 297 Bridge Street given that the lots will merge into one lot and the B-4 zone is consistent with the current and historical use of the building by F.W. Webb on this lot.

I am sensitive to the fact that there may be some concern with the removal of 293 Bridge Street from the NRCC Zone, in that it will therefore also be removed from requiring Design Review Board approval for the proposed changes to the building. I have spoken with F.W. Webb officials about this and they have committed to participating in an informal Design Review Board process, although it is not a requirement of the B-4 zone. In addition, they will also require permits and approvals from the Planning Board for site plan review and from the Conservation Commission, whether they are in the B-4 or the NRCC Zoning District.

Alpha Auto Parcel

The Alpha Auto parcel was purchased by F.W. Webb for \$375,000, in anticipation of their original proposal to construct a new facility on the Universal Steel lot. With this revised, alternative plan, they do not have a use for this parcel as part of their redevelopment. Given the proximity of this lot to residential abutters and the adjacent city way/easement, I have made inquiries with Webb about whether they would be interested in disposing of this parcel to the City in some manner. As you may recall, their original plan included clearing this lot for parking. If it were transferred to the City, we could work with the neighborhood and ward councilor to identify an appropriate re-use for the lot (open space, parking, some combination, or other ideas etc.) as well as an improvement plan for the adjacent Beckford Way. I have attached a map highlighting this area to give you an idea of this parcel, along with the city way/easement. Officials from F.W. Webb have indicated a willingness to negotiate the transfer of the Alpha lot to the City contingent upon total acquisition costs for the Universal Steel lot. Lastly, of course, prior to any municipal re-use of this lot we would want to undertake due diligence on the current site conditions to ensure that any potential 21E issues are addressed.

Parcel B

As you may recall, there is a small, separate parcel adjacent to the city way that is used by a property on River Street for rear lot parking. F.W. Webb was the successful bidder for this site, but I do not believe they will need this small parcel as part of the alternative plan. The original proposal by F.W. Webb included an easement to allow for parking and access on this site. The abutting property owner has expressed an interest in this parcel and we would propose auctioning this lot off separately as well to allow the abutter an opportunity to acquire this site. I believe the value of this lot is \$10,000.

Mass Development Funding

As you know, Mass Development provided \$500,000 in funds as part of a joint remediation project with DEP and EPA. The Mass Development funding documents allow the City to pay off 'liens' ahead of any brownfield repayments to Mass Development. Given that the City has an outstanding tax lien on this site and that we would be selling it as part of a tax title auction, we believe that City would be entitled to the first \$287,000 of sale proceeds. Further, all repayment obligations to Mass Development expire in October, 2017.

City Council Resolution

The enclosed resolution is consistent with my commitment to seek your vote of approval before advancing any disposition of this property. The tax title auction process, allowable under state law, is less costly and time-consuming than re-issuing an RFP. In addition, the resolution seeks to gauge your support for a zoning change to B-4 for both the Universal Steel lot and the existing F.W. Webb parcel. As you know, the actual re-zoning process will require a joint public hearing with the Planning Board and likely will not get underway until September, but given all that has transpired with respect to this project, officials at F.W. Webb are hoping to determine whether there is support in the Council for their alternative plan.

The process to advance F.W. Webb's goal of growing here in Salem, a community they have called home for generations, has been long and at times, frustrating for all involved. However, I believe officials at F. W. Webb have demonstrated their commitment to our community, as evidence by them scaling back their proposal, changing the location and size of the construction, establishing a deed restriction to prevent any future construction on the Universal Steel parcel and volunteering for a design review process for their proposed new addition.

I strongly urge you to approve the resolution and the rezoning, and allow this plan to advance.

Very truly yours,



Kim Driscoll
Mayor



CITY OF SALEM

In City Council,

Resolved

A RESOLUTION REGARDING THE DISPOSITION OF THE FORMER UNIVERSAL STEEL PARCEL AND THE REZONING OF 293 BRIDGE STREET AND 297 BRIDGE STREET

Whereas: F.W. Webb has presented an alternative plan for their expansion project and the reuse of the former Universal Steel property at 297 Bridge Street that reduces the size and changes the location of the construction in response to neighbors' concerns; and

Whereas: F.W. Webb will establish a deed restriction preventing any future construction on 297 Bridge Street, in addition to the existing Activity and Use Limitation; and

Whereas: F.W. Webb has committed to participating in a Design Review Board review of their plans, even if 293 Bridge Street is rezoned as B-4; and

Whereas: A parking lot is not an allowed use in the R-2 zone, but is allowable as an accessory use in the B-4; and

Whereas: F.W. Webb has requested their current property be rezoned to be consistent with the proposed B-4 zone at 297 Bridge Street given that the lots will merge under the alternative proposal and the B-4 zone is consistent with the current and historical use of the building by F.W. Webb on this lot; and

Whereas: F.W. Webb has indicated an interest in working with the City on a transfer of the parcel at 311 Bridge Street (Alpha Auto site) for municipal use as neighborhood open space, parking, etc.; and

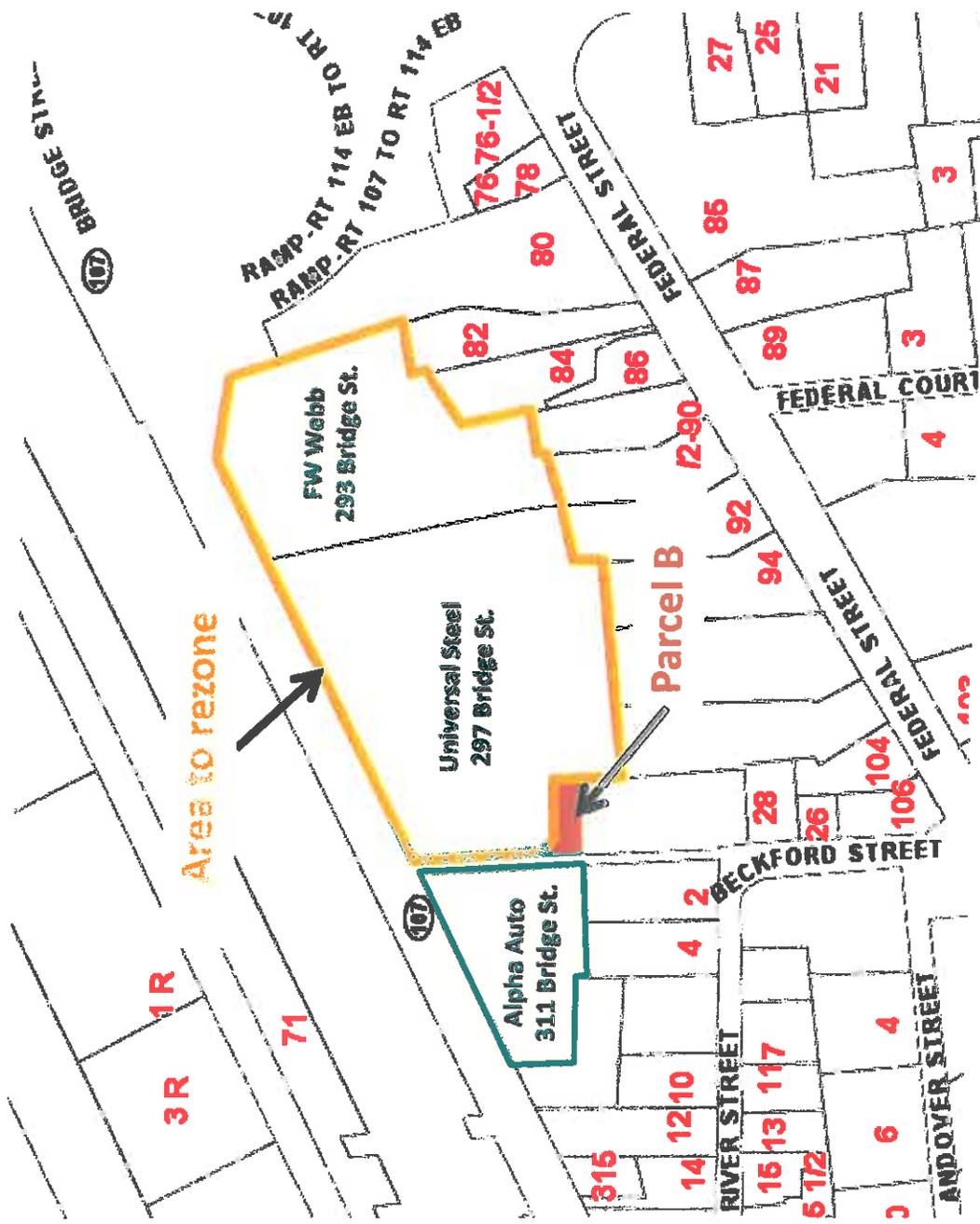
Whereas: the unimproved public way of Beckford Way will remain a public way and not be discontinued under the alternative plan; and

Whereas: F.W. Webb is one of Salem's oldest continually operating businesses, having been a part of our community for over seven decades; and

Whereas: The Salem City Council has already voted to designate 297 Bridge Street as being surplus; and

NOW, THEREFORE, BE IT RESOLVED

1. That the City Council of Salem, Massachusetts, hereby expresses its support of the Administration disposing of the property at 297 Bridge Street (formerly the Universal Steel Site) via a tax title public auction process, as allowed and specified under the applicable sections of Chapter 60 of the Massachusetts General Laws; and
2. That the City Council hereby expresses its support for rezoning the property at 297 Bridge Street (formerly the Universal Steel site) as well as the current F.W. Webb parcel located at 293 Bridge Street into the B-4 Zone.
3. That the City Council hereby expresses its support for the subdivision of Parcel B from 297 Bridge Street (as shown on the attached plan) and to allow it to remain in the R-2 zone and be separately auctioned for the benefit of the neighborhood/abutters.
4. That the City Council hereby expresses its support for the Administration working with F.W. Webb to obtain a transfer/acquisition of the Alpha Auto site to the City of Salem.



City of Salem

In the year Two Thousand and Sixteen

An Ordinance to amend ordinance relative to a Zoning Map change

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

Section I. The parcel of real property situated at 293 Bridge Street, City Assessor's Map and Lot No. 26-0634, currently zoned North River Canal Corridor (NRCC), be rezoned to Business Wholesale and Automotive (B-4).

Section II. A 52,491 s.f. portion of real property situated at 297 Bridge Street, City Assessor's Map and Lot No. 26-0635, currently zoned Residential Two-Family (R-2) and shown as Lot 1 on a plan entitled "Plan of Land 297-305 Bridge Street, Salem" prepared by North Shore Survey Corp., dated July 12, 2016 and on file with the City Clerk, be rezoned to Business Wholesale and Automotive (B-4).

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

July 21, 2016

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you may recall, last fiscal year you appropriated funds to enable the City to retain Applied Coastal Research and Engineering, a consulting firm, to conduct a closer study of the newly issued FEMA floor insurance rate maps. I am writing to let you know that the firm has completed their review and we will be submitting a Letter of Map Revision to FEMA, along with supporting technical documentation, in the hopes that FEMA will accept the proposed revision to the flood zones. A copy of the consultant's memo, which is the basis for the letter, is enclosed, as are the revised maps.

These changes, if accepted by FEMA, would remove a number of private properties from the flood zone, eliminating the requirement for these owners to carry flood insurance. Other properties remaining in the flood zone may have a lower base flood elevation.

We have invited homeowners in the impacted areas to attend an informational meeting with the team from Applied Coastal to learn more about how these map changes, if accepted by FEMA, would impact their insurance requirements. The meeting will be held on September 14, 6:30 p.m., at 120 Washington Street.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



Applied Coastal Research and Engineering, Inc.
766 Falmouth Road
Suite A-1
Mashpee, MA 02649

MEMORANDUM

Date: June 30, 2016

To: Tom Devine, City of Salem
Department of Planning & Community Development

From: Sean W. Kelley, P.E.

Subject: City of Salem, MA, Essex County FEMA Flood Map Revisions

A. INTRODUCTION

This Letter of Map Revision (LOMR) submittal is made to request that revisions to FIRM panels 25009C0417G, 25009C0419G, 25009C0436G, 25009C0438G and 25009C0532G (City of Salem, Massachusetts, Essex County) be made based on a site-specific analysis of waves and water levels. The changes are based on a 1) re-evaluation of wave setup along the City's shoreline and in Salem Sound, and also on 2) a re-evaluation of 1% water levels offshore of Salem Sound in Massachusetts Bay. The recent successful appeal of the flood maps for Suffolk County (Boston Harbor and vicinity) resulted in a drop in 1% water levels of 0.6 feet by recomputing extreme water levels based on the multi-decade tide record from the Boston Harbor gauge station. Based on the successful Suffolk County appeal, a re-evaluation of 1% water levels along the Essex County shoreline was made.

All requested changes are within the City of Salem, which is situated along the western shoreline of Salem Sound, an inlet of Massachusetts Bay (Figure 1). The southeastern extent of the Sound is defined by a chain of islands, ledges and shoals. These revisions are based on the site specific re-evaluation of storm waves and water levels at three existing analysis transects (Essex County transects 27, 29 and 30, shown in Figure 2) and one new analysis transect identified as 27B.

An extremal analysis of US Army Corps of Engineers (USACE) Wave Information Study (WIS) offshore wave hindcast data was used together with the FEMA-approved wave model SWAN was used to determine wave conditions within Salem Sound. SWAN is capable of being run in either full 2-dimensional (2D) or 1-dimensional (1D) modes. SWAN was run in 2D mode to propagate waves from offshore into Salem Sound, through the many channels that exist between the islands and ledge areas of the Sound. The same SWAN wave model was run in 1D mode for the four separate cross-shore analysis transects used in this study. The main purpose of the additional 1D analysis was to determine wave setup magnitude at each transect, using a FEMA approved methodology (based on the results of the appeal of the Rockport, MA preliminary flood maps in 2014).

An extreme water level analysis was performed using 1% water levels computed for the Boston Harbor and Portsmouth (Seavey Is.), NH NOAA tide gauges. The re-evaluation of

offshore 1% flood levels was done for this analysis in order to incorporate the results of the recent successful appeal of the Suffolk County, MA flood maps, that was based in part in an updated evaluation of the Boston Harbor tide gauge record. Based on this analysis, the 1% still water level offshore of Salem Sound was determined to be 9.4 feet NAVD, which is 0.6 feet lower than the level used in the 2014 Essex County FIS, and equal to the 1% SWEL used in the effective Suffolk County FIS.

Transect 27, at the head of Salem Harbor was used to determine the 1% flood level in the inland area of South Salem based on wave setup levels computed at the entrance of the Forest River using the wave model SWAN.

Analyses for transects 29 (Winter Island) and 30 (Juniper Point) also used the results of the SWAN wave model to determine setup levels at the shoreline, but also included a re-evaluation of run up and overtopping levels, as appropriate.

The new analysis transect 27B (Hemenway Road) was added to determine setup and wave levels in a sheltered area in the sheltered inner reaches of Salem Harbor (Figure 2).

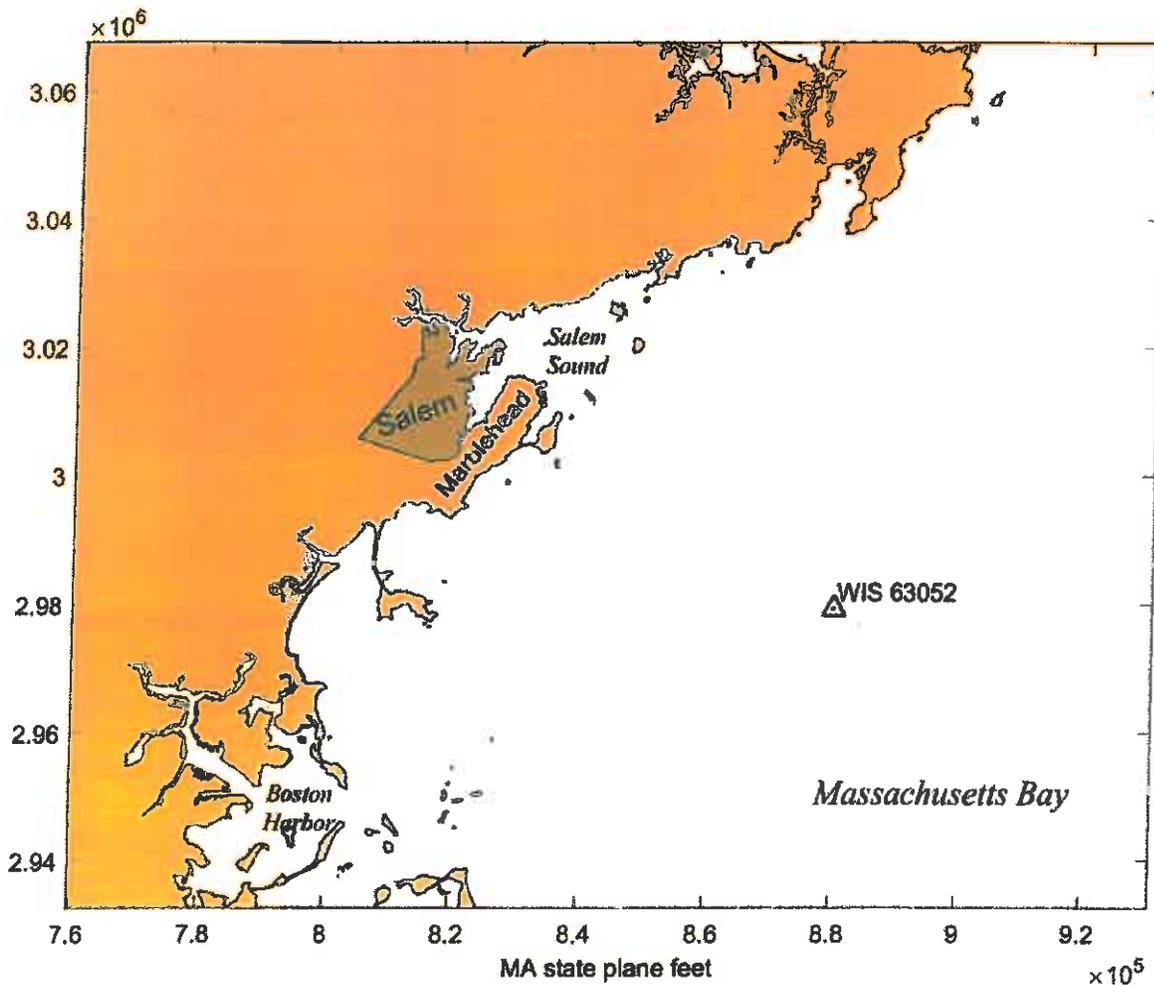


Figure 1. Map of the northern Massachusetts Bay coastline, showing the location of the study area along the shoreline of Salem in Salem Sound. The triangle marker indicates the location of the WIS wave hindcast station used as the source of offshore wave data.

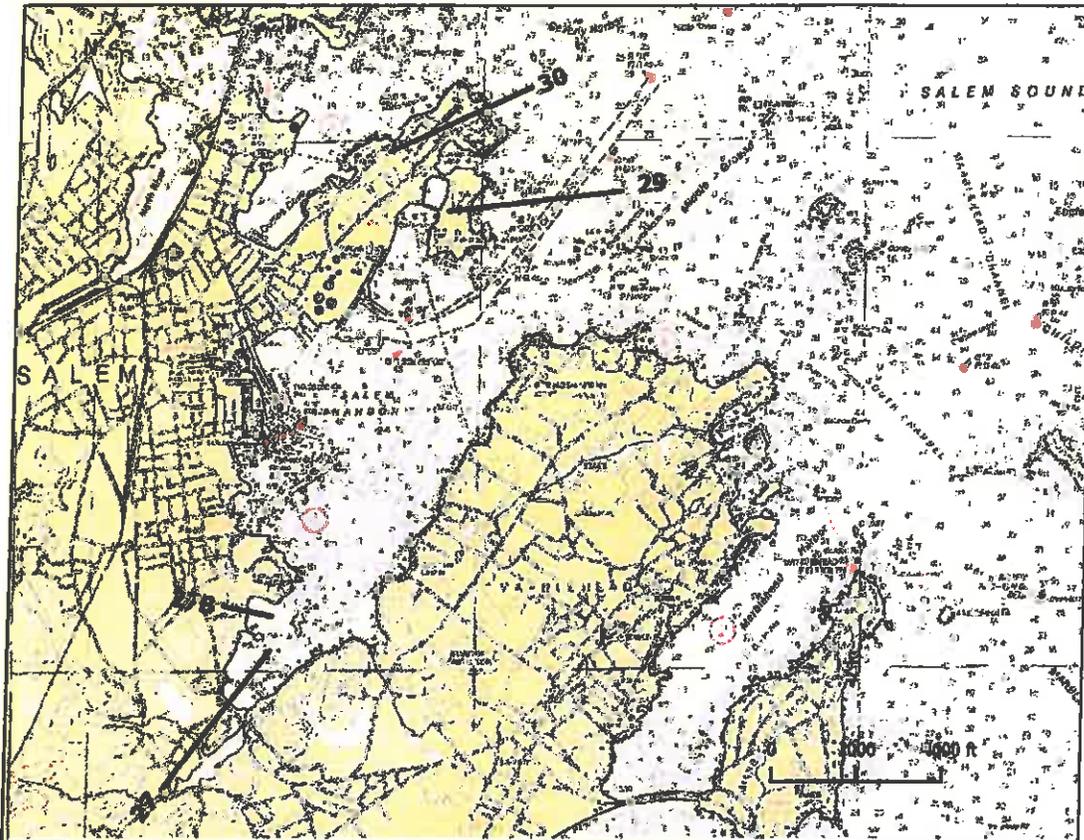


Figure 2. Salem Sound vicinity (NOAA chart 13075) with analysis transects (black lines) used to determine BFEs along the Salem coastline.

B. ELEVATION DATA

Elevation data from four sources were used to specify elevations along the length of the transect: 1) the NOAA GEODAS offshore bathymetry archive, 2) USACE 2010 LiDAR in the nearshore region, 3) the 2013 USGS LiDAR flight for upland topography. All elevation data were combined into a single dataset, referenced to the NAVD vertical datum, and to the Massachusetts State Plane mainland coordinate system.

C. OFFSHORE STILL WATER FLOOD ELEVATION ANALYSIS

The recent successful appeal of flood maps in Suffolk County, MA brought to light issues with the extreme stillwater elevation (SWEL) analysis that was the bases for water levels also used in the 2014 updated Essex County, MA flood maps. The SWEL analysis performed for the Suffolk County appeal (WHG, 2014) demonstrated that the results presented in the 2012 STARR report "Updated Tidal Profiles for the New England Coastline" were an overestimate of the 1% SWEL at Boston Harbor. The appeal analysis computed a 1% SWEL of 9.4 ft NAVD for the Boston tide gauge, which is 0.6 feet lower than the level from the STARR report, and equal to the level in the original Boston FIS. Communications with AECOM indicated that similar issues were encountered with the Rockingham County, NH preliminary FIS (2014), where the SWEL for Portsmouth, NH in the 2012 STARR report was found also to be too high. As a

result, the SWEL used in the Rockingham Co., NH preliminary FIS end up being set at the same level used in the historic version of the FIS.

Understanding that corrections have been made to SWELs used in both the effective 2016 Boston and preliminary 2014 Portsmouth flood insurance studies, and understanding that the SWEL determined for the Salem coastline is based on a linear interpolation of the extreme water levels determined for Boston and Portsmouth (as described in the 2012 STARR report), it follows that Essex County SWELs also should be adjusted.

NOAA provides extreme water level analyses of their tide gauge data as part of the NOAA Tides and Currents website (tidesandcurrents.noaa.gov). The results of this analysis are provided in Figures 1 and 2, taken from the NOAA website. Data from these gauges was used to determine extreme water levels in the 2012 STARR report, and the original USACE New England flood profiles, at Boston and Portsmouth, respectively.

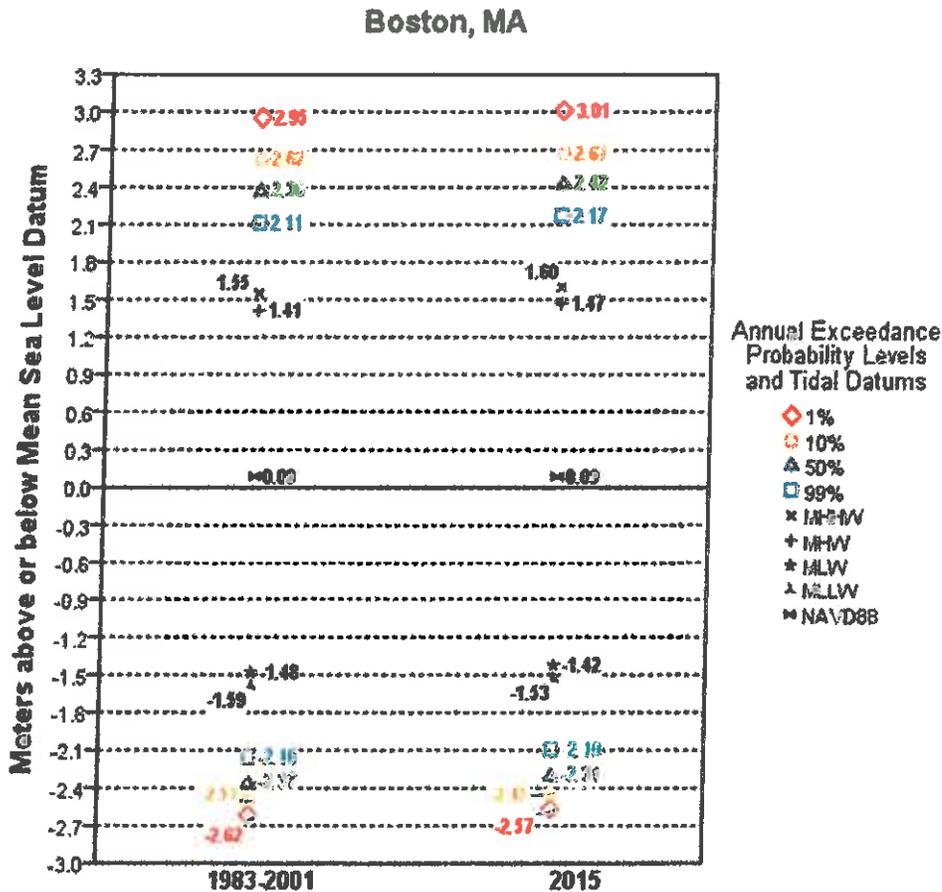


Figure 3. Extreme water level analysis results for the long-term Boston NOAA tide gauge, performed by NOAA (available from <http://tidesandcurrents.noaa.gov/est/stickdiagram.shtml?stnid=8443970>) .

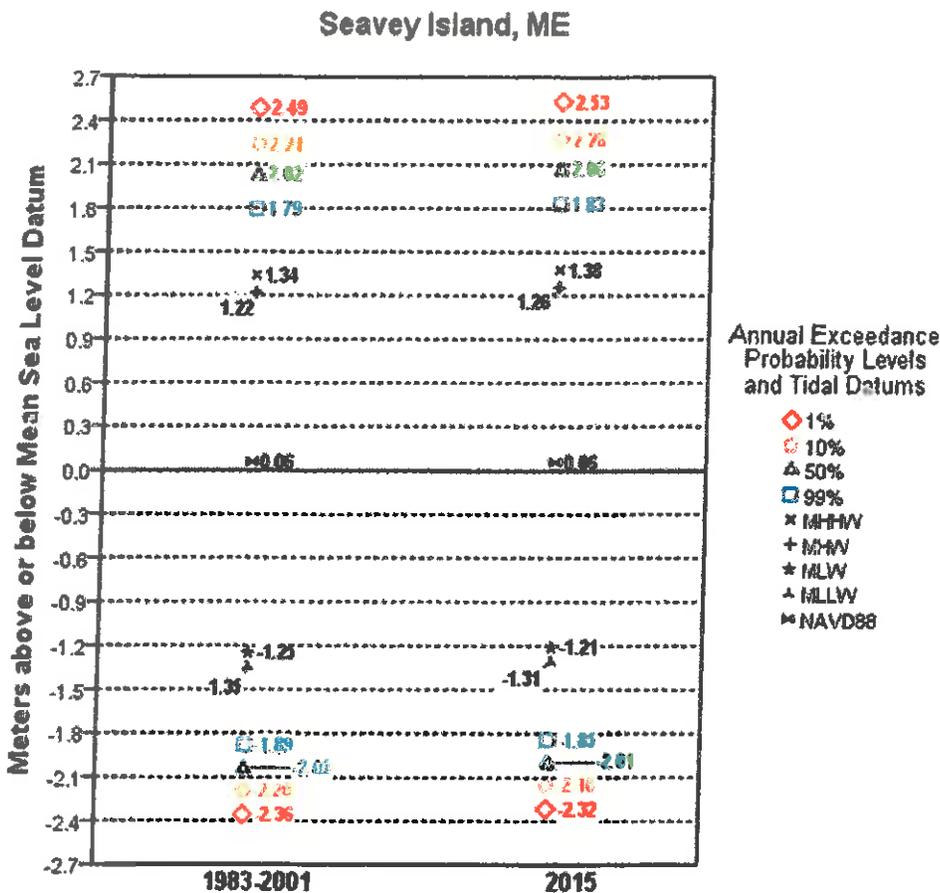


Figure 4. Extreme water level analysis results for the long-term Seavey Is., ME NOAA tide gauge, performed by NOAA (available from <http://tidesandcurrents.noaa.gov/est/stickdiagram.shtml?stnid=8443970>).

The results of these NOAA analyses was used to estimate the 1% SWEL offshore of Salem, since they provide a consistent analysis of the real tide data at both stations, that has been updated for 2015 estimated levels of sea level rise (SLR). Using a linear interpolation of the NOAA extreme water levels, as was done in the 2012 STARR report, gives a 1% SWEL of 9.4 feet NAVD and a 10% SWEL of 8.3 feet at the location of Salem Sound along the northern Massachusetts Bay coastline. Therefore, the 1% SWEL level determined for Salem using the levels determined by NOAA ends up being equal to the 1% level determined for Boston Harbor in the successful Suffolk County appeal.

SWEL values from past and preliminary FISs and the 2012 STARR report presented in Table 1 show that historically SWELs determined for Salem have been between the Boston and Portsmouth levels, with the level at Boston being the higher end of the range. The 9.4 ft NAVD 1% SWEL level determined for Salem using the NOAA analysis results is therefore conservative, since it is equal to the preliminary 1% level set for Boston. The 1% SWEL at Salem was also the same as Boston's in the 2012 STARR report. The linear interpolation used to determine the Salem SWEL is provided on the data CD (interpolate_flood_levels.xls). At the very least, in light of the changes made for both Boston and Portsmouth (Suffolk and Rockingham Counties), the SWEL for Salem should be set to be equal to the Boston SWEL, as was the case in the 2012 STARR report.

Table 1. Comparison of 1% water levels. SWELs in feet, NAVD. Historic FIS levels are the past studies, with indicated effective dates. STARR 2012 was the source for SWELs in the recent remapping effort in FEMA Region 1, "Updated Tidal Profiles for the New England Coastline". Latest effective and preliminary levels are from the 2016 Suffolk Co., MA FIS appeal (Boston), and the 2014 Rockingham Co., NH preliminary FIS. 1% SWEL determined by NOAA for the Boston and Seavey Is., ME gauge records is also provided.

| Location | historic FIS (date) | STARR 2012 | Effective and Preliminary (date) | NOAA Tides and Currents |
|----------------|---------------------|------------|----------------------------------|-------------------------|
| Boston, MA | 9.4 ft (2009) | 10.0 ft | 9.4 ft (2016) | 9.6 ft |
| Portsmouth, NH | 8.4 ft (2005) | 9.5 ft | 8.4 ft (2014) | 8.1 ft |
| Salem, MA | 8.8 ft (1985, 2012) | 10.0 ft | N/A | N/A |

D. EXTERNAL ANALYSIS OF WAVES

Wave conditions used as boundary conditions for the SWAN wave model of Salem Sound and the Salem coastline were developed using the same source of data used in the FIS, namely the USACE WIS hindcast from station 63052. The latest version of the WIS hindcast was used, and includes 33-years of wave data from January 1980 through December 2012. Waves roses that show the percent occurrence of wave height and period from the different compass sectors is presented in Figure 5.

Using a standard method outline in the ACES manual (CERC, 1992), and in the USACE Coastal Engineering Manual (USACE, 2002), the extremal analysis was performed using waves from the complete 33-year WIS record, binned according to wave direction into sixteen separate 22.5 degree sectors. The largest waves in each bin were determined for each separate year in the hindcast. The Fisher-Tippett distribution function was then used to determine the 100-year (1-percent) wave height for each of seven compass sectors between NE and S. An example of the resulting return period wave height from this analysis is presented in Figure 6, for the SE sector.

Corresponding peak wave periods were then determined for each wave by interpolating values provided in Table D.2.8-2 of the Guidelines and Specifications for Flood Hazard Mapping Partners (FEMA, 2007). The final results of the extremal analysis are presented in Table 2.

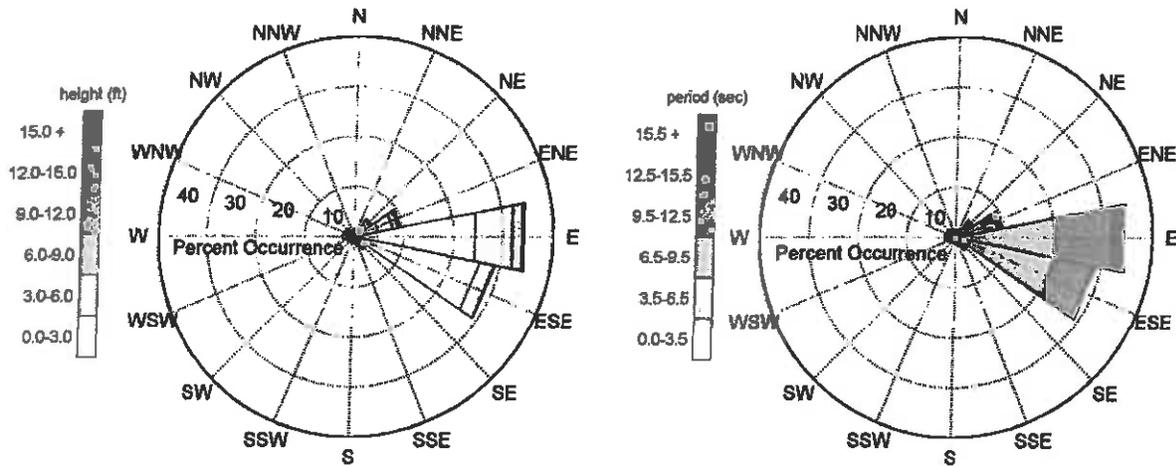


Figure 5. Wave height and period for hindcast data from WIS station 63052 (SE of Salem Sound) for the 33-year period between January 1980 and December 2012. Direction indicates from where waves were traveling, relative to true north. Radial length of gray tone segments indicates percent occurrence for each range of wave heights and periods. Combined length of segments in each sector indicate percent occurrence of all waves from that direction.

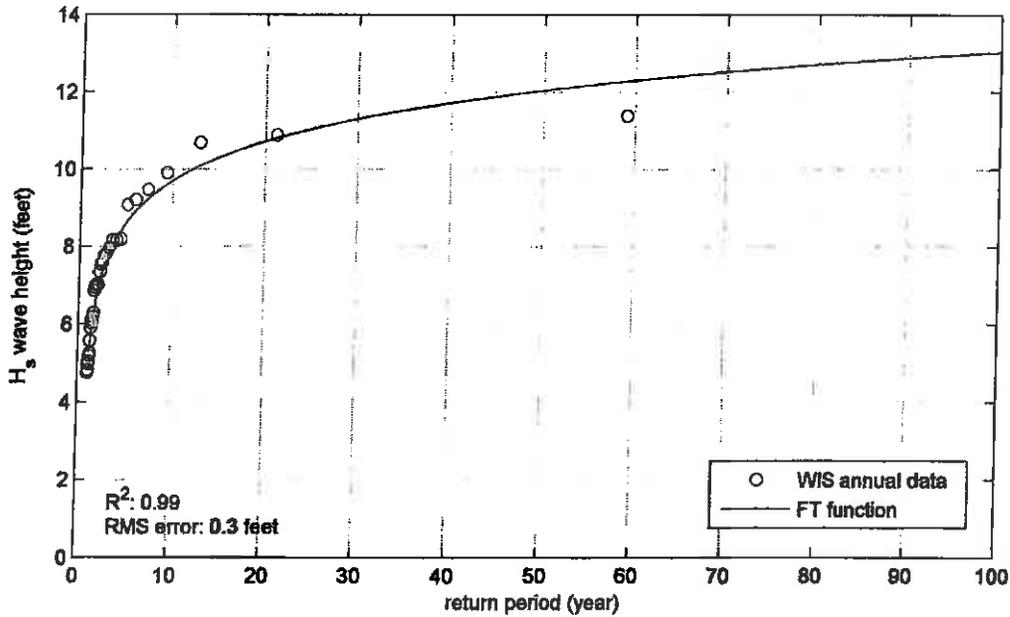


Figure 6. Return period vs. significant wave height (black line) for the SE compass sector, and annual largest wave heights from WIS hindcast station 63052 (black circles). R^2 correlation between data and FT distribution function is 0.99 with standard error of 0.3 feet.

| Table 2. Results of extremal analysis of 33-year WIS hindcast data for station 63052, offshore Salem Sound. | | |
|---|-----------------------------------|---------------------|
| Compass Sector | H _s Wave Height (feet) | T Mean Period (sec) |
| NNE | 12.8 | 8.2 |
| NE | 19.0 | 10.2 |
| ENE | 25.6 | 12.3 |
| E | 25.2 | 12.1 |
| ESE | 15.4 | 9.0 |
| SE | 13.0 | 8.3 |
| SSE | 9.6 | 7.2 |
| S | 8.1 | 6.7 |

E. 2D WAVE MODEL DEVELOPMENT AND RESULTS

A wave model grid was developed to run the seven extreme wave cases listed in Table 1. The 2D model was used to propagate waves into Salem Sound from offshore, through in the many inlets and channels that exist between islands and ledges along the seaward boundary of the Sound. Model output was used to develop boundary conditions for the separate 1D cross-shore SWAN transects that correspond to each separate analysis transect. Sources of bathymetry interpolated to the SWAN grid are the NOAA GEODAS archive and recent USACE 2010 LiDAR in the nearshore region. Topography data from the 2013 LiDAR flight of the USGS were also used in the specification of elevations in the model grid. Elevations range between 46.6 and -174.2 feet NAVD. Grid cells in the model domain that have elevations higher than the water level (including setup) are automatically removed from the simulation in the course of each model run. The final regular Cartesian grid (Figure 7) has 448,950 cells with a 20 meter spacing. The eastern boundary is 6.6 nautical miles (NM) long, while the northern boundary is 7.9 NM long.

Each model run was parametrized by specifying the wave conditions listed in Table 1 along the complete length of the ocean boundary of the grid. Since the grid elevations are specified in feet NAVD, a storm surge still water elevation (SWEL) of 9.4 feet was specified for each model run. This SWEL for Salem Sound is taken from the extreme water level analysis presented in Section C. Finally, a wind speed of 80 mph was included in the simulations, using a direction that is the same as the wave direction of each case. 2D model wave height output at the seaward end of each analysis transect is presented in Table 3.

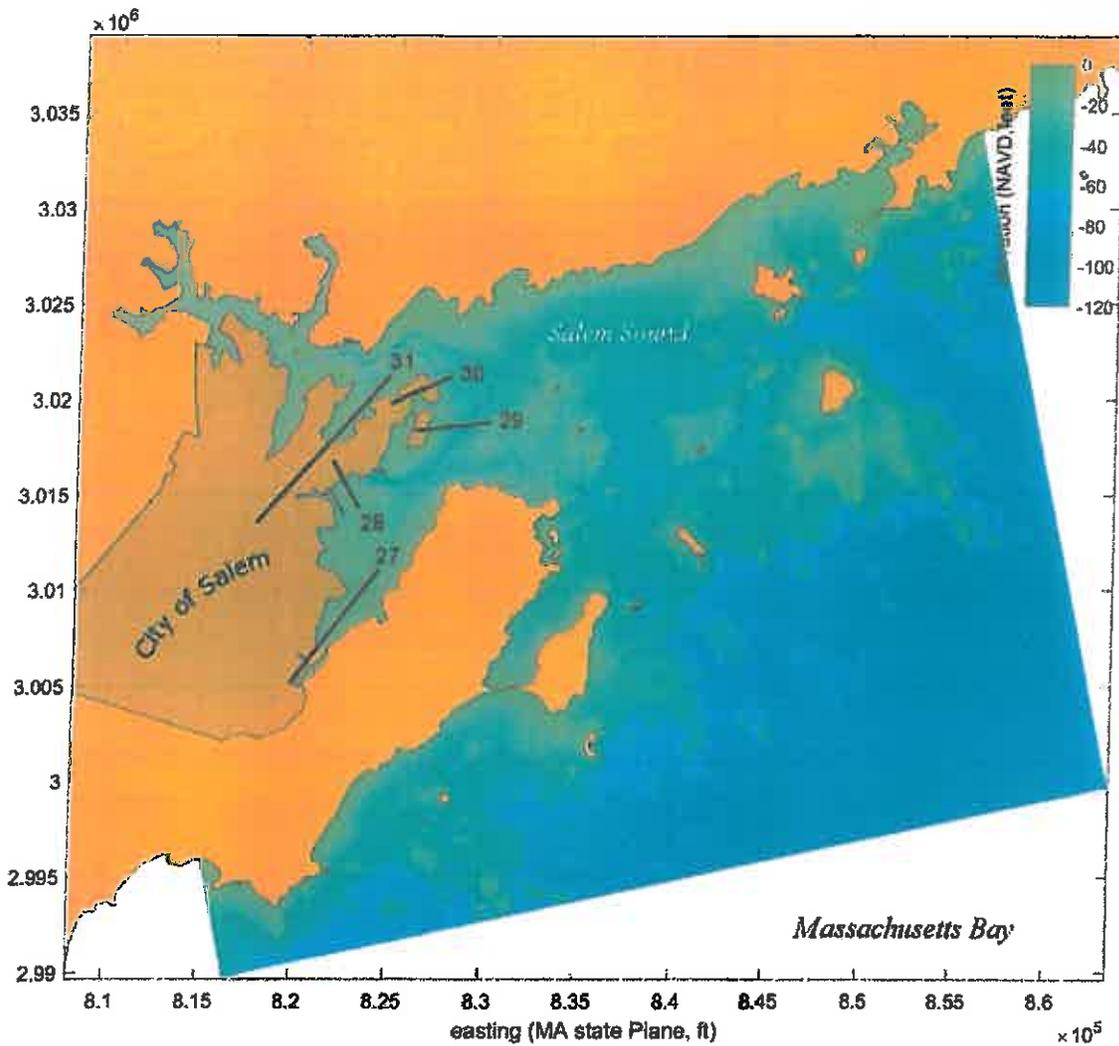


Figure 7. Extent of 2D SWAN wave model grid used to determine wave conditions in Salem Sound. Existing Essex County FIS analysis transects (27 through 31) in Salem are shown.

| Table 3. 2D wave model output H_s wave height (feet) at offshore end of cross-shore analysis transects (Figure 2). | | | | |
|--|-------------|--------------|-------------|-------------|
| Compass Sector | Transect 27 | Transect 27B | Transect 29 | Transect 30 |
| NNE | 2.6 | 2.0 | 5.6 | 4.6 |
| NE | 2.3 | 2.0 | 6.9 | 5.9 |
| ENE | 2.3 | 2.0 | 8.2 | 7.2 |
| E | 2.0 | 2.3 | 8.5 | 7.9 |
| ESE | 1.0 | 1.6 | 7.9 | 7.2 |
| SE | 0.3 | 0.7 | 6.9 | 6.6 |

F. 1D WAVE MODEL DEVELOPMENT AT SHORELINE TRANSECTS

Individual cross-shore SWAN models (1D transects) at each analysis transect were run using the wave data output from the 2D simulation. The 1D simulations were used to compute wave setup at the shoreline for each transect. Setup is an increase in water level against a coastline that results from wave breaking in the surf zone. In the 1D mode, the setup formulation is exact, and is therefore computes the true magnitude of setup. The use of the 1D mode of the SWAN wave model to compute wave setup has been made in the successful appeal of the Rockport, MA preliminary flood maps (2014) and a recent LOMR in Barnstable, MA (Case No. 15-01-0831P)

The cross-shore elevation profile of each transect was developed using the same data set used to parameterize the 2D model grid. Each model grid has a 3.3-foot (1.0 meter) grid spacing. This very fine grid resolution ensures that the grid resolution does not influence the computed wave parameters (Sasaki and Iizuka, 2007). The elevation profiles of each transect is presented in Figures 8 through 11.

A wind speed of 80 mph was applied in the simulation, similar to the 2D SWAN runs. The wave and wind direction was set to correspond to the orientation of the model transect to maximize the computed wave setup, which is the most conservative assumption.

Wave setup generated in Salem Sound due to wave breaking across the island and ledge boundary of the sound was also included as an input for each transect simulation. Table 4 presents the boundary condition still water levels specified at the offshore end of each analysis transect. This water level is the sum of the offshore (Massachusetts Bay) 1% still water level and the magnitude of setup determined by the 2D wave model of the Sound, for each separate wave case at a point corresponding to the offshore start of the 1D transect.

The resulting maximum water levels at the shoreline for each transect and each separate wave case are presented in Table 5. The smallest total water level values are computed for the transect at the southwestern reach of Salem Harbor, at the inlet to the Forest River (Transect 27), where total 2D plus 1D wave setup varies between 0.2 and 0.6 feet for all modeled sectors. The largest values occur at Winter Island Park (Transect 29) where total wave setup level values range between 0.9 and 1.5 feet.

Table 4. Still water level (feet, NAVD) at offshore end of cross-shore analysis transects (Figure 2). This level is the sum of the 1% SWEL offshore in Massachusetts Bay, and the local setup generated in Salem Sound by waves breaking across its island and ledge perimeter.

| Compass Sector | Transect 27 | Transect 27B | Transect 29 | Transect 30 |
|----------------|-------------|--------------|-------------|-------------|
| NE | 9.5 | 9.5 | 9.5 | 9.5 |
| ENE | 9.8 | 9.8 | 9.7 | 9.8 |
| E | 10.0 | 10.0 | 9.9 | 9.9 |
| ESE | 9.6 | 9.6 | 9.6 | 9.6 |
| SE | 9.6 | 9.6 | 9.5 | 9.5 |

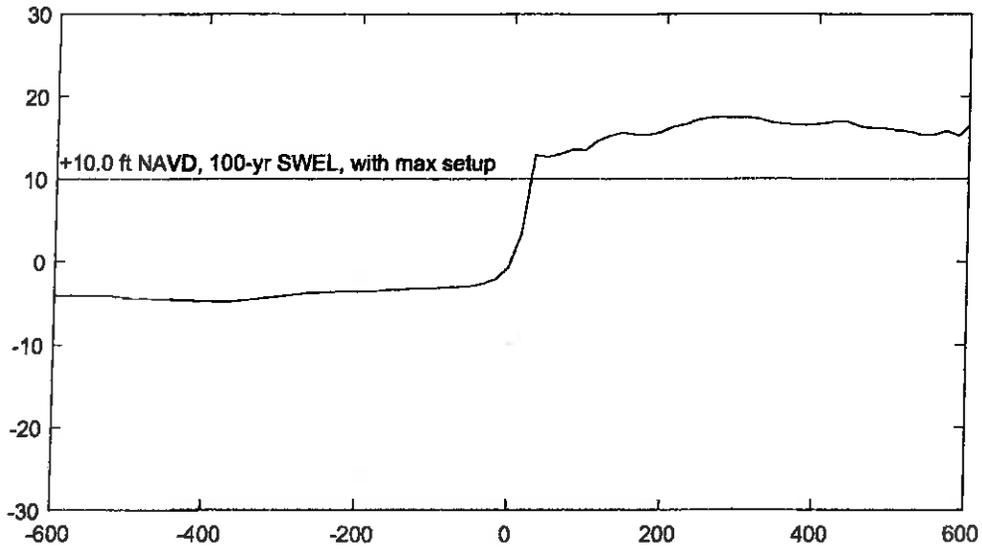


Figure 8. Cross-shore profile of Transect 27 at Lafayette Street.

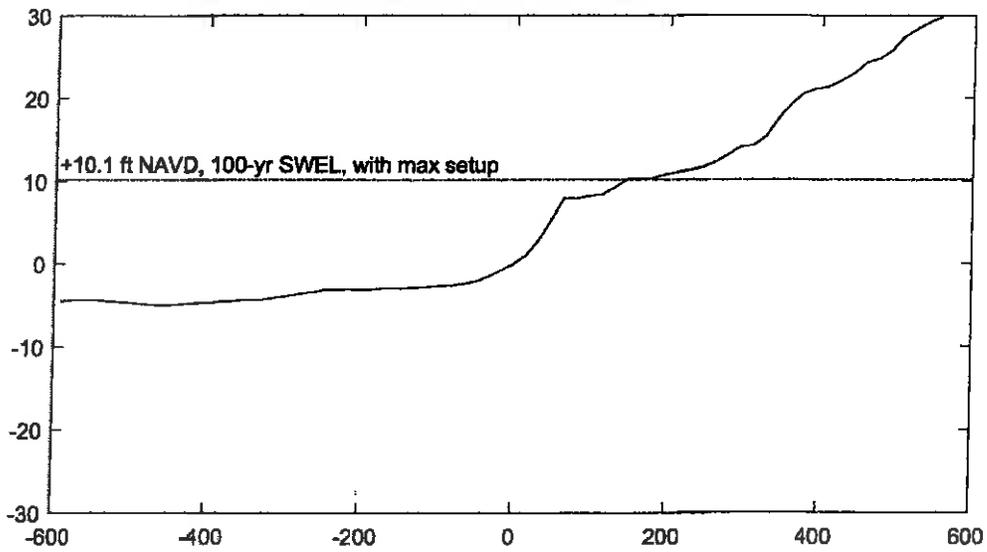


Figure 9. Cross-shore profile of Transect 27B at Hemenway Road.

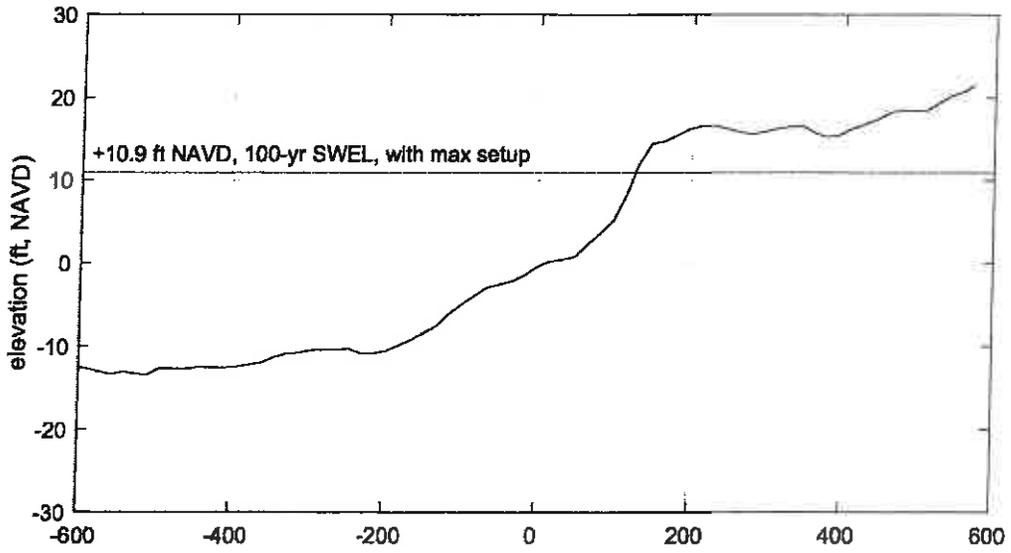


Figure 10. Cross-shore profile of Transect 29 at Winter Island Park.

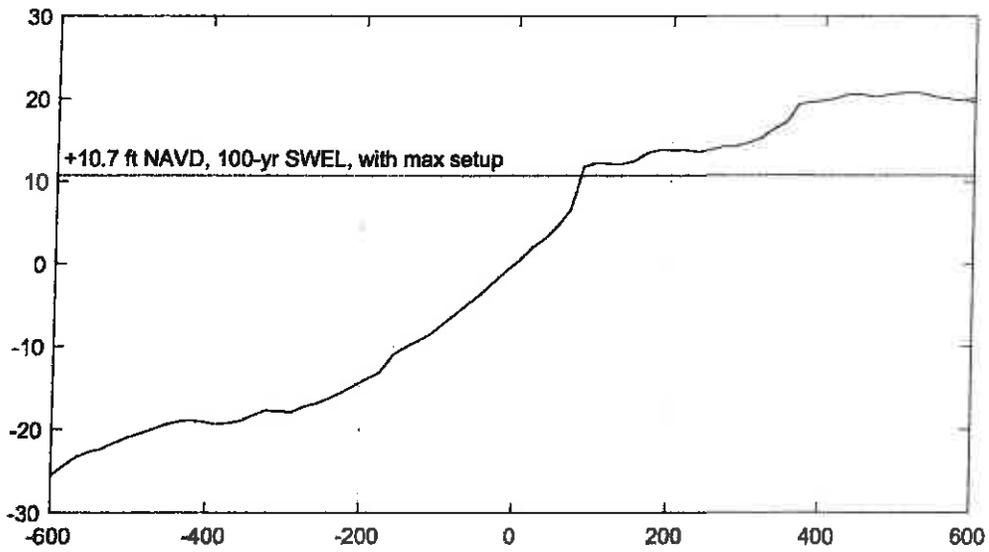


Figure 11. Cross-shore profile of Transect 30 at Juniper Point.

Table 5. Maximum total water level (in feet, NAVD) at the shoreline of each analysis transect (Figure 2), determined as the combination of offshore 1% SWEL (for Massachusetts Bay), local 2D in Salem Sound and maximum 1D SWAN model setup at each transect.

| Compass Sector | Transect 27 | Transect 27B | Transect 29 | Transect 30 |
|----------------|-------------|--------------|-------------|-------------|
| NE | 9.6 | 9.6 | 10.3 | 9.8 |
| ENE | 9.8 | 9.9 | 10.7 | 10.5 |
| E | 10.0 | 10.1 | 10.9 | 10.7 |
| ESE | 9.7 | 9.7 | 10.5 | 10.4 |
| SE | 9.6 | 9.6 | 10.5 | 10.3 |

G. BASE FLOOD ELEVATION DETERMINATION

With the completion of the wave analysis to determine 100-year wave conditions, including wave setup at each transect, it is necessary to compute base flood elevations (BFEs) used to delineate the flood zones of the proposed map revisions. At Transects 27B, 29 and 30, computations of WHAFIS wave envelopes, 2% wave run up elevation and overtopping volume discharge rate (when appropriate) were made for existing grades and failed wall profiles. The results of the SWAN modeling at Transect 27 were used to determine the maximum SWEL at the entrance to the Forest River, and therefore the flood level in South Salem.

G.1. Transect 27 – Forest River

The maximum water level that is computed for Transect 27 at the inlet of the Forest River is 10.0 feet, NAVD. This is the sum of the SWEL offshore of Salem Sound (9.4 feet NAVD determined from the 1% water level analysis of Section C) and the sum of wave setup generated in the 2D Salem Sound and 1D SWAN transect models (0.6 feet total setup). The total 1% water level at the inlet to the Forest River is therefore 10.0 feet NAVD. Based on this result, the AE zone in South Salem was re-delineated along the 10 ft NAVD contour. This re-delineation results in a lowering of the BFE in South Salem from 11 feet to 10 feet, and a reduction in the area inundated during the 1% flood event.

G.2. Transect 27B – Hemenway Road

The new analysis transect at Hemenway Road was used to delineate flood zones in this sheltered area located in the upper reaches of Salem Harbor. The 1% SWEL determined for this transect is 10.1 feet NAVD, based on the offshore 1% flood level and the combined 2D and 1D wave model setup. Wave run up was computed using RUNUP 2.0. WHAFIS output determined the flood zone in the Harbor is an AE zone with an elevation of 12 feet. The 2% run up elevation on the upland slope is 11 feet NAVD. Therefore, the area is mapped with a 12 ft AE zone in the Harbor that transitions into a 11 foot AE zone with a landward limit along the 11 foot NAVD contour. The re-delineation results in a lowering of the maximum BFE in the Harbor from 16 feet to 12 feet, and a change in the designation of the area from Zone VE to Zone AE.

G.3 Transect 29 – Winter Island Park

The maximum SWEL at the existing Winter Island Park transect (Transect 29) is determined to be 10.9 feet based on the combined 2D and 1D setup computed by SWAN. This transect is across a natural rocky headland. Using the updated water levels, RUNUP 2.0 was run to determine the wave run up elevation. The final 2% run up elevation was adjusted using the Low Coastal Bluff Assumption, found in the FEMA Guidelines and Specifications (2007) in Section 2.8.1.7. Overtopping rates computed for this transect indicate that an AO zone with a depth of 2 feet would be specified. The method of Cox and Machemehl (FEMA, 2007, Section 2.8.1.7 and Allen, *et al.*, 2012, Section 6.4.2) is used to show that the flow would quickly transition to the water elevation determined using the Low Bluff Assumption analysis (i.e, within 2 feet landward of the slope crest)). Therefore, landward of the slope crest, the area is mapped as Zone AE, elevation 16 feet NAVD.

The final BFEs determined for this transect are 17 ft NAVD offshore the slope face, based on WHAFIS results, and Zone AE elevation 16 ft landward of the slope crest. This is a reduction in the BFEs of the effective map, where a VE zone with a 21 ft elevation is mapped offshore of the slope crest, a 19 ft VE zone is in place landward of the crest, followed by an AE zone with an elevation of 19 feet NAVD. Areas currently mapped as Zone AE with an elevation of 14 feet in the vicinity of this transect would have the BFE lowered to 11 feet. This is due to the reduction in the total SWEL and setup magnitude determined in this analysis, compared to the effective FIS.

G.4. Transect 30 – Juniper Point

At the existing FEMA transect 30, the maximum SWEL is determined to be 10.7 feet NAVD, using the results of the computations of setup output from the 2D Salem Sound and 1D transect models. This transect has a vertical masonry wall with a cap elevation of 11.4 feet NAVD, which is characteristic of the area of Juniper Point facing Salem Sound. The shoreline is rocky with sand in the upper elevations of the profile near the wall.

Run up calculations were made for both the intact wall and failed structure profile, according to the method outlines in the FEMA guidelines and Specifications (2007, Section D.2.10.3.2). The run up on the intact wall reaches an elevation of 24 feet NAVD. The run up on the failed wall profile is determined to be 14.5 feet NAVD, based on RUNUP 2.0 results modified based on FEMA (2007), Figure D.2.8-9. The overtopping rate of the failed wall is in excess of 1.0 ft³/sec/ft, and therefore a VE splash zone that is 30 feet wide is specified, based on the guidance of FEMA (2007), Table D.2.8-6. The method of Cox and Machemehl (FEMA, 2007, Section 2.8.1.7 and Allen, *et al.*, 2012, Section 6.4.2) is used to show that the flow depth over land would quickly reduce to less than one foot, well within 10 feet landward of the crest of the wall, so no further AO is needed landward of the VE splash zone.

The proposed changes would increase the BFE in the area offshore of the wall to 24 feet from 21 feet. Landward of the crest of the wall's failed profile, the BFE would decrease to 15 feet NAVD from the existing 21 feet. Similar to Transect 29, areas currently mapped as Zone AE with an elevation of 14 feet in the vicinity of this transect would have the BFE lowered to 11 feet. Again, this is due to the reduction in the total SWEL and setup magnitude determined in this analysis, compared to the effective FIS.

G. PROPOSED BFE DELINEATIONS

Based on the results of the analyses at the four different transects, flood zone delineations were redrawn for the affected areas the City. Both the effective delineations and the proposed changes are presented in the five map panels accompanying this memo.

H. REFERENCES

- Allan, J.C., Ruggiero, P., and Roberts, J.T (2012). *Special Paper 44 Coastal Flood Insurance Study, Coos County, Oregon*. Oregon Department of Geology and Mineral Industries, Coastal Field Office, Newport, OR
- Coastal Engineering Research Center (CERC) (1992). *Automated Coastal Engineering System user's guide*. U.S. Army Engineer Waterways Experiment Station, Vicksburg, MS.
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- Sasaki, W. and Iizuka, S. (2007). *Sensitivity of Model Resolution to wave setup calculation*. National Research Institute for Earth Science and Disaster Prevention, Ibaraki, Japan.
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- WHG (2014). *Evaluation of 2013 Preliminary Federal Emergency Management Agency Flood Insurance Study for City of Boston, Suffolk, Co, MA*. Woods Hole Group, East Falmouth, MA.

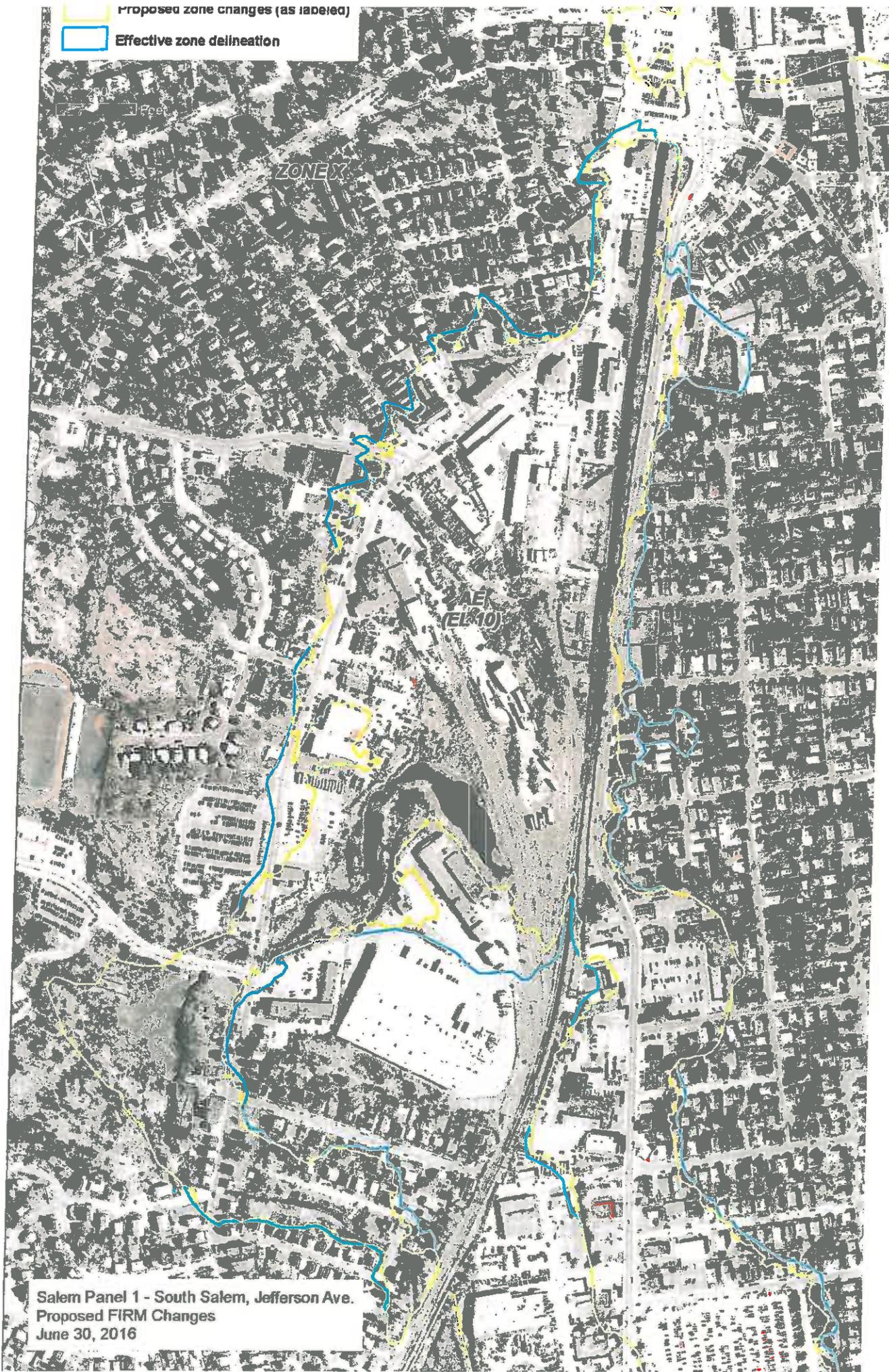
Proposed zone changes (as labeled)
Effective zone delineation

Feet

ZONEX

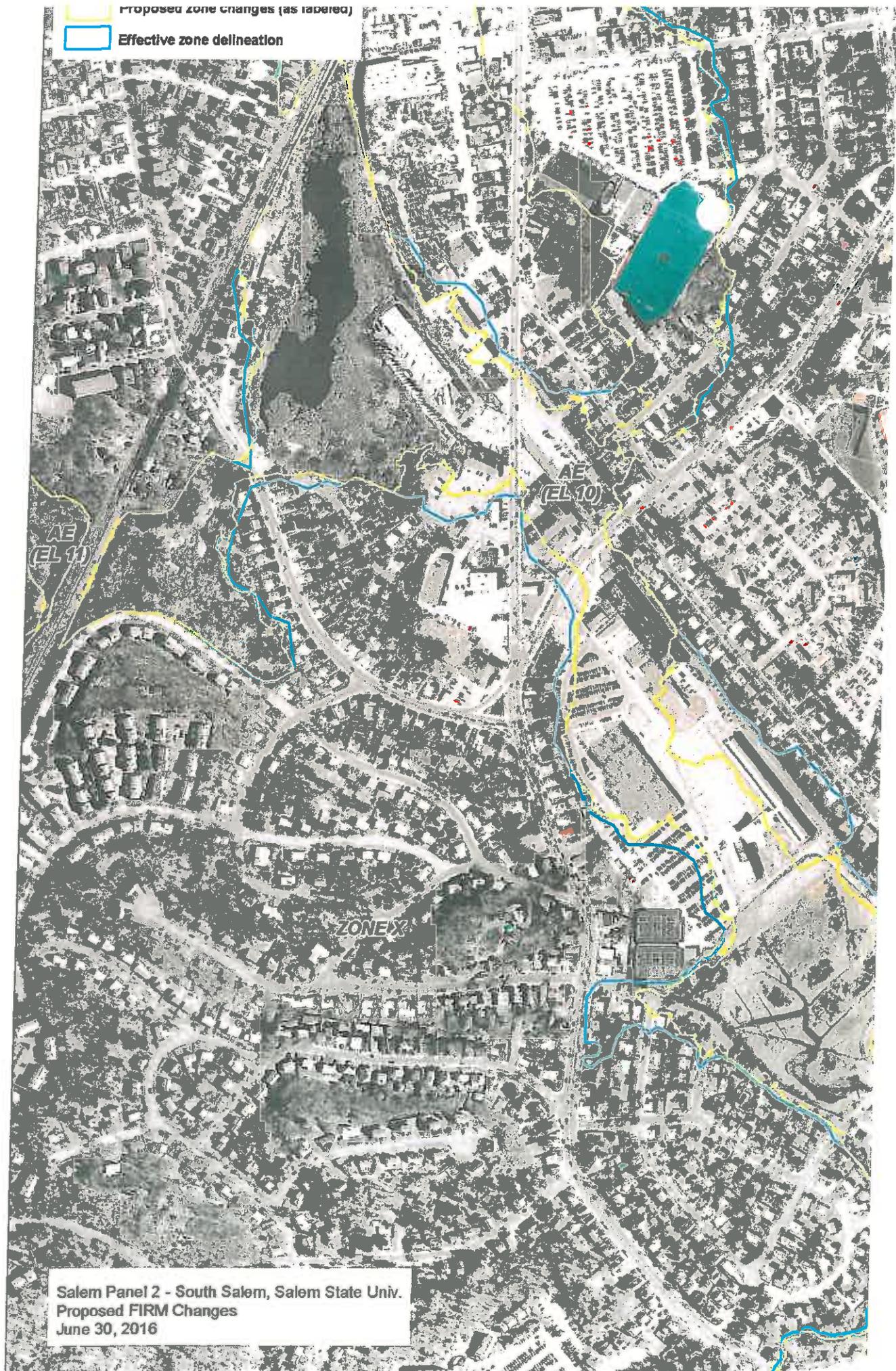
AE
(EL+10)

Salem Panel 1 - South Salem, Jefferson Ave.
Proposed FIRM Changes
June 30, 2016



Proposed zone changes (as labeled)

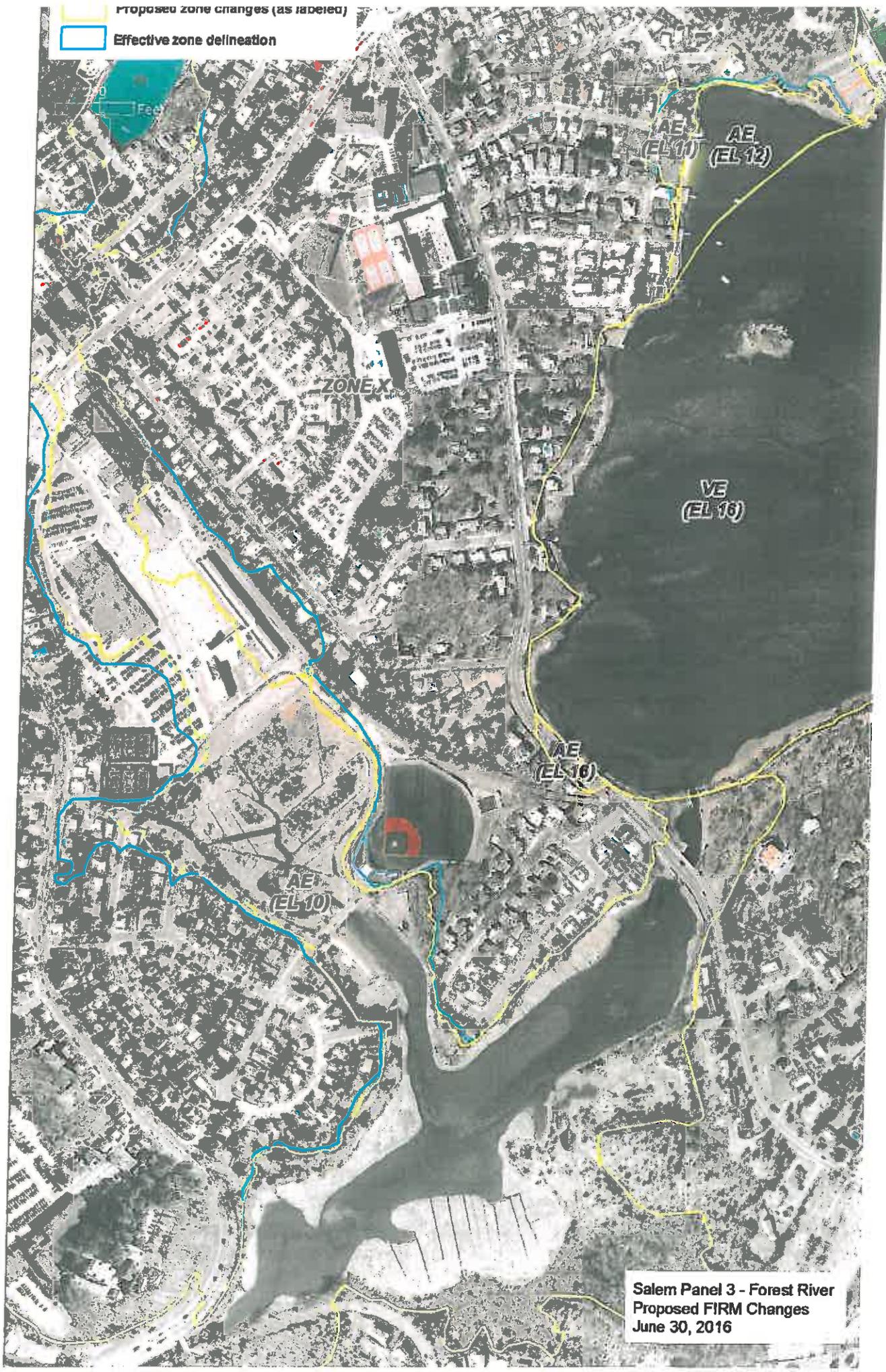
Effective zone delineation



Salem Panel 2 - South Salem, Salem State Univ.
Proposed FIRM Changes
June 30, 2016

Proposed zone changes (as labeled)

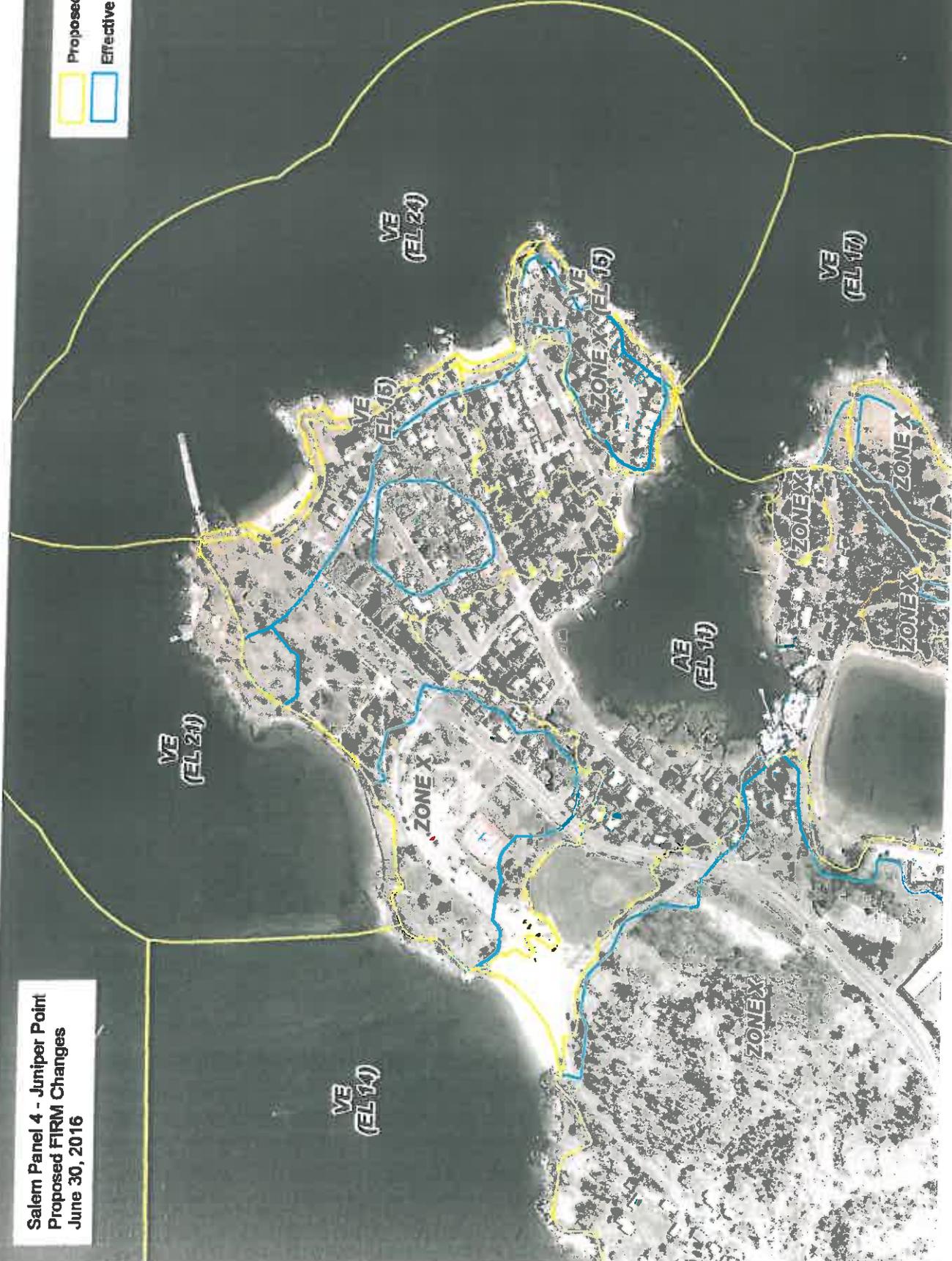
Effective zone delineation



Salem Panel 3 - Forest River
Proposed FIRM Changes
June 30, 2016

Salem Panel 4 - Juniper Point
Proposed FIRI Changes
June 30, 2016

Proposed zone changes (as labeled)
Effective zone delineation



Salem Panel 5 - Winter Island
Proposed FIRM Changes
June 30, 2016

Proposed zone changes (as labeled)
Effective zone delineation

3000 FEET

