



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept a donation from Witch Tee's in the amount of One Thousand Fifty Dollars (\$1,050.00) to fund a dedication bench. These funds will be deposited into the Park and Recreation Department Donation Fund 24061-4830.

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

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

To accept the donation from Witch Tee's in the amount of One Thousand Fifty Dollars (\$1,050.00) for a dedication bench. These funds will be deposited into the Park & Recreation Donation Fund 24061-4830 in accordance with the recommendation of Her Honor the Mayor.



Kimberley Driscoll
MAYOR

CITY OF SALEM, MASSACHUSETTS
PARK, RECREATION & COMMUNITY SERVICES
401 Bridge Street, Salem MA 01970
Tel. (978) 744-0180/(978) 744-0924
Fax (978) 219-1665

October 29, 2020

Dear Mayor Driscoll:

I am writing to request the acceptance of a \$1,050 check written to the City of Salem for a dedication bench from Witch City Tee's. The amount to be deposited into Park & Recreation Donation account 24061-4830.
Thank You.

Sincerely,

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

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



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

December 3, 2020

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Forty-Nine Thousand Two Hundred Fifty Dollars and Eighty-Eight Cents (\$49,250.88) appropriated within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

This transfer is necessary to fund the retirement buyback for Police Department employee.

Name	Department	Amount
Andrew Dacy	Police	\$49,250.88
	TOTAL:	\$49,250.88

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the sum of Forty Nine Thousand Two Hundred Fifty Dollars and Eighty Eight Cents (\$49,250.88) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2021 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Andrew Dacy	Police	49,250.88
		\$ 49,250.88



KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

CITY OF SALEM MASSACHUSETTS

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

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: November 18, 2020
RE: Retirement Stabilization Fund

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

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

Andrew Dacy

720 sick hours @ \$48.86 per hour	\$35,179.20
288 vacation hours @ \$48.86 per hour	\$14,071.68
Total:	\$49,250.88

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

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

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

From: Department: 210 Police Date: 11/27/2020

Authorized Signature:  A.C.O.P.
Department Head/City or Business Manager/School

NAME: Sgt. Andrew Dacy

CALCULATION

					<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>288</u>	@	<u>\$48.86</u>	= <u>\$14,071.68</u> ✓
<u>SICK HOURS</u>	#	<u>720</u>	@	<u>\$48.86</u>	= <u>\$35,179.20</u> ✓
<u>PRO-RATED STIPENDS</u>	#		@		= <u>\$0.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>0</u>	@	<u>396.67</u>	= <u>\$0.00</u>
HOL x 1.5	#	<u>6</u>	@	<u>\$595.00</u>	= <u>\$3,570.00</u> ✓

Total Amount Due: \$52,820.88 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Sgt. Andrew Dacy retired. Date of retirement is November 28, 2020.

For Human Resources 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

PART A

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED

PERSONNEL ACTION / DATA FORM

DATE 11/16/20

NAME (LAST, FIRST, MIDDLE) DACY, ANDREW		EMPLOYEE NO. 100207	CHECK ALL THAT APPLY 1. EMPLOYMENT () 2. WAGE SALARY ADJUSTMENT () 3. TRANSFER () 4. LEAVE OF ABSENCE () 5. ADDRESS/NAME CHANGE () 6. TERMINATION RETIREMENT (X) 7. OTHER ()
JOB TITLE SERGEANT		JOB CODE 1304	
DEPARTMENT POLICE	DIVISION PATROL	DEPT. NO. 1210	

ADDRESS-STREET		CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salaried		
PERMANENT		4. TEMP	CIVIL SERVICE	DATE APPROVED	VETERAN	SHIFT	PAY RATE	PER	SHIFT PREM.	Grade	Step
1. Full Time	2. 20 HRS. + Part Time	3. Part Time	YES NO		YES NO		\$				
TELEPHONE NO.		DATE OF BIRTH	SEX	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS			
			M F					M S OTHER			
REQUIRED LICENSE: TYPE(S)				CLASS				EXPIRATION DATE			

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)							
ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE

3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)							
NEW DEPT. & NO.		NEW JOB TITLE		NEW JOB CODE		RATE CHANGE: YES NO	
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM	TO	

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)							
FROM		TO		DATE RETURNED			

5. ADDRESS / NAME CHANGE							
NEW ADDRESS		STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO

6. TERMINATION (GIVE EXPLANATION IN SEC. 8)												
LAST DAY WORKED		DATE HIRED		RECOMMENDED FOR REEMPLOYMENT		YES NO						
NOVEMBER 27, 2020												
REASON		QUALITY OF WORK		ATTENDANCE		ATTITUDE		JOB KNOWLEDGE				
RE-SIGNED	LAID OFF	END OF TEMP.	RE-TIRED	DIS-CHARGED	EXCEL	GOOD	FAIR	POOR	EXCEL	GOOD	FAIR	POOR

7. EMERGENCY CONTACT							
NAME:		TELEPHONE NO.		RELATIONSHIP			

8. EXPLANATION OF ACTION (or other action)							
SGT. DACY RETIRED. HIS DATE OF RETIREMENT IS NOVEMBER 28, 2020.							
PLEASE REMOVE FROM MUNIS.							

FINANCE DEPARTMENT		DATE
ACOP, DENNIS KING		11/16/20
DEPARTMENT HEAD / APPOINTING AUTHORITY		DATE
PERSONNEL DEPARTMENT		DATE
DIRECT REPORT: CPT. MARC BERUBE		11/18/2020
PAY EFFECTIVE: DECEMBER 10, 2020		



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

December 3, 2020

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Fifty-Eight Thousand Nine Hundred Eighty Dollars and Forty-Four Cents (\$58,980.44) appropriated within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

This transfer is necessary to fund the retirement buyback for Police Department employee.

Name	Department	Amount
Harry Rocheville	Police	\$58,980.44
	TOTAL:	\$58,980.44

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the sum of Fifty Eight Thousand Nine Hundred Eighty Dollars and Forty Four Cents (\$58,980.44) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2021 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Harry Rocheville	Police	58,980.44
		\$ 58,980.44



CITY OF SALEM MASSACHUSETTS

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

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

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: November 16, 2020
RE: Retirement Stabilization Fund

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

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

Harry Rocheville

720 sick hours @ \$54.41 per hour	\$39,175.20
364 vacation hours @ \$54.41 per hour	\$19,805.24
Total:	\$58,980.44


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

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


LBC

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

From: Department: 210 Police Date: 10/29/2020

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

NAME: Lt. Harry Rocheville

CALCULATION

						<u>TOTALS</u>
<u>VACATION HOURS</u>	#	<u>364</u>	@	<u>\$54.41</u>	=	<u>\$19,805.24 ✓</u>
<u>SICK HOURS</u>	#	<u>720</u>	@	<u>\$54.41</u>	=	<u>\$39,175.20 ✓</u>
<u>PRO-RATED STIPENDS</u>	#		@	<u>\$1,500.00</u>	=	<u>\$1,500.00</u>
<u>OTHER</u> HOL x 1.0	#	<u>0</u>	@	<u>396.67</u>	=	<u>\$0.00</u>
HOL x 1.5	#	<u>8</u>	@	<u>\$661.61</u>	=	<u>\$5,292.88</u>

Total Amount Due: \$65,773.32 ✓

Please attach corresponding PAF or other backup to this sheet.

Reason: Lt. Harry Rocheville retired. Date of retirement is November 2, 2020.

For Human Resources 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

PART A

THIS FORM CANNOT BE PROCESSED UNLESS ALL SHADED AREAS AND PERTINENT INFORMATION IS SUPPLIED
PERSONNEL ACTION / DATA FORM

DATE 10/29/20

NAME (LAST, FIRST, MIDDLE) ROCHEVILLE, HARRY		EMPLOYEE NO. 100860	CHECK ALL THAT APPLY 1. EMPLOYMENT () 2. WAGE SALARY ADJUSTMENT () 3. TRANSFER () 4. LEAVE OF ABSENCE () 5. ADDRESS/NAME CHANGE () 6. TERMINATION RETIREMENT (X) 7. OTHER ()
JOB TITLE LIEUTENANT		JOB CODE 1302	
DEPARTMENT POLICE	DIVISION CIU	DEPT. NO. 1210	

1. EMPLOYMENT

ADDRESS-STREET		CITY	STATE	ZIP CODE	SOCIAL SECURITY NO.	NEW HIRE	REHIRE	RECALL	Salaried Hourly
PERMANENT 1. Full Time 2. 20 HRS. + Part Time 3. Part Time	4. TEMP	CIVIL SERVICE YES NO	DATE APPROVED	VETERAN YES NO	SHIFT	PAY RATE \$	PER	SHIFT PREM.	Grade Step
TELEPHONE NO.	DATE OF BIRTH	SEX M F	ETHNIC CODE	SCHEDULED HOURS	HOURLY RATE	# DEPENDENTS	MARITAL STATUS M S OTHER		
REQUIRED LICENSE: TYPE(S)		CLASS		EXPIRATION DATE					

2. WAGE / SALARY ADJUSTMENT (GIVE EXPLANATION IN SEC. 8)

ANNIVERSARY DATE	DATE OF LAST INCREASE	PRESENT RATE PER	PROPOSED RATE PER	NEW HOURLY RATE	GRADE	STEP	EFFECTIVE DATE
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3. TRANSFER-JOB, SHIFT, DEPT. (GIVE EXPLANATION IN SEC. 8)

NEW DEPT. & NO.	NEW JOB TITLE	NEW JOB CODE	RATE CHANGE:	YES	NO
NEW GRADE	NEW STEP	NEW PAY RATE PER	EFFECTIVE DATE	SHIFT CHANGE:	FROM TO

4. LEAVE OF ABSENCE (GIVE EXPLANATION IN SEC. 8)

FROM	TO	DATE RETURNED
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5. ADDRESS / NAME CHANGE

NEW ADDRESS	STREET	CITY	STATE	ZIP CODE	NEW TELEPHONE NO.	CORRECT NAME TO
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6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED NOVEMBER 1, 2020	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT	YES	NO
REASON RE-SIGNED LAID OFF END OF TEMP. RE-TIRED DIS-CHARGED	QUALITY OF WORK EXCEL GOOD FAIR POOR	ATTENDANCE EXCEL GOOD FAIR POOR	ATTITUDE EXCEL GOOD FAIR POOR	JOB KNOWLEDGE EXCEL GOOD FAIR POOR

7. EMERGENCY CONTACT

NAME:	TELEPHONE NO.	RELATIONSHIP
-------	---------------	--------------

8. EXPLANATION OF ACTION (or other action)

LT. ROCHEVILLE RETIRED. HIS DATE OF RETIREMENT IS NOVEMBER 2, 2020.

PLEASE REMOVE FROM MUNIS.

FINANCE DEPARTMENT

DATE

DEPARTMENT HEAD / APPOINTING AUTHORITY

DATE

ACOP, DENNIS KING

PERSONNEL DEPARTMENT

DATE

DIRECT REPORT: CPT. FRAD RYAN
PAY EFFECTIVE: NOVEMBER 12, 2020



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

December 3, 2020

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Ten Thousand Dollars (\$10,000.00) appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Human Resources Contracted Services Account (11522-5320) to cover uniform costs as required to comply with the AFSCME 1818 contract through FY 2020.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

Due to COVID-19 the DOR is asking that CO#352 that was approved July 9th be reapproved.

Original request: That the sum of Ten Thousand Dollars (\$10,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Human Resources Contracted Services Account (11522-5320) to cover uniform costs as required to comply with the AFSCME 1818 contract through FY 2020 in accordance with the recommendation of Her Honor the Mayor.



KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

CITY OF SALEM MASSACHUSETTS

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

July 7, 2020

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Please accept my request for Ten Thousand Dollars (\$10,000.00) be transferred from General Fund Free Cash to the to the "Human Resources Contracted Services Account (11522-5320) to cover uniform costs as required to comply with the AFSCME 1818 contract through FY 2020 in accordance with the recommendation of Her Honor the Mayor.

Sincerely,

Lisa Cammarata
Director of Human Resources

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

From: HR 7/9/20
 Department Department Head Authorizing Signature Date

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

Free Cash or To: 11522-5320 Desc: Contract Sew. Budget Amt: 17500
Retained Earnings (W/S) (Org/Object) Balance: 2
Raise & Appropriate
 Please circle one

Amount Requested: \$ 10,000.00

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 \$ 356,631.01
 Free Cash Balance

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

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

_____ Raise & Appropriate _____ Other _____

Recommendation: ☒ Approved _____ Denied

[Signature]
 Finance Director

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



City of Salem, Massachusetts

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

Kimberley L. Driscoll, Mayor

Laurie A. Giardella, Finance Director

December 1, 2020

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to raise and appropriate two million, nine hundred seventy-six thousand, two hundred seventy-four dollars and twenty cents (\$2,976,274.20) from the City of Salem General Fund for the purpose of supporting the Trash Enterprise Fund Expense Subsidy. This formality has been requested by the Department of Revenue, which is a change in past acceptable practices.

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

Regards,

Laurie A. Giardella
Finance Director

Enclosures



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the sum of Two Million, Nine Hundred Seventy-Six Thousand, Two Hundred Seventy-Four Dollars and Twenty Cents (\$2,976,274.20) shall be Raised and Appropriated from the City of Salem General Fund for the purpose of supporting the Trash Enterprise Fund Expense Subsidy, which represents the amount to be raised less operational expenses, in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$30,000 from free cash to be used for the assessment center process to hire our next Chief of Police. We are fortunate to be assisted in this effort by the North Shore-based firms Ryan Strategic Group and John Guilfoil Public Relations, who have extensive experience in conducting police chief and other executive level search and assessment projects, including for the Cities of Revere, Lowell, and Taunton and the Towns of Andover, Arlington, and Winthrop, among others.

An assessment center process is a more intensive and robust process for evaluating prospective candidates. As a diagnostic tool it can evaluate the knowledge, skills, abilities, and personal characteristics of candidates as they relate to the job requirements and local context. Candidates engage in a program of activities and simulations correlated to tasks that they would be expected to carry out as a successful Chief. This is a process we have used for past Chief and other superior officer positions and we find it yields the best candidates for these critically important positions.

Our contract with the consultants includes more than just the assessment center, however, as they will also provide the City with creation and dissemination of the job posting, interviews of stakeholders, writing and distributing recruitment materials, schedule finalist interviews, and conduct the required finalist background investigations. I recommend adoption of the enclosed Order so this important task can get underway. If you have any questions, please feel free to contact either myself or City Solicitor Beth Rennard.

Respectfully,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

That the sum of Thirty Thousand dollars (\$30,000.00) is hereby transferred and appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Police Department Contracted Services account (12102-5302) to fund an assessment center process to hire the Chief of Police in accordance with the recommendation of Her Honor the Mayor.

Description	Fund	Amount
Chief's Assessment Center	12102-5302	\$30,000.00
		\$30,000.00



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

During the FY2021 budget process we indicated that we would return to the City Council to request changes to the appropriations for certain budget areas as the City had additional clarity around local aid and receipts.

Now that we are about five months into the fiscal year and the level of these revenue sources are more clear, we are requesting additional appropriations to fill several public safety positions that had previously been held un-filled in the summer due to the uncertainty around the budget. The enclosed Order adjusts the appropriations for FY2021 for the Fire Department personnel budget by \$128,511.78 to account for filling four vacant positions.

Appropriating the funds requested here will allow these positions to be posted and, hopefully, filled. These positions existed in the FY2020 budget and therefore this request does not represent a net increase in personnel, just an increase in personnel expenses to be able to fill these important positions for the remainder of this fiscal year.

I recommend adoption of the enclosed Order. If you have additional questions about this request, please feel free to contact Chief Gerry Giunta about the Fire Department request or Laurie Giardella about the Order in general.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

December 3, 2020

Ordered:

That the sum of One Hundred Twenty Eight Thousand, Five Hundred, Eleven Dollars and Seventy Eight Cents (\$128,511.78) is hereby appropriated to the accounts listed below to be funded by property taxes, state aid, non-property tax revenue and reserves when the FY 2021 tax rate is set in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
12201-5111	Fire FT Salaries	114,579.24
12201-5131	Fire Overtime	13,932.54
Total		\$ 128,511.78



CITY OF SALEM, MASSACHUSETTS FIRE DEPARTMENT

48 LAFAYETTE STREET
SALEM, MASSACHUSETTS 01970-3695
PHONE 978-744-1235 FAX 978-745-4646

JOHN G. GIUNTA
CHIEF
978-744-6990
JGGIUNTA@SALEM.COM

FIRE PREVENTION
BUREAU
978-745-7777

November 16, 2020

Mayor Kimberly Driscoll
93 Washington St.
Salem, MA. 01970

RE: Hiring

Honorable Mayor Kimberly Driscoll,

I recently had discussions with Assistant City Solicitor Vickie Caldwell regarding hiring personnel for the Salem Fire Department. I would like to begin with the filling of the 4 firefighter positions, which are currently vacant on the Fire Department, due to COVID-19 budget cuts earlier this year. The current contract between the City of Salem & Local 172 calls for 88 uniformed personnel. We are currently staffed and budgeted for 84. I would like to try to fill these positions as soon as possible. We are anticipating as many as 8-9 retirements in 2021 with the possibility of more. There are 8 additional SFD Members that have the time accrued that is needed to retire.

Respectfully,

John G. Giunta

John "Gerry" Giunta
Chief of Department
Salem Fire

FireFighter Salary

New Hire

Name	Hire Date	Position	Base	weekly	EMT	New Base	New Weekly	Nights Calc	Night wkly	Wkly Final	Adj. base	13 Holidays @ 1.5x	One Day Holiday pay	FF - new	Overtime	Yrly Total	OT Rate
FF1	2020.07	FF1	48,837.55	939.18	600.00	49,437.55	950.72	3,390.00	65.19	1,015.91	52,827.55	3,962.07	304.77	500.00	6,966.27	64,255.89	36.28
FF2	2020.07	FF1	48,837.55	939.18	600.00	49,437.55	950.72	3,390.00	65.19	1,015.91	52,827.55	3,962.07	304.77	500.00	6,966.27	64,255.89	36.28
Totals					1,200.00			6,780.01		2,031.83	105,655.10	7,924.13	609.55	1,000.00	13,932.54	128,511.78	



CITY OF SALEM, MASSACHUSETTS

**Kimberley Driscoll
Mayor**

Office of the Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you may recall, over the past year our Conservation Commission convened two public meetings to help us develop our Hazard Mitigation Plan Update. This important document evaluates the City's readiness and plans to react to a broad diversity of natural hazards and risks. I am extremely grateful for all of the public input and feedback that went into developing the Update, the dedication and expertise of the Commission members and our outside partners including the Salem Alliance for the Environment, Salem Sound Coastwatch, and Metropolitan Area Planning Council, and to the many City staff who worked on this critical document.

FEMA Region 1 has completed its review of our Hazard Mitigation Plan and found it meets the requirements of 44 CFR 201 pending final adoption by the City Council, which must take place in this calendar year. Therefore, please find enclosed a Council Resolution formally adopting the 2020 Hazard Mitigation Plan Update. The Hazard Mitigation Plan Update is online at https://www.salem.com/sites/g/files/vyhlf3756/f/uploads/salem_ma_draft_plan_2020_update_02-14-20.pdf. I recommend adoption of the enclosed Order. If you have further questions about this request, please feel free to contact Brittany Dolan.

Respectfully,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council, Dec. 3, 2020

BE IT RESOLVED:

WHEREAS, the City of Salem established a Committee to prepare the *City of Salem Hazard Mitigation Plan 2020 Update*;

WHEREAS, the *City of Salem Hazard Mitigation Plan 2020 Update* contains several potential future projects to mitigate impacts from natural hazards in the City of Salem;

WHEREAS, duly noticed public meetings were held by the Conservation Commission on August 8, 2019 and February 18, 2020; and

WHEREAS, the City of Salem authorizes responsible departments and/or agencies to execute their responsibilities demonstrated in the Plan.

NOW, THEREFORE BE IT RESOLVED that the City of Salem hereby adopts the *City of Salem Hazard Mitigation Plan 2020 Update* in accordance with Massachusetts General Law Chapter 40 §4 and its City Charter and Ordinances.

ADOPTED this 3rd day of December, 2020.

ATTEST



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you may recall, several months ago the City Council authorized a bond for the Bertram Field project utilizing appropriations from the Community Preservation Act fund. In order to be able to access the CPA funds for these bond payments, a second vote from the Council is now necessary to approve the use of the CPA funds as specified (up to \$100,000 per year for no more than 20 years). This is a one-time approval and will not be necessary on an on-going basis to approve these payments. This request comes with the endorsement of the Community Preservation Committee.

I recommend adoption of the enclosed Order and invite you to contact Jane Guy should you have any questions about the CPA aspect or Jenna Ide if you have questions about the Bertram Field project more generally.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
Kimberley L. Driscoll, Mayor
Community Preservation Committee

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

TO: Honorable City Council

FROM: Jane A. Guy, Assistant Community Development Director
on behalf of the Community Preservation Committee

DATE: October 28, 2020

RE: **CPC Recommendation for CPA Funding**
Bertram Field, 1 Powderhouse Lane (Map 24 Lot 219; 5.62 acres)

At its meeting of May 14, 2019, the Community Preservation Committee (CPC) voted to submit the following recommendation for Community Preservation Act (CPA) funding for Bertram Field Phase 2:

- Bonding under Community Preservation Act M.G.L. Chapter 44B for the purposes of constructing a new field house and related amenities. The Salem CPA commitment toward the project will be for up to \$100,000 per year over a term of up to 20 years.

In compliance with MGL c.44B, the City Council is requested to take one of the following actions on each funding recommendation:

- Approve recommendation of the CPC
- Reject recommendation of the CPC
- Reduce amount recommended by the CPC

Summary:

CPA funds would be used to demolish the existing field house and create a new code-compliant facility at Bertram Field for recreation purposes, including gender equitable locker and umpire facilities, as well as family/unisex public restrooms for use during non-games.

The recommendation is for bonding through the Community Preservation Act M.G.L. Chapter 44, B with a Salem CPA commitment toward the project of up to \$100,000 per year for a term of up to 20 years.

APPLICANT:	City of Salem
PROJECT TITLE:	Bertram Field Phase II
PROJECT LOCATION:	1 Powder House Lane
CPA CATEGORY:	Recreational Land: Rehabilitation/Restoration
CPC RECOMMENDED CPA FUNDING:	Bonding of up to \$100,000 per year for up to 20 years



PROJECT DESCRIPTION:

The City of Salem requested funding to demolish the existing field house and build an accessible and sustainable field house, amenities building, press box, and concessions building, along with upgraded entrances and utilities to Bertram Field. The initial request was for a \$2.5 million bond repayment over 15-20 years under the Community Preservation Act M.G.L. Chapter 44, B, toward the approximately \$6 million project, with CIP bonds and donations covering the remainder.

The project is needed because the existing field house is beyond repair, does not meet code, and it continues to be a liability. The buildings currently are beyond maintenance: paint peels off, the boiler is down, the roof is leaking, the concrete is crumbling, and the sewer lines are broken. The current facility was designed for all male teams and lacks adequate accessibility. The current facility does not support girls' teams, transgender, or families with needs. If the current facility closes, then temporary facilities will need to be brought in, or other arrangements made. Without a locker and amenities building, the field cannot be used for games, band camp, and practices would be limited to times when a restroom would not be needed.

This facility serves tens of thousands of residents and visitors, including athletes, students, coaches, parents, volunteers, and neighbors. It supports football, soccer, lacrosse, track and field, for the schools, as well as the community youth groups. This field holds important functions for the City, and brings the City together. It is Salem's only adult regulation football, soccer, or lacrosse field. It is the only track and field facility. There are over 250 games and practices there a year. The facility serves the entire City and can also host games and tournaments for the region. It is also used for walkers and joggers.

The proposal is for the existing buildings to be removed, and a modern amenities building and a new locker facility building to be built. There will be storage integrated into the facilities. The new restrooms will be gender equal, and there will be a family restroom for all visitors that will be heated. The buildings will be accessible and directly on grade. All bathrooms will have a handicapped stall. New accessible parking will be provided. The parking area, entrance, and circulation around the facility will be improved to increase accessibility and create bicycle and pedestrian access and bring in better walking/cycling opportunities for the neighborhood. All of these new facilities will meet modern code, be LEED and sustainable, and fully updated. Security cameras will be integrated into the project.

New buildings will show our residents, visitors, and neighbors that we care for our youth, our students, and our teams. The project will promote team recreation and neighborhood walking and jogging. It will provide improved bicycle and pedestrian access to the Bertram Field and the Collins Middle School. These connect Jefferson area and Highland area. The new facility will provide opportunities for regional games and tournaments, which will bring visitors to our City.

Included were letters of support by Mayor Kimberley Driscoll, Fire Chief John Giunta, Ron Miano of Salem Youth Football & Cheering, Simeen Brown and Andrew Douglass. Also submitting was Scott Connolly, Salem Public Schools' Director of Athletics with a petition of support with 211 signatures.



Budget Summary

Indicate the total project costs, including CPA funding request, from all proposed sources. Application package must include a complete itemized budget of all project costs. Note: CPA funds cannot be used for maintenance.					
	STUDY/EARLY DESIGN	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
SOURCE 1: SALEM CPA <i>(total must match amount requested on cover sheet)</i>	\$	\$500,000	\$0	\$2,000,000	\$2,500,000
SOURCE 2: CIP BONDS	\$	\$411,400.00	\$	\$2,467,669	\$2,879,069
SOURCE 3: DONATIONS	\$		\$	\$350,000	\$350,000
SOURCE 4: PREVIOUSLY APPROPRIATED CIP, SHORT TERM	\$297,322	\$	\$	\$	\$297,322
SOURCE 5: SHORT TERM	\$	\$30,000	\$	\$	\$30,000
SOURCE 6:	\$	\$	\$	\$	\$
TOTAL PROJECT COST	\$	\$941,400.00	\$	\$4,817,669.00	\$6,056,391.00

*Soft costs include design, professional services, permitting fees, closing costs, legal, etc.

**For this application "construction" refers to new construction, rehabilitation, preservation and/or restoration work.

There are very few other grants applicable to this project, because most state park grants are for natural recreation features, not athletic field buildings.

CPC RECOMMENDATION:

By a vote of 6 in favor and one opposed, the Community Preservation Committee voted to recommend:

- Bonding under Community Preservation Act M.G.L. Chapter 44B for the purposes of constructing a new field house and related amenities. The Salem CPA commitment toward the project will be for up to \$100,000 per year over a term of up to 20 years.



CITY OF SALEM

In City Council, December 3, 2020

Ordered:

Ordered: The Salem City Council hereby approves the use of up to \$100,000.00 in Community Preservation Funds annually, for a period of up to twenty years, for the bond payment for the Bertram Field Phase 2 project, a portion of the capital equipment and improvements bond authorized by a vote of the City Council on June 27, 2019.



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

Due to COVID-19 the DOR is asking that CO#350 that was approved July 9th be reapproved.

Original request: That the sum of Seventy-Five Thousand Dollars (\$75,000.00) is hereby appropriated and transferred from the "General Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Transit Enhancement Fund as provided in the Cannabis Host Agreements and the amount received through June 30, 2019, in accordance with the recommendation of Her Honor the Mayor.

Description	Amount
Transit Enhancement Fund (1%)	\$ 75,000.00
	\$ 75,000.00

CITY OF SALEM – Finance Department

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

From: Finance
Department

[Signature]
Department Head Authorizing Signature

Date

6/30/20

Budget or R/Res

Transfers

To :

(Org/Object)

Desc:

Budget Amt: _____

Balance: _____

Budget Amt: _____

From :

Desc:

Balance: _____

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

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

Date: _____

Free Cash or To :

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

Raise & Appropriate

Please circle one

Desc:

Transit Enhancement Fund

Budget Amt: _____

Balance: _____

Amount Requested:

\$ 75,997.81

Reason (Be Specific)

Transit Enhancement Fund
1. As per Council's Hot Agreement

For Finance Department and Mayor's Use Only:

_____ Budget Transfer

_____ Mayor Approval

_____ City Council Approval

☒ Free Cash Appropriation – City Council Approval – Gen Fund \$ 356,631.01

Free Cash Balance

_____ R/E Appropriation – Water \$ _____

R/E Balance

_____ R/E Appropriation Sewer \$ _____

R/E Balance

_____ Receipts Reserve – City Council Approval

\$ _____

R/Res Fund Balance

_____ Raise & Appropriate

_____ Other

Recommendation: _____ Approved _____ Denied

[Signature]
Finance Director

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed is an Order to accept the provisions of Section 4, Chapter 73, of the Acts of 1986 for Fiscal Year 2021.

The section of state law allows for additional tax exemptions to be granted to widows, elderly, veterans, and blind property owners. In accordance with this section of the special acts, acceptance by the local appropriation authority is required each year in order to maintain these exemptions for the qualifying eligible groups.

Salem has accepted these exemptions every year since FY2009 and in that time period we have enabled about 3,500 exemptions to be claimed by veterans, widows, and certain elderly and disabled residents. Those exemptions have resulted in these most needy of our population saving around \$3 million on their tax bills.

I strongly recommend adoption of the attached Order so that we may continue to provide the maximum benefit allowable under state law for our residents who are most in need.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council, December 3, 2020

Ordered:

That the Mayor and City Council accept the provisions of Section 4, Chapter 73 of the Acts of 1986 for Fiscal Year 2021, and that such additional exemptions granted be 100% of the statutory exemption amounts, provided all other qualification specified in said Section 4, Chapter 73 of the Acts of 1986 are met.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you are aware, each Fall the state Department of Revenue certifies the amount of "free cash" available to the City. Free cash results from unanticipated new growth and revenues. While some is deposited per our City's finance policies into reserve accounts or held for emergencies, we always work to return as much as possible to taxpayers by using a portion to reduce the amount raised by taxation. Enclosed herewith is a request to transfer the sum of \$500,000 from free cash to reduce the gross amount to be raised by taxation for FY2021.

This free cash appropriation will save Salem property taxpayers additional money this coming year, pending adoption of the tax rate by the City Council. I recommend passage of the accompanying Order to help reduce the burden on Salem taxpayers

Respectfully,

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

Kimberley Driscoll
Mayor
City of Salem



City of Salem, Massachusetts

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

Kimberley L. Driscoll, Mayor

Laurie A. Giardella, Finance Director

December 1, 2020

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

I am respectfully requesting the amount of five hundred thousand dollars (\$500,000) be transferred from the General Fund Balance Reserved from Free Cash to reduce the tax rate amount to be raised by taxation when the tax rate is set for FY2021.

Please let me know if you need any further information.

Regards,

A handwritten signature in dark ink, appearing to read "L. Giardella", is written over a horizontal line.

Laurie A. Giardella
Finance Director



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the sum of Five Hundred Thousand Dollars (\$500,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to reduce the tax rate amount to be raised by taxation when the Fiscal Year 2021 tax rate is set in accordance with the recommendation of Her Honor the Mayor.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you are aware, at the beginning of the fiscal year we approve a budget for the Witch House, Golf Course, and Harbormaster operations that ensures these facilities are fully funded. Each of these departments collect revenues, which we then utilize when setting the tax rate. We typically “sweep” our receipts reserved accounts and apply those revenues to help keep the tax increase as low as possible.

Enclosed herewith are requests to transfer the sum of \$975,000 from receipts reserved to be applied to reduce the gross amount to be raised by taxation for Fiscal Year 2021. \$175,000 is derived from Witch House revenues, \$600,000 from the golf course, and \$200,000 from Harbormaster receipts.

These appropriations will help reduce the amount raised by taxation, pending adoption of the recommended tax rate by the City Council. I recommend passage of the accompanying Order so we can continue to work to keep taxes as manageable as possible for our residents.

Respectfully,

Kimberley Driscoll
Mayor
City of Salem



City of Salem, Massachusetts

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

Kimberley L. Driscoll, Mayor

Laurie A. Giardella, Finance Director

December 1, 2020

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to transfer Nine Hundred Seventy-Five Thousand Dollars (\$975,000) from Receipts Reserved for Appropriation accounts to reduce the amount to be raised by taxation when setting the Fiscal Year 2021 tax rate.

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

Regards,


Laurie A. Giardella
Finance Director

Enclosures



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the sum of Nine Hundred Seventy Five Thousand Dollars (\$975,000.00) is hereby appropriated from the following "Receipts Reserved for Appropriation" accounts to reduce the tax rate amount to be raised by taxation when the Fiscal Year 2021 tax rate is set in accordance with the recommendation of Her Honor the Mayor.

Description	Amount
Receipts Reserved - Witch House	175,000.00
Receipts Reserved - Golf Course	600,000.00
Receipts Reserved - Harbormaster	200,000.00
Total	975,000.00



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the City of Salem NOT adopt a Small Commercial Exemption for fiscal year 2021.



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the City of Salem NOT adopt a Residential Exemption for fiscal year 2021.



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the City of Salem NOT adopt An Open Space Exemption for fiscal year 2021.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

December 3, 2020

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Each year the City Council must vote to set the residential tax factor and thereby set the tax rate for the fiscal year. In Massachusetts, Proposition 2 ½ caps new property taxes at no more than 2.5% of the previous year's levy. This year, the tax rate – \$13.80 for residential and \$27.60 for commercial – is once again under the City's allowable levy limit, with excess levy capacity of approximately \$4.6 million dollars remaining, validating our City's responsible approach to budgeting and managing public finances. We continue to maintain a generally low tax bill increase over time, as well, with the average increase over the last 10 years for the average single-family taxpayer in Salem coming in at a reasonable 3.1% or \$160 per year.

Based on the rates above, the change in the average single-family tax bill will be \$144 (2.42%), the average condominium unit change will be \$0 (0%), the average two-family change will be \$102 per unit (3.08%), the average three-family change will be \$179 per unit (7.33%). As you may recall, average percentage increases do change from year to year within residential categories and the residential tax rate is the same regardless of the type of residential property within this classification. Increases vary based on valuation and growth increases year to year, which is driven by market price fluctuations approximately 12 – 18 months prior. Given the range of commercial properties in Salem, from small shops to hotels to large office complexes, it is hard to identify a truly "average commercial property," however the average commercial property increase is estimated at 3.21%. Appropriation orders submitted separately applies receipts reserved and free cash to help hold down the increase in property taxes, reducing the total amount raised by taxation and saving Salem property owners from an additional \$1.475 million in taxes to be collected.

Despite an active housing market increasing values and despite increases in fixed costs for delivering local services this fiscal year, we have managed to keep tax increases relatively low. The reason for this is simple: growth matters. As we grow our tax base, we have been able to

successfully distribute the burden of funding critical local services to more taxpayers, alleviating the burden on existing property owners. This is why – in addition to the housing need and the desire to great good, local jobs – it is so very important we consider new growth opportunities with an open mind and strategic approach. We cannot cut our way to stabilized taxes or better services; we can, however, broaden the size of the base that funds our local government, thereby stabilizing taxes and improving services. FY2021 once again demonstrates that exact strategy at work.

We always strive to manage the overall tax burden on our City's homeowners and I am proud that we have never needed or sought a Proposition 2 ½ override. We seek efficiencies and opportunities for regionalization or streamlining. We look to technology and performance improvement strategies to reduce the cost of doing business. We shift the cost of government off property taxpayers by pursuing a substantial number of grant opportunities and by looking to tax options that shift those costs to visitors when possible by supporting the development of new hotels, the extension of lodging taxes to short-term rentals, and the responsible growth of the recreational cannabis industry.

The most powerful tool at our disposal, however, is responsible, sensible private development that adds to our tax base. Therefore, we have advocated for the appropriate redevelopment of sites such as the former courthouses, the vacant power plant property, and other under-utilized and vacant former industrial parcels. I am extremely pleased that certified new growth this fiscal year is \$1.6 million, which is of significant assistance as we work together to provide much needed services in the areas of public safety, schools and public services, at a reasonable cost to property owners.

We have also been extremely pro-active in pursuing grant opportunities whenever they become available. Since the start of my administration in 2006 we have successfully received over \$150 million in state and federal grants. Just about one-fifth of our revenues is aid from the state, and we still rely on and require a strong state partnership to make much needed infrastructure investments. We also work to have meaningful partnerships with our anchor institutions and non-profits, including our tax agreement and CBA with Footprint, investments in our schools and neighborhoods from SSU, expanded community support from NSMC, and our ongoing push for a nearly two decades' over-due adjustment in our SESD PILOT.

One of the biggest challenges we continue to face is pressure from reductions in revenues and increases in fixed costs. Fixed costs for FY2021, such as state charges, health insurance costs, Medicare, worker's compensation, debt payments, and municipal insurance, increased by \$1.6 million over last year. As you might recall, the FY2021 budget we filed included \$1.4 million in cuts due to the uncertainty of the economy this past spring.

When it comes to non-tax revenues, local aid for FY2021 was level funded by the state, and, as you may be aware, we have seen considerable reductions in our hotel and meals excise revenues and parking receipts, due to the pandemic's economic impacts. While growth and cannabis excise are up, collectively our parking, meals, and hotel receipts for the first quarter of FY2021 were down by 35%, meaning we took in close to \$845,000 less that quarter than we did in the same quarter of FY2020.

As we set our tax rate for the current fiscal year, the recommendation is to set the residential factor at .849947 and CIP split to 1.7.

The vision for our City laid out in our annual budget, and continued with this tax proposal, reflects our collective desire to keep Salem a vibrant, thriving community that delivers quality public services in as efficient and affordable a manner as possible. When I took office, we faced a \$3.5 million deficit. We spent all our savings just to keep the lights on and were forced to borrow money to pay normal operating expenses. We have worked collaboratively over the years to eliminate prior deficits, improve city finances, and balance our books with an eye on both the needs of today and our aspirations for the future. It has not always been easy. Just as we emerged from those local fiscal trials in 2007 our national economy spiraled into a recession and, just as we were building back from that crisis the current pandemic brought a sharp decline in our economy.

But whatever the cause of our challenges, we weathered them and are today still resiliently positioned for success, with strong growth, a declining unemployment rate, still record bond ratings, and award-winning balanced budgets. Our City's bond rating from Standard & Poor's was upgraded seven years ago to AA, the highest in the City's history. In their most recent ratings report the agency cited our financial stability and conservative budgeting practices in affirming that strong rating. This is validation that Salem's fiscal policies are of the highest standard and that the path we have set for ourselves is the correct one for our community.

I am grateful for our partnership in securing a healthy municipal fiscal environment and recommend adoption of the proposed residential factor which will enable us to finalize property tax rates for this fiscal year.

Very truly yours,



Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

December 3, 2020

That the City of Salem adopt a Residential Factor of 84.9947% for fiscal year 2021.