



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

February 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, the following department heads and assistants:

Name	Position	Term	Term Expiration
Teresa Gove Arnold	Council on Aging Director	2 years	1/31/2020
Nina Bridgman	Assistant Finance Director/Deputy Auditor	2 years	1/31/2020
Lisa Cammarata	Director of Human Resources	2 years	1/31/2020
Bonnie Celi	Collector and Parking Clerk/Hearings Officer	3 years	1/31/2021
Thomas Daniel	Director of Planning and Community Development	2 years	1/31/2020
John Giardi	City Electrician	2 years	1/31/2020
David Knowlton	City Engineer	2 years	1/31/2020
Thomas St. Pierre	Director of Inspectional Services and Building Commissioner/Code Officer	2 years	1/31/2020
Kathleen Winn	Assistant Planning Director	2 years	1/31/2020

I enthusiastically recommend confirmation of all of these reappointments.

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

January 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, the following member of the Salem Licensing Board.

First Name	Last Name	Address	Term	Term Expiration
Robert	St. Pierre		6 years	1/8/2024

I enthusiastically recommend confirmation of Chief St. Pierre's reappointment to the Licensing Board and ask that you join me in thanking him for his continued dedicated service and commitment to our community.

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

February 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

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

First Name	Last Name	Address	Term	Term Expiration
Benjamin	Anderson	10 Adams Street	2-years	February 8, 2020
Grace	Harrington	107 Highland Avenue #3	2-years	February 8, 2020

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

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

February 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Attorney Chris Drucas, of 68 Cavendish Circle, to the Salem Zoning Board of Appeals to fill the remainder of the three-year term of Tom Watkins, which will expire on May 1, 2018. I hope you will join me in thanking Mr. Watkins for his service on the ZBA and for his commitment to our community.

Attorney Drucas has owned his own law practice here in Salem since 1974, where he specializes in corporate and business law. He has much experience in zoning and land use law, as well as estate administration and planning, employment law, and contracts. His clients are local small and family-owned businesses. Attorney Drucas earned his undergraduate degree in economics from Northeastern University and went on to receive his law degree from Suffolk University Law School. Prior to moving to Salem, Attorney Drucas served as a Selectman in the Town of Swampscott, where he also served as an elected Town Meeting Member and on the Finance Committee. Attorney Drucas has volunteered extensively for our community and the region, serving on the board of the Salem YMCA and Salem Red Cross, and as chair of the board for Project Cope and HealthNet.

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

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem





## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

February 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Deborah Amaral, of 172 Marlborough Road, to the Salem Parks and Recreation Commission to fill the remainder of the five-year term of Leslie Tuttle, which will expire on May 1, 2018. I hope you will join me in thanking Ms. Tuttle for her service on the Parks and Recreation Commission, as well as the Community Preservation Committee, and for her commitment to our community.

Ms. Amaral has a lengthy career in recreation and community service, having served as the Executive Director of the Salem YMCA for nearly eleven years. In 2011 she left that role to take on the position of CEO of the Malden YMCA, where she currently oversees the daily operations of that organization, as well as numerous programs, events, classes, and more. Ms. Amaral is dedicated to the youth of Salem, having served as a member of the Salem School Committee for several years. She earned a B.A. in Political Science and Religion from Drew University before going on to receive an M.B.A. with a focus on public and non-profit management from Boston University in 1994.

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

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

February 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation from The Friends of the Salem COA in the amount of Two Thousand Dollars (\$2,000.00). These funds will be deposited into the Council on Aging Donation fund 24011-4830.

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

Very truly yours,

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

Kimberley Driscoll  
Mayor



# CITY OF SALEM

In City Council,

February 8, 2018

Ordered:

To accept the donation(s) listed below totaling Two Thousand Dollars (\$2,000.00). These funds will be deposited into the account listed below in accordance with the recommendation of Her Honor the Mayor.

From:	Fund Name	Org/Obj	Amount	
Friends of the Salem COA	COA Donation	24011-4830	\$	2,000.00
Total			\$	2,000.00



**CITY OF SALEM, MASSACHUSETTS**  
PARK, RECREATION & COMMUNITY SERVICES  
5 BROAD ST., SALEM, MA 01970

TEL: (978) 744-0180 OR (978) 744-0924  
FAX (978) 744-7225  
POBRIEN@SALEM.COM

**KIMBERLEY DRISCOLL**  
MAYOR

**PATRICIA O'BRIEN**  
SUPERINTENDENT

January 29, 2018

Mayor Kimberley Driscoll  
93 Washington Street  
Salem, MA 01970

Dear Mayor Driscoll,

The Salem Council on Aging respectfully requests a donation acceptance of \$2,000 from the Friends of the Salem COA to be used for fees associated with events and programs that low-income seniors cannot afford. While many of our events and classes are free, there are some that require a fee. This donation acceptance would allow certain elders the opportunity to participate in additional activities over the course of 2018.

Fund 2401  
Org/Obj is 24011-4830

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, reading "Teresa Gove Arnold".

Teresa Gove Arnold  
Director  
Salem Council on Aging

Cc: Patricia O'Brien





**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll

Mayor

February 8, 2018

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Forty-Two Thousand One Hundred and Forty-Eight Dollars and Eighty-Six Cents (\$42,148.86) from the "Receipts Reserved – Golf Course" (24361-4800) to the "Golf Course" equipment account (16512-5860).

This appropriation is necessary for the final payment for equipment lease from PNC equipment finance.

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,  
February 8, 2018

## Ordered:

That the sum of Forty-Two Thousand One Hundred and Forty-Eight Dollars and Eighty-Six Cents (\$42,148.86) is hereby appropriated from the "Receipts Reserved – Golf Course" account (24361-4800) to the Golf Course – Equipment Account (16512-5860) in accordance with the recommendation of Her Honor the Mayor.



Kimberley Driscoll  
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

Trish O'Brien  
Superintendent

To: The Honorable Mayor Driscoll  
From: Patricia O'Brien  
Date: January 30, 2018

This letter is to request a transfer in the amount of \$42,148.86 from the golf course receipts reserve (2436) to Equipment (16512-5860).

This is for final payment for equipment lease from PNC equipment finance.

Sincerely,

A handwritten signature in black ink, appearing to read "Patricia O'Brien", is written over a large, stylized circular flourish.

Patricia O'Brien  
Superintendent  
Park, Recreation and Community Services

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

From: P&R – Golf Course

Department

  
Department Head Authorizing Signature

Date

1-30-18

**Budget or R/Res**

Budget \$12,000

**Transfers**

To : 16512-5860

(Org/Object)

Desc: Equipment

Balance: \$880.23

Budget Amt: \_\_\_\_\_

From : 2436

Desc: R/Res Golf Course

Balance: \_\_\_\_\_

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

Current Balance in Receipts Reserved Fund Above (if applicable) - \$63,848.00

Date: 1/30/18

**Free Cash or** To : \_\_\_\_\_

Desc: \_\_\_\_\_

Budget Amt: \_\_\_\_\_

Balance: \_\_\_\_\_

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

Please circle one

**Amount Requested:**

\$ 42,148.86

**Reason (Be Specific)** This amount is needed in order to pay the final year of an equipment rental lease with PNC Equipment Finance

**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

\$ 63,848.00  
R/Res Fund Balance

\_\_\_\_ Raise & Appropriate

\_\_\_\_ Other

Recommendation: \_\_\_\_ Approved \_\_\_\_ Denied

  
Finance Director

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



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

February 8, 2018

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Three Thousand Seven Hundred and Twenty-Two Dollars (\$3,722.00) from the "Receipts Reserved – Golf Course" (24361-4800) to the "Golf Course – Renovations/Repairs Account (16512-5846).

This appropriation is necessary for the repair of the pump house at the Golf Course.

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,  
February 8, 2018

## Ordered:

That the sum of Three Thousand Seven Hundred and Twenty-Two Dollars (\$3,722.00) is hereby appropriated from the "Receipts Reserved – Golf Course" account (24361-4800) to the Golf Course – Renovations/Repairs Account (16512-5846) for the repair of the pump house at the Golf Course in accordance with the recommendation of Her Honor the Mayor.



Kimberley Driscoll  
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

Trish O'Brien  
Superintendent

To: The Honorable Mayor Driscoll  
From: Patricia O'Brien, Superintendent  
Date: February 1, 2018

Dear Mayor Driscoll,

This letter is to request a transfer in the amount of \$3,722.00 from the golf course receipts reserve (2436) to Renovation/Repairs line (16512-5846) for completion of the Pump house project.

O'Connor Pumps is currently working on the pump house project and are recommending replacing two 15 HP pumps and one motor. These were not included in the original bid/request, because at the time they were functional. But after consulting with Paul and O'Connor, the pump motor is coming to the end of its life and they recommend replacing it now. During the work, it was discovered that the pump casings were corroded and impellers were worn. This will cause lower water output than they are normally capable of producing.

It will be cost effective for the City and will save about \$2000 by replacing them now while they are in the midst of doing the work. Between the previous electronic upgrade, and now the pipes, valves and the pumps, everything will be new and functioning at full capacity.

Thank you for your attention to this matter.

Sincerely,

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

Patricia M. O'Brien

Superintendent

Park, Recreation and Community Services

# CITY OF SALEM – Finance Department

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

From: P&R – Golf Course

Department

  
Department Head Authorizing Signature

Feb 1, 2018  
Date

**Budget or R/Res**

Budget \$9,000.00

**Transfers**

To : 16512-5846

(Org/Object)

Desc: Renovation & Repairs

Balance: \$433.73

Budget Amt: \_\_\_\_\_

From : 2436

Desc: R/Res Golf Course

Balance: \_\_\_\_\_

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

Current Balance in Receipts Reserved Fund Above (if applicable) - \$63,373.00 Date: 2/01/18

**Free Cash or**

To :

Desc:

Budget Amt: \_\_\_\_\_

**Retained Earnings (W/S)**

(Org/Object)

Balance: \_\_\_\_\_

Please circle one

**Amount Requested:**

\$ 3,722.00

**Reason (Be Specific)** This amount is needed in order to replace failing equipment that was identified while the contractor was working on the pump house rebuild.

**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

\$ 64,373.00   
R/Res Fund Balance

☐ Raise & Appropriate

☐ Other \_\_\_\_\_

Recommendation: ☐ Approved ☐ Denied

  
Finance Director

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



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

February 8, 2018

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Twelve Thousand Dollars (\$12,000.00) from the Fund Balance Reserved for Appropriation – Free Cash account (1-3245) to the Electrical Street Lighting account (12452-5213).

This request is necessary to cover the costs of a contractor, due to an employee being out sick.

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,  
February 8, 2018

## Ordered:

That the sum of Twelve Thousand Dollars (\$12,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Electrical Street Lighting account (12452-5213) in accordance with the recommendation of Her Honor the Mayor.





KIMBERLEY DRISCOLL  
MAYOR

JOHN J. GIARDI  
CITY ELECTRICIAN

## CITY OF SALEM, MASSACHUSETTS

ELECTRICAL DEPARTMENT  
44 LAFAYETTE STREET  
TEL (978) 745-6300  
FAX (978) 745-4638  
JGIARDI@SALEM.COM

January 26, 2018


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

Dear Mayor Driscoll:

I am writing this letter to let you know the departments current situation in regard to our personnel and the amount of work we have ahead of us. We have one staff member that is still out on medical leave. I will need to keep Brian Sweeney on staff to help while we are short staffed.

I'm requesting another \$12,000.00 to keep Mr. Sweeney on staff until the end of April 2018. Thank you for your help on this matter as we move forward into the busy holiday season.

Sincerely,

  
John J. Giardi  
City Electrician

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

*John J. Kasali*  
Department Head Authorizing Signature

Date \_\_\_\_\_

Budget Amt: \_\_\_\_\_

Balance: \_\_\_\_\_

Budget Amt: \_\_\_\_\_

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

Date: \_\_\_\_\_

Budget Amt: 250.00

Balance 161,049.63

Free Cash or To: 12452-523  
Retained Earnings (W/S) (Org/Object)

\$ 12,000.00

Reason (Be Specific) Contracted Services to cover department  
while a staff member is on sick leave.

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

Budget Transfer                      Mayor Approval                      City Council Approval

✓ Free Cash Appropriation – City Council Approval – Gen Fund \$ 871,686.35  
Free Cash Balance

Free Cash Balance

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

RE Balance

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

R/Res Fund Balances

\_\_\_\_\_ Raise & Appropriate \_\_\_\_\_ Other 100

Other

Recommendation:        Approved        Denied

Finance Director

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

CITY OF SALEM, MASSACHUSETTS  
FY 2018 FREE CASH SUMMARY

1/29/2018  
10:35 AM

Description	Date To Council	Pending Free Cash	Date Approved	C.O. #	Approved Free Cash	Reason
CERTIFIED FREE CASH						
20% To Stabilization	11/16/17		11/16/17	649	(984,587.40)	Free Cash transfer per Finance Policies
20% to CIP	11/16/17		11/16/17	649	(984,587.40)	Free Cash transfer per Finance Policies
5% to OPEB	11/16/17		11/16/17	649	(246,146.85)	Free Cash transfer per Finance Policies
Board of Health - Overtime	11/16/17		11/16/17	655	(2,000.00)	Unanticipated additional weekend hours for pop-up events
COA-Printing & Binding	11/16/17		11/16/17	652	(20,000.00)	Expenses for Salem for All Ages
Electrical - Street Lighting	12/07/17		12/07/17	698	(12,000.00)	To hire contractor to cover inspections for employee out on medical leave
Offset Tax Rate	12/07/17		12/07/17	692	(1,694,429.00)	Free cash to offset tax rate
Planning Contracted Services	12/07/17		12/07/17	699	(2,000.00)	Research, data input and analysis for green communities initiatives
Planning Overtime	01/11/18		01/11/18	11	(5,200.00)	Unanticipated OT needed for document handling for City Hall Annex move
HR Overtime	01/11/18		01/11/18	11	(1,800.00)	Unanticipated OT needed for document handling for City Hall Annex move
Building Insp Overtime	01/11/18		01/11/18	11	(1,200.00)	Unanticipated OT needed for document handling for City Hall Annex move
Health Overtime	01/11/18		01/11/18	11	(1,800.00)	Unanticipated OT needed for document handling for City Hall Annex move
Veterans In-State Travel	01/25/18	(1,500.00)				Unanticipated training for Veterans Administrations Claims
City Council Advertising	01/25/18	(28,000.00)				Additional funds needed due to increased volume of advertising needed for council.
Planning Contracted Services	01/25/18	(2,500.00)				City share of North Shore Mobility Study
Police Medical	01/25/18	(45,000.00)				Additional funds needed for police medical expenses
DPS Equipment Repairs	01/25/18	(18,500.00)				Additional funds needed for repairs to DPS equipment/trucks
Electrical Street Lighting	02/08/18	(12,000.00)				Additional funds needed for repairs to DPS equipment/trucks
TOTAL FREE CASH USED		(107,500.00)			(3,955,750.65)	
BALANCE		859,686.35			967,186.35	



## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

February 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$64,050 from our capital outlay account to fund the purchase of replacement and new turnout gear for the Salem Fire Department. These funds will be combined with \$29,000 in emergency management grant funds to enable the department to replace 30 sets of gear beyond the standard number we normally replace in a given year.

This additional quantity is due to the current equipment either reaching the end of its scheduled lifespan or the gear being needed for the ten new firefighters we have added to the department's ranks over the last two years. We would normally incorporate this funding into the regular capital budget, but given the availability of these grant funds and the timing of the lifespan on the current gear, we are making this appropriation request mid-fiscal year.

While we are obligated to provide this critical safety equipment for our firefighters on the basis of our collective bargaining contract with them, I hope you will agree that we ought to ensure our firefighters and first responders have the gear and equipment they require regardless. I recommend adoption of the enclosed Order and invite you to contact Chief Cody directly with any questions you may have regarding it.

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council,  
February 8, 2018

## Ordered:

That the sum of Sixty-Four Thousand and Fifty Dollars (\$64,050.00) is hereby appropriated within the "Capital Outlay Renovations & Repairs" account (20003-586018) to be expended for the Purchase of Turn Out Gear by the Fire Department in accordance with the recommendation of Her Honor the Mayor.



**CITY OF SALEM**  
**Capital Outlay Expenditure Request Form**

**To:** Mayor Kimberley Driscoll

**From Department:** 100 Fire  
**February 5, 2018**

**Date:**

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**Expense Line To :** 20003-586018 - Equipment

**Amount:**

**Description:** Firefighting Personal Protective Equipment (PPE). Suit (Pants, Suspenders and Jacket) are ordered from Globe Manufacturing and meets or exceeds NFPA 1971 (standard on structural firefighting gear).

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**Expense Line To :** 20003-584618 – Renovations & Repairs

**Amount:**

**Description:**

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

☐ City Council Approval

**Recommendation:**

☐ Approved ☐ Denied

  
\_\_\_\_\_  
**Finance Director**

\_\_\_\_\_  
**Mayor**

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

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



# City of Salem, Massachusetts

## Fire Department

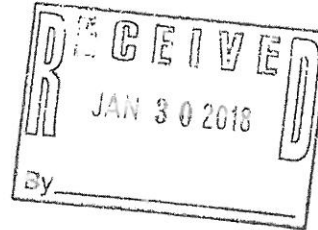
David W. Cody  
Chief  
(978) 744-6990  
dcody@salem.com

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

Fire Prevention  
Bureau  
978-745-7777

January 30, 2018

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



Dear Mayor Driscoll:

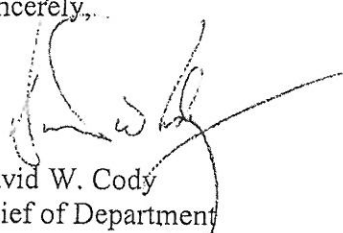
During our recent round of negotiations, the subject of turn out gear became a key topic. Since 1997 our collective bargaining agreement (CBA) has read *"As budget funding will allow, each employee shall be furnished with two (2) complete sets of turn out clothing (coat, trousers and suspenders) to allow rotation, cleaning and repair."* We have maintained this policy to the best of our ability up to now.

In 2007 we applied for and received an Assistance to firefighter grant to replace a large number of our turn out sets. We are now at the ten year mark, a NFPA standard for the retirement of turnout clothing.

This year, like last, I have used our Emergency Management Planning Grant (EMPG) money to replace \$29,000 dollars of gear along with our regular protective clothing budget line. This year we need to replace 30 additional sets of gear due to either their expiration date or to supply a second set of gear for new hires. We have had 10 new hires in the last two years. Each set of Globe turn out gear is purchased from Bergeron Protective Clothing (who is on the State bid list) for \$2,135.00.

I respectfully request a supplemental appropriation of \$64,050.00 from the short term CIP fund to support this purchase using the current language from our CBA *"The Chief shall include in his annual budget request funds sufficient to provide each firefighter with two (2) sets turn out clothing (coat, trousers, and suspenders) to allow rotation, cleaning and repair and to provide for replacement of gear in excess of ten (10) years in order to comply with NFPA standards."*

Sincerely,

  
David W. Cody  
Chief of Department

## **Globe Suits**

**In 2007** (24) Phillips, Cranney, O'Keefe E, Klientob, K Koen, Cook, Morrison, Lt Brennan, Krajieski, Payne, Jellison, J Koen, Cooke, O'Leary, Dionne, Francis, PK Marfongelli, Bernie Z, Digiacomo, Avigian, Schaeublin, Croteau

**In 2008** ,O'Boyle, Silva, Lemelin, Mento, Dickie Thomas include in next year

**In 2009** (7) Leonard, Flynn

**In 2010** (7) Defranco F, Jurasek, Hebert Lt, Holtzer, Jon Thomas, Haggerty, Cosbar

**In 2011** (3) Palamara, Finnemore, Potvin, Bresnahan, Luzinski, LeBlanc, Griffin, Gaudet

**In 2012**(14) Tremblay, Frechette, Arno, Lohnes, Reyes, Roth, K O'Keefe, Krajieski, RW Thomas, Cranney, Keane, Buonfiglio, Tarasuik, McCarthy

**In 2013** (13) Blanchette, Klientob, Theriault, O'Keefe E, Pelletier, Twomey, Morrison, PK Marfongelli, Griffin, Digiacomo, Gaudet, Leonard, J Koen

**In 2014** (19) Rene Arroyo, A Francis, Payne, Arno, Brophy, Mike OD, Burke, Tremblay, K Koen, Cook, Dickie Thomas, Marfongelli, Flynn, Austin, Potvin, Al-Nabulsi, Avigian, Dionne, Geary, (Harrington Beaudet Giunta)

**In 2015** (20) J Koen, Sanville, Henderson, Monahan, Lt Brennan, Burns, F DeFranco, Cooke, Darisse, Tobin, Michaud, Palamara, Hebert Lt, Bernie Z, Butler, Cosbar, Buonfiglio, Blanchette, Edge, Riley

**In 2016** (16) Caceres, Nolasco, Lohnes, Silva, Encarnacion, Keane, Henderson, Levesque, Rust, Sullivan, Sievert, Donahue, Reyes, Francis, Bolduc, Jurasek

**In 2017** (11) Jellison, Cardoza, Finnemore, Hagerty, Caceres, Ataide, Tarasuik, Gallant, McCarthy, Brennan K, Arroyo



Needed first suit for Welch and Hebert

Needed 2nd set for Levesque Donahue Sievert Sullivan Rust Nolasco Encarnacion Walsh  
Hebert Caceres

Price= 2017 \$2135.00 figuring a 3% increase per year

10 Year look ahead for Turn out Pant and coat

2018 30 @ \$2134.64= 64,050.00

2019 7 @ \$2199.00= 15,393.00

2020 7 @ \$2264.00= 15848.00

2021 8 @ \$2331.00= 18,648.00

2022 14 @ \$2400.00= 33,600.00

2023 13 @ \$2472.00= 33,136.00

2024 19 @ \$2546.00= 48,374.00

2025 20 @ \$2622.00= 52,440.00

2026 16 @ \$2700.00= 43,200.00

2027 11 @ \$2781.00= 30591.00





## CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll  
Mayor

February 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Attached please find an Order naming the Canal Street and Marblehead/Salem off-street bike path the Mayor Anthony V. Salvo Bike Trail, in honor of the late Mayor Salvo, who led this City from 1984 to 1989. Like you, I was deeply saddened by Mayor Salvo's passing last year. He loved Salem with a spirit of dedication that few could match. Mayor Salvo's tireless efforts, both in public service and as a volunteer in numerous capacities, his passion for the people of Salem, and his profound commitment to our city left this community a better place as a result.

Mayor Salvo, as many of you may recall, was an avid bicyclist and could often be seen pedaling around Salem, before, during, and after his time as Mayor. He loved cycling, not only as a form of recreation and exercise, but as a way to commute. Late last year I was contacted by members of Mayor Salvo's family and we spoke about a way to commemorate his memory and celebrate his positive contributions to our city. They were in agreement that something related to bicycling in Salem would be an ideal match to his passions, both for cycling and for our community.

For that reason, I am honored to submit the enclosed Order naming the new off-street bike path that will run from Marblehead all the way to downtown Salem in his honor. This trail enters South Salem very near where Mayor Salvo lived and, when complete, will offer a safe off-street bicycle and pedestrian path linking downtown Salem all the way to downtown Marblehead. It is a project that, I believe, Mayor Salvo would have enjoyed and made use of regularly. I recommend adoption of the enclosed Order.

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem





# CITY OF SALEM

In City Council,

February 8, 2018

**Ordered:**

The Canal Street and Marblehead/Salem off street bike path is hereby named the "Mayor Anthony V. Salvo Bike Trail" in honor of the late Mayor Anthony V. Salvo, who led this City from 1984 to 1989.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

February 8, 2018

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

As you may recall, late last year we issued a request for proposals for a high-speed fiber internet provider and we received one response, from SiFi. Their proposal was reviewed by a committee consisting of City staff, City Councillor Josh Turiel, and a community resident with expertise in the industry, and it was found to satisfy the requirements of the RFP.

SiFi intends to install a fiber network that will provide high-speed internet service to any home or business that wishes to purchase it. SiFi will not be the internet service provider, however: they will construct the network and then lease it to one or more ISPs, who will offer the service to customers. The entire network must be constructed within 48 months of the execution of their required agreements. Such a network would offer competition to our local internet service provider, giving residents greater choice and bolstering our local economy.

The majority of the installation will be done using micro-trenching, a minimally invasive technique that consists of a one- to two-inch-wide trench in the roadway near the curb, deep enough to get under the asphalt. In some locations, conventional trenching may be required, however it is a last resort. In other places, SiFi will utilize the existing storm and sanitary sewer system to run the fiber. Terms in the agreement protect the City's sewer system and require network maintenance to be the responsibility of company. In all places where either conventional or micro-trenching is utilized the company will restore the roadway or sidewalk to its original materials condition. With conventional trenching on roadways paved within the last five years, a full curb-to-curb repaving is required. SiFi and their contractor will meet on a regular basis with staff from the Engineering Department to review the work planned for each road and restoration plans for that roadway.

We are currently negotiating the terms of a Fiber Optic Network Installation Agreement with the company. This agreement is, effectively, a master street-opening permit for the city, which will require the City Council's review and approval. The terms of the Agreement are primarily

focused on the construction and restoration protocols, though other components are also included, such as termination, liability, and so forth. To help us ensure the document protects the City to the greatest extent feasible we retained specialized legal counsel – Davis, Malm & D'Agostine, P.C. – to assist us.

In addition, City departments including Police, Fire/Emergency Management, Information Technology, Traffic and Parking, Engineering, and Schools have begun meeting with SiFi to review the options available to us for smart city enhancements and connections, which will be possible as a result of the fiber network's construction. These connection points will allow for a wide variety of public service enhancements, such as smart street and traffic light controls, flood sensors in catch basins, improved video camera feeds for public safety, enhanced radio communications for first responders, and the availability of free or discounted Wi-Fi internet service for Salem Public School students in their home.

The opportunities that a city-wide fiber network present are truly exciting. We look forward to completing our legal negotiations with SiFi and presenting you with a proposed agreement in the coming weeks. No action is required at this time, but if you have specific questions, concerns or ideas about the fiber network, smart city elements, the construction of the network, micro-trenching, and so forth, please feel free to contact my office. We have a team working on these matters and expect to bring an agreement to the City Council later this year.

Very truly yours,

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

Kimberley Driscoll  
Mayor  
City of Salem