



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 26, 2017

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 Redevelopment Authority.

First Name	Last Name	Address	Term	Term Expiration
Grace	Harrington	26 Surrey Road	5 years	January 26, 2022

I enthusiastically recommend confirmation of Ms. Harrington's reappointment to the Salem Redevelopment Authority and ask that you join me in thanking her for her continued dedicated service and commitment to our community.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I appoint Dana Michael Hagen of ~~11 Roman Avenue Danvers, MA 01923~~ to serve as a Constable in the City of Salem for a term to expire December 6, 2017.

Very truly yours,

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

Kimberley Driscoll
Mayor

Issued through

A. A. DORITY COMPANY, INC.
BOSTON

CONSTABLE BOND

KNOW ALL MEN BY THESE PRESENTS: That we, Dana Michael Hagan
of 21 Beacon Ave, Danvers, MA 01923, as Principal,

and NGM Insurance Company , a corporation under the laws of the State of Florida , and having a usual
place of business in Boston, in the county of Suffolk and Commonwealth of Massachusetts, as Surety,

are held and stand firmly bound and obliged unto the City of Salem, MA , Massachusetts, as Obligee, in
the full and just sum of Five Thousand dollars (\$5,000.00) lawful money of the United States of America,
well and truly to be paid, and for the payment of which we jointly and severally bind ourselves, our
heirs, executors, administrators, successors & assigns, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS THAT:

WHEREAS, the said Dana Michael Hagan has been duly appointed and confirmed a Constable of the
City of Salem, MA , Massachusetts for a period of Three Years , beginning
12/6/16 , and ending on December 6, 2017 and has accepted said appointment,

NOW THEREFORE, if the said Dana Michael Hagan , shall well and faithfully perform all the duties of
Constable, then this obligation shall be null and void, otherwise to be and remain in full force and effect.

SIGNED, SEALED AND DATED December 6th, 2016.

Bond No. 309582


Dana Michael Hagan

NGM Insurance Company

By: 

James M. Crawford

Attorney-in-Fact

A.A. DORITY Company, Inc.

262 Washington Street, Suite 99

Boston, MA 02108

(617) 523-2935



NGM INSURANCE COMPANY
A member of The Main Street America Group

POWER OF ATTORNEY

06-03009334

KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"Article IV, Section 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

does hereby make, constitute and appoint **Philip B Crawford, Richard W Crawford, James M Crawford, Katie E Ford, Jeffrey W Crawford**

its true and lawful Attorneys-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed, bonds, undertakings, recognizances, contracts of indemnity, or other writings obligatory in nature of a bond subject to the following limitation:

1. No one bond to exceed Five Million Dollars (\$5,000,000.00)


and to bind NGM Insurance Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of NGM Insurance Company; the acts of said Attorney are hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such office and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Vice President, General Counsel and Secretary and its corporate seal to be hereto affixed this 8th day of January, 2016.

NGM INSURANCE COMPANY By:



Bruce R Fox
Vice President, General
Counsel and Secretary



State of Florida,
County of Duval.

On this January 8, 2016, before me the subscriber a Notary Public of State of Florida in and for the County of Duval duly commissioned and qualified, came Bruce R Fox of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and he acknowledged the execution of same, and being by me fully sworn, deposed and said that he is an officer of said Company, aforesaid; that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and her signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at Jacksonville, Florida this 8th day of January, 2016.



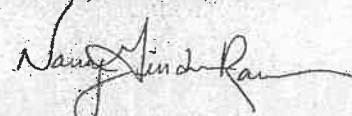


Tasha Ann Philip
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF14117
Expires 10/3/2019

I, Nancy Giordano-Ramos, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Jacksonville, Florida this

6th day of December, 2016.



WARNING: Any unauthorized reproduction or alteration of this document is prohibited.
TO CONFIRM VALIDITY of the attached bond please call 1-800-225-5646.
TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431 Attn: Bond Claims.





CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Ronald E. Bertheim of [REDACTED] to
serve as a Constable in the City of Salem for a term to expire February 25, 2020.

Very truly yours,

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

Kimberley Driscoll
Mayor

CONSTABLE BOND

Bond No.: S-828258

KNOW ALL MEN BY THESE PRESENTS, That we,

Ronald Bertheim

of 1812 1/2 Avenue
as Principal and

NGM Insurance Company

of 4601 Touchton Rd East Ste 3400

Jacksonville, FL 32245-6000

as Surety are held bound unto the
City of Salem

in the full and just sum of

Five Thousand and 00/100 Dollars

(\$5,000.00)

to the payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, the above bounded Principal has been Appointed as Constable for
City of Salem

NOW, THEREFORE, if the said Principal shall faithfully perform all duties of his said office in the service of all Civil Processes which may be committed to him during the term of which he has been Elected or Appointed, then this obligation shall be null and void; otherwise to remain in full force and effect.

This bond shall be effective on 2/25/2017 and expire on 2/25/2020.

SIGNED, sealed and dated January 6, 2017.

Ronald Bertheim

Principal

By: 

Ronald Bertheim

NGM Insurance Company

Surety

BY: _____

Glendaly Gomez

Attorney-in-Fact



NGM INSURANCE COMPANY
A member of The Main Street America Group

POWER OF ATTORNEY

S-828258

KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"SECTION 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

does hereby make, constitute and appoint Glendaly Gomez

its true and lawful Attorney-in-fact, to make,

execute, seal and deliver for and on its behalf, and as its act and deed bond number S-828258

dated February 25, 2017

on behalf of **** Ronald Bertheim ****

in favor of City of Salem

for Five Thousand and 00/100

Dollars (\$ 5,000.00)

and to bind NGM Insurance Company thereby as fully and to the same extent as if such instrument was signed by the duly authorized officers of NGM Insurance Company; this act of said Attorney is hereby ratified and confirmed.

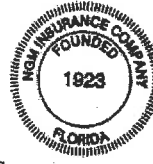
This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such officer and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Vice President, General Counsel and Secretary and its corporate seal to be hereto affixed this 11th day of January, 2016.

NGM INSURANCE COMPANY By:

Bruce R. Fox
Vice President, General Counsel and Secretary



State of Florida,
County of Duval

On this 11th day of January, 2016 before the subscriber a Notary Public of State of Florida in and for the County of Duval duly commissioned and qualified, came Bruce R. Fox of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and he acknowledged the execution of same, and being by me fully sworn, deposed and said that he is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal at Jacksonville, Florida this 11th day of January, 2016.



Tasha Ann Philpot
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF915117
Expires 10/3/2019

I, Nancy Giordano-Ramos, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Jacksonville, Florida this 6th day of January, 2017.



WARNING: Any unauthorized reproduction or alteration of this document is prohibited.

TO CONFIRM VALIDITY of the attached bond please call 1-603-358-1343.

TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431 Attn: Bond Claim Dept. or call our Bond Claim Dept. at 1-603-358-1229.



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I appoint Eugene A. Ayott of [REDACTED] to serve as a Constable in the City of Salem for a term to expire January 1, 2018.

Very truly yours,

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

Kimberley Driscoll
Mayor

Effective Date: January 1, 2017

Western Surety Company

CONSTABLE'S BOND

Bond No. 63015145

Eugene A Ayott, Jr., 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, Commonwealth of Massachusetts 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, Commonwealth of Massachusetts, to hold office for the term ending January 1, 2018, 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 December 22, 2016.

In the presence of

C. Banta Witness
B. Aup

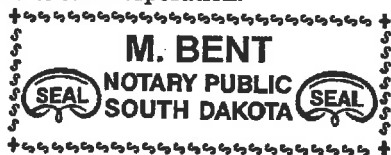
By _____ Principal
WESTERN SURETY COMPANY
By Paul T. Bruflat Surety
Paul T. Bruflat, Vice President

ACKNOWLEDGMENT OF SURETY (Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss



On this 22nd day of December, 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

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint James M. Barina of [REDACTED] to serve as a Constable in the City of Salem for a term to expire January 3, 2020.

Very truly yours,

Kimberley Driscoll
Mayor

Rec'd 1-25-17



Western Surety Company

CONTINUATION CERTIFICATE

Western Surety Company hereby continues in force Bond No. 70027039

briefly described as CONSTABLE

for JAMES BARINA

_____, as Principal,

in the sum of \$ Five Thousand and 00/100 Dollars, for the term beginning

January 3, 2017, and ending January 3, 2020, subject to all

the covenants and conditions of the original bond referred to above.

This continuation is issued upon the express condition that the liability of Western Surety Company under said Bond and this and all continuations thereof shall not be cumulative and shall in no event exceed the total sum above written.

Dated this 10th day of December, 2016.

WESTERN SURETY COMPANY

By Paul T. Bruhat
Paul T. Bruhat, Vice President



THIS "Continuation Certificate" MUST BE FILED WITH THE ABOVE BOND.





CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Clint Larrabee of [REDACTED] to serve as a Constable in the City of Salem for a term to expire January 1, 2020.

Very truly yours,


Kimberley Driscoll
Mayor

CONSTABLE BOND

Bond No.: S-854181

KNOW ALL MEN BY THESE PRESENTS, That we,

Clint M Larrabee

of [REDACTED]
as Principal and

NGM Insurance Company

of 4601 Touchton Rd East Ste 3400

Jacksonville, FL 32245-6000

as Surety are held bound unto the

City of Salem

in the full and just sum of

Five Thousand and 00/100 Dollars

(\$5,000.00)

to the payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, the above bounded Principal has been appointed as Constable for

City of Salem

NOW, THEREFORE, if the said Principal shall faithfully perform all duties of his said office in the service of all Civil Processes which may be committed to him during the term of which he has been Elected or Appointed, then this obligation shall be null and void; otherwise to remain in full force and effect.

This bond shall be effective on 1/1/2017 and expire on 1/1/2020.

SIGNED, sealed and dated December 7, 2016.

Clint M Larrabee

Principal

By: 

Clint M Larrabee

NGM Insurance Company

Surety

BY: 

D O Smith

Attorney-in-Fact



NGM INSURANCE COMPANY
A member of The Main Street America Group

POWER OF ATTORNEY

S-854181

KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"SECTION 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

does hereby make, constitute and appoint D O Smith

its true and lawful Attorney-in-fact, to make,

execute, seal and deliver for and on its behalf, and as its act and deed bond number S-854181

dated January 1, 2017

on behalf of **** Clint M Larrabee ****

in favor of City of Salem

for Five Thousand and 00/100

Dollars (\$ 5,000.00)

and to bind NGM Insurance Company thereby as fully and to the same extent as if such instrument was signed by the duly authorized officers of NGM Insurance Company; this act of said Attorney is hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such officer and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Vice President, General Counsel and Secretary and its corporate seal to be hereto affixed this 11th day of January, 2016.

NGM INSURANCE COMPANY By:

Bruce R. Fox

Bruce R. Fox

Vice President, General Counsel and Secretary



State of Florida,

County of Duval

On this 11th day of January, 2016 before the subscriber a Notary Public of State of Florida in and for the County of Duval duly commissioned and qualified, came Bruce R. Fox of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and he acknowledged the execution of same, and being by me fully sworn, deposed and said that he is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal at Jacksonville, Florida this 11th day of January, 2016.

Tasha Ann Philpot



Tasha Ann Philpot
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF915117
Expires 10/3/2018

I, Nancy Giordano-Ramos, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Jacksonville, Florida this 7th day of December, 2016.

Nancy Giordano-Ramos



WARNING: Any unauthorized reproduction or alteration of this document is prohibited.

TO CONFIRM VALIDITY of the attached bond please call 1-603-358-1343.

TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431 Attn: Bond Claim Dept. or call our Bond Claim Dept. at 1-603-358-1229.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I re-appoint Mark McGrath of [REDACTED] to serve as a Constable in the City of Salem for a term to expire January 22, 2020.

Very truly yours,

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

Kimberley Driscoll
Mayor



Western Surety Company

CONTINUATION CERTIFICATE

Western Surety Company hereby continues in force Bond No. 71369076 briefly described as CONSTABLE CITY OF SALEM

for MARK L. MC GRATH

_____, as Principal,
in the sum of \$ FIVE THOUSAND AND NO/100 Dollars, for the term beginning January 22, 2017, and ending January 22, 2020, subject to all the covenants and conditions of the original bond referred to above.

This continuation is issued upon the express condition that the liability of Western Surety Company under said Bond and this and all continuations thereof shall not be cumulative and shall in no event exceed the total sum above written.

Dated this 28 day of September, 2016.



WESTERN SURETY COMPANY

By

Paul T. Brufat

Paul T. Brufat, Vice President

THIS "Continuation Certificate" MUST BE FILED WITH THE ABOVE BOND.

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls
State of South Dakota, its regularly elected Vice President
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One CONSTABLE CITY OF SALEM

bond with bond number 71369076

for MARK L. MC GRATH

as Principal in the penalty amount not to exceed: \$5,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President Paul T. Bruflat with the corporate seal affixed this 28 day of September, 2016

ATTEST

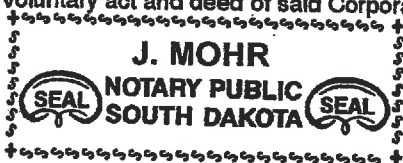
L. Nelson
L. Nelson, Assistant Secretary

WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 28 day of September, 2016, before me, a Notary Public, personally appeared
Paul T. Bruflat and L. Nelson

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



My Commission Expires June 23, 2021

Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.





CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

January 26, 2017

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 Friends of the COA in the amount of One Thousand Three Hundred Dollars (\$1,300.00). These funds will be deposited into the Salem Council on Aging 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 Salem Council on Aging.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

January 26, 2017

To accept the donation(s) listed below totaling One Thousand Three Hundred Dollars (\$1,300.00). These funds will be deposited into the Salem Council on Aging Fund 24011-4830 as listed in accordance with the recommendation of Her Honor the Mayor.

From:	Fund Name	Org/Obj	Amount	
Friends of the Council on Aging	COA Donation	24011-4830	\$	1,300.00
Total			\$	1,300.00



CITY OF SALEM, MASSACHUSETTS
PARKS, 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
DIRECTOR

January 17, 2017

Dear Mayor Driscoll:

I am writing to request the acceptance of a \$1300 donation written to the Salem Council on Aging from the Friends of the Council on Aging.

Please accept the \$1300 for deposit into the Council on Aging donation account 24011-4830. The money will be used to pay for the instructor of the T/TH aqua aerobics class, which is a collaborative effort with the Salem YMCA.

Sincerely,

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

Meredith McDonald
Director
Council on Aging



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 26, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The attached Order appropriates \$250,000 from our short term CIP to fund the start of design work for the roadway improvement project work on Essex Street, from North Street to Washington Street. This funds were paid to the City by RCG for the acquisition of the southeast portion of the Riley Plaza parking lot, where the company's new development is currently under construction. The closing for that sale was completed in late December.

The conceptual plan of work for the Essex Street project is similar to what is being carried out on other roadways and consists of a new roadway surface, ADA compliant accessible crossings, and new striping. We also hope to include sidewalk repairs and new signage, as the budget allows.

You may recall that in the FY2017 CIP we had indicated that the RCG funds would be allocated to this work on Essex Street. Due to regulations from DOR, the payment was required to be posted to CIP and therefore this second appropriation vote by the City Council is necessary.

While you have already approved the use of the RCG funding for this project when you voted for the FY2017 CIP, the attached Order is, as mentioned above, required due to DOR regulations regarding how the proceeds from the sale of public land must be managed. I strongly recommend you once again approve this funding for the Essex Street roadway improvement project, as you voted unanimously to do so in June already.

Sincerely,

A handwritten signature in dark 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,
January 26, 2017

Ordered:

That the sum of Two Hundred and Fifty Thousand Dollars (\$250,000.00) is hereby appropriated within the "Capital Outlay Renovation and Repair" account (20003-584617) to be expended for *design phase for Essex Street Roadway Improvement Project by the Engineering Department* in accordance with the recommendation of Her Honor the Mayor.

CITY OF SALEM
Capital Outlay Expenditure Request Form

To: MAYOR

From Department: ENGINEERING Date: 1-23-17

Expense Line To : 20003-586017 - Equipment

Amount: \$250,000

Description: Complete design phase service for the Essex Street Roadway Improvement Project. This funding will enable the City to complete the design effort to reconstruct Essex Street, from North Street to Washington Street.

Expense Line To : 20003-584617 – Renovations & Repairs

Amount:

Description:

For Finance Dept and Mayor's Use Only:

☒ City Council Approval

Recommendation:

☒ Approved ☐ Denied


Finance Director

Mayor

Processed: Date: _____ By: _____

CO # _____ JE# _____ Trans # _____



**Kimberley Driscoll
Mayor**


DAVID H. KNOWLTON, P.E.
CITY ENGINEER

CITY OF SALEM
SALEM, MASSACHUSETTS
ENGINEERING DEPARTMENT
120 WASHINGTON STREET, 4TH FLOOR
SALEM, MA 01970
Phone: (978) 745-9595 x5673
Fax: (978) 745-0349

MEMORANDUM

January 23, 2017

To: Kimberley Driscoll, Mayor
Sarah Stanton, Finance Director

From: David H. Knowlton, P.E., City Engineer 

RE: Request to Appropriate \$250,000 to complete design phase services for Roadway Improvements to Essex Street, from North Street to Washington Street

This memo has been prepared to request the City Council appropriate \$250,000 to complete design phase service for the Essex Street Roadway Improvement Project. This funding will enable the City to complete the design effort to reconstruct Essex Street, from North Street to Washington Street, as follows:

1. Roadway reconstruction, including roadway surface and drainage improvements
2. Complete Street components
3. Street trees
4. Traffic Signals at North/Summer St at Essex Street, and
5. Crosswalk Improvements at Washington Street and Essex Street

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 12, 2017

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The attached Order designates the new surface parking lot near the Old Salem Jail as limited to 4-hour parking between the hours of 8:00 a.m. and 6:00 p.m., at a rate of \$1 per hour. This will encourage turn-over in the parking spaces and discourage commuters from parking in the lot. If adopted we will proceed to post the restrictions and install a payment kiosk for the lot. I recommend adoption of the Order.

Sincerely,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council, January 12, 2017

Ordered:

The surface, off-street parking lot on Bridge Street at 50 St. Peter Street shall be posted for public parking. From the hours of 8:00 a.m. to 6 p.m., parking shall be limited to four hours at a rate of \$1 per hours.



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request for a transfer of Two Thousand Dollars (\$2,000.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Planning Board – Advertising" account (11752-5306)

This transfer is requested to cover Planning Board advertising costs.

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,
January 26, 2017

Ordered:

That the sum of Two Thousand Dollars (\$2,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Planning Board – Advertising" Account (11752-5306) in accordance with the recommendation of Her Honor the Mayor.



KIMBERLEY DRISCOLL
MAYOR

TOM DANIEL, AICP
DIRECTOR

CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

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

December 22, 2016

Dear Mayor Driscoll,

The Department of Planning and Community Development requests a \$2,000 Free Cash Appropriation to cover Planning Board advertising costs.

The FY 2017 advertising budget (11752/5306) was \$1,000. Because of the number of joint public hearings with the City Council that have been needed this year, costs have been higher than anticipated. Although there is a \$399.70 balance, the current invoice from the *Salem News* will use that plus another \$967.66. The \$2,000 request will cover the outstanding balance from the *Salem News* and provide advertising funds for the rest of the fiscal year.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Tom Daniel".

Tom Daniel, AICP
Director

CITY OF SALEM – Finance Department

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

From: Planning & Community Dev 12/22/16
 Department Department Head Authorizing Signature Date

Budget or R/Res

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

From: _____ Desc: _____ Budget Amt: _____
 Balance: _____
 (*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

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

Free Cash or To: 11752-5306 Desc: Advertising Budget Amt: \$1,000.00
Retained Earnings (W/S) (Org/Object) Balance: 399.70
 Please circle one

Amount Requested: \$ 2,000.00

Reason (Be Specific) To cover outstanding balance from Salem News and give us
enough for two or more meetings for the rest of the year.

For Finance Department and Mayor's Use Only:

_____ Budget Transfer _____ Mayor Approval _____ City Council Approval

X 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 _____

Recommendation: _____ Approved _____ Denied

Sarah K. Smith
 Finance Director

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Fifty Thousand Dollars (\$50,000.00) from the "Retained Earnings – Water Fund" account (6000-3120) to the Water Contracted Services Account (610132-5320).

This transfer is necessary to fund the costs for the Wilson Road pump station retrofit by the Engineering Department.

I recommend passage of this accompanying order.

Sincerely,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,
January 26, 2017

Ordered:

That the sum of Fifty Thousand Dollars (\$50,000.00) is hereby appropriated from the "Retained Earnings – Water/Sewer Fund" account (6000-3120) to the Water Contracted Services Account (610132-5320) be expended for the *Wilson Road pump station retrofit by the Engineering Department* in accordance with the recommendation of Her Honor the Mayor.




Kimberley Driscoll
Mayor

CITY OF SALEM
SALEM, MASSACHUSETTS
ENGINEERING DEPARTMENT
120 WASHINGTON STREET, 4TH FLOOR
SALEM, MA 01970
Phone: (978) 745-9595 x5673
Fax: (978) 745-0349

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

MEMORANDUM

January 23, 2017

To: Dominick Pangallo, Chief Administrative Aide to the Mayor
From: David H. Knowlton, P.E., City Engineer / DPS Director 
RE: Request to Appropriate \$50,000 from Water/Sewer Enterprise Retained Earnings

This memo has been prepared to request a transfer of \$50,000 from the Water/Sewer Enterprise Retained Earnings to fund to make repairs to the Wilson Road Sewer Ejector Pump Station described in the attached \$44,250 proposal from our on call contractor, Weston and Sampson. With police details and other miscellaneous costs, I expect a budget of \$50,000 for this work.

This ejector-type sewer station utilizes very old, air compressor technology to convey sewer flows at the station. The current station is prone to failure and extraneous maintenance efforts. We have recently retro-fitted the other ejector stations (highland ave at walmart and winter island) to new siphon-type stations. Wilson Road is the last ejector type station in the city.

One of the existing ejectors at the Wilson Road station has failed completely. Rather than spend anymore money replacing the failed ejector, and to minimize the amount of time we are relying on just one ejector, i recommend that we begin the retro-fit process described in the proposal.

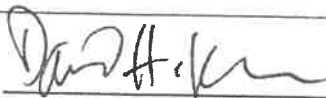
If you have any questions, or require additional information, please call. The Engineering and Public Services Departments will be available to meet with the City Council to discuss this request.

Cc: Sarah Stanton, Finance Director

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

From: engineering

Department



Department Head Authorizing Signature

1/23/17

Date

Budget or R/Res

Transfers

To :

(Org/Object)

Desc:

Budget Amt: _____

Balance: _____

From :

Desc:

Budget Amt: _____

Balance: _____

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

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

Date: _____

Free Cash or To : 610132/5320

Desc: contracted services

Budget Amt: _____

curr Balance: _____

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

Please circle one

Amount Requested:

\$ 50,000

Reason (Be Specific)

wilson road ejector sewer pump station retrofit to submersible station.

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 \$ 2,994,317

R/E Balance

☐ R/E Appropriation Sewer \$ _____

R/E Balance

☐ Receipts Reserve – City Council Approval

\$ _____

R/Res Fund Balance

☐ Raise & Appropriate

Other _____

Recommendation: ☐ Approved ☐ Denied


Finance Director

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

October 20, 2016

Mr. David Knowlton, P.E.
City Engineer
Engineering Department
120 Washington Street, 4th Floor
Salem, MA 01970

**Proposal to Convert the Wilson Road Ejector
Station to a Submersible Type Station**

Dear Mr. Knowlton:

As you are aware, the Wilson Road ejector station is outdated, deteriorated and beyond its useful life. Consequently, the maintenance costs have become excessive. Weston & Sampson CMR, Inc. (W&S CMR) is pleased to present this proposal to convert the ejector station to a submersible type station, as described herein.

Scope of Services -

1. Remove the existing deteriorated ejector pots, compressors, air tank, and controls from the pump station.
2. Set up temporary bypass pump to keep station operational during upgrade.
3. Clean prime and epoxy paint the existing metal can chamber.
4. Furnish and install two new Tsurumi cutter submersible wastewater pumps rated at 5 Horsepower.
5. Furnish and install a slide out rail system for ease of removal during maintenance.
6. Furnish and install PVC discharge piping from the new pumps to existing discharge piping in the station.
7. Furnish and install a new stainless steel duplex pump control panel above grade, outside the can station.
8. Relocate the existing Mission alarm system to the new control cabinet.
9. Furnish and install a new electric service from the pole across the street to the new control panel near the station.

Note:

1. Trench excavation for the electrical conduit in the street to be performed by City personnel.

Schedule -

We will initiate work under this proposal following formal acceptance by the City of Salem (Owner).

Fee -

The cost associated with Tasks 1 through 9 of the Scope of Services is lump sum of \$44,250. Invoices will be submitted monthly based on the work completed. The Owner agrees to pay W&S CMR within 30 days of receipt of invoices.

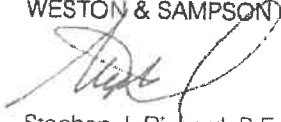
Services will be provided as described herein and in accordance with the City's standard requirements and conditions.

If you agree with this proposal and wish to retain us to provide the proposed services, please sign and return one copy of this proposal to us as authorization to proceed with performance of the services, and please initial and date the enclosed Terms and Conditions.

We are pleased to submit this proposal and look forward to working with you and your staff. If you have any questions concerning this proposal, please contact me at (978) 532-1900, ext. 2440, or by e-mail at Richards@wseinc.com.

Sincerely,

WESTON & SAMPSON CMR, INC.



Stephen J. Richard, P.E., C.P.O.
Vice President

Accepted By:

City of Salem

Printed Name and Title

Date

T:\CMR\Salem MA\Proposals\Wilson Road Ejector Conversion Proposal.docx



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

January 26, 2017

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Fifty-Two Thousand Four Hundred and Twenty-Three Dollars and Twelve Cents (\$52,423.12) from the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to fund the retirement buyback costs to be expended for the School employees listed below.

NAME	DEPARTMENT	AMOUNT
Carol Amodeo	School	23,423.40
Anthony Mento	School	28,999.72
	Total:	<u>\$52,423.12</u>

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

January 26, 2017

That the sum of Fifty-Two Thousand Four Hundred and Twenty-Three Dollars and Twelve Cents (\$52,423.12) is hereby appropriated in the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2017 contractual buyback listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Carol Amodeo	School	23,423.40
Anthony Mento	School	28,999.72
		52,423.12



KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

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

MEMORANDUM

TO: Sarah Stanton, Finance Director
DATE: January 12, 2017
RE: Retirement Stabilization Fund

Attached is a PAF for a former employee of the Salem Public Schools.

This former employee is contractually entitled to the following amounts:

Anthony Mento

57.92 vacation days @ \$196.05 per day	\$11,355.22
90 sick days @ \$196.05 per day	\$17,644.50
TOTAL DUE:	\$28,999.72

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.

IBC


Finance Director

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

From: Department School Date 1/4/17

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

NAME: Anthony Mento

CALCULATION

VACATION DAYS # 57.92 @ \$ 196.05 = \$ 11,355.22

SICK DAYS # 90 @ \$ 196.05 = \$ 17,644.50

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$ 28,999.72

Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

For Human Resources's Use Only:

- ☒ VACATION DAYS
☒ SICK DAYS
☐ PER ACCRUAL REPORT
☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved

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



KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

CITY OF SALEM, MASSACHUSETTS

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

MEMORANDUM

TO: Sarah Stanton, Finance Director
DATE: January 12, 2017
RE: Retirement Stabilization Fund

Attached is a PAF for a former employee of the Salem Public Schools.

This former employee is contractually entitled to the following amounts:

Carol Amodeo

36.75 vacation days @ \$184.80 per day	\$6,791.40
90 sick days @ \$184.80 per day	\$16,632.00

TOTAL DUE: **\$23,423.40**

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

School

Date

1/4/17

Authorized Signature:

[Signature]

Department Head/City or Business Manager/School

NAME:

CAROL Amodeo

CALCULATION

VACATION DAYS

36 3/4 @ \$ 184.80 = \$ 6791.40

SICK DAYS

90 @ \$ 184.80 = \$ 16,632

PRO-RATED STIPENDS

_____ @ \$ _____ = \$ _____

OTHER

_____ @ \$ _____ = \$ _____

Total Amount Due:

\$ 23,423.40

Please attach corresponding PAF or other backup to this sheet.

Reason:

Retirement

For Human Resources's Use Only:



VACATION DAYS



SICK DAYS



PER ACCRUAL REPORT



OTHER

Org and Object:

83/13

5/46

Recommendation:



Approved

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