



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 27, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

I appoint Steven R. Havey of 117 Dolloff Avenue Beverly, MA 01915 to serve as a Constable in the City of Salem for a term to expire April 18, 2024.

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

Issued Through:

A.A. Dority Company, Inc.

CONTINUATION CERTIFICATE

The **NGM Insurance Company**, hereinafter called the Company,
hereby continues in force its **Constable Bond, Bond Number 563550**

in the sum of **Five Thousand dollars (\$5,000.00)**

on behalf of

Steven R. Havey

located at

17 Dolloff Ave
Beverly, MA 01915

in favor of **Town of Salem, MA**

for the term beginning **April 18, 2021** and ending on **April 18, 2024**, subject to all covenants and
conditions of said bond.

This Continuation is executed upon the express condition that the Company's liability shall
not be cumulative and shall be limited at all times by the amount of the penalty stated in the bond.

In witness whereof, the Company has caused this instrument to be signed by its duly
authorized Attorney-in-Fact and its Corporate Seal to be hereto affixed this day, March 17, 2021

NGM Insurance Company

By: 

Jeffrey W. Crawford

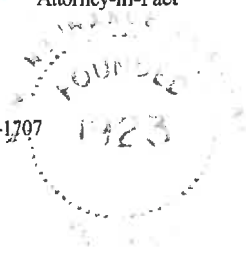
Attorney-in-Fact

Producer:

A.A. Dority Company, Inc.
226 Lowell Street; Suite B-4
Wilmington, MA 01887

617-523-2935

Fax: 617-523-1707





CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 27, 2021

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint Emiluis Perez of 7 Ord Street #2 to the Salem Parks and Recreation Commission. Mr. Perez will complete the remainder of a five-year term previously held by Mr. Chris Burke and which expires on October 18, 2023. Please also join me in thanking Mr. Burke for his 14 years of dedicated service to our community as a member of the Commission.

Mr. Perez currently serves as legislative aide to State Representative Paul Tucker. Prior to his work at the State House, he was the Teen Director and Athletics Director for the Boys and Girls Club of Greater Salem and, previous to that, was a residential counseling intern at Plummer Youth Promise. Mr. Perez has extensive experience in recreational and youth programming, events, and operations. He holds a Bachelor's degree in social work from Salem State University.

I strongly recommend confirmation of Mr. Perez's appointment to the Parks and Recreation Commission. We are fortunate that he is willing to serve our community in this important role and lend his dedication and expertise to the Commission and its work.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 27, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Twelve Thousand, Five Hundred Twenty-Four Dollars and Fourteen Cents (\$12,524.14) appropriated in the "Retirement Stabilization Fund-Vacation Sick/leave buyback account (83113-5146) to fund the retirement buyback cost to be expended for FY 2021 contractual buyback.

Name	Department	Amount
Linda Serpa	Assistant Registrar	\$12,524.14

I recommend passage of the accompanying Order.

Very truly yours,


Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

May 27, 2021

That the sum of Twelve Thousand, Five Hundred Twenty-Four Dollars and Fourteen Cents (\$12,524.14) 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
Linda Serpa	Assistant Registrar	\$ 12,524.14
		\$ 12,524.14



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: Laurie Giardella, Director of Finance
DATE: May 5, 2021
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the City Clerks Office.

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

Linda Serpa	
53.6632 vacation hours @ \$28.4534 per hour	\$1,526.90
386.50 sick hours @ \$28.4534 per hour	\$10,997.24
Total:	\$12,524.14

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 City Clerk

Date 4/27/2021

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

NAME: Linda Serpa

CALCULATION

VACATION HOURS # 53.6632 @ \$ 28,4534 = \$ 1,526.90

SICK HOURS # 386.50 @ \$ 28,4534 = \$ 10,991.24

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

OTHER # _____ @ \$ _____ = \$ _____

Total Amount Due: \$13,524.14
Please attach corresponding PAF or other backup to this sheet.

Reason: retirement - 4/30/2021

For Human Resources's Use Only:

☒ VACATION HOURS

☒ SICK HOURS

☐ PER ACCRUAL REPORT

☐ OTHER

Org and Object: 83113 - 5146

Recommendation:

☒ Approved

HR Director/City or Superintendent/Schools



CITY OF SALEM

PART A

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

DATE 5-5-21

NAME (LAST, FIRST, MIDDLE) <u>Serpa, Linda</u>		EMPLOYEE NO. <u>102233</u>	CHECK ALL THAT APPLY 1. EMPLOYMENT () 2. WAGE SALARY ADJUSTMENT () 3. TRANSFER () 4. LEAVE OF ABSENCE () 5. ADDRESS/NAME CHANGE () 6. TERMINATION () 7. OTHER ()
JOB TITLE <u>Asst. Registrar III</u>		JOB CODE	
DEPARTMENT <u>City Clerk</u>	DIVISION	DEPT. NO. <u>1030</u>	

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
-------------	--------	------	-------	----------	-------------------	-----------------

6. TERMINATION (GIVE EXPLANATION IN SEC. 8)

LAST DAY WORKED	DATE HIRED	RECOMMENDED FOR REEMPLOYMENT	YES	NO
REASON RE-SIGNED LAID OFF END OF TEMP. 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)

<u>Retired off 4/30/21</u>	
FINANCE DEPARTMENT <u>None Simons</u>	DATE <u>5-5-21</u>
PERSONNEL DEPARTMENT <u>[Signature]</u>	DATE <u>5/5/2021</u>



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 27, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request for an appropriation of Six Thousand, One Hundred Nineteen Dollars and Seventy-Six Cents (\$6,119.76) appropriated within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146).

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

Name	Department	Amount
Deborah Jackson	Assessor	\$6,119.76
TOTAL:		\$6,119.76

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor

Emailed 4/21/2021



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: Laurie Giardella, Director of Finance
DATE: April 21, 2021
RE: Retirement Stabilization Fund

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

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

Deborah Jackson

121.2012 vacation hours @ \$50.49 per hour	\$6,119.76
Total:	\$6,119.76

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.

[Handwritten signature]
LBC

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

From: Department

Assessor's

Date

4/20/21

Authorized Signature:

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

NAME:

Deborah Jackson

CALCULATION

VACATION HOURS

121.2012 @ \$ 50.49 = \$ 6,119.76

SICK HOURS

_____ @ \$ _____ = \$ _____

PRO-RATED STIPENDS

_____ @ \$ _____ = \$ _____

OTHER

_____ @ \$ _____ = \$ _____

Total Amount Due:

\$ 6,119.76

Please attach corresponding PAF or other backup to this sheet.

Reason:

Retired - 4/16/2021

For Human Resources's Use Only:



VACATION HOURS



SICK HOURS



PER ACCRUAL REPORT



OTHER

Org and Object:

83113

- 5146

Recommendation:



Approved

[Signature]

H R Director/City or Superintendent/Schools



CITY OF SALEM

In City Council, May 27, 2021

Ordered:

That the sum of Six Thousand, One Hundred Nineteen Dollars and Seventy-Six Cents (\$6,119.76) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2021 contractual buyback listed below, in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Deborah Jackson	Assessor	\$6,119.76



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 27, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:


Enclosed herewith is a request for an appropriation of Six Thousand Dollars (\$6,000.00) from the "Receipts Reserved" funds listed below to the Department of Public Services Burial Account (14112-5383).

FROM			TO	AMOUNT
2430-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$4,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	\$2,000.00
Total:				<u>\$6,000.00</u>

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

I recommend passage of the accompanying Order.

Very truly yours,


Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

May 27, 2021

That the sum of Six Thousand Dollars (\$6,000.00) is hereby transferred and appropriated from the Receipts Reserved funds listed below to the Department of Public Services Burial Account (14112-5383) in accordance with the recommendation of Her Honor the Mayor.

From		To		Amount
2430-4800	R/Res Sale of Lots	14112-5383	DPS Burial	\$ 4,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	2,000.00
Total				\$ 6,000.00



KIMBERLEY DRISCOLL
MAYOR

DAVID KNOWLTON P.E.
DIRECTOR OF PUBLIC SERVICES

CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PUBLIC SERVICES
5 JEFFERSON AVENUE - FACILITY LOCATION
98 WASHINGTON STREET - MAILING ADDRESS
SALEM, MASSACHUSETTS 01970

TEL. (978) 744-3302
FAX (978) 744-6820
DKNOWLTON@SALEM.COM

May 5, 2021

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

Subject: Burial Service for Q4FY21

Dear Mayor Driscoll,

We respectfully request an appropriation of funds in the amount of Six Thousand, (\$6,000.00) from the following accounts:

2430-4800 Sale of Lots	\$4,000
2431-4800 Sale of Vaults	\$2,000

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

Respectfully yours,


David Knowlton
Director of Public Services

Cc: Frederique Phanor
Robert LeBlanc
File Copy

CITY OF SALEM - Finance Department

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

From: DPS Department  Department Head Authorizing Signature 5/5/21 Date

Budget or R/Res Transfers To: 14112-5383 (Org/Object) Desc: Burial Services Budget Amt: 53,175.02 Balance: 2283.94
 From: 2430-4600 Desc: Sale of Lots Budget Amt: 0 Balance: 8593

(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)
 Current Balance in Receipts Reserved Fund Above (if applicable) - \$ _____ Date: _____

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

Amount Requested: \$ 4,000
 Reason (Be Specific) Transfer of funds needed for burial services @ cemetery

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 \$ _____ R/Res Fund Balance
 _____ Raise & Appropriate _____ Other _____

Recommendation: _____ Approved _____ Denied _____
 Finance Director

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

CITY OF SALEM - Finance Department

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

From: DPS [Signature] 5/5/21
 Department Department Head Authorizing Signature Date

Budget or R/Res Transfers To: 14112-5383 Desc: BURIAL SERVICES Budget Amt: 53,175.02
 (Org/Object) Balance: 2283.94

From: 2431-4800 Desc: SALE OF VAULTS Budget Amt: 0
 Balance: 4,876.39
 (*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines)

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

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

Amount Requested: \$ 2,000
 Reason (Be Specific) Transfer of funds needed for burial
SERVICES @ Cemetery

For Finance Department and Mayor's Use Only:

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

Recommendation: _____ Approved _____ Denied _____
 Finance Director

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 27, 2021

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed please find an Order to authorize the payment of two FY2020 invoices that were received after the end of the fiscal year.

Pursuant to MGL Chapter 44, section 64, a two-thirds vote of the City Council is required to authorize the payment of previous fiscal year invoices using current fiscal year appropriations. The two invoices total \$2,482.96 and are for the cost of postage for mailings from the Collector's Office. I recommend adoption of the enclosed Order and invite you to contact Finance Director Anna Freedman should you have any questions concerning it.

Sincerely,

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

In City Council,

Ordered:

May 27, 2021

Per MGL Chapter 44 Section 64 which allows for a municipality to pay for prior fiscal year invoices using current fiscal year appropriations by two-thirds vote of the City Council we request the sum of Two thousand, four hundred eighty-two dollars and Ninety-Six Cents (\$2,482.96) of outstanding Fiscal Year 2020 invoices is hereby allowed to be paid from the Fiscal Year 2021 Building Department budget as listed below in accordance with the recommendation of Her Honor the Mayor.

Department	Payee	Amount
Public Properties/Building		\$ 2,482.96
Total		\$ 2,482.96



CITY OF SALEM, MASSACHUSETTS

BUILDING DEPARTMENT

98 WASHINGTON STREET, 2ND FLOOR

TEL: 978-745-9595

KIMBERLEY DRISCOLL
MAYOR

THOMAS ST. PIERRE
DIRECTOR OF PUBLIC PROPERTIES/BUILDING COMMISSIONER

To: Dominick Pangallo, Chief Administrative Aide to the Mayor
From: Thomas St. Pierre, Director of Public Properties/Building Commissioner
Date: May 3, 2021
Re: Request to Pay Invoices

COO

This memo has been prepared to request payment of two (2) invoices for the FY 2020 payment in lieu of postage for Collectors Office by services provided by Kelly & Ryan Associates, Inc. These bills are past due since they were not received by June 30, 2020, which led to them not being paid in FY 2020.

We are requesting The City Council approval to pay \$2,482.96 to Kelly & Ryan Associates, Inc. (Vendor #8315).

The bills:	Inv. Date	Inv. #	Description	Inv. Amount/ Balance Due
	04/28/2020	20-3507	Postage for Collectors Voucher #753693	\$ 701.37
	06/04/2020	20-4408	Postage for Collectors Voucher #753699	<u>\$1,781.59</u>
			TOTAL DUE:	\$2,482.96

If you have any questions, or require additional information, please call me at 978-619-5640. The Inspectional Services Department is available to meet with the City Council to discuss this request.

Thank you.

cc: Laurie Giardella, Finance Director



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

May 27, 2021

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is a request to transfer Fifteen Thousand Dollars (\$15,000.00) from the Fund Balance Reserved for Appropriation – Free Cash account (1-3245).

This request is necessary to cover the costs associated with the City Clerk's advertising account for the remainder of the fiscal year.

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:

May 27, 2021

That the sum of Fifteen Thousand Dollars (\$15,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to replenish the City Council Advertising account for required public meeting advertising expenditures in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
11112-5306	City Council Advertising	\$ 15,000.00
Total		\$ 15,000.00

City of Salem, Massachusetts
Office of the City Clerk

Ilene Simons
City Clerk



Room 1
City Hall

May 17, 2021

The Honorable Kimberley Driscoll
Mayor of Salem
City Hall
Salem, MA 01970

Dear Mayor Driscoll:

I respectfully request an appropriation in the amount of \$15,000.00 to the "City Council Advertising" Account (11112-5306). It is my hope that this amount will be adequate to fund the advertising account for the remainder of the fiscal year.

As you know, the Salem City Charter, as well as Massachusetts General Laws, requires that all Ordinances, Bond Orders, and certain public hearings for various issues, including zoning, and setting the tax rate be advertised in a newspaper of general circulation within the city. This account has already been virtually depleted.

The current balance in this account is \$3,624.45. The bill I will be receiving for the month of April will be \$5,292.58. In addition, other advertisements that will be coming up for the month of May and June will be the second passage of the ADU (1st passage cost \$4,000), first and second passages of the Bond Orders for the General CIP and Water/Sewer CIP for FY2022, as well as possibly the Short-term rental ordinance, the amended resident sticker ordinance and demolition delay ordinance to name a few.

Thank you for your consideration.

Very truly yours,

A handwritten signature in cursive script that reads "Ilene Simons".

ILENE SIMONS
CITY CLERK

CITY OF SALEM – Finance Department

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

From: City Council Department Nore Simons Department Head Authorizing Signature 5/17/2021 Date

Budget or R/Res Transfers To: _____ Desc: _____ Budget Amt: _____ 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 Retained Earnings (W/S) To: 11112-5306 Desc: Advertising Budget Amt: 27,500.00
 (Org/Object) _____ Balance: 3,624.45
Raise & Appropriate
 Please circle one

Amount Requested: \$ 15,000.00

Reason (Be Specific) to cover remaining advertising costs for FY2021.
Upcoming April bill is \$292.58. Upcoming May + June bills to
include second passage of ADU (\$4,000), 1st + 2nd Passage of FY22 CIP General +
W&S Bonds, Fire Ordinance, & others in committee. Resident shelter, Demolition by,
traffic ordinances etc.
 For Finance Department and Mayor's Use Only:

_____ Budget Transfer _____ Mayor Approval _____ City Council Approval
 _____ Free Cash Appropriation – City Council Approval – Gen Fund \$ _____ Free Cash Balance
 _____ R/E Appropriation – Water \$ _____ R/E Appropriation Sewer \$ _____
 R/E Balance R/E Balance
 _____ Receipts Reserve – City Council Approval \$ _____ R/Res Fund Balance
 _____ Raise & Appropriate _____ Other _____

Recommendation: _____ Approved _____ Denied

 Finance Director

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 27, 2021

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) from the Fund Balance Reserved for Appropriation – Free Cash account (1-3245).

This request is necessary to cover the costs associated with the Police Departments radio/vehicle account for increased costs of parts and repairs.

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,

May 27, 2021

Ordered:

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 replenish the Police Department radio / vehicle account for increased costs of parts and repairs in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
12102-5253	Radio/Vehicle	\$ 10,000.00
Total		\$ 10,000.00



CHIEF OF POLICE

LUCAS J. MILLER

City of Salem, Massachusetts

Police Department Headquarters

95 Margin Street

Salem, Massachusetts 01970

(978) 744-2204

04 May 2021

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

Dear Mayor Driscoll,

I am writing to request a Free Cash transfer in the amount of \$10,000.00 to the Department's Radio / Vehicle (12102-5253) budget line item. Justification for this fund transfer request is set forth herein.

The Department maintains a fleet of over 50 vehicles, all of which require some degree of maintenance and/or repair. Several frontline cruisers have required extensive repairs to keep them in a safe and operable condition. Parts and repair costs have increased and, as you are aware, the Department of Public Services has outsourced some cruiser repair work to local dealerships due to workload and personnel shortages, leading to an increase in expenses.

Based on an analysis of past monthly expenditures, I am requesting a Free Cash transfer of \$10,000.00 to cover vehicle and radio repair, maintenance, parts and services to see the Department through the end of the fiscal year. The City's Finance Department Free Cash Budget Transfer Request form is attached.

Thank you for your consideration. I am available to discuss this request at your convenience.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lucas J. Miller".

Lucas J. Miller
Chief of Police

Encl

Revised 3/1/10



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 27, 2021

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed please find a request to appropriate \$4,000 from Fund Balance Reserved for Appropriation – Free Cash (1-3245) to the Parks and Recreation Renovation and Repairs account (16502-5846) to fund the fabrication and installation of additional signage at the driveway to the Mayor Jean Levesque Community Life Center. I recommend adoption of the enclosed Order and invite you to contact COA Director Terry Arnold with any questions that you may have regarding it.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

That the sum of Four Thousand Dollars (\$4,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation - Free Cash" account (1-3245) to the "Parks and Recreation Renovation and Repairs" account (16502-5846) for signage for the Community Life Center in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
16502-5846	Parks and Recreation Renovation and Repairs	\$4,000.00
Total		\$ 4,000.00



CITY OF SALEM, MASSACHUSETTS
PARKS, RECREATION & COMMUNITY SERVICES
401 BRIDGE 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

April 26, 2021

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

Dear Mayor Driscoll,

I would like to request Free Cash funds in the amount of \$4,000.00 so that signage for the Community Life Center can be created and installed. If the amount is approved, it could please be deposited into the following fund.

Fund Name: Park and Recreation Renovation and Repairs

Fund Number: 100

Org/Object: 16502-5846

Additional signage is needed for the driveway entrance so that visitors and others find the building more easily.

Sincerely,

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

Teresa Gove Arnold
Director, Salem Council on Aging

Cc: P. O'Brien

From: Park+ Recreation Department Head Teressa Gore Arnold 4/26/21
Department Department Head Authorizing Signature Date

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: 16502-5846

Desc: P+R Renovation + Repairs

Budget Amt:

Balance:

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

Raise & Appropriate

Please circle one

Amount Requested:

\$ 4,600.⁰⁰

Reason (Be Specific)

Signage for Community Life Center

Gorilla Printing Sign \$3600/Installation \$400 (see attached)

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

\$ _____
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

Office of the Mayor

May 27, 2021

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed please find a housekeeping request from the Department of Revenue to re-approve previously voted transfers from FY2020 Free Cash. These requests are necessary due to the timing of Free Cash certification from the prior fiscal year.

I recommend adoption of the enclosed Orders and invite you to contact Finance Director Anna Freedman with any questions that you may have regarding them.

Sincerely,

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

Anna Freedman, Finance Director

May 27, 2021

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith are nine requests to re-approve transfers from Free Cash that were previously authorized from January 2020 to date. The Department of Revenue (DOR-DLS) has informed us that the previous orders must be re-approved due to the timing of Free Cash certification for fiscal year 2020.

Please let me know if you would like to discuss further.

Regards,

A handwritten signature in blue ink, appearing to be "A. Freedman", is written over a faint, circular, light blue watermark or background.

Anna Freedman
Finance Director

Enclosures



CITY OF SALEM

In City Council,

Ordered:

May 27, 2021

DOR requires that CO#10 that was approved January 14, 2021 be reapproved.

Original Request: That the sum of Twenty Thousand Dollars (\$20,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the "Health Department Contracted Services" account (15102-5320) to fund labor and equipment rental costs for the Mack Park Food Farm in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
15102-5320	Health Department Contracted Services	\$20,000.00
Total		\$ 20,000.00



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

DOR requires that CO#12 that was approved January 14, 2021 be reapproved.

Original request: That the sum of Seven Thousand Dollars (\$7,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation - Free Cash" account (1-3245) to the "COA Vehicle Prts & Acces" account (15412-5483) for state inspections and maintenance and repairs in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
15412-5483	COA Vehicle Prts & Acces	\$7,000.00
Total		\$ 7,000.00



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

DOR requires that CO#33 that was approved January 28, 2021 be reapproved.

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

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



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

DOR requires that CO#66 that was approved February 11, 2021 be reapproved.

Original request: That the sum of Eighty-Three Thousand, Seven Hundred, Fourteen Dollars and Twenty-Eight Cents (\$83,714.28) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to restore budget cuts made as a result of COVID 19 Pandemic in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
14111-5111	DPS FT Salaries	83,714.28
Total		\$ 83,714.28



CITY OF SALEM

In City Council,

Ordered:

May 27, 2021

DOR requires that CO#135 that was approved March 25, 2021 be reapproved.

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

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



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

DOR requires that CO#141 that was approved March 25, 2021 be reapproved.

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

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



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

DOR requires that CO#199 that was approved April 22, 2021 be reapproved.

Original request: That the sum of Thirty Thousand Dollars (\$30,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to the Planning Contracted Services account to update the local wetlands protection policy in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
11822-5320	Contracted Services	\$ 30,000.00
Total		\$ 30,000.00



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

DOR requires that CO#201 that was approved April 22, 2021 be reapproved.

Original request: That the sum of Twenty-Three Thousand Two-hundred Dollars (\$23,200.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to increase the Police Department Training and Education Account to cover the cost recruit training in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
12102-5317	Training and Education	\$ 23,200.00
Total		\$ 23,200.00



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

DOR requires that CO#202 that was approved April 22, 2021 be reapproved.

Original request: That the sum of Twenty Thousand Dollars (\$20,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account (1-3245) to replenish the Fire Department purchase of services account to upgrade VOC voice-alarm dispatch system. in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
12202-5300	Purchase of Services	\$ 20,000.00
Total		\$ 20,000.00



City of Salem, Massachusetts

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

Kimberley L. Driscoll, Mayor

Anna Freedman, Finance Director

May 27, 2021

Honorable Salem Mayor Kimberley Driscoll
Salem City Hall
Salem, Massachusetts

Dear Honorable Mayor Driscoll:

Enclosed herewith is a request to re-approve a transfer previous ordered from Retained Earnings – Water/Sewer Fund that was authorized in February 2021. The Department of Revenue (DOR-DLS) has informed us that the previous order must be re-approved and modified due to the timing of Retained Earnings and Free Cash certification for fiscal year 2020.

Please let me know if you would like to discuss further.

Regards,

A handwritten signature in blue ink, appearing to read "Anna Freedman".

Anna Freedman
Finance Director

Enclosures



CITY OF SALEM

In City Council,

Ordered:

May 27, 2021

DOR requires that CO#71 that was approved February 25, 2021 be reapproved and modified.

That the sum of Eight Hundred and Ninety Thousand dollars (\$890,000.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation - Free Cash" account (1-3245) to the to the "Engineering FY2021 Water Highland CIP" account (3050-3050300) for the improvement of approximately 1,800 feet of a 16-inch water main in Highland Avenue, in accordance with the recommendation of Her Honor the Mayor.

Account	Description	Amount
3050-3050300	FY2021 Water Highland CIP	\$890,000.00
Total		\$ 890,000.00



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

May 27, 2021

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

RE: FY2022 Budget Filing

Ladies and Gentlemen of the Council:

We are pleased to present the balanced FY2022 operating and capital budgets for the City of Salem and the Salem Public Schools. The complete budget binders will be provided to you on Thursday.

The COVID-19 pandemic has impacted our community, our Commonwealth, and our country to an unprecedented degree. The virus has taken lives, disrupted work and school, and forced us to adapt to ensure the health and safety of our community. Through it all, our dedicated City workforce has continued to provide the critical government services upon which our constituents rely every day. The pandemic, however, also triggered an unforeseeable financial crisis. With economic activity coming to a near complete standstill for much of FY2021, City revenues were substantially impacted. Now, however, our revenues are rebounding, and our local economy is coming back stronger than ever. Over the past year Salem had a net zero loss in businesses and our storefront vacancy rate decreased to 4%. Three of every five residents who lost their job at the height of the pandemic recession are now working again and the pace of our drop in unemployment is double that of the nationwide pace. We weathered the fiscal challenges without having to draw down substantially from our reserve funds or tap heavily into our levy capacity.

In FY2022 we will continue to strive to exceed the service level expectations of our constituents, while ensuring fiscal prudence in expenditures. The proposed budget aligns operations with our strategic goals and objectives, while maintaining necessary fiscal controls and a careful attention to our financial forecasts. It will demonstrate, once again, a strong commitment to the people we are fortunate enough to have been elected to serve. It continues our balanced and responsible approach to City finances. It invests in the critical services that make Salem a vibrant city and one with schools in which we can all take pride – in short, a stronger, more livable city for all. I look forward to working with you in the coming days to enact this proposed spending plan to ensure that Salem is a City that continues to welcome and work for everyone.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 27, 2021

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

Ladies and Gentlemen of the City Council:

Enclosed please find supporting Orders and Ordinances necessary for the adoption of the FY2022 City budget. These items include:

1. Council Order authorizing the revolving funds.
2. Council Order appropriating from short-term capital.
3. Bond Order for general fund capital.
4. Bond Order for water and sewer capital.
5. Ordinance for water rate.
6. Ordinance for sewer rate.

I recommend adoption of the enclosed Orders and Ordinances as part of the FY2022 budget process and welcome any questions you may have regarding them during our regular budget hearings.

Sincerely,

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

Anna Freedman, Finance Director

May 27, 2021

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

RE: Revolving Funds

Dear Mayor Driscoll:

Massachusetts General Law Chapter 44 Section 53E ½ allows for a city the annually authorized the use of revolving funds by departments which shall be accounted for separately from all other monies in the city. The revenues collected for each program are credited to individual accounts and the expenditures made from these funds can be made without further appropriation in connection with the program that each revolving fund supports.

The City Council shall vote each year prior to the respective fiscal year for the authorization of such account. Attached is a summary of the revolving funds of the City that lists the department, fund name, fund account number, program and purpose, type of receipt credited, and the maximum dollar spending allowance from each revolving fund.

This annual process is part of the budget process, and, as such, I recommend that we authorize all accounts as listed on the attached council order.

Respectfully yours,

A handwritten signature in dark ink, appearing to read "Anna Freedman", is written over a light blue circular stamp.

Anna Freedman
Finance Director



CITY OF SALEM

In City Council, May 27, 2021

ORDERED: That the Salem City council vote, pursuant to the provisions of MGL Chapter 44, Section 53E ½ to authorize the establishment of the revolving funds for fiscal year 2022 has herein described. Expenditures from said funds shall not exceed the amount of funds received in the respective accounts or as authorized as stated, shall come from any funds received by respective boards for performing services, shall be used solely for the purpose of implementing the programs delineated and shall be approved by a majority vote of any respective boards in accordance with Her Honor the Mayor.

Dept.	Fund Name	Fund #	Programs & Purposes	Type of Receipts Credited	Authorization for Spending	FY 2022 Budget Request Maximum Annual Expenditures
COA	COA Programs	2374	To defray program costs including instructors, presenters, entertainment, decorations, food, etc.	Revenues and fees charged for programs	COA Director and Mayor	40,000.00
Electrical	Telecom	2376	To fund public information technology, telecommunication and electrical initiatives and projects	Application fees and rental revenue from telecommunications attachments pursuant to sections 12-125 and 12-170 of the City Ordinances	City Electrician and Mayor	50,000.00
Fire	R/A Local Emergency Planning Comm	2433	Training and special equipment needed to respond to hazardous materials incidents per CH 21E	Fees charged to persons spilling or releasing hazardous materials	Fire Chief and Mayor	40,000.00
Harbormaster	R/A WI STORAGE	2368	To Fund Capital items for Harbormaster, maintenance costs of equipment and maritime access projects.	Fees charged for Boat and Float Storage at Winter Island and Kernwood Marina	Harbormaster and Mayor	50,000.00
Health Dept	Health Clinics	2364	To support vaccination program and other Health Promotion activities of the Health Department	Reimbursements from vaccination programs	Health Agent and Mayor	20,000.00
Mayor	Special Events	2361	To cover expenses for Fireworks, bands, portable potties and other unanticipated expenditures	Revenue from RFP's for services from vendors, and from misc sponsorships.	Mayor	125,000.00

Dept.	Fund Name	Fund #	Programs & Purposes	Type of Receipts Credited	Authorization for Spending	FY 2022 Budget Request Maximum Annual Expenditures
Recreation	Winter Island Store	2362	To increase and replenish store inventory as needed and to enhance and maintain Winter Island Store & Facilities.	Revenue from sale of inventory/services at Winter Island.	Recreation Director and Mayor	40,000.00
Recreation	Proctor's Ledge	2384	For Maintenance of Proctor's Ledge site	Revenue of 25 cents from the sale of each ticket at the Witch House.	Recreation Director and Mayor	12,000.00
Recreation	Road Race Fees	2385	For Park Maintenance	Field rental fees and five percent of race and event registration fees.	Recreation Director and Mayor	6,000.00
Recreation	Dog Park	2435	Renovations and Maintenance of Dog Park at Leslie's Retreat Park.	Fee charged for pass to use dog park (pooch pass). \$25. annually for pass.	Recreation Director and Mayor	5,000.00
Recreation	Park & Rec Public Access	2452	To be used for the operation and maintenance of Winter Island and McCabe Marina	Parking and launch fees charged at McCabe Marina & Winter Island	Recreation Director and Mayor	50,000.00
Recreation	Salem Willows Meters	2459	Renovations and Maintenance of Willows Park.	Money generated from Willows Meters	Recreation Director and Mayor	30,000.00
Recreation	Witch House	2499	To support Salem Award committee and the Salem Witch Trial Memorial	25 cent surcharge to tickets beginning in May 2009	Recreation Director and Mayor	10,000.00
Planning & Community Development	Old Town Hall	2373	Maintenance costs of old town hall	Rental revenue of old town hall	Director of Planning and Mayor	50,000.00
Planning & Community Development	Derby Square/Artists' Row	2375	Improvements for Derby Square and Artists' Row including outdoor furniture, signage, lighting, public art, marketing and stipends for performers	Vendor fees from Derby Square Flea/Salvage Art Market, Rent and Vendor Fees at Artists Row	Director of Planning and Mayor	50,000.00
Planning & Community Development	Utility Energy Credit Fund	2377	To be used for City projects or programs that reduce utility costs, use, and/or emissions. This may include personnel costs associated with participation in the programs that generate the credits.	Credits or payments received for City projects or programs that specifically result in reduction in utility costs, use, or emissions.	Director of Planning and Mayor	250,000.00
Planning & Community Development	Bike Sharing	2383	To receive and expend revenue from bike share program for system operation and promotion	Revenue from rentals and annual memberships	Director of Planning and Mayor	50,000.00

Dept.	Fund Name	Fund #	Programs & Purposes	Type of Receipts Credited	Authorization for Spending	FY 2022 Budget Request Maximum Annual Expenditures
Planning & Community Development	Salem Ferry/Salem Wharf Operational	2453	Fund operational costs of the Salem Ferry and operating, maintenance, capital repairs, security, utilities related to Salem Wharf	Fees received during the season for leasing of the Salem Wharf, MBTA Salem Passes, and fuel reimbursements	Director of Planning and Mayor	500,000.00
Insp Services	Abandoned Prop Maint	2371	To maintain abandoned and foreclosing residential and commercial properties	Registration fees (\$300.00) for vacant and/or foreclosing residential properties.	Inspectional Services Director and Mayor	85,000.00
Public Services	Tree Replacement	New 2330	To replace trees removed during construction as directed by the Tree Warden or Planning Board	Revenue from contributions per the Tree Ordinance or Planning Board decision	Director of Public Services And Mayor	30,000.00
Engineering	Traffic Island	2439	Projects related to City beautification events including Traffic Island, Beautification, and special events	Primarily from: Traffic Island Sponsorships, Special Events Revenues, Event and Beautification effort sponsors	City Engineer and Mayor	20,000.00
School-SBO	Building Rental	2601	Building Rental	Payments for rental of building by outside groups	School Committee and Mayor	225,000.00
School-SPED	Early Childhood	2608	Pre-School Tuition	Tuition payments for students attending the pre-school program at the Early Childhood Center	School Committee and Mayor	100,000.00
School-Trans	School Busing	2614	School Bus pass	Purchases of school bus passes	School Committee and Mayor	160,000.00
School-HS	Night/Summer School	2620	Night School Tuition	Tuition payments for students attending the night school program	School Committee and Mayor	50,000.00
School-SPED	Special Education Tuition	2627	Special Education Tuition	Tuition Payments for students from other districts attending Special Education programs in Salem	School Committee and Mayor	300,000.00
School-Auto	SHS Automotive	2645	To pay for parts and materials for automotive repairs to vehicles brought in to the HS Automotive Vocational School by Citizens	Fees charged for parts and materials for automotive repairs to vehicles brought in by citizens	School Committee and Mayor	50,000.00
					Totals	2,398,000.00



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

Ordered:

That the sum of \$995,000 be and hereby is appropriated as part of the FY 2022 Capital Improvement Plan to be expended as listed below in accordance with the recommendation of Her Honor the Mayor.

Department	Description	Account	Amount
Building	Improvements, Upgrades, Repairs, and ADA Compliance -	2000-20002022AA	\$ 40,000
City Clerk	Replacement of Voting Equipment	2000-20002203AA	\$ 55,000
Electrical	F350 Utility Truck	2000-20002208AA	\$ 55,000
Fire	Portable Radios	2000-20002210AA	\$ 20,000
Fire	General Building Maintenance/Upgrades/Master Plan	2000-20002210AB	\$ 50,000
HarborMaster	Dockhouse Relocation	2000-20002211AA	\$ 50,000
Health	Mack Park Community Farm	2000-20002212AA	\$ 15,000
Recreation	Equipment - Golf Course & Winter Island	2000-20002217AA	\$ 87,000
Parking	Parking Equipment Install and Maintenance (meters, kiosks, Evs, other)	2000-20002218AA	\$ 75,000
Planning	Studies, Including Open Space, Harmony Grove Multi-Use Path, Other	2000-20002220AA	\$ 100,000
Planning	Dickson Chapel Next Phases Design	2000-20002220AB	\$ 30,000
Planning	OTH & Artist Row General Upgrades, Improvements, Repairs, & ADA	2000-20002220BB	\$ 30,000
Police	Body Worn Cameras, Police Equipment	2000-20002221AA	\$ 90,000
Police	Community Cameras	2000-20002221AB	\$ 45,000

Police	Police Headquarters General Repairs, Improvements, Elevator, ADA	2000- 20002221AC	\$ 75,000
Public Services	F550 Dump	2000- 20002223AA	\$ 69,000
School	Motorized Cleaning Equipment	2000- 20002225AA	\$ 109,000
TOTAL CAPITAL OUTLAY FUND			\$ 995,000



CITY OF SALEM

In City Council,

May 27, 2021

Ordered:

Fiscal Year 2022 General Fund Capital Improvement Program Funded from Bond Authorization as amended below:

Ordered:

That the sum of \$9,819,000 be and hereby is appropriated to pay costs of the following capital equipment and capital improvement projects listed under the heading FY22 CIP- Funded from BOND AUTHORIZATION and for the payment of all costs incidental and related thereto, and that to meet said appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

FY22 CIP-Funded from BOND AUTHORIZATION			
Engineering	Roads, Sidewalks & Crosswalks (Non Chapter 90 eligible, includes Bridge, Boston, Washington, Essex, Other)		\$ 1,500,000
Engineering	Citywide Seawall Improvements		\$ 200,000
Engineering	McGrath Park Soils Redemption		\$ 200,000
Engineering	Washington & Bridge St. Intersection Mass works		
Engineering	Derby Street Complete Project Phase 3		\$ 560,000
Fire	New Engine to Replace Engine 1		\$ 662,000
IT	Annual Equipment-Life-Cycle Mgmt Program (City)		\$ 125,000
Library	General Building Upgrades, Improvements, Envelope, ADA		\$ 85,000
Recreation	Golf Course Cart Paths (CPA)		\$ 426,000
Recreation	City Wide Playgorund Equipmen, Court, Minor Park Repairs		\$ 100,000
Recreation	Park and Recreation Major Improvements/ADA		\$ 100,000
Recreation	Willows Pier		\$ 900,000
Parking and Tra	Traffic Calming Improvements		\$ 70,000
Parking and Tra	Bicycle Infrastructure Design, Implementation & Repairs/Improvements		\$ 100,000
Parking and Tra	Museum Place Garage Renovation Phase 2		\$ 1,580,000
Parking and Tra	South Harbor Garage Stair Replacement & ADA Compliance		\$ 850,000
Parking and Tra	MP & SH Garage Maintenance, Repairs, ADA		\$ 100,000

Planning	OTH Restorations & Systems Assesment, Planning, Design		\$ 100,000
Police	Police & Fire Radio Communication System		\$ 250,000
Police	Vehicle Replacement Program		\$ 150,000
Public Servcies	Annual Small Repairs, DPS Building Studies and ADA Improvements - DPS & Cemeteries		\$ 75,000
Public Servcies	Salem DPS Salt Shed Project		\$ 420,000
Public Servcies	Replae Primary Sweeper		\$ 241,000
Schools	School Life Safety, MEP, Utility, Roof Repairs, Upgrades, Studies		\$ 150,000
Schools	Collins Roof/Masonry Study/Repair		\$ 125,000
Schools	District Camera and Access Control		\$ 250,000
Schools	Energy/Water Upgrades and Audits		\$ 125,000
Schools	Witchcraft Heights Floor Replacement		\$ 300,000
Schools	ADA/Architectural/Interior, Site Repairs, Upgrades, Studies Schools		\$ 75,000
TOTAL BOND AUTHORIZATION:			\$ 9,819,000

Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Be it further **Ordered:**

That the Mayor and the Treasurer are each authorized to file an application to qualify under Chapter 44A of the Massachusetts General Laws any and all bonds of the City issued under and pursuant hereto, and to provide such information and execute such documents as may be required in connection therewith.



CITY OF SALEM

In City Council,

Ordered:

May 27, 2021

Fiscal Year 2022 Water and Sewer Capital Improvement Program Funded from Bond Authorization as amended below:

That the sum of \$4,429,000 be and hereby is appropriated to pay costs of the following capital equipment and capital improvement projects listed under the heading FY22 CIP – Funded from BOND AUTHORIZATION and for the payment of all costs incidental and related there to, and that to meet said appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said sum under M.G.L. Chapter 44, Sections 7 and/or 8, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

FY22 CIP-Funded from BOND AUTHORIZATION			
Water	Citywide Flushing, valve exercise, leak detection, GIS		\$ 400,000.00
Water	Folly Hill Water Tank Upgrades/Major Repairs		\$ 345,000.00
Water	Highland Ave 16 inch Water Main		\$ 300,000.00
Water	Water Distribution Main System Improvements		\$ 800,000.00
Water	Water Meter Reader Truck		\$ 34,000.00
Water	Water Transmission Main System Improvements		\$ 400,000.00
Water	Loring Ave. 16 Ince Water Main Replacement		\$ 200,000.00
Sewer	Community Wide Climate Change/Stormwater/Watershed Model and Outreach		\$ 50,000.00
Sewer	Citywide Drain & Sewer Flushing, Pipe Replacements, Sewer Extensions, GIS		\$1,450,000.00
Sewer	Ocean Ave Sewer Pump Station Design		\$ 150,000.00
Sewer	SSES Report Implementation (eliminate I/I sources citywide)		\$ 300,000.00
TOTAL BOND AUTHORIZATION:			\$ 4,429,000

Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Be it further **Ordered**:

That the Mayor and the Treasurer are each authorized to file an application to qualify under Chapter 44A of the Massachusetts General Laws any and all bonds of the City issued under and pursuant hereto, and to provide such information and execute such documents as may be required in connection therewith.

CITY OF SALEM

In the year Two Thousand and Twenty-One

An Ordinance to amend an Ordinance relative to Rates for Use of Water

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

Chapter 46, Section 66 is hereby amended by deleting subparagraph (b) in its entirety and replacing it with the following:

“(b) The rate for all water furnished by meter measurements effective July 1, 2021 shall be as follows:

(1) Residential, per 100 cubic feet \$3.64

(2) Nonresidential, per 100 cubic feet \$4.92

Section 2. Chapter 46, Section 66 is hereby further amended by deleting subparagraph (e) in its entirety and replacing it with the following:

“(e) The minimum rate for residential metered water for each quarter shall be \$36.40 per 1000 cubic feet effective July 1, 2021.

The use of all water and sewer funds and SESD funds shall be excluded from all private development projects.”

Section 3. This Ordinance shall take effect as provided by City Charter.

CITY OF SALEM

In the year Two Thousand and Twenty-One

An Ordinance to amend an Ordinance relative to Sewer User Charges

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

Chapter 46, Section 230 is hereby amended by deleting subsection (c) in its entirety and replacing it with the following:

“(c) The rates for sewer use charges effective July 1, 2019 shall be as follows:

Residential, per 100 cubic feet...	\$ 7.41
Nonresidential, per 100 cubic feet up to 25,000 cubic feet per month	\$11.22
Nonresidential, per 100 cubic feet for 25,000 cubic feet and greater per month	\$14.37

The use of all water and sewer funds and SESD funds shall be excluded from all private development projects.”

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



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

May 27, 2021

Honorable Salem City Council
Salem City Hall
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed please find a resolution commending police K9s Turbo and Axel, both of whom retired in this past year after nearly a decade's worth of service to our community. This resolution is submitted in partnership with the Salem Police Department.

I recommend adoption of the enclosed resolution and hope you will join me thanking their handling officers and the many organizations and individuals whose support has made our K9 program possible. Please also join me in thanking Turbo and Axel for their service and in wishing both of these good boys the very best in their well-earned retirement.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem

Resolution
Recognizing the Service of Salem Police Department Canines
“Turbo” and “Axel”

WHEREAS: The Salem Police Canine (K9) Unit was formed in 2012 as a result of fundraising efforts by the Salem community, including the Mack Park Neighborhood Association, the Salem Lions Club, the Salem Moose Family Center and in partnership with the Massachusetts Vest-A-Dog organization; and

WHEREAS: The Salem community has remained steadfast in its support – through fundraising, engagement, and encouragement – of the K9 program since its inception; and

WHEREAS: On May 27, 2021 we recognize the service of recently retired Salem Police Department K9’s “Turbo” and “Axel”; and

WHEREAS: Both K9 Turbo and K9 Axel joined the ranks of the Salem Police Department in 2012 as founding members of the K9 Unit and served honorably and faithfully until their respective retirements on 26 August 2020 and 26 January 2021; and

WHEREAS: The Mayor and City Council recognize that both Turbo and Axel have provided the residents of Salem invaluable service by assisting officers in the apprehension of suspects, the discovery of evidence, assisting in locating missing persons, and being outstanding police ambassadors to the community.

NOW THEREFORE BE IT RESOLVED: That the Mayor of the City of Salem and the Salem City Council, on behalf of the residents of Salem, express our appreciation to K9 Turbo and K9 Axel for their combined seventeen years of loyal and faithful service to our community.

AND BE IT FURTHER RESOLVED: That this Resolution be made a matter of record of these proceedings, and that a copy of this Resolution and a copy of the City Seal, be presented to the Salem Police Department for display at the police station as a lasting tribute to the service of these fine animals.