



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

October 28, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, William Goreham of 2 Pioneer Circle to the Trust Fund Commissioner for a term of 12 years to expire 11/10/2033.

I recommend confirmation of this reappointment and ask that you join me in thanking Mr. Goreham for their continued dedicated service and commitment to our community.

Very truly yours,

Kimberley Driscoll  
Mayor  
City of Salem



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

October 28, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am pleased to appoint James Willis, Jr. of 18 Pingree Street #1 to the Affordable Housing Trust Fund Board for a one-year term to expire October 28, 2022.

Mr. Willis has been a paralegal and attorney with Pingree Street Legal Services, with extensive experience in housing court representing both landlords and tenants alike. He earned his J.D. from Suffolk University Law School where he received the school's Jurisprudence Award for the Study of Constitutional Law. Mr. Willis has served on the Board of the Point Neighborhood Association since 2012. He has also volunteered locally as a member of the Salem Council on Aging, the Friends of the Council on Aging, the Board of North Shore Community Health, and, in 2014, on the City's Open Space and Recreation Plan working group.

I strongly recommend confirmation of Mr. Willis' appointment to the Affordable Housing Trust Fund Board. We are fortunate that he is willing to volunteer in this important role and lend his time and dedication to this important board and its work.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

October 28, 2021

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 Turner's Seafood in the amount of Three Thousand Seven Hundred Twelve Dollars and Fifty Cents (\$3,712.50) for tree maintenance and plantings citywide. These funds will be deposited into the Tree Replacement Fund (2330) account number 23301-4830.

This order is to fund tree maintenance and plantings citywide.

Very truly yours,

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

Kimberley Driscoll  
Mayor



# CITY OF SALEM

In City Council,

October 28, 2021

**Ordered:**

To accept the donation from Turner's Seafood in the amount of Three Thousand Seven Hundred Twelve Dollars and Fifty Cents (\$3,712.50) for tree maintenance and plantings citywide. These funds will be deposited into the Tree Replacement Fund (2330) account number 23301-4830 in accordance with the recommendation of Her Honor the Mayor.



KIMBERLEY DRISCOLL  
MAYOR

DAVID KNOWLTON P.E.  
CITY ENGINEER

## 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

October 13, 2021

Mayor Kimberly Driscoll  
City Hall  
93 Washington St  
Salem, MA 01970

Dear Mayor Driscoll,

I would like to request that the enclosed donation from Turner's Seafood in the amount of Three Thousand Seven Hundred Twelve Dollars and 50/100 (\$3712.50) to be deposited into the following revenue fund:

Fund Name:	Tree Replacement Fund
Fund Number:	2330
Org/Obj:	23301-4830

The purpose of this fund is for tree maintenance and plantings citywide. Thank you for your attention to this request. Please call me with any additional questions.

Respectfully,

A handwritten signature in dark ink, appearing to read "David Knowlton", followed by a long horizontal flourish.

David Knowlton P.E.  
City Engineer

Cc: Anna Freedman – Finance Director  
Cc: Robert Leblanc – General Foreman Cemetery/Tree and Shade



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

October 28, 2021

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 Northshore Community Development Coalition in the amount of Twelve Thousand, Thirty-Seven Dollars and Fifty Cents (\$12,037.50) for tree maintenance and plantings citywide. These funds will be deposited into the Tree Replacement Fund (2330) account number 23301-4830.

This order is to fund tree maintenance and plantings citywide.

Very truly yours,

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

Kimberley Driscoll  
Mayor



# CITY OF SALEM

In City Council,

October 28, 2021

**Ordered:**

To accept the donation from Northshore Community Development Coalition in the amount of Twelve Thousand, Thirty-Seven Dollars and Fifty Cents (\$12,037.50) for tree maintenance and plantings citywide. These funds will be deposited into the Tree Replacement Fund (2330) account number 23301-4830 in accordance with the recommendation of Her Honor the Mayor.



KIMBERLEY DRISCOLL  
MAYOR

DAVID KNOWLTON P.E.  
CITY ENGINEER

## CITY OF SALEM, MASSACHUSETTS

DEPARTMENT OF PUBLIC SERVICES  
5 JEFFERSON AVENUE - FACILITY LOCATION  
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TEL. (978) 744-3302  
FAX (978) 744-6820  
DKNOWLTON@SALEM.COM

October 13, 2021

Mayor Kimberly Driscoll  
City Hall  
93 Washington St  
Salem, MA 01970

Dear Mayor Driscoll,

I would like to request that the enclosed donation from Northshore Community Development Coalition in the amount of Twelve Thousand Thirty-seven Dollars 50/100 (\$12037.50) to be deposited into the following revenue fund:

Fund Name:	Tree Replacement Fund
Fund Number:	2330
Org/Obj:	23301-4830

The purpose of this fund is for tree maintenance and plantings citywide. Thank you for your attention to this request. Please call me with any additional questions.

Respectfully,

A handwritten signature in dark ink, appearing to read "David Knowlton", followed by a horizontal flourish.

David Knowlton P.E.  
City Engineer

Cc: Anna Freedman – Finance Director  
Cc: Robert Leblanc – General Foreman Cemetery/Tree and Shade



**CITY OF SALEM, MASSACHUSETTS**

**Kimberley Driscoll  
Mayor**

October 28, 2021

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 of Three Thousand Six Hundred Eighty-Two dollars and Seventy-nine cents (\$3,682.79) from Footprint Power Salem Harbor Development to be deposited into the Parks and Recreation Donation Fund 2406 (24061-4830) for their sponsorship of the 2021 Derby Street Mile Road Race.

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

Very truly yours,

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

Kimberley Driscoll  
Mayor



# CITY OF SALEM

In City Council,

**Ordered:**

October 28, 2021

To accept the donation of Three Thousand Six Hundred Eighty Two Dollars and Seventy Nine Cents (\$3,682.79) from Footprint Power Salem Harbor Development to be deposited into the Parks and Recreation Donation Fund 2406 (24061-4830) for their sponsorship of the 2021 Derby Street Mile Road Race in accordance with the recommendation of Her Honor the Mayor.



# CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICE

401 Bridge Street, Salem MA 01970

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

Fax (978) 744-7225

Kimberley Driscoll  
MAYOR

Trish O'Brien  
Superintendent

October 19, 2021

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

Dear Mayor Driscoll,

Thank you for supporting the Park and Recreation Department's running of the Derby Street Mile. It is always a fabulous event for families and participants of all ages. It is a special memory for the runners to have you present medals to the kids as they cross the finish line.

We were especially proud to dedicate this year's race to Kevin Cornacchio for his dedication to the City and to our Parks these past few years. We truly miss his presence and smile everyday.

Please accept the donation check #107360 in the amount of \$3,682.79 from Footprint Power Salem Harbor Development for their sponsorship of the 2021 Derby Street Mile Road Race.

The amount to be deposited into the Park and Recreation donation account: 24061-483

Respectfully yours,

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

Patricia O'Brien  
Superintendent  
Jean A. Levesque Community Life Center  
(Park, Recreation and Community Services)



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

October 28, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept a donation from the Kearsarge Lodge #217 of the International Order of Odd Fellows of three dispatch console chairs for the Salem Police Department's Dispatch Center. The chairs are valued at \$2,000.00 each, for a total donation value of \$6,000.00.

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 this donation and extending our thanks to the members of IOOF Lodge #217.

Sincerely,

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

## Police Department Headquarters

95 Margin Street

Salem, Massachusetts 01970

(978) 744-2204

CHIEF OF POLICE

LUCAS J. MILLER

13 October 2021

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

**Re: Donation Acceptance Request (Dispatch Console Chairs)**

Dear Mayor Driscoll,

The International Order of Odd Fellows (IOOF), Kearsarge Lodge, # 217, Swampscott, routinely supports, law enforcement, public safety and first responders. On 12 October 2021, the Lodge voted to purchase three (3) dispatch console chairs as a donation to the Salem Police Department for use in the Dispatch Center.

As you are aware, the Department's Dispatch Center operates 24/7. Given the nature of the dispatchers' duties, dispatch console chairs must be ergonomically designed and built to withstand constant usage. The dispatch chairs are routinely replaced every couple years through grant funding (when available) or from the Departmental operating budget. Accepting this donation, valued at \$6,000.00, will result in a significant cost savings to the City and will be put to immediate use.

I recommend that this very generous donation be accepted by the City and that the IOOF Kearsarge Lodge # 217, (115 Elmwood Road, Swampscott, MA 01907) be thanked and formally recognized by the Council for their support to the Salem Police Department.

Sincerely,

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

Lucas J. Miller  
Chief of Police

cc: Capt. Berube



# CITY OF SALEM

In City Council, October 28, 2021

## Ordered:

To accept, in accordance with the recommendation of Her Honor the Mayor, a donation of three dispatch console chairs for the Salem Police Department dispatch center equal to a value of Six Thousand Dollars (\$6,000.00) from the International Order of Odd Fellows, Kearsarge Lodge #217.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

October 28, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

In 2020 Thomas Oberlander, an Eagle Scout candidate from Troop 24 here in Salem, approached the Salem Police Department with a proposal for his Eagle Scout project to develop a memorial to those Salem Police officers who have given their lives in the line of duty.

I am incredibly proud to submit to you today, on behalf of Chief Miller and the department, as well as a grateful community, the enclosed Resolution thanking and congratulating Mr. Oberlander on the completion of this project and a Council Order accepting the donation of his project – the Salem Police Department Fallen Officers Memorial.

I would also like to take this opportunity to thank the JROTC members from Salem and Beverly High Schools, the other Scouts of Troop 24, and the teams in our Public Services, Public Property, and Police departments who all assisted in the design, fabrication, and site preparation at the police station for this fitting memorial.

The Police Department's research has thus far identified seven officers who met the criteria for inclusion on the memorial and Chief Miller expects additional names will be identified as research into the department's history continues.

The seven officers to be initially included on the memorial are Patrol Officers Charles Kellett (EOW 2/1/1930), George Gartland (EOW 9/15/1944), John Bennett (EOW 10/13/1955), Robert Flynn (EOW 3/2/1958), and Edward Sawicki (EOW 12/1/1980), Special Officer Albert Theriault (EOW 4/24/1947), and Lieutenant John Ryan (EOW 2/18/1953).

The memorial, constructed of a granite pillar, is designed to resemble a muster room podium, with the names, ranks, and End of Watch dates engraved on the faces of the pillar. At the top, a bronze

representation of an open book sits with the words “Dedicated as a lasting tribute to the officers of the Salem Police Department who gave their lives in the performance of their duties. Let those who come after see to it that their names are not forgotten.” written within, accompanied by the department’s badge.

Please join me in thanking Mr. Oberlander for initiating and seeing this laudable project through to its completion and expressing our gratitude to the many individuals – both volunteers and City employees alike – who helped to make it possible. Chief Miller and I will be delighted to invite the Council to join us at the formal dedication ceremony for the memorial when it is installed in the coming weeks.

Sincerely,

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

Kimberley Driscoll  
Mayor  
City of Salem



## **Resolution**

### **Thanking and Congratulating Eagle Scout Candidate Thomas Oberlander and All Who Volunteered to Create the Salem Police Department Fallen Officers Memorial**

**WHEREAS:** Troop 24 Eagle Scout candidate Thomas Oberlander initiated a plan to create and install a public memorial dedicated to the memory of officers of the Salem Police Department who gave their lives in the performance of their duties; and

**WHEREAS:** Mr. Oberlander was assisted in the design of the memorial by members of the Department, as well as other Scouts from Troop 24; and,

**WHEREAS:** Members of the Salem High School and Beverly High School JROTC, assisted by personnel from the Salem Police Department and the Salem Department of Public Works prepared the site for the memorial's installation; and,

**WHEREAS:** Salem celebrates and cherishes the memory of those officers who gave their lives in the performance of their duties and who will therefore be reflected upon the final memorial, as well as all officers from the department who are no longer with us; and,

**WHEREAS:** Salem's Police Department is rightly viewed around the Commonwealth and across the country as a leader in professionalism, commitment to public service, and dedication to community; and,

**WHEREAS:** Mr. Oberlander has demonstrated perseverance, service, and thoughtfulness in the development of the memorial plan and his diligent pursuit of its completion.

**NOW THEREFORE BE IT RESOLVED:** That the Mayor and City Council, on behalf of the City of Salem and all its residents, do hereby thank and congratulate Thomas Oberlander, as well as the members of Troop 24 and the Salem High School and Beverly High School JROTC who assisted him, for the concept and creation of this important memorial for our community.

**BE IT FURTHER RESOLVED:** That copies of this Resolution with a City Seal be transmitted by the City Clerk to Mr. Oberlander, Troop 24, Salem High School's JROTC commander, and Beverly High School's JROTC commander.



# CITY OF SALEM

In City Council, October 28, 2021

## Ordered:

To accept, in accordance with the recommendation of Her Honor the Mayor, a donation of the Salem Police Department Fallen Officers memorial, including monument, faceplate, and landscaping materials and supplies, valued at Nine Thousand Four Hundred Seventy-Seven Dollars and Ninety Cents (\$9,477.90) from Thomas Oberlander, who received financial and material donations from Salem residents and other community members, organizations, and businesses, to make the memorial possible.



# City of Salem, Massachusetts

## Police Department Headquarters

95 Margin Street

Salem, Massachusetts 01970

(978) 744-2204

CHIEF OF POLICE

LUCAS J. MILLER

08 October 2021

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

### Re: Salem Police Department Fallen Officers Memorial – Donation Acceptance Request

Dear Mayor Driscoll,

The City of Salem has many memorials, monuments and markers commemorating significant events, notable citizens and sites of historical interest, however, it has no permanent memorial to recognize the officers of the Salem Police Department who gave their lives in the performance of their duties.

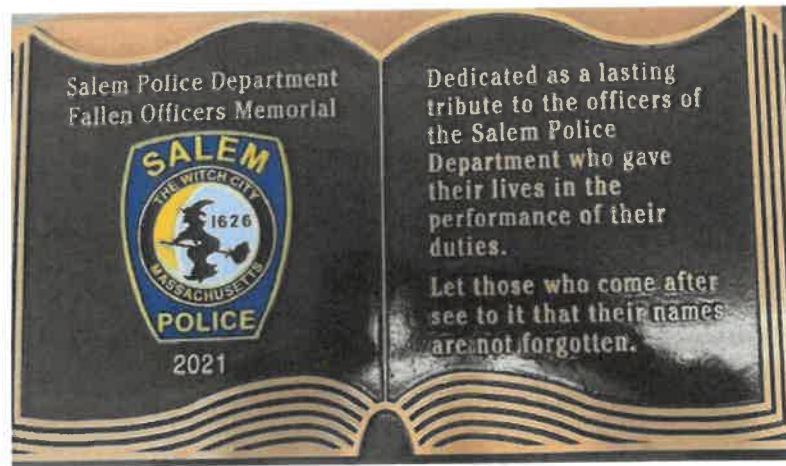
Recognizing the need to memorialize our Fallen Officers, Mr. Thomas Oberlander, an Eagle Scout candidate from Troop 24 in Salem, approached the Department with a proposal to design, fundraise, construct and install a fitting tribute to those officers as his Eagle Scout project. The Department embraced this proposal and, in 2020, we entered into a partnership with Mr. Oberlander and Troop 24 to design a fitting Fallen Officers Memorial.

I am pleased to report that Mr. Oberlander raised over \$10,000.00 in donations from the Salem community. Scouts from Troop 24, assisted by members of the Salem High School and Beverly High School Junior Reserve Officer Training Corps (JROTC) and members of this Department, have landscaped an area in front of the police station as a site for the Memorial and the City of Salem Department of Public Services installed the base for the Memorial. The Memorial stone has been carved, names and "end of watch" dates engraved and a faceplate has been produced. We will soon be in a position to install the Memorial in a prominent place in front of the police station. I have attached work-in-progress photographs of the Memorial and described the symbolism expressed in the monument.

Research to date has identified seven (7) officers who met the criteria for inclusion on the Memorial. Our historical research is continuing and I anticipate additional Fallen Officers will be identified and their names eventually inscribed on the Memorial.

Patrol Officer Charles J. Kellett  
Patrol Officer George P. Gartland  
Special Police Officer Albert Theriault  
Lieutenant John J. Ryan  
Patrol Officer John J. Bennett  
Patrol Officer Robert E. Flynn  
Patrol Officer Edward Sawicki

End of Watch: 01 February 1930  
End of Watch: 15 September 1944  
End of Watch: 24 April 1947  
End of Watch: 18 February 1953  
End of Watch: 13 October 1955  
End of Watch: 02 March 1958  
End of Watch: 01 December 1980



*Fallen Officers Memorial Faceplate*



*SPD Fallen Officers Memorial – in progress*



*Memorial – in progress - with faceplate*

**Symbolism of the Memorial.** The Memorial will serve as a lasting tribute to the officers of the Salem Police Department who gave their lives in the performance of their duties. The Memorial is in the shape of a muster room podium – instantly recognizable by any police officer – regardless of department, dates of service or rank held. At the beginning and end of each shift, police officers assemble in the station's muster room for roll call, inspection, unit assignments and briefings / debriefings by the shift commander. It is from the podium that wisdom is dispensed, information imparted, banter is directed and orders are given.

The open book atop the podium symbolizes the laws police officers enforce and the rules and regulations they live by, while the turned pages represent lives cut short.

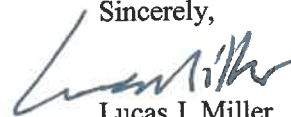
Granite was chosen as the stone for the Memorial as it symbolizes strength, resilience and, like the cornerstone of buildings, represents a strong foundation – all qualities of a police officer.

As the project is nearing completion, I respectfully request that the City Council accept the Memorial as a donation from Scout Troop 24. The Memorial will be on permanent public display in front of the station and maintained and cared for by the Salem Police Department.

I also request that the City Council formally recognize and thank Eagle Scout candidate Thomas Oberlander of Troop 24, Salem, for taking the initiative to bring the Fallen Officer Memorial to fruition. His leadership, dedication and hard work throughout all phases of this project was most impressive and is deserving of recognition by the Council.

I will keep you apprised of the Department's plans to host a ceremony to formally dedicate the Fallen Officers Memorial.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Lucas J. Miller', is written over the printed name.

Lucas J. Miller  
Chief of Police



**CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll

Mayor

October 28, 2021

To the City Council  
City Hall  
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request to transfer Four Hundred and Twenty-Five Dollars (\$425.00) of outstanding Fiscal Year 2021 invoices to be paid from the Fiscal Year 2022 Council on Aging budget.

Department	Vendor	Amount
Council on Aging	Debbie Davis	\$425.00

This order is necessary to cover the costs to pay for an invoice from prior Fiscal Year for an instructor who did not submit invoices for services rendered in February and March of 2020. MGL Chapter 44 Section 64 allows for a municipality to pay for prior fiscal year invoices using current fiscal year appropriation by a two-thirds vote of the City Council.

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll  
Mayor



# CITY OF SALEM

In City Council,

Ordered:

October 28, 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 Four Hundred Twenty-Five Dollars (\$425.00) of outstanding Fiscal Year 2021 invoice is hereby allowed to be paid from the Fiscal Year 2022 Council on Aging budget as listed below in accordance with the recommendation of Her Honor the Mayor.

Department	Vendor	Amount
Council on Aging	Debbie Davis	\$ 425.00
Total		\$ 425.00



**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

October 6, 2021

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

Dear Mayor Driscoll,

I am requesting that two invoices from a prior fiscal year be approved for payment. One of our instructors, Debbie Davis, did not submit invoices for services rendered in February and March of 2020. In speaking with Ms. Davis, she forgot to submit these at the time of the shutdown due to COVID. The amount for the two months totals \$425.00.

I would appreciate your consideration of this request, particularly due to the circumstances. The invoices are attached for review.

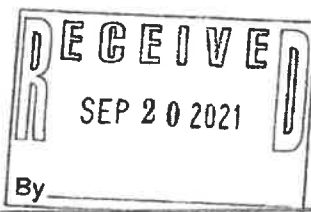
Sincerely,

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

Teresa Gove Arnold  
Director, Salem Council on Aging

Cc: A. Freedman  
P. O'Brien

To: Salem Senior Center  
Salem MA



March 1, 2020

For Services Rendered February, 2020

Tap Classes

02/03/20	\$ 90.00	
02/10/20	\$ 85.00	
02/17/20	\$ --	(President's Day)
02/24/20	\$ 90.00	

Balance Due \$ 265.00

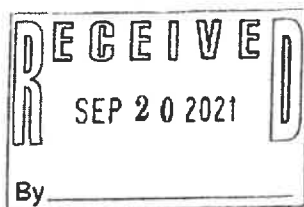
Please make check payable to:

Debbie Davis

36 Alden Road

Swampscott, MA 01907

To: Salem Senior Center  
Salem, MA



April 1, 2020

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For Services Rendered March, 2020

Tap Classes

03/02/20	\$ 90.00	
03/09/20	\$ 70.00	
03/16/20	\$ --	(quarantine)
03/23/20	\$ --	(quarantine)
03/30/20	\$ --	(quarantine)

Balance Due \$ 160.00

Please make check payable to:

Debbie Davis

36 Alden Road

Swampscott, MA 01907



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

October 28, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order authorizes the City to entertain bids to utilize a small portion of the former Universal Steel parking lot for a period of time from November 26<sup>th</sup> through December 24, 2021 of this year only, in order to sell Christmas trees.

All required insurance and liability coverage for the City would also need to be provided by the company. I recommend adoption of the enclosed Order, which is identical to the same Order the City Council approved in previous years.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem



# CITY OF SALEM

In City Council, October 28, 2021

**Ordered:**

The City Purchasing Agent is hereby authorized to solicit bids and lease, with the approval of the Mayor, no more than one-third of the city-owned lot at 297 Bridge Street for the period of November 26, 2021 through and including December 24, 2021, for the purpose of selling Christmas trees, wreathes and similar holiday items.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

October 28, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order submits a Home Rule Petition to the legislature seeking approval for the City to appoint retired firefighters to serve as special firefighters as necessary. This measure would authorize the Chief to designate special firefighters to fill fire details. As you may be aware, we currently have a similar authorization for the assignment of retired police officers.

This is a measure consistent with practices in other communities and allows the Chief to direct routine detail assignments to special firefighters, thereby retaining the regular firefighters' availability to carry out more urgent firefighting and emergency medical work.

I recommend adoption of the enclosed Order and invite you to contact Chief Alan Dionne should you have any questions regarding this matter.

Sincerely,

Kimberley Driscoll  
Mayor  
City of Salem

# CITY OF SALEM



In City Council, October 28, 2021

## Ordered:

That a petition to the General Court, accompanied by a bill for an act concerning the appointment of retired Salem Firefighters as special firefighters within the City of Salem for paid fire detail assignments or any firefighting duties arising therefrom or during fire detail work, regardless of whether those duties are related to detail work. As set forth below, be filed with an attested copy of this Order be, and hereby is, approved under Clause (1) of Section 8 of Article II, as amended, of the Amendments to the Constitution of the Commonwealth of Massachusetts, to the end that the following legislation be adopted, except for amendments by the Senate or House of Representatives which conform to the intent of this home rule petition:

AN ACT CONCERNING THE APPOINTMENT OF RETIRED SALEM FIREFIGHTERS AS SPECIAL FIREFIGHTERS WITHIN THE CITY OF SALEM.

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

SECTION 1. Notwithstanding any general or special law to the contrary, the fire chief of the city of Salem may appoint, with the approval of the mayor, as the fire chief considers necessary, retired Salem firefighters as special firefighters to perform fire details or any duties arising from fire details or during fire detail work, whether or not related to the detail work. The fire chief

shall have discretion to appoint only retired Salem firefighters who served as regular Salem firefighters and are retired based on superannuation as special firefighters and shall establish department rules, procedures and policies concerning these appointments. Special firefighters shall not be subject to the same maximum age restrictions as applied to regular Salem firefighters under chapter 32 of the General Laws. Prior to appointment under this act, a retired Salem firefighter shall pass a medical examination by a physician or other certified professional chosen or agreed to by the department to determine whether the retired Salem firefighter is capable of performing the essential duties of a special firefighter under this act. The cost of the medical examination shall be borne by the retired Salem firefighter.

SECTION 2. Unless otherwise set forth in this act, chapter 31 of the General Laws, chapter 32 of the General Laws, section 99A of chapter 41 of the General Laws, sections 100 and 111F of chapter 41 of the General Laws, and chapter 152 of the General Laws, and rules promulgated under such laws, shall not apply to special firefighters appointed under this act.

SECTION 3. When performing the duties set forth in section 1, special firefighters shall have the same authorization to perform other firefighting functions as do regular firefighters of the city of Salem.

SECTION 4. The fire chief, with the approval of the mayor, may remove, or decline to reappoint, a special firefighter appointed for any reason, with or without cause. A special firefighter shall be appointed for a one-year term and all benefits afforded to special firefighters appointed under this act shall terminate upon the conclusion of the employment term. A special firefighter's appointment shall automatically terminate upon the firefighter's 70th birthday.

SECTION 5. Special firefighters appointed under this act shall be subject to the rules and regulations, policies and procedures and requirements as the fire chief may impose from time to

time including, but not limited to, restrictions on the type and number of detail assignments, requirements regarding medical examinations to determine continuing fitness and capability to perform the duties of a special firefighter, requirements for training, CPR and First Aid credentials, requirements for maintaining of a medical or liability insurance policy, and requirements regarding uniforms, equipment, and conduct while working fire details.

SECTION 6. Special firefighters appointed under this act shall be sworn in by the fire chief for the city of Salem.

SECTION 7. Appointment as a special firefighter shall not entitle the appointee to assignment to any detail.

SECTION 8. Retired Salem firefighters serving as special firefighters under this act shall be subject to the limitations on hours worked and on earnings restrictions as provided in paragraph (b) of section 91 of chapter 32 of the General Laws. The fire chief shall assign details to retired firefighters in accordance with the procedures established through negotiation with the relevant collective bargaining unit.

SECTION 9. This act shall take effect upon its passage.



## **CITY OF SALEM, MASSACHUSETTS**

Kimberley Driscoll  
Mayor

Office of the Mayor

October 28, 2021

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to submit the enclosed Municipal Green Building Ordinance for the Council's review and adoption. As you may recall, in the summer of 2020 a draft green building ordinance was submitted to the Council by Councillor Riccardi and members of SERC. That ordinance covered a wide variety of policy areas, and after review and discussions with community members, City staff, SERC members and outside experts with the Metropolitan Area Planning Council (MAPC), a determination was made that the most thoughtful and appropriate path forward would be to divide up the areas within the Ordinance into several individual measures that could be advanced separately.

There are two advantages to this approach. First, it allows for us to achieve energy goals more immediately on the "low-hanging fruit" components, while more complex components of the plan may still be working through the deliberative process. Second, it will also allow the City to advance our own local policy work in better alignment with the Commonwealth's forthcoming regulations from the adoption of the Next Generation Roadmap for Massachusetts Climate Policy act, which was passed earlier this year in March and will require the Commonwealth to develop a net zero stretch energy code that municipalities will be able to adopt locally.

Thanks to a grant from MAPC, the City's Sustainability and Resiliency Department was able to retain the assistance of Harvard Bloomberg Fellow Emma Bird to advance the work of separating the overall measure into three separate packages. The enclosed Municipal Green Building Ordinance is the first of those packages.

This measure was written to be in coordination with and reflective of our goals and targets as described in the *Resilient Together* regional climate action plan. The enclosed Ordinance establishes minimum energy and green certifications required for future City buildings and

renovation, creates a green procurement policy for the City, and sets targets and standards for the continual transition of our municipal vehicle fleet to electric and other low-emission vehicles.

Subsequent filings will consist of additions to the Zoning code, including a net-zero energy plan provision, which will add energy standards to the site plan review process, and a green transportation provision, which will create bicycle parking and electric vehicle charging station standards for private projects.

Concurrent to these ordinances, staff from the Sustainability and Planning Departments are working with MAPC on additional actions related to green building polices, including education and community outreach.

These policies are just one part of the City's overall coordinated efforts on sustainability and resiliency. *Resilient Together* serves as an overarching framework guiding those efforts. In the coming months the City Council can expect to see additional measures that are an outgrowth of this important work. These include a Solar Energy System Ordinance, to manage and regulate potential large-scale solar energy developments in a thoughtful and transparent manner and the forthcoming Wetlands Ordinance, which has been developed after months of careful and intentional review and work by a large coalition of community members and stakeholders. From a regulatory standpoint there will also be wetlands related Conservation Commission rules and a new set of updated subdivision regulations for the Planning Board, which strengthen low impact development standards.

The Municipal Green Building Ordinance is a major step toward our climate goals and reducing our local contributions to climate change. What is more, it builds on our community's past work through our municipal electrical aggregation program, the conversion of our streetlights to LED fixtures, the installation of rooftop solar on city buildings, and recent change over of our nearly 200 municipal electrical accounts to renewable energy sources. This Ordinance further demonstrates that Salem is proactive when it comes to the climate crisis, not only with our words, but with actions, as well.

I strongly recommend adoption of the enclosed Ordinance and welcome the opportunity to discuss it with you in greater detail should you wish to refer it to committee for further review. If you have additional questions, I encourage you to reach out to our Director of Sustainability, Jenna Ide, or Planning Director Tom Daniel at your convenience.

Sincerely,

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

Kimberley Driscoll  
Mayor  
City of Salem

# *City of Salem*

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*In the year two thousand twenty-one*

**An Ordinance** to amend an ordinance relative to municipal buildings, operations and transportation

**Section 1.** Chapter 12 Building, Electricity and Plumbing Regulations is hereby amended by adding the following new Article:

## **“ARTICLE V. GREENING THE CITY OF SALEM’S MUNICIPAL BUILDINGS, OPERATIONS AND TRANSPORTATION**

### **SEC. 12.250 PURPOSE**

The purpose of this Ordinance is to promote public health, safety, and welfare by requiring sustainable design, construction, purchasing and practices for municipal buildings, operations, and transportation. This Ordinance intends to promote energy conservation, improve environmental quality and encourage Low Impact Development (LID) principles.

Through this Ordinance, the City of Salem intends to lead by example in setting standards for its own buildings, operations and transportation; reduce its greenhouse gas (GHG) emissions by reducing energy consumption, shifting to renewable sources of energy and embracing smart, clean technology; strive to reduce, reuse and recycle products to decrease pollution and minimize impacts on our community and natural resources; and shift its transportation fleet to electric and hybrid vehicles while easing options for electric vehicle car charging and bicycle parking.

The City of Salem is committed to fulfilling a 100% zero net energy goal by maximizing onsite renewable energy production while minimizing energy consumption and the operational costs of municipal buildings.

### **SEC. 12.251 GREEN MUNICIPAL BUILDINGS**

#### **(1) NEW CONSTRUCTION, RENOVATION, AND ADDITIONS**

City-owned or leased new construction or major renovations greater than or equal to five thousand square feet (5,000 sq. ft.) and additions to City-owned or leased buildings greater than or equal to ten thousand square feet (10,000 sq. ft.) shall be certified as, at minimum, one of the following:

- Passive House Institute US (PHIUS) PassiveHouse®
- United States Green Building Council (USGBC) LEED® Gold
- Another applicable sustainable rating system as approved by the Mayor with the

recommendation by the Sustainability, Energy, and Resiliency Committee.

In addition to the requirement set forth above, all new City-owned or leased buildings, major renovations of City-owned or leased buildings or complete roof replacements on City-owned or leased buildings must include at least one of the following:

- Solar power system
- Green Roof
- White Roof/Solar Ready Roof

## **(2) DESIGN TEAMS**

All requests for design services for City owned or leased facilities shall reference this Ordinance. For those projects before the Designer Selection Committee, the Committee shall ensure that design teams selected for all applicable projects that are subject to this Ordinance shall be qualified to implement the standards in this ordinance and, at a minimum, include one LEED® accredited professional with demonstrated experience in designing buildings that would meet the requirements of this policy and goals.

## **(3) GREEN INFRASTRUCTURE AND PERMEABLE MATERIALS**

City-owned properties shall employ best management practices and Low Impact Development (LID) to minimize stormwater runoff, thereby keeping water sources cleaner and reducing flooding. Additionally, land management practices shall require increasing sustainable vegetation to mitigate urban heat island effects and reduce flooding and encourage stormwater infiltration.

All City projects must meet the federal requirements for stormwater regulations if the new paved area is over five thousand (5,000) square feet.

## **(4) MAINTENANCE AND TRAINING**

All new and major renovations projects must include an operation and maintenance plan which includes training. Ongoing training related to the provisions of this Ordinance shall be considered by Departments in their annual budget submissions.

# **SEC. 12.252 GREEN MUNICIPAL OPERATIONS**

## **(1) ENVIRONMENTALLY PREFERABLE PURCHASING**

The City of Salem's Purchasing Department shall create an Environmentally Preferable Purchasing Program (EPPP) to guide the purchasing of sustainable products for city buildings, operations, and city-run events. The EPPP shall include standards for third-party certifiable green cleaning products; recycled and/or compostable plates, utensils, cups; hybrid or electric vehicles; low-emitting and recyclable materials; EnergyStar® appliances; and training for relevant City Departments and staff in procurement practices reflective of the EPPP. The EPPP shall be updated every two years at a minimum and submitted to the Sustainability, Resiliency, and Energy Committee for review and comment whenever so updated.

## **(2) WASTE REDUCTION**

All occupied city-owned or leased buildings shall be equipped with recycling and composting bins to encourage and incentivize waste reduction. All parks or other City owned properties that have a waste receptacle shall also have a recycling bin. The City shall continue to work to reduce recycling contamination rates through education and shall also continue to encourage “carry in/carry out” practices to reduce waste in parks.

## **SEC. 12.253 GREEN MUNICIPAL TRANSPORTATION**

### **(1) CLEAN TRANSPORTATION ALTERNATIVES**

The EPPP shall include standards for City-owned vehicles that shift the City’s fleet to all electric and/or hybrid modes of transportation. Heavy duty vehicles and emergency vehicles shall also be transitioned to a higher efficiency and non-polluting fleet as technologically feasible. The City’s municipal light-duty fleet shall be 100% zero-emissions by 2030, as technologically feasible, and the remaining fleet as technologically and financially available

### **(2) ELECTRIC VEHICLE CHARGING STATIONS**

All new city-owned buildings and new or renovations of parking lots with more than 25 parking spaces shall include electrical vehicle charging stations to encourage use of lower-emission vehicular transportation.

### **(3) BICYCLE PARKING**

All new construction and major renovations at city-owned buildings, parks, and other public properties shall include bicycle parking.

## **SEC. 12-254 APPROVALS AND WAIVERS**

For all City projects subject to any provision of this Ordinance, the Purchasing Agent shall certify such compliance.

For projects between \$100,000 and \$999,999 seeking a waiver from any provision of this Ordinance, the Purchasing Agent, in consultation with applicable Departments, shall provide such waiver.

For projects over \$1,000,000 seeking a waiver from any provision of this Ordinance, the Department responsible for the project shall present the project to the Sustainability, Energy, and Resiliency Committee, which shall approve, approve with conditions, or reject said waiver.

## **SEC. 12.255 DEFINITIONS**

For the purpose of this Ordinance, unless the context requires otherwise, the following terms shall have the following meanings:

*Addition:* Any portion added to an existing building.

*Best Management Practices (BMPs):* Regarding stormwater, BMPs means schedules of activities, practices (and policies), structures, vegetation, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants to waters. BMPs also include the treatment requirements, operating procedures, and practices to control plant site

runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

*Environmentally Preferable Purchasing Program:* A plan to procure more environmentally friendly products.

*LEED:* The USGBC Leadership in Energy and Environmental Design Green Building Rating System®.

*Light Duty and Heavy Duty Vehicles* – Heavy duty vehicles are defined as those with a gross vehicle weight (GVW) of 8,500 pounds or more. A vehicle less than 8,500 GVW is considered a light duty vehicle.

*LID:* Low Impact Development, a land planning and engineering design approach to manage stormwater runoff as part of green infrastructure. LID emphasizes conservation and use of on-site natural features to protect water quality.

*Passive House:* An environmental building certification from PHIUS.

*Square Feet:* The gross square footage being constructed or renovated as listed on the building permit. For parking project, the square footage is the amount of impervious surface used to calculate the stormwater regulations.

*Sustainable Vegetation:* Plantings and landscaping that include native species to the maximum extent possible and selected to survive with minimal resource inputs (fertilizers, watering, etc.) and management (mowing, weeding, etc.).”

***Section 11.*** This Ordinance shall take effect as provided by City Charter.