



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Mr. Gregory St. Louis, of 24 Sunset Road, to the Salem Conservation Commission for a term of three years to expire September 13, 2021.

I enthusiastically recommend confirmation of his reappointment to the Conservation Commission and ask that you join me in thanking him for his continued dedicated service and commitment to our community.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I reappoint, subject to City Council confirmation, Ms. Carly Naik, of 7 Winter Street #6, to the Salem Public Art Commission for a term of two years to expire September 13, 2020.

I enthusiastically recommend confirmation of her reappointment to the Public Art Commission and ask that you join me in thanking her for her continued dedicated service and commitment to our community.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



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Mayor

September 13, 2018

Honorable Salem City Council
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Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Attorney Datanis Elias, of 71 Harbor Street, to the Salem Board of Health, to complete the remainder of a three-year term to expire July 21, 2019, previously held by Mary Lauby, who has stepped down from the board as she is moving. I hope you will join me in thanking Ms. Lauby for her service on the Board of Health and for her commitment to our community.

Attorney Elias has been a private practice attorney since 1999 and is currently a hearings officer for the Driver Control Unit of the Massachusetts Registry of Motor Vehicles. While her specific background in the law is not directly related to public health, I believe her legal training and her experience interacting with the public as a hearing officer, as well as her fluency in Spanish, make her well prepared to be a member of the Board as it conducts its business. Attorney Elias received Bachelor's degree from Merrimack College and her Juris Doctor from the Massachusetts School of Law.

I strongly recommend confirmation of Attorney Elias' appointment to the Board of Health. We are fortunate that she is willing to continue to serve our community in this important role and lend her expertise and dedication to the board and its work.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



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Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Phillip T. Koch, of 21 Savoy Road, to the Sustainability, Energy, and Resiliency Committee, to complete the remainder of a three year term originally filled by Rev. Jeffrey Barz-Snell and to expire December 3, 2018. I hope you will join me in thanking Rev. Barz-Snell for his dedicated service to the committee and to our community.

Mr. Koch worked for his entire professional career in both the business and science side of a number of environmental engineering firms, including serving as the Director of Commercial Development for American EcoThermal, a senior scientist and Director of Business Development for MACTEC Engineering, a senior scientist and Director of International Business Development for Geraghty & Miller Environmental Engineers, and as a senior environmental scientist for Metcalf & Eddy Environmental Engineers. He received his BA in Government and his MS in Engineering and Environmental Systems from Harvard. Though retired now, Mr. Koch has been a member of the American Water Resources Association and the Environmental Business Council. Prior to moving to Salem he served on the Harbors and Waters Board for the Town of Marblehead, as well as on the Marblehead Solid Waste Study Committee. Today he is a member of the Osgood Park Neighborhood Association Board of Directors.

I strongly recommend confirmation of Mr. Koch to the Sustainability, Energy, and Resiliency Committee. We are fortunate that he is willing to serve our community in this important role and lend his expertise and dedication to this committee and its work.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Deborah Greel, of 34 Boardman Street, to the Salem Licensing Board, to complete the remainder of a six-year term originally held by Sarah Stanton and to expire December 3, 2021. I hope you will join me in thanking Ms. Stanton for her dedicated service to the committee and to our community.

Ms. Greel served as Salem's first Public Art Planner from 2014 until her retirement this year. Previous to that she was the Executive Director of the Marblehead Arts Association from 2006 until 2014 and, prior to that, was director of Salem Main Streets from 2001 to 2005. Ms. Greel earned an Associates degree in Cooperative Retailing from North Shore Community College and went on to study non-profit management and leadership studies at Boston University. She serves on the steering committee of the Essex County Community Foundation's Creative County Initiative and the advisory committee for El Punto Urban Art Museum. Ms. Greel is a volunteer with Salem Rotary and the Boys & Girls Club of Greater Salem. With her extensive experience and familiarity with Salem's downtown restaurants, retailers, and non-profits, not to mention our many festivals and special events, Ms. Greel will bring much to our Licensing Board.

I strongly recommend confirmation of Ms. Greel to the Licensing Board. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to this board and its work.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



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Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Rebecca L. English, of 24 Prescott Street, to Salem Historical Commission, to complete the remainder of a three-term originally filled Susan Keenan and to expire March 1, 2019. I hope you will join me in thanking Ms. Keenan for her dedicated service to the commission and to our community.

Ms. English will be taking the seat upon the Commission that is filled by a candidate recommended to me by our local realtors' association, pursuant to M.G.L. Chapter 40C, section 4. Ms. English has more than 25 years of experience in banking, valuations, and real estate and comes with the recommendation of the North Shore Association of Realtors' Board of Directors. She earned her Bachelor of Science degree in Management and her MBA from Bentley College and has taught at Endicott College's School of Business and the Mortgage Bankers Association's School of Mortgage Servicing. Prior to her current position with Accurety Real Estate, Ms. English served as Assistant Vice President of Operations for MCS Valuations and, before that, spent 16 years in a series of positions of elevating responsibility with Boston Federal Saving Bank.

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

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Claudia Chuber, of 190 Bridge Street #2401, to the Salem Housing Authority Board to fill a vacant seat for a five-year term to expire July 19, 2023.

Ms. Chuber currently serves as Development Operations Manager for the House of the Seven Gables and, previous to that, Director of Community Affairs & Grants Management at the Peabody Essex Museum. Ms. Chuber, who served as a City Councillor from 2002 to 2003, is deeply familiar with our city and the people who call it home. She has served as a member of the City Harbor Plan Committee and as Director of Development for the North Shore Community Development Coalition.

I strongly recommend confirmation of Ms. Chuber to the Salem Housing Authority Board. We are fortunate that she is willing to serve our community in this important role and lend her expertise and dedication to this board and its work.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



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Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint David Gauthier, of 56 Valley Street, to the Cable Television and Technology Commission for a two-year term to expire September 13, 2020. Mr. Gauthier will take the seat previously held by Ms. Laura DeToma Swanson. I hope you will join me in thanking Ms. DeToma Swanson for her dedicated service to the commission and to our City.

Mr. Gauthier has extensive experience in community media, with over two decades of work in the field, including serving as program director at Salem Access Television from 1999 to 2010. In 2011 he took on the role of Executive Director for Winchester Community Access and Media, a position he continues to hold today. Two years ago, Mr. Gauthier was named to serve as the Vice President of MassAccess, a statewide community media advocacy agency representing over 100 centers across Massachusetts.

I strongly recommend confirmation of Mr. Gauthier to the Cable Television and Technology Commission. We are fortunate that he is willing to serve our community in this important role and lend his expertise and dedication to this commission and its work.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

I am very pleased to appoint Tyler Carlton, of 34 Park Street #2, to the Scholarship and Education Committee to fill the remainder of a three-year term to expire June 1, 2019, for a seat previously held by Joseph Salerno. I hope you will join me in thanking Mr. Salerno for his many years of dedicated service to the committee, to our City, and to the youth of Salem.

Mr. Carlton currently works in the external affairs office for State Auditor Suzanne Bump. He interned for both Representative Paul Tucker and Senator Joan Lovely. A graduate of Salem State University, where he earned a Bachelor's degree in political science, Mr. Carlton is currently pursuing Master's degrees in both political science and public administration from Suffolk University. As a recent college graduate himself, Mr. Carlton is very familiar with the challenges presented by the rapidly escalating cost of higher education. He is well equipped to help the committee in their work, trying to mitigate those costs for Salem students heading off to college.

I strongly recommend confirmation of Mr. Carlton to the Scholarship and Education Committee. We are fortunate that he is willing to serve our community in this important role and lend his expertise and dedication to this board and its work.

Very truly yours,

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

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request to accept the following donation in the amount of Twenty-one hundred dollars (\$2,100.00) from Salem Moose Lodge No 218 to be deposited into the Police K9 Donation Fund 24121-4830.

In order to accept the donation approval must be given by both the Mayor and City Council. I ask that the members of the City Council join with me in accepting these funds to be used towards the Salem Police Department K9 Donation Fund.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

Sept 13, 2018

To accept the donation(s) listed below totaling Two Thousand One Hundred Dollars (\$2,100.00). These funds will be deposited into the account listed below in accordance with the recommendation of Her Honor the Mayor.

From:	Fund Name	Org/Obj	Amount
Moose Lodge No 218	Police K9 Donation Fund	24121-4830	\$ 2,100.00
Total			\$ 2,100.00



City of Salem, Massachusetts Police Department Headquarters

CHIEF OF POLICE
MARY E. BUTLER

July 19, 2018

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

Dear Mayor Driscoll:

I would like to request that the enclosed donation from the Salem Lodge No. 218 Loyal Order of Moose for Two Thousand One Hundred and 00/100 (\$2,100.00) be deposited into the following revenue fund:

Fund Name:	K9 Donation Account
Fund Number:	2412
Org/Object:	24121-4830

The purpose of this donation is for services/care for the K9 Department here at the Salem Police Department.

Sincerely,

Mary E. Butler
Chief of Police

MEB:jc
Enclosure



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 13, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentleman of the Council:

Enclosed herewith is a request for an appropriation of Twenty Thousand Dollars (\$20,000.00) 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	\$16,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	\$ 4,000.00
			Total:.	<u>\$20,000.00</u>

This appropriation is necessary to purchase burial boxes for burial services for cemetery.

I recommend passage of the accompanying Order.

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

September 13, 2018

Ordered:

That the sum of Twenty Thousand Dollars (\$20,000.00) is hereby 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	16,000.00
2431-4800	R/Res Sale of Vaults	14112-5383	DPS Burial	4,000.00
Total				20,000.00



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

August 8th, 2018

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

Subject: Burial Service for Q1FY19

Dear Mayor Driscoll,

We respectfully request an appropriation of funds in the amount of Twenty Thousand, (20,000.00) from the following account:

2430-4800 Sale of Lots	\$16,000.00
2431-4800 Sale of Vaults	\$4,000.00

to be transferred in to the Public Service Burial Services Line 14112-5383. This appropriation will allow for the burial services and operations for the first quarter of Fiscal Year 2019.

Respectfully yours,

A handwritten signature in black ink, appearing to read "David Knowlton".

David Knowlton
Director of Public Services

Cc: Laurie Giardella
File Copy

CITY OF SALEM - Finance Department

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

From: DPS Cemetery X [Signature] 8/9/18
Department Department Head Authorizing Signature Date

Budget or R/Res
Transfers To: 14112/5383 Desc: Burial services Budget Amt: 0
(Org/Object) Balance: 0
 From: 2430/4800 Desc: Sale of lots Budget Amt: 0
(*Note - Please include letter to Mayor for Transfers from different Personnel & Non-personnel lines) Balance: 102,668.00

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

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

Amount Requested: \$ 16,000.00
Reason (Be Specific) Need to purchase burial boxes for burial services for 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 \$ 68,668.00
R/Res Fund Balance [Signature]
 Raise & Appropriate Other _____

Recommendation: Approved Denied

[Signature]
 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 Cemetery X [Signature] 8/9/18
 Department Department Head Authorizing Signature Date

Budget or R/Res Transfers
 To: 14112/5383 Desc: Burial Services Budget Amt: 0
 (Org/Object) Balance: 0
 From: 2431/4800 Desc: Sale of vaults Budget Amt: 0
 Balance: \$30,276.39
 (*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: _____
Raise & Appropriate
 Please circle one

Amount Requested: \$ 4,000.00
Reason (Be Specific) Need to purchase burial boxes for burial services for 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 \$ 32,676.39
 R/Res Fund Balance WB
 Raise & Appropriate Other

Recommendation: Approved Denied

[Signature]
 Finance Director

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



CITY OF SALEM, MASSACHUSETTS
Kimberley Driscoll
Mayor

September 13, 2018

To the City Council
City Hall
Salem, Massachusetts

Ladies and Gentlemen of the Council:

Enclosed herewith is an order requesting an appropriation of Three Thousand, Five Hundred and Fifty-Seven Dollars and Thirteen Cents (\$3,557.13) from the "Retirement Stabilization Fund – Vacation/Sick Leave Buyback" account (83113-5146) to cover the retirement buyback cost for the following employee.

NAME	DEPARTMENT	AMOUNT
Joyce Stewart	Parking Garage	\$3,557.13
	Total:	\$3,557.13

I recommend passage of the accompanying Order

Very truly yours,

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

Kimberley Driscoll
Mayor



CITY OF SALEM

In City Council,

Ordered:

September 13, 2018

That the sum of Three Thousand, Five Hundred and Fifty-Seven Dollars and Thirteen Cents (\$3,557.13) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2019 contractual buyback(s) listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
Joyce Stewart	Parking Garage	3,557.13
		3,557.13



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll

Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

Enclosed herewith is a request for an appropriation of \$332,225.08 from the "Retirement Stabilization Fund – Vacation/Sick-Leave Buyback" account (83113-5146) to fund the retirement buyback costs to be extended for the following retired employees listed below.

NAME	DEPARTMENT	AMOUNT
Thomas Cunningham	Police	\$42,785.60
Barry Driscoll	Police	\$16,767.12
William Jennings	Police	\$36,770.00
Cynthia Jerzylo	Police	\$8,976.76
Brian Norris	Police	\$38,960.00
Kevin O'Donnell	Police	\$43,508.80
Michael Page	Police	\$35,239.84
Robert Preszewski	Police	\$52,388.56
James Walker	Police	\$56,828.40
Total:		\$332,225.08

As you know, several years ago we worked with our collective bargaining units to institute a new policy to limit the practice of retirement sick-leave buybacks for new hires. However, for employees of these units hired prior to this agreement, they are still entitled to these payments under the terms of the collective bargaining agreement. While I value and applaud the work of our retiring employees and wish them well as they move into retirement, I continue to be adverse to the idea that employees should be compensated for not getting sick. I am glad we were able to work with our unions to change this benefit going forward, as this is a very costly matter for the City.

I am required to submit this Order to you based on our collective bargaining agreement in order for these payments to be issued.

Very truly yours,

Kimberley Driscoll
Mayor
City of Salem



CITY OF SALEM

In City Council,

Ordered:

September 13, 2018

That the sum of Three Hundred and Thirty-Two Thousand, Two Hundred and Twenty-Five Dollars and Eight Cents (\$332,225.08) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the FY 2019 contractual buybacks listed below in accordance with the recommendation of Her Honor the Mayor.

Name	Department	Amount
William Jennings	Police	36,770.00
Barry Driscoll	Police	16,767.12
Kevin O'Donnell	Police	43,508.80
James Walker	Police	56,828.40
Brian Norris	Police	38,960.00
Cynthia Jerzylo	Police	8,976.76
Thomas Cunningham	Police	42,785.60
Michael Page	Police	35,239.84
Robert Preszewski	Police	52,388.56
		332,225.08



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: August 21, 2018
RE: Retirement Stabilization Fund

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

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

William Jennings

280 vacation hrs @ \$36.77 per hour	\$10,295.60
720 sick hrs @ \$36.77 per hour	\$26,474.40
Total:	\$36,770.00

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.

Finance Director



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: August 21, 2018
RE: Retirement Stabilization Fund

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

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

Barry Driscoll

336 vacation hrs @ \$36.77 per hour	\$12354.72
120 sick hrs @ \$36.77 per hour	\$ 4,412.40
Total:	\$16,767.12

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.

Finance Director



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: August 21, 2018
RE: Retirement Stabilization Fund

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

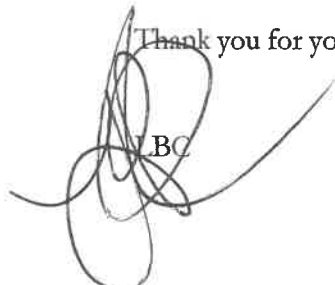
This former employee is contractually entitled to the following amount of sick leave and vacation buyback.

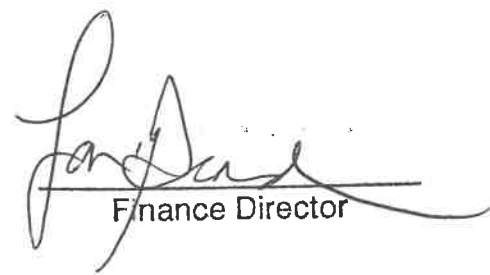
Kevin O'Donnell

416 vacation hrs @ \$38.30 per hour	\$15,932.80
720 sick hrs @ \$38.30 per hour	\$27,576.00
Total:	\$43,508.80

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

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


LBC


Finance Director



CITY OF SALEM, MASSACHUSETTS

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

KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: August 21, 2018
RE: Retirement Stabilization Fund

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

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

James Walker

440 vacation hrs @ \$48.99 per hour	\$21,555.60
720 sick hrs @ \$48.99 per hour	\$35,272.80
Total:	\$56,828.40

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

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

Finance Director



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: August 21, 2018
RE: Retirement Stabilization Fund

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

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

Brian Norris

280 vacation hrs @ \$38.96 per hour	\$10,908.80
720 sick hrs @ \$38.96 per hour	\$28,051.20
Total:	\$38,960.00

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.

Finance Director



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KIMBERLEY DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN RESOURCES

MEMORANDUM

TO: Laurie Giardella, Director of Finance
DATE: August 21, 2018
RE: Retirement Stabilization Fund

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

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

Cynthia Jerzylo

Table with 2 columns: Description and Amount. Rows include 280 vacation hrs @ \$31.72 per hour (\$8,881.60), 3 sick hrs @ \$31.72 per hour (\$ 95.16), and Total: \$ 8,976.76.

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.

LBC [Handwritten signature]

[Handwritten signature]
Finance Director



CITY OF SALEM MASSACHUSETTS

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

KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Laurie Giardella, Finance Director
DATE: September 5, 2018
RE: Retirement Stabilization Fund

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

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

Thomas Cunningham

424 vacation hours @ \$37.40 per hour	\$15,857.60
720 sick hours @\$37.40 per hour	\$26,928.00
TOTAL DUE:	Total: \$42,785.60

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


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RESOURCES

MEMORANDUM

TO: Laurie Giardella, Finance Director
DATE: September 5, 2018
RE: Retirement Stabilization Fund

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

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

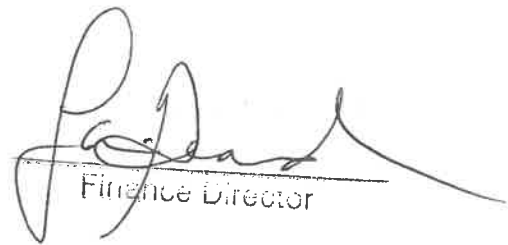
Michael Page

308 vacation hours @ \$34.28 per hour	\$10,558.24
720 sick hours @\$34.28 per hour	\$24,681.60
TOTAL DUE:	Total: \$35,239.84

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

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

LBC


Finance Director



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KIMBERLEY L. DRISCOLL
MAYOR

LISA B. CAMMARATA
DIRECTOR OF HUMAN
RESOURCES

MEMORANDUM

TO: Laurie Giardella, Finance Director
DATE: September 5, 2018
RE: Retirement Stabilization Fund

Attached you will find a retirement buy back for a former employee of the Salem Police Department. This employee is contractually entitled to the following amount of sick leave and vacation buyback.

Robert Preczewski

232 vacation hours @ \$55.03 per hour	\$12,766.96
720 sick hours @\$55.03 per hour	\$39,621.60
TOTAL DUE:	Total: \$52,388.56

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

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

LBC


Finance Director



CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

September 13, 2018

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

This letter is being submitted to notify you that we will not be filing a request to accommodate the October carnival this year. For the last eleven years, we have scheduled the carnival as an important part of our Haunted Happenings public safety operations, but after conversations with members of the City Council, it is now apparent that there are not sufficient votes to adjust the Ordinances prohibiting carnivals on either Riley Plaza or Salem Common – the two locations deemed most suitable for such an event by the Salem Police Department.

I am disappointed we will be removing this important tool from the Salem Police Department's toolkit for October. In 2006, the last year before we instituted the carnival, there were close to 40 arrests in October; in 2007, the first year of the carnival that number fell to 15 (for the last several years, arrests have been in single digits). Since that time, we have continued to improve our public safety response to October, not simply by adding more officers or resources, but using programmatic strategies including music stages, concluding fireworks, and the carnival. These assets helped make October more of a family-friendly event, changing the nature of the visitors who came to the city, especially later in the month. The carnival is more than an amusement and was an especially important component in providing youth between 13 and 20 with a constructive activity, in a well-lit and easily monitored location.

We will adjust public safety planning and resource allocation accordingly, of course, but the other impact of removing the carnival will be the reduction of \$20,000 to \$30,000 in additional revenues the carnival generated to help support public safety costs.

While a final proposal was not presented to the City Council until July, believe me the process of studying the suitability of over a dozen sites had commenced months earlier. Unfortunately, we were not able to coalesce around one site and generate support among a majority of councilors to move forward.

We will take the next month to regroup with Salem Police, NEMLEC, and our other public safety partners, in order to develop a plan for managing the October season without this resource in place.

Very truly yours,


Kimberley Driscoll