



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

May 23, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors,

I reappoint, subject to City Council confirmation, the following members of the Parks and Recreation Commission, to new five-year terms specified below:

<b>Name</b>	<b>Address</b>	<b>Term Expiration</b>
Johnel Roberts	135 Lafayette Street #212	May 14, 2029
Deborah Amaral	172 Marlborough Road	April 23, 2029

I recommend confirmation of their reappointments and ask that you join me in thanking them for their continued dedicated service and commitment to our community.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

June 13, 2024

Honorable Salem City Councillors  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors,


I am pleased to appoint Lucia DelNegro, of 22 English Street, to serve on the Conservation Commission. Ms. DelNegro will be completing the remainder of a three-year term that expires November 15, 2024 in seat previously filled by Judith Köhn.

Ms. DelNegro has worked as the Conservation Agent for the City of Peabody since 2008 and is ready to lend her knowledge and expertise to the City she loves and calls home by serving on the Conservation Commission. Throughout her seventeen years of experience working for a municipality, Ms. DelNegro possesses a firm understanding of the Wetlands Protection Act 310CMR10 and has cultivated a strong relationship with MASSDEP. As Conservation Agent, Ms. DelNegro performs all clerical and administrative duties for the Peabody Conservation Commission related to the WPA 310MR10.00 and Peabody's Wetlands Rivers and Protection Ordinance Chapter 32. She is responsible for reviewing all wetlands applications including Notices of Intent (NOI), Request for Determination of Applicability (RDA) and Abbreviated Notice of Resource Area Delineation (ANRAD), conducting all site visits and reviewing wetland flags unless peer review is needed. As Peabody's liaison acting on behalf of the Conservation Commission, Ms. DelNegro has extensive experience working closely with MASSDEP, landowners, developers, consultants, attorneys and residents, as well as various departments, boards and commissions within the City of Peabody. Ms. DelNegro created the Outside the Box Mural Project in 2015 and has been its Project Coordinator since then.

Ms. DelNegro holds a Bachelor of Science in Geography from Salem State University where she was a member of Gamma Theta Upsilon (Geographical Honor Society) and received the National Council for Geographic Education Award. In addition to her professional experience, Ms. DelNegro has completed the Massachusetts Association of Conservation Commissions *Fundamentals for Conservation Commissioners Certification; Wetland Delineation for Beginners* and

I strongly recommend confirmation of Ms. DelNegro's appointment to the Conservation Commission. We are fortunate that she is willing to volunteer in this important role and lend her time, interests and dedication to this important board and its work.

Sincerely,

  
Dominick Pangallo  
Mayor, City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 13, 2024

Salem City Council  
93 Washington Street  
Salem, MA 01970

Dear Councillors,

I reappoint, subject to City Council confirmation, Constance M. Sorenson, to serve as a constable in the City of Salem for a term of three years to expire June 13, 2027.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 13, 2024

Salem City Council  
93 Washington Street  
Salem, MA 01970

Dear Councillors,

I reappoint, subject to City Council confirmation, Christina Marie Sorenson, to serve as a constable in the City of Salem for a term of three years to expire June 13, 2027.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



# CITY OF SALEM

In City Council June 13, 2024

## Ordered:

That the sum of Twenty-One Thousand Nine Hundred Eighty-Four Dollars and Forty Cents (\$21,984.40) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the contractual buyback(s) listed below in accordance with the recommendation of His Honor the Mayor.

Name	Department	Amount
Karyn Reardon	Salem School Department	\$21,984.40
<hr/>		<b>\$21,984.40</b>
<hr/>		



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

June 13, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors:

Enclosed herewith is a request for an appropriation of Twenty-One Thousand Nine Hundred Eighty-Four (\$21,984.40), be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146). This appropriation is necessary to fund the retirement buybacks of the following employees:

<b>Name</b>	<b>Department</b>	<b>Amount</b>
Karyn Reardon	Salem School Department	\$21,984.40

I recommend passage of the enclosed Order and invite you to contact Human Resources Director Lisa Cammarata with any questions that you may have regarding it.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



**DOMINICK S. PANGALLO**  
MAYOR

LISA B. CAMMARATA  
DIRECTOR OF HUMAN RESOURCES

**CITY OF SALEM MASSACHUSETTS**  
HUMAN RESOURCES  
98 WASHINGTON STREET, 3<sup>RD</sup> FLOOR  
SALEM, MASSACHUSETTS 01970  
TEL. 978-619-5630

**MEMORANDUM**

**TO:** Anna Freedman, Director of Finance  
**DATE:** April 22, 2024  
**RE:** Retirement Stabilization Fund

\*\*\*\*\*  
Attached you will find a retirement buyback for a former employee of the Salem Public Schools.

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

**Karyn Reardon**

90 sick days @ \$189.93 per day	\$17,093.70
25.75 vacation days @ \$189.93 per day	\$ 4,890.70
<b>Total:</b>	<b>\$21,984.40</b>

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.

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

From: Department \_\_\_\_\_ School \_\_\_\_\_ Date 5/28/24

Authorized Signature: *Alyssa Paul*  
Department Head/City or Business Manager/School

NAME: \_\_\_\_\_

CALCULATION

VACATION DAYS # 25 3/4 @ \$ 189.93 = \$ 4,890.70 ✓

SICK DAYS # 90 days @ \$ 189.93 = \$ 17,093.70 ✓

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

OTHER # \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Total Amount Due: \$ 21,984.40 ✓  
Please attach corresponding PAF or other backup to this sheet.

Reason: Retirement

**For Human Resources's Use Only:**

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

Org and Object: 83113 - 5146

Recommendation:

Approved

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





# CITY OF SALEM

In City Council June 13, 2024

## Ordered:

That the sum of Twenty Thousand Dollars (\$20,000) is hereby appropriated within the "Capital Outlay" account (20002410-5846JC) to cover the purchase costs and modifications of a used reserve fire pump in accordance with the recommendation of His Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

June 13, 2024

Honorable Salem City Council  
City Hall  
Salem, Massachusetts

Dear Councillors:

Enclosed herewith is a request to transfer Twenty Thousand Dollars Dollars (\$20,000.00) within the "Capital Outlay" account (20002410-5846JC) to be expended to cover the purchase costs and modifications of a used reserve fire pump

I recommend passage of the enclosed order and invite you to contact Salem Fire Chief Alan Dionne with any questions you may have regarding it.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



# CITY OF SALEM, MASSACHUSETTS FIRE DEPARTMENT

48 LAFAYETTE STREET  
SALEM, MASSACHUSETTS 01970-3695  
PHONE 978-744-1235 FAX 978-745-4646



ALAN E. DIONNE  
CHIEF  
978-744-6990  
ADIONNE@SALEM.COM

FIRE PREVENTION  
BUREAU  
978-745-7777

June 7, 2024

Dear Mayor Pangallo,

I am writing to request an allocation of **\$20,000** from the city's short-term capital account to cover the purchase costs and modifications of a used reserve fire pump—equipment **account # 12202 5258**.

Four months ago, the Salem Fire Department's Engine 4 experienced a catastrophic failure due to a broken frame in the rear of the vehicle chassis, leading to its permanent removal from service. Currently, a 22-year-old spare apparatus is running in its place. With Engine 4 condemned and the reserve pump now permanently operating in its place, the department no longer has a spare pump available in the event of another breakdown. The department must maintain a spare pump for emergencies.

Despite our best efforts in exploring options for a possible rebuild of Engine 4, we have been unsuccessful in finding a vendor willing to complete the rebuild in a reasonable timeframe and at an affordable price. One price we received was \$500,000, which is not feasible for us. The department has a new pump on order to replace Engine 4, but it is not scheduled for delivery until October 2025. Until then, we require something to fill the necessity of a reserve pump.

After an extensive search both regionally and nationally, we have recently identified a suitable replacement pump in Braintree, Massachusetts, which is currently available. I visited the Braintree Fire Department with the department mechanic, John Addison, who completed a thorough inspection of the apparatus. The pump, a 2006 E-1 Fire Pump, is in good working condition but does show its age; it will require some repairs and modifications to be fully operational. The total amount of **\$20,000** requested includes **\$8500.00** for the purchase of the pump and transport and **\$11,500** for necessary modifications, minor repairs, bodywork, and safety equipment. Although not something we will use for many years, it will suit our current reserve pump needs.

This represents an excellent opportunity for our department at a very reasonable price to ensure we remain adequately equipped until our new pump arrives in 2025.

Thank you for your consideration.

Sincerely,

Alan Dionne  
Chief of Department



# CITY OF SALEM

In City Council,

Ordered:

June 13, 2024

That the sum of Nine Thousand Nine Hundred Dollars and Zero Cents (\$9,900.00) is hereby appropriated from the "Fund Balance Reserved for Appropriation – Free Cash" account to the account listed below for the purpose of conducting an external audit of the police department evidence holdings in accordance with the recommendation of His Honor the Mayor.

Description	Fund	Amount
Police Department Contracted Services	12102-5320	\$ 9,900.00
		<b>\$ 9,900.00</b>



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

June 13, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors:

Enclosed herewith is a request for an appropriation of Nine Thousand Nine Hundred Dollars and Zero Cents (\$9,900.00) from the "Fund Balance Reserved for Appropriation – Free Cash" account to the listed account below to fund an external audit of the police department evidence holdings.

<b>Description</b>	<b>Fund</b>	<b>Amount</b>
Police Department Contracted Services	12102-5320	\$9,900.00
		<u>\$9,900.00</u>

I recommend passage of the enclosed order and invite you to contact Chief Of Police Lucas Miller and/or Finance Director Anna Freedman, with any questions you may have regarding it.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



CHIEF OF POLICE  
LUCAS J. MILLER

# City of Salem, Massachusetts

## Police Department Headquarters

95 Margin Street  
Salem, Massachusetts 01970  
(978) 744-2204

30 May 2024

Mayor Dominick Pangallo  
Salem City Hall  
93 Washington Street  
Salem, Massachusetts 01970

**Re: General Stabilization Fund Transfer Request**

Dear Mayor Pangallo;

I am writing to request a transfer of \$9,900.00 from the General Stabilization Fund to our Contracted Services line item (obj/org: 12102 / 5320) for the purpose of conducting an external audit of our evidence holdings. Justification for this transfer is set forth below.


The Salem Police Department is required to conduct spot audits of our evidence holdings as part of our accreditation process and management internal control protocols. With the recent retirement of our Evidence Custodian and the transfer of responsibilities to a new Evidence Custodian, it is prudent to conduct a 100% evidence inventory.

To streamline this process, the Department will proceed in a two-phase approach. Firstly, we will contract with an outside vendor who is experienced in conducting law enforcement evidence room audits, Mr. John Serson, to inventory all evidence holdings from 2015 to present. This first phase will account for the bulk of the evidence held by the Department. The second phase will entail an internal audit, conducted by our Evidence Officer and designated supervisory personnel, and will include evidence held from 1992 to 2015.

The first phase will cost approximately \$9,900.00 for the on-scene audit and the production of a detailed audit report.

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

Sincerely,



Lucas J. Miller  
Chief of Police

Encl

cc: Captain Ryan / Officer White

# CITY OF SALEM – Finance Department

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

**From:** 210 Police  
Department

  
Lucas J. Miller, Chief of Police  
Department Head Authorizing Signature

5/30/2024  
Date

**Budget or R/Res Transfers** To : 12102-5320 Desc: Contracted Services Budget Amt: \$35,000.00  
(Org/Object) Balance: \$ 1,847.22

From : \_\_\_\_\_ Desc: \_\_\_\_\_ Balance: \_\_\_\_\_  
Budget Amt: \_\_\_\_\_

(\*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 : 12102-5320 Desc: Contracted Services Budget Amt: \_\_\_\_\_  
(Org/Object) Balance: \_\_\_\_\_

**Raise & Appropriate**  
Please circle one

**Amount Requested:** \$ 9,900.00

**Reason (Be Specific)** Evidence Room Audit (see attached letter). We are requesting the monies be deposited into our Fiscal Year 2024 Contracted Services Budget Line to cover the cost of the Audit.

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

Budget Transfer \_\_\_\_\_ Mayor Approval \_\_\_\_\_ City Council Approval \_\_\_\_\_


Free Cash Appropriation – City Council Approval – Gen Fund \$ 4,458,187.71  
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 #: \_\_\_\_\_

## PROPOSAL FOR PROVISION OF SERVICES TO THE SALEM, MA POLICE DEPARTMENT

John Serson (Contractor) proposes to provide the following services to the Salem Police Department (SPD or Agency):

### SCOPE:

A review of the Property & Evidence (P&E) function to include:

- Inspection of P&E storage areas
- Inventory/audit of all items of evidence. At the direction of the Agency, the inventory may be limited to only critical items of evidence, specifically: controlled substances, firearms, money, jewelry and electronics.
- Audit of existing policies and procedures if requested.
- Training, when necessary, of personnel assigned to the evidence function.

The inspection will be visual and aimed at evaluation of the cleanliness, orderliness, safety, security, functionality and efficiency of the P&E storage areas and associated procedures.

The inventory will include reconciliation of items of evidence recorded by the Agency as in custody with items of evidence actually located in evidence storage. This will require Contractor access to controlled areas. Contractor will only access such areas when accompanied by sworn SPD personnel. Contractor requires that the Evidence Officer or someone designated by the Chief work along with us to ensure the evidence we count is not compromised. The agency agrees to provide Contractor with an electronic list and print-out of items of evidence held in custody. Items which are recorded as in custody but which cannot be located will be listed as Unable to Locate (UTL). Items found in evidence but which do not appear on the Agency's in custody list will be listed as Found Not Listed (FNL). The inventory will also include an examination of the integrity of the evidence package and notation as whether the evidence is located where listed or elsewhere. If the integrity of any package has been compromised, it will be noted. In the event that the extent of compromise of any seal is such that something could have been introduced into or removed from the package, the package will need to be opened by the evidence officer, examined to ensure it matches the description originally recorded and re-sealed by the evidence officer. Any item of evidence which has been compromised and which does not match the description originally provided will, in addition, have its new description added to the Agency's record for that item.

The audit will, if requested, consist of reviewing existing policies, procedures and processes related to the property/evidence function. Contractor will review these items and evaluate them with regard to model accreditation guidelines and accepted best practices. Where appropriate, Contractor will make suggestions for improvements to the SPD system. Also examined will be whether items having no evidentiary value are being disposed of according to law and purging policy.

Contractor will, if requested, train appropriate personnel in the property/evidence function where indicated. Contractor will provide individual training to personnel assigned to the evidence function in the acceptance, marking, storage and disposal of evidence as specific by the policies and procedures of the Salem Police Department.



**DELIVERABLES:**

Contractor proposes to deliver the following:

- Inspection report based on a visual inspection of evidence storage areas.
- Reconciled Inventory Report based on data provided by the Agency and by Contractor's physical inventory. The report will note specific conflicts in inventory records for critical items of evidence and will reconcile conflicts when possible and, when not possible to reconcile, describe in detail the conflict and possible reasons for it.
- Audit report, if the audit was requested, consisting of a review of existing policies, procedures and processes related to the property/evidence function.
- Training report for any training provided to Agency personnel.

**REQUIREMENTS:**

Contractor will require the following from the Agency:

- Printed and electronic listing (in MS Excel or CSV format) of all items of evidence held by the Agency
- Printed and electronic copies of all Agency policies and procedures regarding the collection, storage, handling, management and disposal of property and evidence
- Access to evidence room logs
- Assignment of personnel to accompany and assist us during work at the Agency

**FINANCIAL**

Contractor has been advised that the RMS was changed in 2015. At that time, there was an issue with carrying over all the evidence data. Ofc. White (Evidence Officer) advised that the new system has 7727 items of evidence recorded for the years 2015 to present. According to Ofc. White, the number from 1992 (the earliest date from which any data is available) to present numbers around 109,000 items. If the inventory/audit includes only items from 2015 to present we estimate the time to complete the work will be 70 hours. Actual time might vary. If the inventory/audit includes items from 1992 to present we estimate the time to complete the work will be 910 hours. Actual time might vary. Contractor's rate is \$100.00 per hour while at Salem PD and \$50 per hour for report preparation. Salem PD will be billed only for hours worked.

Contractor proposes to begin work on a mutually convenient date, on or after June 10, 2024.

Thank you for considering us for this project.



John Serson



# CITY OF SALEM

In City Council,

Ordered:

June 13, 2024

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 Thousand Five Hundred Ninety-One Dollars and Seventy-Eight Cents (\$4,591.78) of outstanding Fiscal Year 2023 invoices is hereby allowed to be paid from the Fiscal Year 2024 Police Department budget as listed below in accordance with the recommendation of His Honor the Mayor.

Department	Vendor	Amount
Police Department (12102-5300 Building Maintenance)	ServPro	\$ 4,591.78
<b>Total</b>		<b>\$ 4,591.78</b>



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

June 13, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors,

Enclosed herewith is a request to approve the payment of Four Thousand Five Hundred Ninety-One Dollars and Seventy-Eight Cents (\$4,591.78) of outstanding Fiscal Year 2023 invoices to be paid from Fiscal Year 2024 Police Department budget as listed below.

<b>Department</b>	<b>Vendor</b>	<b>Amount</b>
Police Department (12102-5300 Building Maintenance)	ServPro	\$4,591.78

This order is necessary to cover the cost of an FY2023 invoice from ServPro who performed emergency floor repairs that occurred as a result of flooding.

Per MGL Chapter 44 Section 64, which allows for a municipality to pay for prior fiscal year invoices using current fiscal year appropriation by two-thirds vote of the City Council. I recommend passage of the enclosed Order.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



CHIEF OF POLICE  
LUCAS J. MILLER

**City of Salem, Massachusetts**  
**Police Department Headquarters**  
95 Margin Street  
Salem, Massachusetts 01970  
(978) 744-2204

May 28, 2024

Mayor Dominic Pangallo  
Salem City Hall  
93 Washington Street  
Salem, MA 01970

Re: ServPro Invoice #3470 – Date: 4/12/2023

Dear Mayor Pangallo -

I would like to request the attached invoice from ServPro in the amount of \$4,591.78 dated April 12, 2023 be paid out our Fiscal Year 2024 Building Maintenance Budget Line (12102-5300).

An emergency occurred in January, 2023 and ServPro was called in to repair flooring as a result of flooding. The repairs were approved by the captain in charge in charge of facilities and Michael Lutzrykowski from the Building Department. However, due to an oversight, a Purchase Order was never issued. Our office has spoken with ServPro directly to confirm the work was performed.

Due to the fact that this expense occurred during Fiscal Year 2023, we are requesting the amount be paid from our FY2024 Building Maintenance Budget Line.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert D. Mulligan', written over a horizontal line.

Robert D. Mulligan for  
Chief of Police, Lucas J. Miller

RMD: jc  
Enclosure

**City of Salem - Finance Department**  
**Budget Transfer Request Form - MULTIPLE Entries - NO COUNCIL ORDER REQUIRED (within same orgs)**

210 Police  \_\_\_\_\_ 5/23/2024  
 Department Department Head Signature Date

	Org/Obj	Description	Budgeted Amt	Current Balance	Transfer Amt
Budget Transfer TO:	12102-5300	Bldg. Mntnce	89,500.00	4,800.50	4,591.78
Budget Transfer FROM:	12102-5341	Telephone Comm	90,588.00	11,130.52	← Please fill in Amts

REASON (Be specific): See attached ServPro Invoice (flooring upgrades due to flooding at the PD)

Budget Transfer TO: \_\_\_\_\_

Budget Transfer FROM: \_\_\_\_\_ ← Please fill in Amts

REASON (Be specific): \_\_\_\_\_

Budget Transfer TO: \_\_\_\_\_

Budget Transfer FROM: \_\_\_\_\_ ← Please fill in Amts

REASON (Be specific): \_\_\_\_\_

Budget Transfer TO: \_\_\_\_\_

Budget Transfer FROM: \_\_\_\_\_ ← Please fill in Amts

REASON (Be specific): \_\_\_\_\_

Budget Transfer TO: \_\_\_\_\_

Budget Transfer FROM: \_\_\_\_\_ ← Please fill in Amts

REASON (Be specific): \_\_\_\_\_

Budget Transfer TO: \_\_\_\_\_

Budget Transfer FROM: \_\_\_\_\_ ← Please fill in Amts

REASON (Be specific): \_\_\_\_\_

**Approved BY:**

\_\_\_\_\_ Finance Director \_\_\_\_\_ Mayor

**PROCESSED:**

\_\_\_\_\_ Date: \_\_\_\_\_ JE#: \_\_\_\_\_ By \_\_\_\_\_



# CITY OF SALEM

In City Council,

June 13, 2024

**Ordered:**

That the sum of Five Hundred Dollars and Zero Cents (\$500.00) be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146) to be expended for the contractual buyback(s) listed below in accordance with the recommendation of His Honor the Mayor.

Name	Department	Amount
Salem Teachers Union	Salem School Department	\$500.00
		<b>\$500.00</b>



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

June 13, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear Councillors:

Enclosed herewith is a request for an appropriation of Five Hundred Dollars (\$500.00), be approved within the "Retirement Stabilization Fund-Vacation/Sick Leave Buyback" account (83113-5146). This appropriation is necessary to fund the sick leave buybacks submitted in accordance with collective bargaining agreements for the following union.

<b>Name</b>	<b>Department</b>	<b>Amount</b>
Salem Teachers Union	Salem School Department	\$500.00

I recommend passage of the enclosed Order and invite you to contact Human Resources Director Lisa Cammarata with any questions that you may have regarding it.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



**DOMINICK S. PANGALLO**  
MAYOR

LISA B. CAMMARATA  
DIRECTOR OF HUMAN RESOURCES

**CITY OF SALEM MASSACHUSETTS**  
HUMAN RESOURCES  
98 WASHINGTON STREET, 3<sup>RD</sup> FLOOR  
SALEM, MASSACHUSETTS 01970  
TEL. 978-619-5630

May 30, 2024

**RE: Retirement Stabilization**

Dear Mayor Pangallo:

I am respectfully requesting the amount of \$500.00 be appropriated in the Retirement Stabilization Fund for sick leave buybacks submitted in accordance with collective bargaining agreement with our teachers Union.

Sick leave buy-back to be paid out under this appropriation request are for active employees, not retirees, who wish to take advantage of contractual language allowing members to buyback certain amounts of unused sick leave, on an annual basis. A lump sum request for this purpose will allow us to process those requests.

Salem Teachers Union

\$500.00

Total amount: \$500.00

Thank you for your attention and cooperation with this request, and if you have any questions, please do not hesitate to contact me.

Very truly yours,

  
Lisa B. Cammarata

cc: File



**CITY OF SALEM**  
**SICK DAYS BUY BACK - APPROVAL**

**From Department:** School

**Date:** 4/19/2024

**Authorized Signature:** \_\_\_\_\_

  
City Department Head or School Business Manager

**NAME:** Michelle Grundy

**CALCULATION**

**SICK DAYS:** 2 days @ \$250 per day = \$500

**Total Amount Due:** \$500

Please attach corresponding PAF or other backup to this sheet.

**Reason:** In accordance with Article 111, Section P entitled "Severance Pay/Sick Leave Buyback," Ms. Michelle Grundy is requesting the city pay for 2 days of sick leave at the rate of \$250 per day. Ms. Michelle Grundy has 109 days of accrued sick leave as of this date and has not used more than 50% of her accrued sick time for the calendar year 2023.

**For Human Resources' Use Only:**


SICK DAYS

PER ACCRUAL REPORT

**Org & Object:** 83113-5146

**Recommendation:**

Approved

  
\_\_\_\_\_  
City HR Director or School Superintendent



# CITY OF SALEM

In City Council June 13, 2024

## Ordered:

To accept the donation from St. Jean Credit Union in the amount of Fifteen Hundred Dollars (\$1,500) towards the sponsorship of the luncheon for the 2024 Friends of the Park & Recreation fundraising golf tournament for the Parks and Recreation Department. These funds will be deposited into the Park and Recreation Donation account 24061-4830 in accordance with the recommendation of His Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

June 13, 2024

Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear City Councillors,

Enclosed is a request to accept a donation from St. Jean Credit Union in the amount of One Thousand Five Hundred Seventeen Dollars (\$1,500.00) to the Parks and Recreation Department.

These funds will be deposited into the Parks and Recreation Donation account (24061-4830) and will go towards to the sponsorship of the luncheon for the 2024 Friends of the Parks and Recreation fundraising golf tournament.

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.

Sincerely,  
*Dominick Pangallo*

Dominick Pangallo  
Mayor  
City of Salem



# CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICES

401 Bridge Street, Salem MA 01970

(978) 744-0924

Fax (978) 219-1665

Dominick Pangallo  
MAYOR

Trish O'Brien  
SUPERINTENDENT

June 5, 2024

Dear Mayor Pangallo,

I am writing to request the acceptance of a \$1,500.00 check from St Jean Credit Union towards the sponsorship of the luncheon for the 2024 "Friends of Park & Recreation" fundraising Golf Tournament.

The amount will be deposited into the Park and Recreation Donation account 24061-4830.

Thank You

Sincerely,

*Trish O'Brien*

Trish O'Brien  
Superintendent, City of Salem  
Park, Recreation and Community Services  
Jean A. Levesque Community Life Center



# CITY OF SALEM

In City Council,

Ordered:

June 13, 2024

To accept the donation from Glenn and Dale Yale in the amount of One Thousand Two Hundred Seventeen Dollars (\$1,217.00) to the Parks and Recreation Department. These funds will be deposited into the Parks and Recreation Donation account 24061-4830 in accordance with the recommendation of His Honor the Mayor.



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Office of the Mayor

June 13, 2024


Honorable Salem City Council  
Salem City Hall  
Salem, Massachusetts 01970

Dear City Councillors,

Enclosed is a request to accept a donation from Glenn and Dale Yale in the amount of One Thousand Two Hundred Seventeen Dollars (\$1,217.00) to the Parks and Recreation Department. These funds will be deposited into the Parks and Recreation Donation account (24061-4830) for a bench.

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.

Sincerely,

  
Dominick Pangallo  
Mayor  
City of Salem



# CITY OF SALEM, MASSACHUSETTS

PARK, RECREATION & COMMUNITY SERVICES

401 Bridge Street, Salem MA 01970

(978) 744-0924

Fax (978) 219-1665

Dominick Pangallo  
MAYOR

Trish O'Brien  
SUPERINTENDENT

May 30, 2024

Dear Mayor Pangallo,

I am writing to request the acceptance of a \$1,217.00 check written to the City of Salem for a bench donation of \$1,217.00 from Glenn and Dale Yale for a Park and Recreation Donation. The amount to be deposited into the Park and Recreation Donation account 24061-4830.

Thank You

Sincerely,

*Trish O'Brien*

Trish O'Brien  
Superintendent, City of Salem  
Park, Recreation and Community Services  
Jean A. Levesque Community Life Center



# CITY OF SALEM

In City Council, June 13, 2024

## RESOLUTION

**WHEREAS**, the City of Salem has been in negotiation with The Residences on Canal Street, LLP, regarding a development consisting of two hundred (200) units of market rate housing, fifty (50) units of affordable housing reserved for households earning less than 60 percent of median area income at 266, 282, 282R, 286 Canal Street and 2 Kimball Road;

**WHEREAS**, The Residences on Canal Street, LLP will apply for certification under the Massachusetts Housing Development Incentive Program created by Chapter 40V of Massachusetts General Laws;

**WHEREAS**, the project proposed by The Residences on Canal Street, LLP meets the minimum requirements of the Housing Development Incentive Program and the local objectives of the City of Salem’s Housing Development Zone Plan;

**WHEREAS**, the proposed project is located at 266, 282, 282R, 286 Canal Street and 2 Kimball Road, Salem, MA, which is within the boundaries of the City of Salem’s designated Housing Development Zone;

**WHEREAS**, the City of Salem has agreed to offer The Residences on Canal Street, LLP a Tax Increment Exemption Agreement.

**WHEREAS**, The Residences on Canal Street, LLP is investing \$101 million to create 250 total units of housing;

**NOW, THEREFORE, BE IT RESOLVED** that the Salem City Council hereby approves the Certified Project Application of The Residences on Canal Street, LLP and forwards said application to the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) for its approval and endorsement.

Further, the Salem City Council authorizes the Mayor to execute the Tax Increment Exemption Agreement between the City of Salem and The Residences on Canal Street, LLP. Said agreement will provide for an exemption on property taxes based on the growth portion in assessed valuation of the property for a period of ten (10) years, beginning the first full fiscal year after the final residential Certificate of Occupancy is issued for the new buildings at 266, 282, 282R, 286 Canal Street and 2 Kimball Road, and in accordance with the schedule below:

Term	Exemption %
1	20%
2	20%
3	20%
4	20%
5	20%
6	20%
7	20%
8	20%
9	20%
10	20%

Said exemption being in accordance with the requirements and regulations established, which govern the implementation of such Tax Increment Exemption Agreements.





**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 13, 2024

Salem City Council  
93 Washington Street  
Salem, MA 01970

Dear Councillors,

I am writing to respectfully request that you authorize a tax increment exemption (TIE) agreement between the City of Salem and The Residences on Canal Street, LLP. As discussed at the May 16 City Council Committee of the Whole Meeting, a TIE is an instrument enabled by the Commonwealth through its Housing Development Incentive Program (HDIP) to allow for development projects consisting of at least 80% market rate residential units to, pending an agreement with a municipality, forgo paying all or a portion of property taxes on the increment resulting from a completed project. As you may recall, the HDIP program allows eligible projects to seek tax credits from the State, but in order to do so, the developer of such projects must enter into a TIE agreement with its sponsor municipality. Therefore, this is a necessary step for the developer to pursue state tax credits. The minimum percentage exempted is 10 percent, and the minimum number of years is five years. The maximum exemption is 100 percent, and the maximum number of years is 20 years.

The City has negotiated a TIE agreement with The Residences on Canal Street, LLP granting an increment exemption of twenty (20) percent over ten years, given its significant contribution to the City's supply of affordable housing. The negotiated agreement was developed based on a third-party peer review of the development proforma. The peer review involved the review of the proposal, and associated project budgets, by a third-party consultant. The cost of this review is borne by the applicant. This review is intended to a) ensure the City's contribution, via the TIE or resulting credits, are necessary for the project to move forward, and b) to ensure that the City sees the maximum benefit from exemptions that it grants. As you will see in the enclosed memo provided by the consultant, the TIE, and the access to the credits it unlocks, are critical to the feasibility of this project.

In July 2023, the Salem Planning Board voted to approve the planned unit development for the 266 Canal development project. In February 2024, the Planning Board voted to approve an

amendment of the project. The approved project consists of four residential buildings and one mixed-use building with commercial space on the bottom floor. The development includes 250 rental units, of which fifty (50) will be affordable at 60 percent of the area median income (AMI)

The City’s Inclusionary Housing Ordinance would only require ten percent, (25 of the units) to be affordable to households making 60% of the AMI. The ten percent requirement is based on an Economic Feasibility Analysis (EFA) conducted as part of the Inclusionary Housing ordinance. From the EFA we found that it is extremely challenging for market-rate developments to provide above 10% of units at 60% AMI. This project proposes double that number by providing 20 percent of the units at 60% AMI. The peer review confirmed that the project is not financially feasible without a subsidy. In this case, the TIE, and potential value of the HDIP credits, is necessary to allow for this project to provide twenty (20) percent of its units as affordable.

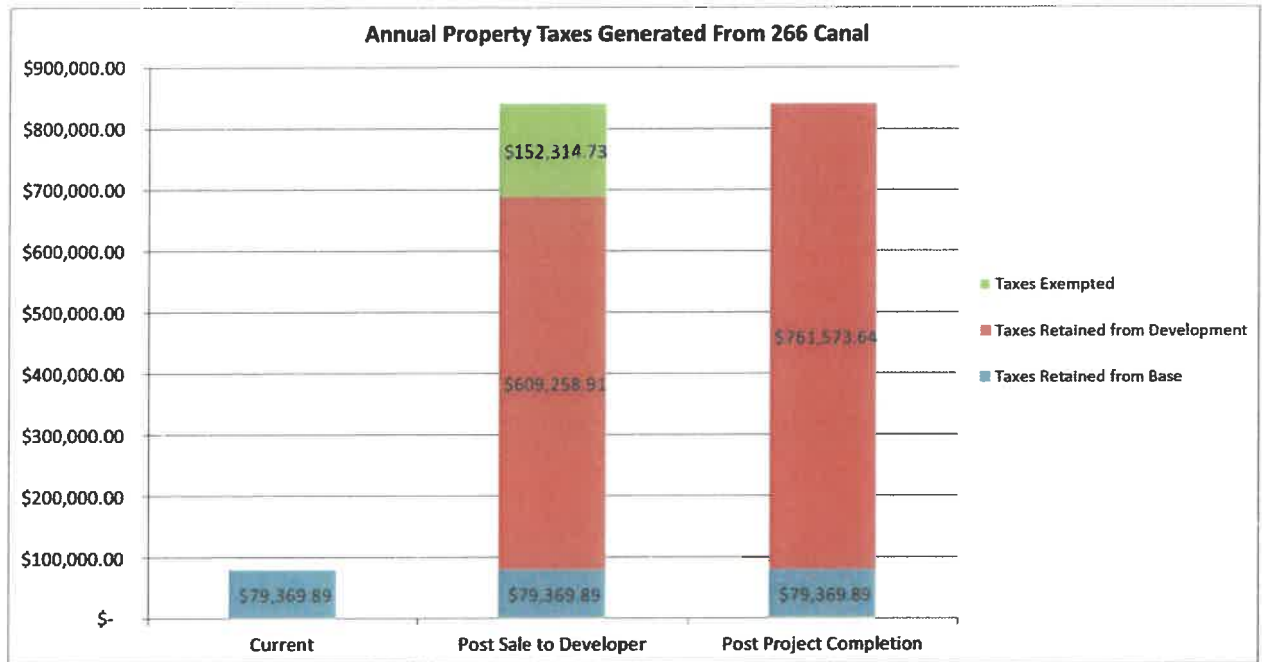
Further, this project enacts two strategies identified in the Housing Roadmap. It leverages the HDIP tool, intended to create market-rate housing in Gateway Cities, to create affordable rental opportunities for the community, in line with the goals of Strategy 18. Additionally, per Strategy 20, this project leverages state and other public resources to assist in the creation and rehabilitation of housing.

Per the City of Salem Assessor records, the base value of the property is \$3,460,100. The City Assessor estimates that the anticipated investment in the building will increase the property value by \$65.5 million dollars. The TIE, over ten years, would provide a tax exemption of a projected \$1.5 million dollars on this incremental assessed value according to the following schedule:

Term Year	Exemption	Incremental Assessed Value	Exempted Property Taxes	New Taxes Retained From Development	Estimated Base Tax Bill	Total Annual Taxes Paid
1	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
2	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
3	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
4	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
5	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
6	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
7	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
8	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
9	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
10	20%	\$65,539,900.00	\$152,314.73	\$609,258.91	\$79,369.89	\$688,628.80
11	0%	\$65,539,900.00	\$0.00	\$761,573.64	\$79,369.89	\$840,943.53
		<b>Total</b>	<b>\$1,523,147</b>		<b>Total</b>	<b>\$7,727,232</b>

The City will collect approximately \$7.7 million in total over an eleven-year period. When the TIE expires after ten years, the City will collect approximately \$840,944 dollars per year in taxes from the property. It is important to remember that the real estate tax on the current base value of

the property will always be paid in full. The TIE agreement only impacts the real estate tax on the *new* property value resulting from the redevelopment.



I believe a \$1.52 million exemption is reasonable relative to the extraordinary benefits realized in affordable housing units and future tax revenue provided from this project, and that this is a solid investment for the City of Salem. I ask that you join me in supporting the proposed TIE agreement, and also that you authorize me to execute it on the City's behalf. Thank you for your consideration.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem

**HOUSING DEVELOPMENT INCENTIVE PROGRAM  
TAX INCREMENT EXEMPTION AGREEMENT**

**between**

**CITY OF SALEM, MASSACHUSETTS**

**and**

**The Residences on Canal Street, LLP**

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2024 by and between the City of Salem, acting through its Mayor Dominick Pangallo (“Municipality”), with a principal address of City Hall, 93 Washington Street, Salem, MA 01970 and The Residences on Canal Street, LLP (“Sponsor”) a Massachusetts Limited Liability Partnership with a principal address of 14160 N. Dallas Parkway, Suite 750, Dallas, Texas 75254.

**Section 1 – Agreement**

The Municipality and the Sponsor, for good and valuable consideration of the covenants and agreements herein contained, hereby make this agreement regarding a Tax Increment Exemption (“TIE”) pursuant to the Housing Development Incentive Program (HDIP), M.G.L. c. 40V and the regulations promulgated thereunder at 760 CMR 66.00 (“HD TIE”), with respect to the Property as herein defined.

**Section 2 – Definitions**

Each reference in this Agreement to the following terms shall be deemed to have the following meanings:

- Act:* M.G.L. c. 40V as may be amended from time to time.
- Completion:* Temporary or permanent certificates of occupancy have been issued for the entire Project.
- DHCD:* Department of Housing and Community Development
- EOHLC:* Executive Office of Housing and Livable Communities
- Event of Default:* An “Event of Default” as defined in Section 5 below.
- Final Certification:* Determination by EOHLC that the Sponsor has completed the construction of the Property, consistent with the Construction Plans, including 250 rental units, 200 of which will be defined as Market Rate Residential Units (“MRRUs”), as set forth in the Act and the Regulations, and fifty (50) will be deed restricted affordable.
- Fiscal Year:* An annual period of July 1 through June 30.
- HD Project:* A Certified Housing Development Project as defined in the Act and the Regulations.



## MEMORANDUM

TO: Elena Eimert  
CC: Tom Daniel, Amanda Chiancola  
FROM: Mathieu P. Zahler  
DATE: June 7, 2024  
RE: 266 Canal TIE and HDIP Request

---

MPZ Development LLC (MPZ) has contracted with the City of Salem (City) to evaluate the feasibility of a Tax Increment Exemption (TIE) and Housing Development Incentive Program (HDIP) request by Beverly Crossing (Developer) the developer of 266 Canal Street in Salem, Massachusetts. MPZ has worked with the City to collect relevant information from the development team which includes:

1. Site and building plan information;
2. Hard and soft cost information from the development pro forma;
3. Operational income and expense data;
4. Verification of applicable affordable rental rates;
5. Return requirements from the development team's investors.

This information was initially evaluated by MPZ and then a Zoom meeting between the Developer, the City and MPZ was conducted so further details could be understood/explained about the project.

The 266 Canal Street project will deliver 250 apartments to benefit the residents of the City of Salem and the surrounding communities. Of the 250 apartments, 50 apartments will be affordable at or below 60% of the area median income. The proposed residential community will be fully amenitized and proximate to regional transit. The current use of the site is no longer the highest and best use, the addition of these apartments would remedy that condition.

The Developer has made a request to the City for a **20% TIE for a ten year period** and if approved they will also make a request to the Executive Office of Housing and Livable Communities (EOHLC) for HDIP credits. The TIE is required by EOHLC for projects to be eligible for consideration for the HDIP credits.

The Developer's costs seem to be reasonable and in line with the market for construction of a 250-unit apartment community. The current state of the capital markets and the economy have made it difficult to secure financing for a project of this size. Rising interest rates and increasing construction costs are the main factors that are making it difficult to move the project forward. Thus, the request for a local contribution to offset costs. It should be noted that the City's Affordable Housing Trust Fund (AHTF), via its Construction Grant program, contributed \$250,000 in American Recovery and Reinvestment Act (ARPA) funds to help the project. That said, and after reviewing the Developer's request **I do believe that further support is necessary.**

The current request would reduce the project's as completed and stabilized tax rate by approximately \$150,000-200,000 per year over the ten-year period. This reduction in tax rate coupled with the AHTF ARPA funds will make a significant impact as it relates to the project's financials and its ability to move forward. After further review of the project's financials, both the TIE at the requested value and the HDIP credits are necessary to close the financing gap. The impact of the City investments directly links to the project's revenue calculations, which are also tied to a measure called Return on Cost (ROC). ROC is the project's annual yield as the investor/owner sees it. The measure correlates to the market for financing and a currently acceptable range usually hovers around 600-650 basis points (bps). Without the City's investments this metric is in the low to mid 500bps. To further bolster this metric the project can add the equity created from the sale of the HDIP credits to the capital stack to offset capital expenses thus increasing the ROC to the acceptable range. Additionally, the TIE also impacts the project's longer-term value by lessening the inflation of annual revenue which creates more value at a sale or refinancing event (but only during the TIE period). A lesser TIE agreement would not close the gap and would not allow the project to move forward.

If the City agrees to make the TIE investment the benefits include the following:

- New/additional tax revenues from the project. The site will generate much higher value with the apartment buildings on it. The current site is blighted and in need of this investment.
- The project is delivering a much higher level of affordability, there are 50 apartments targeted at or below 60% of the area median income. The City is effectively investing in a deeper level of affordability over the long-term *visa vi* the TIE.
- There is currently a housing crisis in the Commonwealth and creating 250 units of housing will be very impactful in the effort to reduce the need for additional housing.
- The new residents of the development will potentially increase the amount of disposal income being spent within the City.

Once again after my review of the application I recommend that the City approves the Developer's request for the 20% TIE over a 10-year period.

- HD Zone:** The Housing Development Zone adopted by Salem City Council on the 13<sup>th</sup> of April, 2017, and approved by the Executive Office of Housing and Livable Communities (EOHLC) formerly known as the Department of Housing and Community Development (DHCD) as evidenced by a Certificate of Approval dated 7<sup>th</sup> of June, 2017, and recorded with the Southern Essex District Registry of Deeds, Book 35972, Page 153, amended by the Salem City Council on the 10<sup>th</sup> of December, 2018, and approved by EOHLC as evidenced by a Certificate of Approval dated the 31<sup>st</sup> of January, 2019, and recorded with the Southern Essex District Registry of Deeds, Book 37331, Page 16, and finally amended by the Salem City Council on November 21, 2019 and approved by EOHLC as evidenced by a Certificate of Approval dated June 23, 2020 and recorded with the Southern Essex District Registry of Deeds, Book 38814, Page 6.
- MRRU:** Market Rate Residential Unit(s) as defined at Section 3.B.1.
- Property:** 266, 282, 282R, 286 Canal Street and 2 Kimball Road, Salem, MA 01970 as shown in Exhibit 1 “Map of Property” and further described in Exhibit 2 “Legal Description of Property.”
- Regulations:** 760 CMR 66.00.
- Construction Plans:** The materials submitted for Conditional Certification pursuant to 760 CMR 66.05(3)(a) and approved by EOHLC.
- Sponsor:** The Residences on Canal Street, LLP with an address at 18 Pleasant Street, Cambridge, MA 02143, its successors and assigns.

### **Section 3 – Sponsor’s Covenants**

**A. New Construction of the Property: Sponsor** will undertake the new construction of the Property in accordance with the work and schedule set forth in the Construction Plans.

**B. Market Rate Residential Units:**

1. There shall be a total of two hundred and fifty (250) residential rental units in the Project comprised of twenty-eight (28) studio residential rental units, one hundred and five (105) one-bedroom residential rental units, one hundred and seventeen (117) two-bedroom residential rental units of which fifty (50) shall be Market Rate Residential Units. The monthly rent for such units shall be priced- consistently with prevailing rents or sale prices in the Municipality as determined based on criteria established by the Department, as set forth in Exhibit 3, “MRRU – Pricing Plan”.
2. Sponsor shall use good faith efforts to maintain the units as MRRUs for a minimum of ten (10) years.

**C. Marketing:** Sponsor shall cause the MRRU to be marketed in a manner that is consistent with the strategies, implementation plan, and affirmative fair housing efforts set out in the Construction Plans.

**D. HD Project Certification:** Sponsor shall take all actions reasonably necessary to obtain Final Certification of the Property as an HD Project including but not limited to submitting applications to EOHLC for Conditional Certification, and Final Certification consistent with the requirements of the Act and the Regulations.

**Section 4 – Tax Increment Exemption (“TIE”)**

Municipality agrees to grant the Sponsor an exemption to the real property taxes due on the Property pursuant to G.L. c.59 according to the following terms:

**A. Base Value:** Consistent with 760 CMR 66.06(c), the Base Value is \$3,460,100 and equal to the assessed value (or aggregate thereof) of the parcel(s) that comprise the property as of the fiscal year in which a HD Tax Increment Exemption Agreement is executed by the Sponsor and the Municipality with respect to the parcel or parcels, as the case may be, and prior to the start of any new construction or Substantial Rehabilitation activities, including demolition, minus the assessed value attributable to any portion of the property that was assessed as other than residential in the applicable fiscal year and remains non residential after completion of new construction or Substantial Rehabilitation.

**B. MRRU Percentage:** Eighty Percent (80%) of the two hundred and fifty rental units on the Property will be designated as Market Rate Residential Units (MRRUs). Two hundred (200) of the two hundred and fifty (250) rental units will be marketed as MRRUs. The MRRU Percentage shall be confirmed as required in paragraph F, below. Fifty (50) rental units shall be designated as affordable housing units that meet the requirements for inclusion on the Subsidized Housing Inventory (SHI) and shall be set aside for families earning an income of no more than 60% of the area median income. The Sponsor agrees to request EOHLC approval for a local preference for Salem residents to the greatest extent possible for the affordable housing units and for the affordable housing units to be constructed and ready for occupancy at a proportion of one (1) affordable unit for every ten (10) certificates of occupancy released for the market rate units.

**C. Exemption Percentage:** Commencing on the Effective Date as defined in Section 6(a) below, the Exemption Percentage shall be as follows:

<b>Year 1</b>	<b>20%</b>
<b>Year 2</b>	<b>20%</b>
<b>Year 3</b>	<b>20%</b>
<b>Year 4</b>	<b>20%</b>
<b>Year 5</b>	<b>20%</b>
<b>Year 6</b>	<b>20%</b>
<b>Year 7</b>	<b>20%</b>
<b>Year 8</b>	<b>20%</b>
<b>Year 9</b>	<b>20%</b>
<b>Year 10</b>	<b>20%</b>



**D. The Increment:** As defined at 760 CMR 66.06(1)(b)(2).

**E. Calculation:** For each Fiscal Year during the term of this Agreement, the HD TIE shall be determined by applying the Exemption Percentage to the property taxes on the Increment.

**F. Confirmation or Amendment of Calculation:** Upon Completion, and prior to applying for Final Certification of the Project, the Sponsor and Municipality shall file a “Tax Increment Exemption – Confirmation of Calculation” in the form attached as Exhibit 3 (“TIE Confirmation”). To the extent that the dates or figures in the TIE Confirmation differ from those set forth in this Agreement, the contents of the TIE Confirmation shall control and shall be deemed to have amended this Agreement.

## **Section 5 – Default**

**A. Event of Default:** An “Event of Default” shall arise under this Agreement upon the occurrence of any one or more of the following events:

**1. Breach of Covenant Prior to Final Certification:** Subject to the limitations set forth in the Regulations at section 66.05(4)(b), Sponsor defaults in the observance or performance of any material covenant, condition, or agreement to be observed or performed by Sponsor pursuant to the terms of this Agreement, and the continuance of such default for sixty (60) days after written notice thereof from the Municipality; provided, however, that if the curing of such default cannot be accomplished with due diligence within said period of sixty (60) days, then Sponsor shall have such additional reasonable period of time, not to exceed sixty (60) days, to cure such default provided the Sponsor shall have commenced to cure such default within the initial sixty (60) day period, such cure shall have been diligently prosecuted by the Sponsor thereafter to completion.

**2. Breach of Covenant Subsequent to Final Certification:** Sponsor’s conduct is materially at variance with the representations made in its Rehabilitation Plans; such variance is found to frustrate the public purposes that Final Certification was intended to advance, and continuance of such default for sixty (60) days after written notice thereof from the Municipality; provided, however, that if the curing of such default cannot be accomplished with due diligence within said period of sixty (60) days, then Sponsor shall have such additional reasonable period of time, not to exceed sixty (60) days, to cure such default provided the Sponsor shall have commenced to cure such default within the initial sixty (60) day period, such cure shall have been diligently prosecuted by the Sponsor thereafter to completion.

**3. Misrepresentation:** Any representation made herein or in any report, certificate, financial statement, or other instrument furnished in connection with this Agreement shall prove to be false in any material respect.

## **B. Rights on Default**

**1. Prior to Final Certification:** Upon the occurrence of an Event of Default prior to Final

Certification, then this Agreement shall become null and void.

**2. Subsequent to Final Certification:** Upon the occurrence of an Event of default subsequent to Final Certification, then:

**a. Revocation of Certification:** Pursuant to the terms of the Act, the Municipality, may, at its sole discretion, request that EOHLC revoke the Final Certification of the Project, such revocation to take effect on the first day of the fiscal year in which EOHLC determines that a material variance commenced.

**b. Termination of Agreement:** Upon revocation of certification, this Agreement shall become null and void as of the effective date of such revocation.

**c. Recoupment of Economic Benefit:** Upon revocation of certification, the Municipality may bring a cause of action against Sponsor for the value of any economic benefit received by Sponsor prior to or subsequent to such revocation.

## **Section 6 – Miscellaneous**

**A. Effective Date:** The effective date of the HD TIE shall be July 1<sup>st</sup> of the first Fiscal Year following Final Certification of EOHLC's Final Certification of the HD Project pursuant to the requirements of the Act and regulations. The Effective Date shall be confirmed as required in Section 4 Paragraph F above.

**B. Terms of Agreement:** This Agreement shall expire upon the Municipality's acceptance of the annual report, as required below, for the final Fiscal Year for which the Municipality is granting the TIE.

**C. Reporting:** Sponsor shall submit reports to the Municipality no later than thirty (30) days after June 30 of each fiscal year for the term of this Agreement. Each report shall contain the following information:

1. Until Completion, the status of construction in relation to the schedule contained in the Construction Plan;
2. Until Completion, the status of marketing in relationship to the Construction Plans; and
3. For each MRRU, the number of bedrooms in the unit, whether it was leased as of the end of the most recent fiscal year and the monthly rent charged.

**D. Assignment:** The Sponsor shall not assign any interest in this Agreement, and shall not transfer any interest in the same, without the prior written consent of the Municipality, which approval shall not be unreasonably withheld. The foregoing notwithstanding, the rights and obligations of this Agreement shall inure to the benefit of any entity succeeding to the interests of the Sponsor by merger.

**E. Notices:** In conjunction with concurrent electronic submission as provided for below or, if reasonable efforts can determine that such information is no longer current, otherwise reasonably obtainable and

verifiable electronic contact information, any notice, request, instruction or other document to be given hereunder to either party by the other shall be in writing and delivered personally or sent by recognized overnight courier, receipt confirmed or sent by certified or registered mail, postage prepaid, as follows, and, unless general measures for electronic receipt as a substitute are in place at such time or can otherwise be reasonably assumed due to publicized or immediately foreseeable remote working conditions, shall be conclusively deemed to have been received and be effective on the day on which personally delivered or, if sent by certified or registered mail, three (3) business days after the day on which mailed or, if sent by overnight courier, on the business day after delivered to such courier.

1. Municipality:

Mayor Dominick Pangallo  
City of Salem  
93 Washington Street  
Salem, MA 01970  
[DPangallo@salem.com](mailto:DPangallo@salem.com)

2. Sponsor:

The Residences on Canal Street, LLP  
14160 N. Dallas Parkway, Suite 750  
Dallas, Texas 75254  
[chris@beverlycrossing.com](mailto:chris@beverlycrossing.com)

3. Copy to EOHLC: All such notices shall be copied to EOHLC at:

Executive Office of Housing and Livable Communities  
100 Cambridge Street, Suite 300  
Boston, MA 02114  
ATTN: HDIP Program Coordinator

[eohlchdip@mass.gov](mailto:eohlchdip@mass.gov)

4. Change of Address. Either party may change the address to which notices are to be sent to it by giving written notice of such change of address to the other party in the manner herein provided for giving notice.

**F. Modifications:** No modification or waiver of any provision of this Agreement, nor consent to any departure by the Sponsor therefrom shall in any event be effective unless the same shall be in writing, and then such waiver or consent shall be effective only in the specific instance and for the purpose for which given. No failure or delay on the part of the Municipality, in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege.

IN WITNESS WHEREOF, the Sponsor has caused this Agreement to be duly executed in its name and behalf and its seal affixed by its duly authorized representative, and the Municipality has caused this Agreement to be executed in its name and behalf and its seal duly affixed by Mayor Dominick Pangallo as of the day and year first above written.

CITY OF SALEM

The Residences on Canal Street, LLP

---

Dominick Pangallo, Mayor

---

Chris Koeplin

Duly Authorized

**EXHIBIT 1**  
**MAP OF PROPERTY**





# CITY OF SALEM

In City Council June 13, 2024

## RESOLUTION

**WHEREAS**, the City of Salem has been in negotiation with Juniper Point, LLC, regarding a development consisting of eleven (11) units of market rate housing and two (2) units of affordable housing, a two-bedroom unit reserved for households earning less than 60% Area Median Income and a 3-bedroom unit reserved for households earning less than 80% Area Median Income at 16, 18, 20R Franklin Street;

**WHEREAS**, Juniper Point, LLC, will apply for certification under the Massachusetts Housing Development Incentive Program created by Chapter 40V of Massachusetts General Laws;

**WHEREAS**, the project proposed by Juniper Point, LLC meets the minimum requirements of the Housing Development Incentive Program and the local objectives of the City of Salem's Housing Development Zone Plan;

**WHEREAS**, the proposed project is located at 16, 18, 20R Franklin Street, Salem, MA, which is within the boundaries of the City of Salem's designated Housing Development Zone;

**WHEREAS**, the City of Salem has agreed to offer Juniper Point, LLC a Tax Increment Exemption Agreement.

**WHEREAS**, Juniper Point, LLC is investing \$10.4 million to create 13 total units of housing;

**NOW, THEREFORE, BE IT RESOLVED** that the Salem City Council hereby approves the Certified Project Application of Juniper Point, LLC and forwards said application to the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) for its approval and endorsement.

Further, provided the application of Juniper Point, LLC, under the Massachusetts Housing Development Incentive Program is successful and tax credits are awarded, the Salem City Council authorizes the Mayor to execute the Tax Increment Exemption Agreement between the City of Salem and Juniper Point, LLC. Said agreement will provide for an exemption on property taxes based on the growth portion in assessed valuation of the property for a period of five (5) years, beginning the first full fiscal year after the final residential Certificate of Occupancy is issued for the new buildings at 16, 18, 20R Franklin Street , and in accordance with the schedule below:

Term	Exemption %
1	10%
2	10%
3	10%
4	10%
5	10%

Said exemption being in accordance with the requirements and regulations established, which govern the implementation of such Tax Increment Exemption Agreements.



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 13, 2024

Salem City Council  
93 Washington Street  
Salem, MA 01970

Dear Councillors,

I am writing to respectfully request that you authorize a tax increment exemption (TIE) agreement between the City of Salem and Juniper Point, LLC. As discussed at the May 16 City Council Committee of the Whole Meeting, a TIE is an instrument enabled by the Commonwealth through its Housing Development Incentive Program (HDIP) to allow for development projects consisting of at least 80% market rate residential units to, pending an agreement with a municipality, forgo paying all or a portion of property taxes on the increment resulting from a completed project. The State program states the minimum percentage exempted is 10 percent, and the minimum number of years is five years. The maximum exemption is 100 percent, and the maximum number of years is 20 years.

The City has negotiated a TIE agreement with Juniper Point, LLC for the property located at 16, 18, 20R Franklin Street for the minimum allowable tax abatement and length of time; 10 percent over five years. The negotiated agreement was developed based on a third-party peer review of the development proforma. The peer review involved the review of the proposal, and associated project budgets, by a third-party consultant. The cost of this review is borne by the applicant. This review is intended to a) ensure the City's contribution, via the TIE or resulting credits, are necessary for the project to move forward, and b) to ensure that the City sees the maximum benefit from exemptions that it grants. As you will see in the enclosed memo provided by the consultant, the access to the HDIP credits that the TIE unlocks are critical to the feasibility of this project. In a homeownership project, like this one, the benefit of the TIE is largely realized by the future homeowners.

This project was initially permitted by the Planning Board in September 2018 and was amended in May 2020, which resulted in thirty-seven (37) unit project with four buildings. A condition of the project through the special permit for four (4) of the units to be set aside for households earning no more than 80% of the Area Median Income (AMI). In the intervening years since this

project received its approvals, the City Council adopted an Inclusionary Housing ordinance that requires 10% of units be affordable to households making 60% AMI to be more in line with Salem's median income.

The developer commenced construction on Phase I of the project which includes twenty-four (24) units and 2 buildings, in Spring 2024. Phase II of the project includes the remaining thirteen (13) units and is the subject of this TIE request. Of the thirteen (13) units in Phase II, the developer has agreed to reduce one two-bedroom unit from 80% AMI to 60% AMI, should the TIE be granted. A three-bedroom unit would be priced to be affordable to a household making 80% AMI.

The project will transform a derelict junkyard into homeownership opportunities for Salem residents. According to the City’s Housing Roadmap, the current visioning document for the City’s housing policy, the inflation-adjusted median sales price for a home in Salem increased forty-nine (49) percent from 2010 to 2019. The City’s ownership vacancy rate is 2.6%. These figures indicate high demand for a low supply of homeownership units in Salem. A lack of homeownership opportunities can limit the wealth building opportunities of households and create extra pressures within the rental market. Supported by this TIE, Phase II of this project will create thirteen (13) new homeownership units, with two deed-restricted as affordable, located within a half mile of the Salem Commuter Rail Station.

Further, this project enacts two strategies identified in the Housing Roadmap. It leverages the HDIP tool, intended to create market-rate housing in Gateway Cities, to create affordable homeownership opportunities for the community, in line with the goals of Strategy 18. Additionally, per Strategy 20, this project leverages state and other public resources to assist in the creation and rehabilitation of housing.

Per the City of Salem Assessor records, the base value of the property is \$1,557,000. The City Assessor estimates that the anticipated investment will increase the property value by \$9.71 million dollars. The TIE, over five years, would provide a tax exemption of a projected \$56,460.50 on this incremental assessed value according to the following schedule:

Term Year	Exemption	Incremental Assessed Value	Exempted Property Taxes	Estimated New Property Taxes	Estimated Base Tax Bill	Total Annual Taxes Paid
1	10%	\$9,717,779.00	\$11,292.10	\$112,920.59	\$18,440.95	\$120,069.44
2	10%	\$9,717,779.00	\$11,292.10	\$112,920.59	\$18,440.95	\$120,069.44
3	10%	\$9,717,779.00	\$11,292.10	\$112,920.59	\$18,440.95	\$120,069.44
4	10%	\$9,717,779.00	\$11,292.10	\$112,920.59	\$18,440.95	\$120,069.44
5	10%	\$9,717,779.00	\$11,292.10	\$112,920.59	\$18,440.95	\$120,069.44
6	0%	\$9,717,779.00	\$0.00	\$124,212.69	\$18,440.95	\$142,653.64
		<b>Total</b>	<b>\$56,460.50</b>		<b>Total</b>	<b>\$743,000.85</b>



The Developer's costs seem to be reasonable and in line with the market for construction of a 13-unit, two building condominium community. The current state of the capital markets and the economy have made it difficult to secure financing for smaller projects like this one. Rising interest rates and increasing construction costs are the main factors that are making it difficult to move the project forward. The smaller number of condominium units makes it harder to spread the costs out over the total number of units and the site related infrastructure costs. I also understand that some of the amenities for the community are contained in this phase of construction. Thus, the request for a local contribution to offset costs. After reviewing the Developer's request, **I do believe that further support is necessary.**

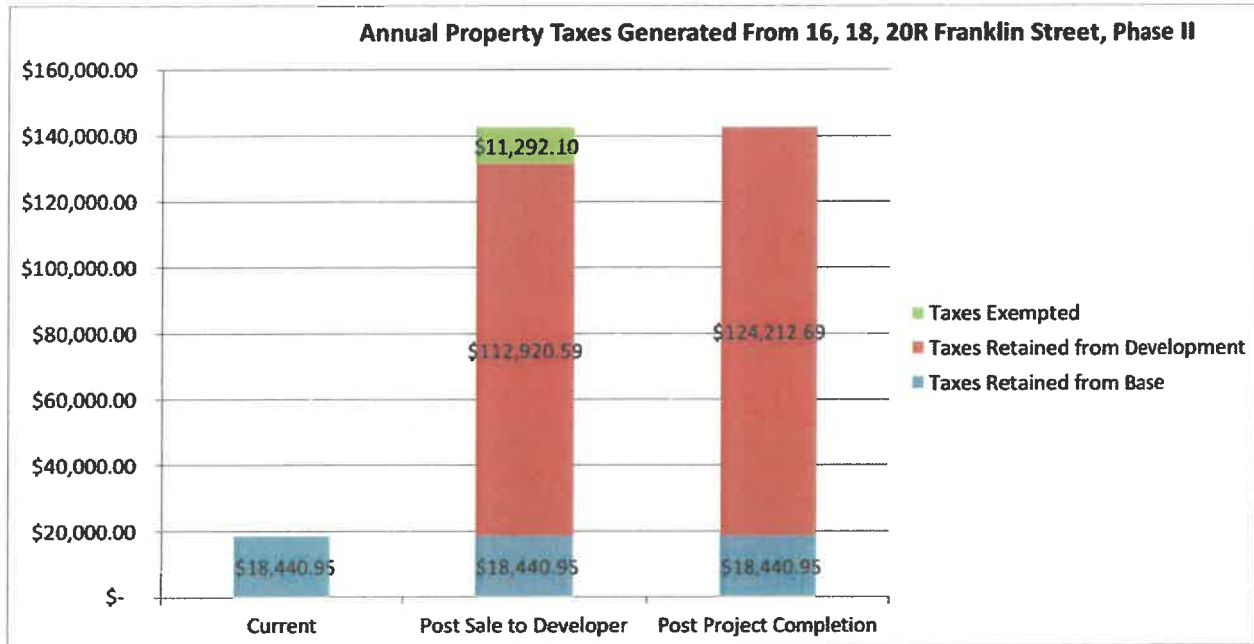
The current request would reduce the project's as completed and stabilized tax rate by approximately \$11,000-13,000 per year over the five-year period. This reduction in tax rate will make a significant impact as it relates to the project's financials and offer an incentive to the buyers of these units over the longer term because of the reduced property tax rate. As a result of this investment by the City it will also unlock the project's ability to access the HDIP credit as the TIE agreement is required to allow the project to access the HDIP credits. The sale of the HDIP credit will create equity that can then be used to supplement the construction budget. The returns for a project like this one are based on the sales of the units. The sales of the units pay down the project's construction loan and then return equity to the Developer. The projected sales along with the HDIP equity allow the project to be feasible. In reviewing the affordable and market sales and as a result of the TIE and HDIP contributed resources the City would like the Developer to further their commitment to the project's affordability by **lowering the AMI of one of the affordable units from 80% to 60% of AMI.** After further review of the project's financials, both the TIE at the requested value and the HDIP credits are necessary to close the financing gap but the increase in affordability is also necessary.

If the City agrees to make the TIE investment the benefits include the following:

- The benefit of the TIE will be realized by the buyers of the condominium units. Lower property taxes will encourage buyers to purchase these units.
- New/additional tax revenues from the project. The site will generate much higher value with the condominium buildings on it. The current site is blighted junk yard.
- The project is delivering two units at sales prices for individuals and families targeted at 80% of AMI and 60% of AMI (if agreed to by the Developer). Expansion of affordable homeownership unit supply is a goal of the City.
- There is currently a housing crisis in the Commonwealth and creating additional units of housing will be very impactful in the effort to create more housing.
- The new residents of the development will potentially increase the amount of disposal income being spent within the City.

Once again, after my review of the application I recommend that the City approves the Developer's request for the 10% TIE over a 5-year period and the Developer reduces one of the affordable unit AMI's to 60% instead of 80%.

The City will collect approximately \$743,000 in total over a six-year period. When the TIE expires after five years, the City will collect approximately \$142,000 per year in taxes from the property. It is important to remember that the real estate tax on the current base value of the property will always be paid in full. The TIE agreement only impacts the real estate tax on the *new* property value resulting from the redevelopment.



I believe that \$56,460 is a reasonable exemption to help see that a former junkyard, located on the waterfront of our City, is granted new life as housing for current and future Salem homeowners. I ask that you join me in supporting the proposed TIE agreement, and also that you authorize me to execute it on the City's behalf. Thank you for your consideration.

Sincerely,

Dominick Pangallo  
 Mayor  
 City of Salem



## MEMORANDUM

TO: Elena Eimert  
CC: Tom Daniel, Amanda Chiancola  
FROM: Mathieu P. Zahler  
DATE: June 7, 2024  
RE: 16 Franklin Street TIE and HDIP Request

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MPZ Development LLC (MPZ) has contracted with the City of Salem (City) to evaluate the feasibility of a Tax Increment Exemption (TIE) and Housing Development Incentive Program (HDIP) request by Juniper Point Investments (Developer) the developer of 16 Franklin Street in Salem, Massachusetts. MPZ has worked with the City to collect relevant information from the development team which includes:

1. Site and building plan information;
2. Hard and soft cost information from the development pro forma;
3. Sell out prices and operational data including affordable sales prices;
4. Return requirements from the development team's investors.

This information was initially evaluated by MPZ and then a Zoom meeting between the Developer, the City and MPZ was conducted so further details could be understood/explained about the project.

The 16 Franklin Street project will deliver 13 condominiums to benefit the residents of the City of Salem and the surrounding communities. Of the 13 Condominiums, two will be affordable at sales prices at or below 80% of the Area Median Income (AMI). These buildings are part of a larger project that is being built in phases. The 13 units (across two buildings) being considered for the TIE constitute Phase II of the project. Phase I, currently under construction, contains 24 condominium units. The project site was formerly a junkyard and its redevelopment to provide homeownership units is a marked improvement. The application is only related to the 13 to be built condominiums in buildings C and D but I believe it is important to highlight the Developer's previous investment to date.

The Developer has made a request to the City for a **10% TIE for a five year period** and if approved they will also make a request to the Executive Office of Housing and Livable Communities (EOHLC) for HDIP credits. The TIE is required by EOHLC for projects to be eligible for the HDIP tax credits. A TIE of 10% over five years is the minimum allowed to meet the requirements by EOHLC.

**HOUSING DEVELOPMENT INCENTIVE PROGRAM**

**TAX INCREMENT EXEMPTION AGREEMENT**

between

**CITY OF SALEM, MASSACHUSETTS**

and

**Juniper Point, LLC**

This Agreement is made this \_\_\_\_ day of \_\_\_\_\_, 2024 by and between the City of Salem, acting through its Mayor Dominick Pangallo (“Municipality”), with a principal address of City Hall, 93 Washington Street, Salem, MA 01970 and Juniper Point, LLC (“Sponsor”) a Massachusetts Limited Liability Corporation with a principal address of 130 Bay View Avenue, Salem MA 01970.

**Section 1 – Agreement**

The Municipality and the Sponsor, for good and valuable consideration of the covenants and agreements herein contained, hereby make this agreement regarding a Tax Increment Exemption (“TIE”) pursuant to the Housing Development Incentive Program (HDIP), M.G.L. c. 40V and the regulations promulgated thereunder at 760 CMR 66.00 (“HD TIE”), with respect to the Property as herein defined.

**Section 2 – Definitions**

Each reference in this Agreement to the following terms shall be deemed to have the following meanings:

<i>Act:</i>	M.G.L. c. 40V as may be amended from time to time.
<i>Completion:</i>	Temporary or permanent certificates of occupancy have been issued for the entire Project.
<i>EOHLC:</i>	Executive Office of Housing and Livable Communities
<i>Event of Default:</i>	An “Event of Default” as defined in Section 5 below.
<i>Final Certification:</i>	Determination by EOHLC that the Sponsor has completed the construction of the Property, consistent with the Construction Plans, including 13 condominiums, 11 of which will be defined as Market Rate Residential Units (“MRRUs”), as set forth in the Act and the Regulations, and two (2) will be deed restricted affordable, a two-bedroom unit at 60% Area Median Income and a 3-bedroom unit at 80% Area Median Income
<i>Fiscal Year:</i>	An annual period of July 1 through June 30.
<i>HD Project:</i>	A Certified Housing Development Project as defined in the Act and the Regulations.
<i>HD Zone:</i>	The Housing Development Zone adopted by Salem City Council on the 13 <sup>th</sup> of April, 2017, and approved by EOHLC, formerly known as the Department of

Housing and Community Development (DHCD) as evidenced by a Certificate of Approval dated 7<sup>th</sup> of June, 2017, and recorded with the Southern Essex District Registry of Deeds, Book 35972, Page 153, amended by the Salem City Council on the 10<sup>th</sup> of December, 2018, and approved by EOHLC as evidenced by a Certificate of Approval dated the 31<sup>st</sup> of January, 2019, and recorded with the Southern Essex District Registry of Deeds, Book 37331, Page 16, and finally amended by the Salem City Council on November 21, 2019 and approved by EOHLC as evidenced by a Certificate of Approval dated June 23, 2020 and recorded with the Southern Essex District Registry of Deeds, Book 8814, Page 46.

- MRRU:* Market Rate Residential Unit(s) as defined at Section 3.B.1.
- Property:* 16, 18, 20R Franklin Street, Salem, MA 01970 as shown in Exhibit 1 “Map of Property” and further described in Exhibit 2 “Legal Description of Property.”
- Regulations:* 760 CMR 66.00.
- Construction Plans:* The materials submitted for Conditional Certification pursuant to 760 CMR 66.05(3)(a) and approved by EOHLC.
- Sponsor:* Juniper Point, LLC with an address at 130 Bay View Avenue, Salem MA, its successors and assigns.

### **Section 3 – Sponsor’s Covenants**

**A. New Construction of the Property:** Sponsor will undertake the new construction of the Property in accordance with the work and schedule set forth in the Construction Plans.

**B. Market Rate Residential Units:**

1. There shall be a total of thirteen (13) owner-occupied condominiums in the Project comprised of three (3) two-bedroom condominiums, ten (10) three-bedroom condominiums of which eleven (11) shall be Market Rate Residential Units with all MRRUs priced consistently with prevailing rents or sale prices in the Municipality as determined based on criteria established by EOHLC, as set forth in Exhibit 3, “Market Rate Residential Units – Pricing Plan”.
2. Sponsor shall use good faith efforts to maintain the units as MRRUs for a minimum of five (5) years.

**C. Marketing:** Sponsor shall cause the MRRU to be marketed in a manner that is consistent with the strategies, implementation plan, and affirmative fair housing efforts set out in the Construction Plans.

**D. HD Project Certification:** Sponsor shall take all actions reasonably necessary to obtain Final Certification of the Property as an HD Project including but not limited to submitting applications to EOHLC for Conditional Certification, and Final Certification consistent with the requirements of the Act and the Regulations.

#### **Section 4 – Tax Increment Exemption (“TIE”)**

Municipality agrees to grant the Sponsor an exemption to the real property taxes due on the Property pursuant to G.L. c.59 according to the following terms:

**A. Base Value:** Consistent with 760 CMR 66.06(c), the Base Value is \$1,557,000 and equal to the assessed value (or aggregate thereof) of the parcel(s) that comprise the property as of the fiscal year in which a HD Tax Increment Exemption Agreement is executed by the Sponsor and the Municipality with respect to the parcel or parcels, as the case may be, and prior to the start of any new construction or Substantial Rehabilitation activities, including demolition, minus the assessed value attributable to any portion of the property that was assessed as other than residential in the applicable fiscal year and remains non residential after completion of new construction or Substantial Rehabilitation.

**B. MRRU Percentage:** Eighty-five Percent (85%) of the thirteen (13) condominiums on the Property will be designated as Market Rate Residential Units (MRRUs). Eleven (11) of the thirteen (13) condominiums will be marketed as MRRUs. The MRRU Percentage shall be confirmed as required in paragraph F, below. Two (2) condominiums shall be designated as affordable housing units, one two-bedroom unit set aside for families earning an income of no more than 60% of the area median income and one three-bedroom unit set aside for families earning an income no more than 80% of the area median income

**C. Exemption Percentage:** Commencing on the Effective Date as defined in Section 6(a) below, the Exemption Percentage shall be as follows:

<b>Year 1</b>	<b>10%</b>
<b>Year 2</b>	<b>10%</b>
<b>Year 3</b>	<b>10%</b>
<b>Year 4</b>	<b>10%</b>
<b>Year 5</b>	<b>10%</b>

**D. The Increment:** As defined at 760 CMR 66.06(1)(b)(2).

**E. Calculation:** For each Fiscal Year during the term of this Agreement, the HD TIE shall be determined by applying the Exemption Percentage to the property taxes on the Increment.

**F. Confirmation or Amendment of Calculation:** Upon Completion, and prior to applying for Final Certification of the Project, the Sponsor and Municipality shall file a “Tax Increment Exemption – Confirmation of Calculation” in the form attached as Exhibit 3 (“TIE Confirmation”). To the extent that the dates or figures in the TIE Confirmation differ from those set forth in this Agreement, the contents of the TIE Confirmation shall control and shall be deemed to have amended this Agreement.

#### **Section 5 – Default**

**A. Event of Default:** An “Event of Default” shall arise under this Agreement upon the occurrence of any one or more of the following events:

**1. Breach of Covenant Prior to Final Certification:** Subject to the limitations set forth in the Regulations at section 66.05(4)(b), Sponsor defaults in the observance or performance of any material covenant, condition, or agreement to be observed or performed by Sponsor pursuant to the terms of this Agreement, and the continuance of such default for sixty (60) days after written notice thereof from the Municipality; provided, however, that if the curing of such default cannot be accomplished with due diligence within said period of sixty (60) days, then Sponsor shall have such additional reasonable period of time, not to exceed sixty (60) days, to cure such default provided the Sponsor shall have commenced to cure such default within the initial sixty (60) day period, such cure shall have been diligently prosecuted by the Sponsor thereafter to completion.

**2. Breach of Covenant Subsequent to Final Certification:** Sponsor’s conduct is materially at variance with the representations made in its Rehabilitation Plans; such variance is found to frustrate the public purposes that Final Certification was intended to advance, and continuance of such default for sixty (60) days after written notice thereof from the Municipality; provided, however, that if the curing of such default cannot be accomplished with due diligence within said period of sixty (60) days, then Sponsor shall have such additional reasonable period of time, not to exceed sixty (60) days, to cure such default provided the Sponsor shall have commenced to cure such default within the initial sixty (60) day period, such cure shall have been diligently prosecuted by the Sponsor thereafter to completion.

**3. Misrepresentation:** Any representation made herein or in any report, certificate, financial statement, or other instrument furnished in connection with this Agreement shall prove to be false in any material respect.

**B. Rights on Default**

**1. Prior to Final Certification:** Upon the occurrence of an Event of Default prior to Final Certification, then this Agreement shall become null and void.

**2. Subsequent to Final Certification:** Upon the occurrence of an Event of default subsequent to Final Certification, then:

**a. Revocation of Certification:** Pursuant to the terms of the Act, the Municipality, may, at its sole discretion, request that EOHLIC revoke the Final Certification of the Project, such revocation to take effect on the first day of the fiscal year in which EOHLIC determines that a material variance commenced.

**b. Termination of Agreement:** Upon revocation of certification, this Agreement shall become null and void as of the effective date of such revocation.

**c. Recoupment of Economic Benefit:** Upon revocation of certification, the Municipality may bring a cause of action against Sponsor for the value of any economic benefit received by Sponsor prior to or subsequent to such revocation.

## **Section 6 – Miscellaneous**

**A. Effective Date:** The effective date of the HD TIE shall be July 1<sup>st</sup> of the first Fiscal Year following Final Certification of EOHLIC's Final Certification of the HD Project pursuant to the requirements of the Act and regulations. The Effective Date shall be confirmed as required in Section 4 Paragraph F above.

**B. Terms of Agreement:** This Agreement shall expire upon the Municipality's acceptance of the annual report, as required below, for the final Fiscal Year for which the Municipality is granting the TIE.

**C. Reporting:** Sponsor or the Condo Association, in the event that Sponsor delegates this responsibility, shall submit reports to the Municipality no later than thirty (30) days after June 30 of each fiscal year for the term of this Agreement. Each report shall contain the following information:

1. Until Completion, the status of construction in relation to the schedule contained in the Construction Plan;
2. Until Completion, the status of marketing in relationship to the Construction Plans; and
3. For each condominium MRRU, the number of bedrooms in the unit, whether it was sold as of the most recent fiscal year and the sale price.

**D. Assignment:** The Municipality and the Sponsor agree that, following the sale of the Property or the sale of the final condominium, the Sponsor shall transfer ownership and control of the Property to the condominium association to be organized and formed in the future. The rights and obligations of this Agreement shall inure to the benefit of any entity succeeding to the interests of the Sponsor by sale or merger.

**E. Notices:** In conjunction with concurrent electronic submission as provided for below or, if reasonable efforts can determine that such information is no longer current, otherwise reasonably obtainable and verifiable electronic contact information, any notice, request, instruction or other document to be given hereunder to either party by the other shall be in writing and delivered personally or sent by recognized overnight courier, receipt confirmed or sent by certified or registered mail, postage prepaid, as follows, and, unless general measures for electronic receipt as a substitute are in place at such time or can otherwise be reasonably assumed due to publicized or immediately foreseeable remote working conditions, and shall be conclusively deemed to have been received and be effective on the day on which personally delivered or, if sent by certified or registered mail, three (3) business days after the day on which mailed or, if sent by overnight courier, on the business day after delivered to such courier.

1. Municipality:



Mayor Dominick Pangallo  
City of Salem  
93 Washington Street  
Salem, MA 01970  
[DPangallo@salem.com](mailto:DPangallo@salem.com)

2. Sponsor:

Juniper Point, LLC  
130 Bay View Avenue  
Salem MA 01970  
ATTN: Marc Tranos  
[Marc@juniperpointinvestment.com](mailto:Marc@juniperpointinvestment.com)

3. Copy to EOHL: All such notices shall be copied to EOHL at:

Executive Office of Housing and Livable Communities  
100 Cambridge Street, Suite 300  
Boston, MA 02114  
ATTN: HDIP Program Coordinator  
[eohlchdip@mass.gov](mailto:eohlchdip@mass.gov)

4. Change of Address. Either party may change the address to which notices are to be sent to it by giving written notice of such change of address to the other party in the manner herein provided for giving notice.

**F. Modifications:** No modification or waiver of any provision of this Agreement, nor consent to any departure by the Sponsor therefrom shall in any event be effective unless the same shall be in writing, and then such waiver or consent shall be effective only in the specific instance and for the purpose for which given. No failure or delay on the part of the Municipality, in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege.

IN WITNESS WHEREOF, the Sponsor has caused this Agreement to be duly executed in its name and behalf and its seal affixed by its duly authorized representative, and the Municipality has caused this Agreement to be executed in its name and behalf and its seal duly affixed by Mayor Dominick Pangallo as of the day and year first above written.

CITY OF SALEM

Juniper Point, LLC

---

Dominick Pangallo, Mayor

---

Marc Tranos

Duly Authorized

**EXHIBIT 1**  
**MAP OF PROPERTY**





## City of Salem

*In the year Two Thousand and Twenty-four*

**An Ordinance** relative to changing the name of the traffic and parking department

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

**Section I.** Chapter 2 is hereby amended by replacing the words “parking,” “traffic and parking,” and “parking or traffic” with the word “transportation” as they appear in the following sections:

- Sec. 2-899 (3) *Duties*
- Division 12 heading
- Sec 2-986 *Created; composition; compensation of members*
- Sec. 987 *Appointments; term; removal; filling vacancies; organization*
- Sec. 2-988 *Powers, duties and responsibilities generally*
- Sec. 2-989 *Effective date of regulations; limitations*

**Section II.** Chapter 2 is hereby further amended by replacing the words “parking department” or “traffic and parking department” with the words “the department of transportation” as they appear in the following sections:

- Article VIII heading
- Sec. 2-1396 *Position established*
- Sec. 2-1397 *Appointment*
- Sec. 2-1398 *Qualifications*
- Sec. 2-1399 (a) *Responsibilities*

**Section III.** Chapter 2 is hereby further amended by replacing the words “traffic and parking department board” with the words “transportation commission” as they appear in Sec. 2-1396 *Position established* and sub-paragraphs (2), (5), (11) and (12) of Sec. 2-1399 (b) *Responsibilities*.

**Section IV.** Chapter 2 is hereby further amended by replacing the word “traffic” with the word “transportation” as it appears in sub-paragraph (6) of Sec. 2-1399 (b) *Responsibilities*.

**Section V.** Chapter 4 is hereby amended by replacing the words “off-street parking” with the word “transportation” as it appears in Sec. 4-52 (2) *Signs in licensed parking lots and parking garages* and Section 4-53 (3) *Signs on parking garages*.

**Section VI.** This ordinance shall take effect as provided by City Charter.



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 13, 2024

Salem City Council  
93 Washington Street  
Salem, MA 01970

Dear Councillors,

The enclosed Ordinances amend our existing ordinances to retitle the following:

<b>Current</b>	<b>Proposed</b>
Department of Traffic and Parking	Department of Transportation
Director of Traffic and Parking	Director of Transportation
Traffic and Parking Commission	Transportation Commission

No changes to the purposes or functions of these are included in this amendment. We are proposing this change to reframe the department and the commission as entities that are focused on supporting and improving all modes of transportation and transit in our community, and not only on cars.

I recommend adoption of the enclosed Ordinances.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem

CC: Salem Traffic and Parking Commission



## City of Salem

*In the year Two Thousand and Twenty-four*

**An Ordinance** relative to the traffic ordinance and the traffic and parking department

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

**Section I.** Section 17B is hereby amended by deleting the words “traffic and parking director” as they appear in this section and replacing them with the words “director of the department of transportation.”

**Section II.** Section 17B is further amended by deleting the words “traffic and parking commission” as they appear in the section and replacing them with the words “transportation commission.”

**Section III.** Section 17B is further amended by deleting the words “traffic and parking department” as they appear in the section and replacing them with the words “department of transportation.”

**Section IV.** Section 75A(B) is hereby amended by deleting the words “traffic and parking” as they appear in this section and replacing them with “the department of transportation.”

**Section V.** This ordinance shall take effect as provided by City Charter.



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 13, 2024

Salem City Council  
93 Washington Street  
Salem, MA 01970

Dear Councillors,

The enclosed Ordinances amend our existing ordinances to retitle the following:

<b>Current</b>	<b>Proposed</b>
Department of Traffic and Parking	Department of Transportation
Director of Traffic and Parking	Director of Transportation
Traffic and Parking Commission	Transportation Commission

No changes to the purposes or functions of these are included in this amendment. We are proposing this change to reframe the department and the commission as entities that are focused on supporting and improving all modes of transportation and transit in our community, and not only on cars.

I recommend adoption of the enclosed Ordinances.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem

CC: Salem Traffic and Parking Commission

# City of Salem

*In the year Two Thousand and Twenty-four*

**An Ordinance** to amend the Ordinance relative to the Non-Discrimination Policy

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

**Section I.** Chapter 2 – Administration, Article XVI. – Non-Discrimination Policy, Sec. 2-2055.  
*Purpose and intent* is hereby amended by inserting the words “source of income, housing status” before the word “sex” within the last sentence.

**Section II.** Chapter 2 – Administration, Article XVI. – Non-Discrimination Policy, Sec. 2-2056.  
*Policy* is hereby amended by inserting the words “source of income, housing status” before the word “sex” within the last sentence.

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





**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo  
Mayor

Office of the Mayor

June 13, 2024

Salem City Council  
93 Washington Street  
Salem, MA 01970

Dear Councillors,

The enclosed Ordinance amends our existing non-discrimination ordinance to include housing status and source of income as categories for which it is prohibited to discriminate in the provision of municipal services.

I recommend adoption of the enclosed Ordinance and invite you to contact Lori Stewart, our Neighborhood Stability Coordinator, should you have any questions.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem



**CITY OF SALEM, MASSACHUSETTS**

Dominick Pangallo

Mayor

Office of the Mayor

June 13, 2024

Salem City Council  
93 Washington Street  
Salem, MA 01970

Dear Councillors,

I am writing to request that the City Council schedule a Committee of the Whole meeting in the coming months to hear an update from Salem Public Schools Superintendent Dr. Stephen Zrike on the state of our school district.

When the meeting is scheduled I respectfully request the Council also invite myself and the members of the Salem School Committee to be in attendance, if they are available.

Sincerely,

Dominick Pangallo  
Mayor  
City of Salem

CC: Salem School Committee



## CITY OF SALEM

In City Council, June 13, 2024

**ORDERED:** That the FY2024 Monthly Financial Reports for February, March and April, 2024 be received and filed



# City of Salem

## FY 2024 MONTHLY FINANCIAL REPORTS

February 29, 2024

### REPORTS

REVENUE STATEMENT

CIP, SALE OF CITY PROPERTY & RETIREMENT STABILIZATION

FREE CASH, ENTERPRISE RE

DEPARTMENTAL BUDGET REPORTS

### FUND BALANCES

STABILIZATION \$ 17,129,434.55

CAPITAL OUTLAY \$ 10,479,957.47

SALE OF CITY PROP \$ 45,045.43

RETIREMENT STAB \$ 439,711.22

OPEB \$ 7,173,952.79

\*FREE CASH \$ 4,458,187.71

\*WATER & SEWER R/E \$ 4,289,838.00

\*TRASH R/E \$ 546,970.00

CITY OF SALEM  
February 28, 2024  
REVENUE STATEMENT

GENERAL FUND	RECAP FY 2023	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE	Y-T-D % COLLECTED	VARIANCE Y-T-D + (-)
<b>REAL AND PERSONAL(NET)</b>	<b>109,262,390</b>	<b>5,602,957</b>	<b>87,697,693</b>	<b>80.26%</b>	<b>(21,564,697)</b>

MOTOR VEHICLE	4,550,000	-	749,187	16.47%	(3,800,813)
HOTEL EXCISE	1,775,000	-	1,805,131	101.70%	30,131
MEALS TAX	1,278,500	-	888,423	69.49%	(390,077)
OTHER	0	0	34,927	#DIV/0!	34,927
VESSEL EXCISE*	30,000	-	63,913	213.04%	33,913
CANNABIS CBA	0	-	34,485	#DIV/0!	34,485
CANNABIS EXCISE	850,000	-	400,367	47.10%	(449,633)
SHORT TERM RENTAL	0	-	109,203	#DIV/0!	109,203
INTEREST ON TAXES	525,000	43,144	305,862	58.26%	(219,138)
PAYMENT IN LIEU OF TAXES (PILOT)	1,285,000	-	789,349	61.43%	(495,651)
CHARGES FOR SERVICES	1,100,000	87,018	895,280	81.39%	(204,720)
PARKING FEES	3,236,000	215,632	3,061,547	94.64%	(173,453)
LICENSES AND PERMITS	1,700,000	88,311	1,659,753	97.63%	(40,247)
FINES AND FORFEITS	900,000	106,219	1,079,176	119.91%	179,176
INVESTMENT INCOME	640,000	284,709	2,341,695	365.89%	1,701,695
MISCELLANEOUS INCOME	0	236,208	801,720	#DIV/0!	801,720
MEDICAID INCOME SCHOOL SPED	750,000	-	372,248	49.63%	(377,752)
NON RECURRING	255,000	-	-	0	(255,000)
<b>TOTAL LOCAL RECEIPTS</b>	<b>18,873,500</b>	<b>1,061,242</b>	<b>15,392,266</b>	<b>81.55%</b>	<b>(3,481,234)</b>

NET MA CHERRY SHEET ASST.	37,745,626	3,079,594	21,712,995	57.52%	(16,032,631)
MSBA REIMBURSEMENTS	0	-	-	#DIV/0!	0
R/RES REDUCE TAX RATE	2,832,011	1,555,858	3,606,469	127.35%	774,458
OFS/TRANSFERS IN	28,525	-	125,686	440.62%	97,161
INDIRECT COSTS from W&S	1,555,858	-	-	0.00%	(1,555,858)
<b>TOTAL OTHER RECEIPTS</b>	<b>42,162,020</b>	<b>4,635,452</b>	<b>25,445,150</b>	<b>60.35%</b>	<b>(16,716,870)</b>
<b>GENERAL FUND TOTAL</b>	<b>170,297,910</b>	<b>11,299,651</b>	<b>128,535,108</b>	<b>75.48%</b>	<b>(41,762,802)</b>

ENTERPRISE FUND	SEWER RATES	SEWER TRANS/OFS	WATER RATES	WATER TRANS/OFS	Total Water & Sewer	TRASH FEES	TRASH General Fund Subsidy/OFS	Total Trash	PEG ACCESS	Total Peg Access	ENTERPRISE FUND TOTAL	GRAND TOTAL
	11,100,774	812,086	7,507,151	67.63%	(3,593,623)	967,251	74,742	791,982	81.88%	(175,269)	3,433,011	3,433,011
	6,358,068	308,083	4,244,689	66.76%	(2,113,379)	-	-	3,189,010	92.89%	(244,001)	1,250,000	1,250,000
	1,250,000	(45,000)	-	62.81%	(6,957,002)	18,708,842	1,075,169	11,751,840	62.81%	(6,957,002)	18,708,842	18,708,842
	967,251	74,742	791,982	81.88%	(175,269)	3,433,011	-	3,189,010	92.89%	(244,001)	4,400,262	4,400,262
	691,250	(20,731)	275,482	39.85%	(415,768)	691,250	(20,731)	275,482	39.85%	(415,768)	691,250	691,250
	23,800,354	1,129,179	16,008,314	67.26%	(7,792,040)	194,098,264	12,428,831	144,543,422	74.47%	(49,554,842)	23,800,354	194,098,264
	194,098,264	12,428,831	144,543,422	74.47%	(49,554,842)	194,098,264	12,428,831	144,543,422	74.47%	(49,554,842)	194,098,264	194,098,264

\*50% of Vessel Excise is transferred to Harbormaster R/Res Fund on 6/30 PER MGL CH60B



CITY OF SALEM, MASSACHUSETTS  
Short Term Capital Improvement Program Activity - Fund 2000

Project	Description	Ordn#	Date To	Pending Amount	Date	CO #	Approved Amount	Reapproved and/or TF In	L-T-D Paid Thru 12/31/23	Encumbrance	Available Balance	Finance Notes
Public Services	Garfield Park, Phase II	2000231-5846E0	6/9/2022	698,202	6/9/2022	58	100,000.00	-	-	-	100,000.00	Open
Public Services	Public Safety - Fire Department, EV and Equipment Maintenance	2000231-5846E3	6/9/2022	698,202	6/9/2022	58	30,000.00	-	30,000.00	-	-	Open
Public Services	Garage Improvements - Annual Report & ADA Compliance	2000231-5846E4	6/9/2022	698,202	6/9/2022	58	130,000.00	-	130,000.00	-	-	Open
Public Services	Fort Hancock with Incentive for Design Project	2000231-5846E5	6/9/2022	698,202	6/9/2022	58	200,000.00	-	173,212.58	26,787.42	22,787.42	Open
Public Services	Traffic Calming Capital Improvements	2000231-5846E6	6/9/2022	698,202	6/9/2022	58	14,000.00	-	9,360.00	4,640.00	-	Open
Public Services	Harmony Grove Middle School Study/Design	2000231-5846E7	6/9/2022	698,202	6/9/2022	58	14,000.00	-	7,310.00	6,690.00	-	Open
Public Services	Neighborhood Incentive Signs	2000231-5846E8	6/9/2022	698,202	6/9/2022	58	30,000.00	-	-	-	30,000.00	Open
Public Services	Old Town Hall & Artier Row Annual Report, Major Renovations, Studies Etc. (non-ADA)	2000231-5846E9	6/9/2022	698,202	6/9/2022	58	20,000.00	-	20,000.00	-	-	Open
Public Services	Old Town Hall & Artier Row ADA Compliance and Associated Reports	2000231-5846F0	6/9/2022	698,202	6/9/2022	58	30,000.00	-	5,123.58	24,876.42	-	Open
Public Services	Hatic Cemetery, Headstone and Tomb Construction	2000231-5846E1	6/9/2022	698,202	6/9/2022	58	60,000.00	-	9,289.00	50,711.00	-	Open
Public Services	Water Tower Roof Repair	2000231-5846E2	6/9/2022	698,202	6/9/2022	58	32,000.00	-	28,891.00	3,109.00	-	Open
Public Services	RECAP 2001 Hazardous Waste Remediation	2000231-5846E3	6/9/2022	698,202	6/9/2022	58	30,000.00	-	2,442.20	27,557.80	-	Open
Public Services	Salem Police Headquarters General Improvements	2000231-5846E4	6/9/2022	698,202	6/9/2022	58	45,000.00	-	67,220.00	-	-	Open
Public Services	Garages - Commercial/Parking	2000231-5846E5	6/9/2022	698,202	6/9/2022	58	67,230.00	-	67,230.00	-	-	Open
Public Services	Boys' Worn Cameras	2000231-5846E6	6/9/2022	698,202	6/9/2022	58	167,000.00	-	153,667.35	13,332.65	-	Open
Public Services	Vehicle Replacement Plan - Paid and Non-Paid	2000231-5846E7	6/9/2022	698,202	6/9/2022	58	15,000.00	-	22,978.00	-	-	Open
Public Services	Annual Small Reptiles DPS Biodiversity Studies - DPS & Commens	2000231-5846E8	6/9/2022	698,202	6/9/2022	58	30,000.00	-	24,952.00	5,048.00	-	Open
Public Services	Upland Bird and S&P for terroir safety and general bird practices plans and manuals for DPS operations	2000231-5846E9	6/9/2022	698,202	6/9/2022	58	30,000.00	-	3,603.15	26,396.85	-	Open
Public Services	Expansion of Greenway Corridor Incentive	2000231-5846F0	6/9/2022	698,202	6/9/2022	58	60,000.00	-	58,012.00	1,988.00	-	Open
Public Services	New Library and Salem Public Facility	2000231-5846F1	6/9/2022	698,202	6/9/2022	58	75,000.00	-	75,000.00	-	-	Open
School	Architectural/Interior, Site Planning, Utilities, Student Schools	2000231-5846F2	6/9/2022	698,202	6/9/2022	58	100,000.00	-	41,586.00	58,414.00	-	Open
School	ADA and Associated Renos Schools	2000231-5846F3	6/9/2022	698,202	6/9/2022	58	100,000.00	-	53,350.00	46,650.00	-	Open
School	Commonwealth State Capital	2000231-5846F4	6/9/2022	698,202	6/9/2022	58	100,000.00	-	103,024.00	-	-	Open
Submittal	Commonwealth State Capital - Phase 1 - Design	2000231-5846F5	6/9/2022	698,202	6/9/2022	58	100,000.00	-	1,803.80	98,196.20	-	Open
Engineering/Municipal	MAP Collin Cross Match	2000231-5846F6	9/27/2022	1,256,202	1,256,202	687	750,000.00	-	3,106.15	746,893.85	-	Open
Fire	Ladder Truck	2000231-5846F7	10/20/2022	1,256,202	1,256,202	687	38,000.00	-	16,873.00	21,127.00	-	Open
Fire	Corn Square	2000231-5846F8	12/9/2022	1,256,202	1,256,202	688	800,000.00	-	1,657.00	798,343.00	-	Open
Fire	Spaced Runners	2000231-5846F9	12/9/2022	1,256,202	1,256,202	688	150,000.00	-	151,967.85	32,032.15	-	Open
Fire	PHASE 2 MUSEUM PLACE GARAGE	2000231-5846F0	2/9/2023	289,202	289,202	71	150,000.00	-	124,827.65	25,172.35	-	Open
FT 2024 - Open Projects							5,109,486.00	2,000,334.80	482,234.23	2,613,568.87		
Public Services	ADA Compliance and Associated Improvements	2000242-5846F1	06/14/23	061,423	061,423	58	37,400.00	-	37,400.00	-	-	Open
Public Services	Annual Report, Small Reptiles, Utilities, S&P & Associated Improvements	2000242-5846F2	06/14/23	061,423	061,423	58	1,000.00	-	1,000.00	-	-	Open
Public Services	Food F90	2000242-5846F3	06/14/23	061,423	061,423	58	20,000.00	-	18,640.95	1,359.05	-	Open
Public Services	Traffic Signal Maintenance	2000242-5846F4	06/14/23	061,423	061,423	58	4,000.00	-	4,127.00	-	-	Open
Public Services	ADA, Walk Signal Bulbouts	2000242-5846F5	06/14/23	061,423	061,423	58	10,000.00	-	10,000.00	-	-	Open
Public Services	Devlin Street Corridor Street Phase 2 -	2000242-5846F6	06/14/23	061,423	061,423	58	200,000.00	-	182,287.94	17,712.06	-	Open
Public Services	Belton Street Corridor Utilities - Devlin	2000242-5846F7	06/14/23	061,423	061,423	58	300,000.00	-	300,000.00	-	-	Open
Public Services	Bald Winnow Locks Room and ADA Sidewalk	2000242-5846F8	06/14/23	061,423	061,423	58	173,500.00	-	173,500.00	-	-	Open
Public Services	New Fire Station	2000242-5846F9	06/14/23	061,423	061,423	58	30,000.00	-	10,878.02	19,121.98	-	Open
Public Services	Professional of essential network systems, upgrades including data center, core network, mobility and SPS wireless	2000242-5846F0	06/14/23	061,423	061,423	58	225,000.00	-	8,727.00	216,273.00	-	Open
Public Services	Firearm Utilities	2000242-5846F1	06/14/23	061,423	061,423	58	30,000.00	-	30,000.00	-	-	Open
Public Services	Class Door Replacement	2000242-5846F2	06/14/23	061,423	061,423	58	20,000.00	-	20,000.00	-	-	Open
Public Services	ADA Improvements and Associated Reports at Library	2000242-5846F3	06/14/23	061,423	061,423	58	150,000.00	-	86,000.00	64,000.00	-	Open
Public Services	Police and Recreation ADA Compliance and Related Reports	2000242-5846F4	06/14/23	061,423	061,423	58	90,000.00	-	50,000.00	40,000.00	-	Open
Public Services	Union Park, Squares	2000242-5846F5	06/14/23	061,423	061,423	58	40,000.00	-	40,000.00	-	-	Open
Public Services	Museum Place Gate Replacement Phase 3	2000242-5846F6	06/14/23	061,423	061,423	58	200,000.00	-	171,208.50	28,791.50	-	Open
Public Services	Traffic Calming/Capital Improvements	2000242-5846F7	06/14/23	061,423	061,423	58	150,000.00	-	150,000.00	-	-	Open
Public Services	Public Infrastructure Design, Implementation & Replacements	2000242-5846F8	06/14/23	061,423	061,423	58	150,000.00	-	17,283.63	132,716.37	-	Open
Public Services	Public Infrastructure Design, Implementation & Replacements	2000242-5846F9	06/14/23	061,423	061,423	58	90,000.00	-	90,95	89,990.05	-	Open
Public Services	Public Infrastructure Design, Implementation & Replacements	2000242-5846F0	06/14/23	061,423	061,423	58	50,000.00	-	50,000.00	-	-	Open
Public Services	Five-Year Completed Plan	2000242-5846F1	06/14/23	061,423	061,423	58	100,000.00	-	7,785.00	92,215.00	-	Open
Public Services	Boys' Worn Cameras / E-Station.com / Taser Leap Programs	2000242-5846F2	06/14/23	061,423	061,423	58	28,000.00	-	28,000.00	-	-	Open
Public Services	White Birch Avenue (VAV) Roofing Units	2000242-5846F3	06/14/23	061,423	061,423	58	365,675.00	-	357,814.21	7,860.79	-	Open
Public Services	White Birch Avenue (VAV) Roofing Units	2000242-5846F4	06/14/23	061,423	061,423	58	150,000.00	-	-	150,000.00	-	Open
Public Services	Evolution Room	2000242-5846F5	06/14/23	061,423	061,423	58	35,000.00	-	68,138.65	-	-	Open
Public Services	Greening Gardens City Grant Match	2000242-5846F6	06/14/23	061,423	061,423	58	150,000.00	-	4,600.00	145,400.00	-	Open
Public Services	Year One and Attendance Software	2000242-5846F7	06/14/23	061,423	061,423	58	16,500.00	-	8,500.00	8,000.00	-	Open
Public Services	Arms Small Reptiles DPS Biodiversity Studies - DPS & Commens	2000242-5846F8	06/14/23	061,423	061,423	58	170,000.00	-	149,911.00	20,089.00	-	Open
Public Services	ADA Improvements and Associated Reports - DPS & Commens	2000242-5846F9	06/14/23	061,423	061,423	58	20,000.00	-	20,000.00	-	-	Open
Public Services	Water Tower Roof Repair	2000242-5846F0	06/14/23	061,423	061,423	58	225,000.00	-	32,899.50	192,100.50	-	Open
Public Services	M&E & M&E (C) Capital	2000242-5846F1	06/14/23	061,423	061,423	58	150,000.00	-	15,303.14	134,696.86	-	Open
Public Services	ADA signs, directional	2000242-5846F2	06/14/23	061,423	061,423	58	150,000.00	-	17,690.00	132,310.00	-	Open
Public Services	IT Software Upgrade - Heritage Trail	2000242-5846F3	07/11/23	071,123	071,123	58	15,000.00	-	53,481.34	38,618.66	-	Open
Public Services	IT Software Upgrade - Heritage Trail	2000242-5846F4	10/26/23	106,923	106,923	58	400,000.00	-	400,000.00	-	-	Open
Public Services	IT Software Upgrade - Heritage Trail	2000242-5846F5	12/07/23	120,723	120,723	58	439,475.00	-	642,889.22	1,756,215.40	-	Open
Public Services	IT Software Upgrade - Heritage Trail	2000242-5846F6	12/07/23	120,723	120,723	58	439,475.00	-	642,889.22	1,756,215.40	-	Open





**Short-Term Rental - Community Impact Fee - 50% to Housing and Infrastructure Fund**

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
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FY 2024 Beginning Balance Revenue Collected To Date      31,274.36

FY 2024 Pending CO Total      -

FY 2024 YTD Balance      31,274.36

**Total Open Balances -->**      -  
**Total Fund Bal -->**      31,274.36

**City of Salem, Massachusetts  
FY 2024 Sale Of Property Fund - Fund 2441**

Department	Description	Orig/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
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FY 2024 Beginning Balance 45,045.43  
 Revenue Collected To Date -

FY 2024 Pending CO Total -

FY 2024 YTD Balance 45,045.43

Total Open Balances --> -

Total Fund Bal --> 45,045.43

**FY 2024  
City Council  
Stabilization And Capital Outlay  
Monthly Fund Balances**

	Actual Fund Bal OP&B 8313 Bal Sheet	Actual Fund Bal Stabilization Fund (8301) Bal Sheet	*Net Fund Bal Retirement (8311) Detl Rpt	Actual Fund Bal Retirement (8311) Bal Sheet	Outstanding Retirement (8311)	*Net FB Capital Outlay (2000) Detl Rpt	Actual FB Capital Outlay (2000) Bal Sheet	Open Balances Capital Outlay (2000)	Sale Of City Prop 2441 Detl Rpt	Actual FB City Prop 2441 Bal Sheet	Outs Bal City Prop 2441
June-FY23	6,076,932.80	16,088,656.33	429,750.31	429,750.31	-	2,803,558.40	9,768,145.74	6,964,587.34	45,045.43	45,045.43	-
July	6,197,868.56	16,204,082.89	1,011,071.78	1,011,071.78	-	2,729,698.96	9,694,286.30	6,964,587.34	45,045.43	45,045.43	-
August	6,065,207.22	16,204,082.89	1,011,071.78	1,011,071.78	-	1,852,720.94	8,817,308.28	6,964,587.34	45,045.43	45,045.43	-
September	5,871,417.51	16,204,082.89	754,934.73	754,934.73	-	1,598,660.16	8,563,247.50	6,964,587.34	45,045.43	45,045.43	-
October	5,732,785.73	16,204,082.89	670,660.40	690,617.60	19,957.20	1,468,171.46	8,432,758.80	6,964,587.34	45,045.43	45,045.43	-
November	6,132,388.15	16,204,082.89	619,556.60	639,513.80	19,957.20	413,892.48	7,378,479.82	6,964,587.34	45,045.43	45,045.43	-
December	6,973,914.91	17,129,434.55	525,836.33	545,793.53	19,957.20	5,678,780.85	10,970,636.43	5,291,855.58	45,045.43	45,045.43	-
January	6,985,800.07	17,129,434.55	525,836.30	545,793.50	19,957.20	5,494,915.95	10,710,965.86	5,216,049.91	45,045.43	45,045.43	-
February	7,173,952.79	17,129,434.55	419,754.02	429,378.28	9,624.26	5,491,655.27	10,479,957.47	4,988,302.20	45,045.43	45,045.43	-
March											
April											
May											
June											
<b>Council Report</b>											

\*Net FB = Actual Fund Balance less approved council order balances

Stabilization Funds with Bartholomew - Interest is recorded quarterly.

**City of Salem  
Stabilization Fund (8301)**

Description	Date	CO Date Approved	C.O. #	Amount	Reason
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**Beginning Balance as of:**

**07/01/23**

**16,088,656.33**

Bartholomew Investment	09/30/23		n/a		
Bartholomew Investment	12/31/23		n/a		
Bartholomew Investment	03/31/24		n/a		
Bartholomew Investment	06/30/24		n/a		
Trust Fund Activity	07/31/23		n/a	(70,058.48)	
Transfer in	12/07/23	12/07/23	584	1,110,836.70	

<b>FY2024 Net Investment Income/(Deficit)</b>	<b>(70,058.48)</b>
<b>FY2024 Transfer Activity</b>	<b>1,110,836.70</b>
<b>Current Balance as of:</b>	<b>12/31/23</b>
	<b>17,129,434.55</b>



**CITY OF SALEM, MASSACHUSETTS  
FY 2024 WATER AND SEWER R/E APPROPRIATIONS**

Description	Date To Council	Pending Retained Earnings	Date Approved	C.O. #	Approved Retained Earnings	Reason
<b>CERTIFIED WATER &amp; SEWER RETAINED EARNINGS</b>						<b>4,589,838.00</b>
RE to capital improvements	12/07/23		12/07/23	589	300,000.00	Willow Ave Beach Sewer Pipe Improvements
<b>TOTALSEWER R/E USED</b>		<b>0.00</b>			<b>300,000.00</b>	
<b>BALANCE</b>		<b>4,289,838.00</b>			<b>4,289,838.00</b>	
<b>CERTIFIED TRASH RETAINED EARNINGS</b>						<b>546,970.00</b>
<b>TOTAL TRASH R/E USED</b>		<b>0.00</b>			<b>0.00</b>	
<b>BALANCE</b>		<b>546,970.00</b>			<b>546,970.00</b>	

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	TRANS/ADJ/SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
<b>010 ASSESSORS</b>							
1 Personnel	366,047.00	0.00	366,047.00	233,548.97	0.00	132,498.03	63.8%
2 Expenses	70,885.00	0.00	70,885.00	54,886.22	9,663.87	6,334.91	91.1%
TOTAL ASSESSORS	436,932.00	0.00	436,932.00	288,435.19	9,663.87	138,832.94	68.2%
<b>030 CITY CLERK</b>							
1 Personnel	777,125.00	0.00	777,125.00	493,657.82	0.00	283,467.18	63.5%
2 Expenses	145,427.00	0.00	145,427.00	72,037.50	29,260.21	44,129.29	69.7%
TOTAL CITY CLERK	922,552.00	0.00	922,552.00	565,695.32	29,260.21	327,596.47	64.5%
<b>040 COLLECTOR</b>							
1 Personnel	270,674.00	0.00	270,674.00	176,970.81	0.00	93,703.19	65.4%
2 Expenses	8,300.00	0.00	8,300.00	1,835.54	3,329.08	3,135.38	62.2%
TOTAL COLLECTOR	278,974.00	0.00	278,974.00	178,806.35	3,329.08	96,838.57	65.3%
<b>055 SUSTAIN/RESILIENCY</b>							
1 Personnel	251,623.00	0.00	251,623.00	158,430.33	0.00	93,192.67	63.0%
2 Expenses	20,700.00	0.00	20,700.00	5,462.19	880.52	14,357.29	30.6%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	TRANS/ADJ SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
<b>060 COUNCIL ON AGING</b>							
TOTAL SUSTAIN/RESILIENCY	272,323.00	0.00	272,323.00	163,892.52	880.52	107,549.96	60.5%
<b>070 INFORMATION TECHNOLOGY-GIS</b>							
1 Personnel	559,296.00	0.00	559,296.00	327,829.55	0.00	231,466.45	58.6%
2 Expenses	116,750.00	0.00	116,750.00	41,166.97	33,060.11	42,522.92	63.6%
TOTAL COUNCIL ON AGING	676,046.00	0.00	676,046.00	368,996.52	33,060.11	273,989.37	59.5%
<b>080 ELECTRICAL</b>							
1 Personnel	882,046.00	0.00	882,046.00	485,354.69	0.00	396,691.31	55.0%
2 Expenses	873,250.00	0.00	873,250.00	622,973.71	97,395.06	152,881.23	82.5%
TOTAL INFORMATION TECHNOLOGY-GIS	1,755,296.00	0.00	1,755,296.00	1,108,328.40	97,395.06	549,572.54	68.7%
<b>090 FINANCE/AUDITING</b>							
1 Personnel	436,394.00	0.00	436,394.00	272,959.73	0.00	163,434.27	62.5%
2 Expenses	445,997.00	0.00	445,997.00	293,870.84	33,921.27	118,204.89	73.5%
TOTAL ELECTRICAL	882,391.00	0.00	882,391.00	566,830.57	33,921.27	281,639.16	68.1%
1 Personnel	388,470.00	20,000.00	408,470.00	237,578.12	0.00	170,891.88	58.2%



# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
2 Expenses	134,015.00	0.00	134,015.00	124,608.11	31,368.19	-21,961.30	116.4%
TOTAL FINANCE/AUDITING	522,485.00	20,000.00	542,485.00	362,186.23	31,368.19	148,930.58	72.5%
<b>100 FIRE</b>							
1 Personnel	9,975,423.00	0.00	9,975,423.00	6,540,329.36	0.00	3,435,093.64	65.6%
2 Expenses	522,203.00	10,134.14	532,337.14	349,707.58	104,140.45	78,489.11	85.3%
TOTAL FIRE	10,497,626.00	10,134.14	10,507,760.14	6,890,036.94	104,140.45	3,513,582.75	66.6%
<b>110 HARBORMASTER</b>							
1 Personnel	373,897.00	0.00	373,897.00	231,329.34	0.00	142,567.66	61.9%
2 Expenses	60,049.00	0.00	60,049.00	38,913.50	7,944.81	13,190.69	78.0%
TOTAL HARBORMASTER	433,946.00	0.00	433,946.00	270,242.84	7,944.81	155,758.35	64.1%
<b>120 HEALTH DEPT</b>							
1 Personnel	598,475.00	0.00	598,475.00	382,349.43	0.00	216,125.57	63.9%
2 Expenses	123,139.00	0.00	123,139.00	57,003.60	27,860.35	38,275.05	68.9%
TOTAL HEALTH DEPT	721,614.00	0.00	721,614.00	439,353.03	27,860.35	254,400.62	64.7%
<b>130 HUMAN RESOURCES</b>							

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

130 HUMAN RESOURCES		TRANS/ADJ/SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED	
ORIGINAL APPROP								
1	Personnel	18,262,034.00	3,750.00	18,265,784.00	9,212,476.23	32,176.27	9,021,131.50	50.6%
2	Expenses	31,800.00	0.00	31,800.00	16,132.14	6,656.57	9,011.29	71.7%
TOTAL HUMAN RESOURCES		18,293,834.00	3,750.00	18,297,584.00	9,228,608.37	38,832.84	9,030,142.79	50.6%
<b>140 LIBRARY</b>								
1	Personnel	1,214,047.00	0.00	1,214,047.00	775,146.79	0.00	438,900.21	63.8%
2	Expenses	392,704.00	0.00	392,704.00	274,424.28	106,162.09	12,117.63	96.9%
TOTAL LIBRARY		1,606,751.00	0.00	1,606,751.00	1,049,571.07	106,162.09	451,017.84	71.9%
<b>160 MAYOR</b>								
1	Personnel	449,498.00	40,000.00	489,498.00	306,100.74	0.00	183,397.26	62.5%
2	Expenses	124,400.00	0.00	124,400.00	73,235.53	35,177.89	15,986.58	87.1%
TOTAL MAYOR		573,898.00	40,000.00	613,898.00	379,336.27	35,177.89	199,383.84	67.5%
<b>170 RECREATION</b>								
1	Personnel	1,463,937.00	0.00	1,463,937.00	863,507.81	0.00	600,429.19	59.0%
2	Expenses	1,039,764.00	111,113.04	1,150,877.04	581,313.79	298,319.23	271,244.02	76.4%
TOTAL RECREATION		2,503,701.00	111,113.04	2,614,814.04	1,444,821.60	298,319.23	871,673.21	66.7%
<b>180 TRAFFIC &amp; PARKING DEPT</b>								

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

	180 TRAFFIC & PARKING DEPT ORIGINAL APPROP	TRANS./ADJ/SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
1 Personnel	1,165,504.00	0.00	1,165,504.00	737,753.65	0.00	427,750.35	63.3%
2 Expenses	445,035.00	50,000.00	495,035.00	262,857.37	125,141.16	107,036.47	78.4%
TOTAL TRAFFIC & PARKING DEPT	1,610,539.00	50,000.00	1,660,539.00	1,000,611.02	125,141.16	534,786.82	67.8%
<b>290 PLANNING</b>							
1 Personnel	744,891.00	0.00	744,891.00	432,777.95	0.00	312,113.05	58.1%
2 Expenses	409,536.00	32,000.00	441,536.00	184,112.73	200,140.45	57,282.82	87.0%
TOTAL PLANNING	1,154,427.00	32,000.00	1,186,427.00	616,890.68	200,140.45	369,395.87	68.9%
<b>210 POLICE</b>							
1 Personnel	11,846,133.00	0.00	11,846,133.00	6,953,430.20	0.00	4,892,702.80	58.7%
2 Expenses	957,099.00	0.00	957,099.00	507,062.55	212,936.18	237,100.27	75.2%
TOTAL POLICE	12,803,232.00	0.00	12,803,232.00	7,460,492.75	212,936.18	5,129,803.07	59.9%
<b>220 PUBLIC PROPERTY</b>							
1 Personnel	733,528.00	0.00	733,528.00	363,785.51	0.00	369,742.49	49.6%
2 Expenses	767,356.00	0.00	767,356.00	541,328.07	163,611.99	62,415.94	91.9%
TOTAL PUBLIC PROPERTY	1,500,884.00	0.00	1,500,884.00	905,113.58	163,611.99	432,158.43	71.2%
<b>230 PUBLIC SERVICES</b>							

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

230 PUBLIC SERVICES		TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED	
ORIGINAL APPROP								
1	Personnel	2,110,370.00	0.00	2,110,370.00	1,259,865.39	0.00	850,504.61	59.7%
2	Expenses	2,156,785.00	55,000.00	2,211,785.00	1,652,458.40	1,894,291.92	-1,334,965.32	160.4%
TOTAL PUBLIC SERVICES		4,267,155.00	55,000.00	4,322,155.00	2,912,323.79	1,894,291.92	-484,460.71	111.2%
<b>235 ENGINEERING</b>								
1	Personnel	160,965.00	0.00	160,965.00	193,428.31	0.00	-32,463.31	120.2%
2	Expenses	26,000.00	0.00	26,000.00	634.91	745.97	24,619.12	5.3%
TOTAL ENGINEERING		186,965.00	0.00	186,965.00	194,063.22	745.97	-7,844.19	104.2%
<b>240 PURCHASING</b>								
1	Personnel	183,741.00	0.00	183,741.00	117,934.05	0.00	65,806.95	64.2%
2	Expenses	64,577.00	0.00	64,577.00	27,988.65	25,992.81	10,595.54	83.6%
TOTAL PURCHASING		248,318.00	0.00	248,318.00	145,922.70	25,992.81	76,402.49	69.2%
<b>250 SCHOOL</b>								
1	Personnel	55,936,880.52	-118,793.75	55,818,086.77	29,814,501.93	2,067.25	26,001,517.59	53.4%
2	Expenses	15,114,900.03	118,793.75	15,233,693.78	8,653,881.38	3,512,196.77	3,067,615.63	79.9%
TOTAL SCHOOL		71,051,780.55	0.00	71,051,780.55	38,468,383.31	3,514,264.02	29,069,133.22	59.1%
<b>260 SOLICITOR-LICENSING</b>								

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

260 SOLICITOR-LICENSING ORIGINAL APPROP	TRANS/ADJ/SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED		
1 Personnel		490,787.00	290,875.46	0.00	199,911.54	59.3%		
2 Expenses		81,100.00	44,131.59	34,913.90	2,054.51	97.5%		
TOTAL SOLICITOR-LICENSING		571,887.00	335,007.05	34,913.90	201,966.05	64.7%		
<b>270 TREASURER</b>								
1 Personnel		16,611,901.00	16,057,856.40	0.00	554,044.60	96.7%		
2 Expenses		22,221,349.00	14,476,255.06	14,729.98	7,776,877.96	65.1%		
TOTAL TREASURER		38,833,250.00	30,534,111.46	14,729.98	8,330,922.56	78.6%		
<b>280 VETERANS SERVICES</b>								
1 Personnel		142,923.00	93,822.94	0.00	49,100.06	65.6%		
2 Expenses		410,800.00	242,512.61	4,478.39	163,809.00	60.1%		
TOTAL VETERANS SERVICES		553,723.00	336,335.55	4,478.39	212,909.06	61.5%		
<b>900 BUDGET TRANSFERS OUT OF GF</b>								
2 Expenses		650,000.00	650,000.00	0.00	0.00	100.0%		
TOTAL BUDGET TRANSFERS OUT OF GF		650,000.00	650,000.00	0.00	0.00	100.0%		
<b>GRAND TOTAL</b>		173,810,529.55	368,511.18	174,179,040.73	106,864,396.33	7,048,562.74	60,266,081.66	65.4%

\*\* END OF REPORT - Generated by Justin MacCutcheon \*\*

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

### REPORT OPTIONS

Sequence	Field #	Total	Page	Break
Sequence 1	4	Y	N	N
Sequence 2	8	Y	N	N
Sequence 3	0	N	N	N
Sequence 4	0	N	N	N

Report title:  
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.  
 Print totals only: Y  
 Print Full or Short description: F  
 Print Full GL account: N  
 Format type: I  
 Double space: N  
 Suppress zero bal accts: Y  
 Include requisition amount: Y  
 Print Revenues-Version headings: N  
 Print revenue as credit: Y  
 Print revenue budgets as zero: N  
 Include Fund Balance: N  
 Print Journal detail: N  
 From Yr/Per: 2022/12  
 To Yr/Per: 2022/12  
 Include budget entries: Y  
 Incl encumb/liq entries: Y  
 Sort by JE # or PO #: J  
 Detail format option: 1  
 Include additional JE comments: N  
 Multiyear view: D  
 Amounts/totals exceed 999 million dollars: N

Year/Period: 2024 / 8  
 Print MTD Version: N  
 Roll projects to object: N  
 Carry forward code: 2

Field Name	Find Criteria	Field Value
Fund	FUNCTN	100
UMAS	FUNCTN	
UMAS	SUB DP	
DEPT	NUMBER	
SCHL	LOCATIO	
SCHL	SUB FUN	
BLANK		
PSNL/EXP		<>0
Character	Code	
Org		
Object		
Account	type	
Account	status	

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

### REPORT OPTIONS

Rollup Code

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ACCOUNTS FOR: 6000 Sewer Enterprise Fund		TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
<b>230 PUBLIC SERVICES</b>							
1 Personnel	509,119.00	0.00	509,119.00	277,475.87	0.00	231,643.13	54.5%
2 Expenses	202,325.00	0.00	202,325.00	99,058.75	57,847.85	45,418.40	77.6%
TOTAL PUBLIC SERVICES	711,444.00	0.00	711,444.00	376,534.62	57,847.85	277,061.53	61.1%
<b>235 ENGINEERING</b>							
1 Personnel	207,246.00	0.00	207,246.00	88,301.00	0.00	118,945.00	42.6%
2 Expenses	1,010,150.00	550,000.00	1,560,150.00	145,940.06	644,657.28	769,552.66	50.7%
TOTAL ENGINEERING	1,217,396.00	550,000.00	1,767,396.00	234,241.06	644,657.28	888,497.66	49.7%
<b>270 TREASURER</b>							
2 Expenses	6,515,621.00	0.00	6,515,621.00	4,355,732.98	0.00	2,159,888.02	66.9%
TOTAL TREASURER	6,515,621.00	0.00	6,515,621.00	4,355,732.98	0.00	2,159,888.02	66.9%
TOTAL Sewer Enterprise Fund	8,444,461.00	550,000.00	8,994,461.00	4,966,508.66	702,505.13	3,325,447.21	63.0%



# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ACCOUNTS FOR: 6100 Water Enterprise Fund		TRANS/ADJ/SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
<b>230 PUBLIC SERVICES</b>							
1 Personnel	564,119.00	0.00	564,119.00	296,806.39	0.00	267,312.61	52.6%
2 Expenses	202,450.00	200,000.00	402,450.00	104,941.82	137,952.79	159,555.39	60.4%
TOTAL PUBLIC SERVICES	766,569.00	200,000.00	966,569.00	401,748.21	137,952.79	426,868.00	55.8%
<b>235 ENGINEERING</b>							
1 Personnel	207,246.00	0.00	207,246.00	88,301.22	0.00	118,944.78	42.6%
2 Expenses	745,050.00	0.00	745,050.00	359,131.18	320,657.05	65,261.77	91.2%
TOTAL ENGINEERING	952,296.00	0.00	952,296.00	447,432.40	320,657.05	184,206.55	80.7%
<b>270 TREASURER</b>							
2 Expenses	5,427,781.00	0.00	5,427,781.00	4,915,715.16	0.00	512,065.84	90.6%
TOTAL TREASURER	5,427,781.00	0.00	5,427,781.00	4,915,715.16	0.00	512,065.84	90.6%
TOTAL Water Enterprise Fund	7,146,646.00	200,000.00	7,346,646.00	5,764,895.77	458,609.84	1,123,140.39	84.7%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ACCOUNTS FOR: 6200 Solid Waste Enterprise TRANS/ADJSTMS REVISED BUDGET YTD EXPENDED ENCUMBRANCE/REQ AVAILABLE BUDGET % USED

### 235 ENGINEERING

1 Personnel	83,426.00	0.00	83,426.00	30,369.20	0.00	53,056.80	36.4%
2 Expenses	4,040,835.00	160,000.00	4,200,835.00	2,335,909.90	1,507,503.89	357,421.21	91.5%
TOTAL ENGINEERING	4,124,261.00	160,000.00	4,284,261.00	2,366,279.10	1,507,503.89	410,478.01	90.4%
TOTAL Solid Waste Enterprise	4,124,261.00	160,000.00	4,284,261.00	2,366,279.10	1,507,503.89	410,478.01	90.4%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ACCOUNTS FOR: 6300 COMCAST PEG ACCESS ENTERPRISE REVISED BUDGET YTD EXPENDED ENCUMBRANCE/REQ AVAILABLE BUDGET % USED  
 ORIGINAL APPROP TRANS/ADJSMTS

**260 SOLICITOR-LICENSING**

2 Expenses	691,250.00	0.00	691,250.00	414,618.83	1,548.20	275,082.97	60.2%
TOTAL SOLICITOR-LICENSING	691,250.00	0.00	691,250.00	414,618.83	1,548.20	275,082.97	60.2%
TOTAL COMCAST PEG ACCESS ENTERPRISE	691,250.00	0.00	691,250.00	414,618.83	1,548.20	275,082.97	60.2%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED	
20,406,618.00	GRAND TOTAL	910,000.00	21,316,618.00	13,512,302.36	2,670,167.06	5,134,148.58	75.9%

\*\* END OF REPORT - Generated by Justin MacCutcheon \*\*

# CITY OF SALEM, MA - LIVE

## YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS



Sequence	Field #	Total	Page	Break
Sequence 1	1	Y	Y	Y
Sequence 2	4	Y	N	N
Sequence 3	8	Y	N	N
Sequence 4	0	N	N	N

Report title:  
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.  
 Print totals only: Y  
 Print Full or Short description: F  
 Print full GL account: N  
 Format type: 1  
 Double space: N  
 Suppress zero bal accts: Y  
 Include requisition amount: Y  
 Print Revenues--Version headings: N  
 Print revenue as credit: Y  
 Print revenue budgets as zero: N  
 Include Fund Balance: N  
 Print Journal detail: N  
 From Yr/Per: 2022/12  
 To Yr/Per: 2022/12  
 Include budget entries: Y  
 Incl encumb/liq entries: Y  
 Sort by JE # or PO #: 1  
 Detail format option: 1  
 Include additional JE comments: N  
 Multiyear view: D  
 Amounts/totals exceed 999 million dollars: N

Year/Period: 2024 / 8  
 Print MTD Version: N  
 Roll projects to object: N  
 Carry forward code: 2

Field Name	Find Criteria	Field Value
Fund	UMAS FUNCTN	6*
	UMAS SUB DP	
	DEPT NUMBER	
	SCHL LOCATIO	
	SCHL SUB FUN	
	BLANK	
	PSNL/EXP	<>0
	Character Code	
	Org	
	Object	
	Account type	
	Account status	

# CITY OF SALEM, MA - LIVE

## YEAR-TO-DATE BUDGET REPORT



REPORT OPTIONS

Rollup Code



# City of Salem

## FY 2024 MONTHLY FINANCIAL REPORTS

March 31, 2024

### REPORTS

REVENUE STATEMENT

CIP, SALE OF CITY PROPERTY & RETIREMENT STABILIZATION

FREE CASH, ENTERPRISE RE

DEPARTMENTAL BUDGET REPORTS

### FUND BALANCES

STABILIZATION \$ 17,129,434.55

CAPITAL OUTLAY \$ 10,277,053.83

SALE OF CITY PROP \$ 45,045.43

RETIREMENT STAB \$ 317,242.40

OPEB \$ 7,340,736.64

\*FREE CASH \$ 4,458,187.71

\*WATER & SEWER R/E \$ 4,289,838.00

\*TRASH R/E \$ 546,970.00

CITY OF SALEM  
March 31, 2024  
REVENUE STATEMENT

GENERAL FUND

REAL AND PERSONAL (NET)

	RECAP FY 2023	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE	Y-T-D % COLLECTED	VARIANCE Y-T-D + (-)
	109,262,390	392,122	88,089,815	80.62%	(21,172,575)
MOTOR VEHICLE	4,550,000	1,544,951	2,294,138	50.42%	(2,255,862)
HOTEL EXCISE	1,775,000	421,629	2,226,760	125.45%	451,760
MEALS TAX	1,278,500	317,663	1,206,086	94.34%	(72,414)
OTHER	0	(34,927)	0	#DIV/0!	0
VESSEL EXCISE*	30,000	976	64,889	216.30%	34,889
CANNABIS CBA	0	-	34,485	#DIV/0!	34,485
CANNABIS EXCISE	850,000	176,653	577,020	67.88%	(272,980)
SHORT TERM RENTAL	0	39,378	148,581	#DIV/0!	148,581
INTEREST ON TAXES	525,000	43,043	348,905	66.46%	(176,095)
PAYMENT IN LIEU OF TAXES (PILOT	1,285,000	34,584	823,933	64.12%	(461,067)
CHARGES FOR SERVICES	1,100,000	40,988	936,267	85.12%	(163,733)
PARKING FEES	3,235,000	235,964	3,297,511	101.93%	62,511
LICENSES AND PERMITS	1,700,000	82,329	1,742,081	102.48%	42,081
FINES AND FORFEITS	900,000	126,068	1,205,244	133.92%	305,244
INVESTMENT INCOME	640,000	330,865	2,672,560	417.59%	2,032,560
MISCELLANEOUS INCOME	0	4,716	806,435	#DIV/0!	806,435
MEDICAID INCOME SCHOOL SPEED	750,000	110,267	482,515.29	64.34%	(267,485)
NON RECURRING	255,000	-	-	0	(255,000)
<b>TOTAL LOCAL RECEIPTS</b>	<b>18,873,500</b>	<b>3,475,147</b>	<b>18,867,412</b>	<b>99.97%</b>	<b>(6,088)</b>

NET MA CHERRY SHEET ASST.	37,745,626	3,083,915	24,796,910	65.69%	(12,948,716)
MSBA REIMBURSEMENTS	0	-	-	N/A	0
R/RES REDUCE TAX RATE	2,832,011	-	3,606,469	127.35%	774,458
OFS/TRANSFERS IN	28,525	-	125,686	N/A	97,161
INDIRECT COSTS from W&S	1,555,858	-	-	0.00%	(1,555,858)
<b>TOTAL OTHER RECEIPTS</b>	<b>42,162,020</b>	<b>3,083,915</b>	<b>28,529,064</b>	<b>67.67%</b>	<b>(13,632,956)</b>
<b>GENERAL FUND TOTAL</b>	<b>170,297,910</b>	<b>6,951,184</b>	<b>135,486,292</b>	<b>79.56%</b>	<b>(34,811,618)</b>

ENTERPRISE FUND

SEWER RATES	11,100,774	924,749	8,431,899	75.96%	(2,668,875)
SEWER TRANS/OFS	-	-	-	-	0
WATER RATES	6,358,068	488,679	4,733,368	74.45%	(1,624,700)
WATER TRANS/OFS	1,250,000	-	-	-	(1,250,000)
<b>Total Water &amp; Sewer</b>	<b>18,708,842</b>	<b>1,413,428</b>	<b>13,165,267</b>	<b>70.37%</b>	<b>(5,543,575)</b>
TRASH FEES	967,251	87,063	879,045	90.88%	(88,206)
TRASH General Fund Subsidy/OFS	3,433,011	-	3,189,010	92.89%	(244,001)
<b>Total Trash</b>	<b>4,400,262</b>	<b>87,063</b>	<b>4,068,055</b>	<b>92.45%</b>	<b>(332,207)</b>

PEG ACCESS	691,250	(0)	275,482	39.85%	(415,768)
<b>Total Peg Access</b>	<b>691,250</b>	<b>(0)</b>	<b>275,482</b>	<b>39.85%</b>	<b>(415,768)</b>
<b>ENTERPRISE FUND TOTAL</b>	<b>23,800,354</b>	<b>1,500,490</b>	<b>17,508,805</b>	<b>73.57%</b>	<b>(6,291,549)</b>
<b>GRAND TOTAL</b>	<b>194,098,264</b>	<b>8,451,674</b>	<b>152,995,096</b>	<b>78.82%</b>	<b>(41,103,168)</b>



**CITY OF SALEM, MASSACHUSETTS**  
**Short Term Capital Improvement Program Activity - Fund 2000**

Department	Description	Orig/Chg	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Reposured amount T/F	L-T-D Paid Thru 12/31/23	Encumbrance	Available Balance	Finance - Notes
FY 2019 - Open Projects	Fire	Bay Floor and 2nd Improvements		20001010-5948A	5/24/2018	339	75,000.00	(30,000.00)	44,999.54		0.98	Open
	Fire	Public Art Underpass		20001017-5948B	5/24/2018	339	75,000.00		70,323.94		4,676.06	Open
	Police	Police Equipment		20001020-5948C	5/24/2018	339	50,000.00		50,000.00		0.00	Open
	Police	Police Equipment		20001021-5948D	5/24/2018	339	50,000.00		50,000.00		0.00	Open
	Police	Police Equipment		20001022-5948E	5/24/2018	339	50,000.00		50,000.00		0.00	Open
	Police	Police Equipment		20001023-5948F	5/24/2018	339	50,000.00		50,000.00		0.00	Open
	Police	Police Equipment		20001024-5948G	5/24/2018	339	50,000.00		50,000.00		0.00	Open
	Police	Police Equipment		20001025-5948H	5/24/2018	339	50,000.00		50,000.00		0.00	Open
	Police	Police Equipment		20001026-5948I	5/24/2018	339	50,000.00		50,000.00		0.00	Open
	Police	Police Equipment		20001027-5948J	5/24/2018	339	50,000.00		50,000.00		0.00	Open
FY 2020 - Open Projects	Fire	SCGA Equipment		20002010-5948B	5/29/2019	667	24,940.00		16,939.64		8,000.36	Open
	Fire	Bill Manti/Utilities		20002011-5948C	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
	Fire	Bill Manti/Utilities		20002012-5948D	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
	Fire	Bill Manti/Utilities		20002013-5948E	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
	Fire	Bill Manti/Utilities		20002014-5948F	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
	Fire	Bill Manti/Utilities		20002015-5948G	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
	Fire	Bill Manti/Utilities		20002016-5948H	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
	Fire	Bill Manti/Utilities		20002017-5948I	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
	Fire	Bill Manti/Utilities		20002018-5948J	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
	Fire	Bill Manti/Utilities		20002019-5948K	5/29/2019	667	30,000.00		26,908.64		3,091.36	Open
FY 2021 - Open Projects	Fire	Essex Street Recovery and Sidewalk		20002120-5948C	2/25/2021	65	200,000.00		163,172.94		36,827.06	Open
	Fire	Essex Street Recovery and Sidewalk		20002121-5948D	3/11/2021	112	124,121.00		123,974.36		146.64	Open
	Fire	Essex Street Recovery and Sidewalk		20002122-5948E	3/25/2021	143	18,799.00		17,899.00		900.00	Open
	Fire	Essex Street Recovery and Sidewalk		20002123-5948F	3/25/2021	142	4,000.00		3,559.30		440.70	Open
	Fire	Essex Street Recovery and Sidewalk		20002124-5948G	4/22/2021	186	37,440.46		35,959.70		1,480.76	Open
	Fire	Essex Street Recovery and Sidewalk		20002125-5948H	4/22/2021	186	37,440.46		35,959.70		1,480.76	Open
	Fire	Essex Street Recovery and Sidewalk		20002126-5948I	4/22/2021	186	37,440.46		35,959.70		1,480.76	Open
	Fire	Essex Street Recovery and Sidewalk		20002127-5948J	4/22/2021	186	37,440.46		35,959.70		1,480.76	Open
	Fire	Essex Street Recovery and Sidewalk		20002128-5948K	4/22/2021	186	37,440.46		35,959.70		1,480.76	Open
	Fire	Essex Street Recovery and Sidewalk		20002129-5948L	4/22/2021	186	37,440.46		35,959.70		1,480.76	Open
FY 2022 - Open Projects	Fire	Essex Street Recovery and Sidewalk		20002201-5948C	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002202-5948D	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002203-5948E	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002204-5948F	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002205-5948G	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002206-5948H	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002207-5948I	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002208-5948J	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002209-5948K	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open
	Fire	Essex Street Recovery and Sidewalk		20002210-5948L	6/10/2021	282	40,000.00		38,037.71		1,962.29	Open

**CITY OF SALEM, MASSACHUSETTS  
Short Term Capital Improvement Program Activity - Fund 2000**

Department	Description	Obj/Proj	Date To Council	Pending Amount	Approved Date	CO #	Amount	Reapportioned and/or TF #	L-TD Paid Thru 12/31/23	Encumbrance	Available	Finance Notes
IT	IT Function Management (CPI)	20002307-9846EJ	6/9/2022	6/9/2022			18,000.00		103,261.80	5,947.07	80,797.13	Open
Library	ADA Improvements and Associated Repairs at Library	20002314-9846EJ	6/9/2022	6/9/2022			6,000.00		6,728.00	-	13,242.00	Open
Library	Annual Priority Small Repairs - Upgrades, FF&E & Associated Improvements	20002314-9846EJ	6/9/2022	6/9/2022			50,000.00		50,000.00	-	50,000.00	Open
Library	Repairs to Bowdoin Stairs	20002317-9846EJ	6/9/2022	6/9/2022			100,000.00		100,000.00	-	100,000.00	Open
Library	Courtyard and Associated Renovations	20002317-9846EJ	6/9/2022	6/9/2022			100,000.00		100,000.00	-	100,000.00	Open
Park & Recreation	Goat Cart Paths - Phase II	20002319-9846EJ	6/9/2022	6/9/2022			50,000.00		50,000.00	-	50,000.00	Open
Park & Recreation	Parking Infrastructure Improvements - EV and Equipment Infrastructure	20002319-9846EJ	6/9/2022	6/9/2022			60,000.00		60,000.00	-	60,000.00	Open
Park & Recreation	Garage Improvements - Annual Repairs & ADA Compliance	20002319-9846EJ	6/9/2022	6/9/2022			60,000.00		60,000.00	-	60,000.00	Open
Park & Recreation	Foot Ave/Columbus Ave Intersection Design Project	20002319-9846EJ	6/9/2022	6/9/2022			143,000.00		162,948.11	151.89	162,948.11	Open
Parking	Traffic Calming Capital Improvements	20002320-9846EJ	6/9/2022	6/9/2022			250,000.00		123,133.58	76,362.18	76,362.18	Open
Parking	Hemery Grove Mallway Path Study/Design	20002320-9846EJ	6/9/2022	6/9/2022			12,000.00		9,900.00	-	9,900.00	Open
Planning	Neighborhood Interpretive Signs	20002320-9846EJ	6/9/2022	6/9/2022			14,000.00		7,318.00	-	7,318.00	Open
Planning	Old Town Hall & Atlas Row Annual Repairs, Minor Renovations, Studies Etc. (non-ADA)	20002320-9846EJ	6/9/2022	6/9/2022			20,000.00		20,000.00	-	20,000.00	Open
Planning	Old Town Hall & Atlas Row ADA Compliance and Associated Repairs	20002320-9846EJ	6/9/2022	6/9/2022			20,000.00		20,000.00	-	20,000.00	Open
Planning	Historic Cemetery - Headstone and Tomb Conservation	20002320-9846EJ	6/9/2022	6/9/2022			30,000.00		24,676.42	-	24,676.42	Open
Planning	Atlas Row Roof Repair	20002320-9846EJ	6/9/2022	6/9/2022			60,000.00		9,288.00	-	9,288.00	Open
Park & Recreation	Small ADA Compliance and Associated Repairs	20002321-9846EJ	6/9/2022	6/9/2022			15,000.00		15,000.00	-	15,000.00	Open
Park & Recreation	PS&P 2020 Historic Security Camera Project Election	20002321-9846EJ	6/9/2022	6/9/2022			32,500.00		28,861.00	-	28,861.00	Open
Park & Recreation	Shawn Place Historic Signs General Repairs FF&E Studies and Associated Repairs	20002321-9846EJ	6/9/2022	6/9/2022			35,000.00		21,280.04	-	21,280.04	Open
Park & Recreation	Red Wolf Commons	20002321-9846EJ	6/9/2022	6/9/2022			45,000.00		7,346.20	-	7,346.20	Open
Park & Recreation	Vehicle Restroom Plan - Pilot and Non-Pilot	20002321-9846EJ	6/9/2022	6/9/2022			67,200.00		67,200.00	-	67,200.00	Open
Park & Recreation	Annual Small Repairs - OPS Building Studies - OPS & Concessions	20002323-9846EJ	6/9/2022	6/9/2022			14,000.00		163,861.35	-	163,861.35	Open
Park & Recreation	ADA Improvements and Associated Repairs - OPS & Concessions	20002323-9846EJ	6/9/2022	6/9/2022			20,000.00		22,250.00	-	22,250.00	Open
Park & Recreation	Upland Safety and SOP for trench safety and dewater best practices plans and manuals for OPS operations	20002323-9846EJ	6/9/2022	6/9/2022			50,000.00		5,016.32	-	5,016.32	Open
Park & Recreation	Elimination of Greenway Center Inlet	20002323-9846EJ	6/9/2022	6/9/2022			20,000.00		14,881.68	-	14,881.68	Open
School	New Upper and Seaman Prep Schools Studies, Studies Shows	20002325-9846EJ	6/9/2022	6/9/2022			75,000.00		75,000.00	-	75,000.00	Open
School	ADA and Electrical Site Reviews, Upgrades, Studies Shows	20002325-9846EJ	6/9/2022	6/9/2022			60,000.00		60,000.00	-	60,000.00	Open
Sustainability	Climate Change Resiliency Project - Pilot - Design	20002325-9846EJ	6/9/2022	6/9/2022			1,500.00		41,598.00	-	41,598.00	Open
Sustainability	Climate Change Resiliency Project - Pilot - Design	20002325-9846EJ	6/9/2022	6/9/2022			1,500.00		100,000.00	-	100,000.00	Open
Engineering/Municipal	MAP Collaps Core Match	20002330-9846EJ	6/9/2022	6/9/2022			80,000.00		75,580.48	-	75,580.48	Open
Fire	Labour Truck	20002310-9846EJ	6/9/2022	6/9/2022			80,000.00		75,000.00	-	75,000.00	Open
Electrical	One Statue	20002320-9846EJ	12/9/2022	12/9/2022			38,000.00		16,273.00	-	16,273.00	Open
Planning	Marietta Field	20002320-9846EJ	12/9/2022	12/9/2022			80,000.00		80,000.00	-	80,000.00	Open
Parking	Phase 2 Humps	20002318-9846EJ	12/9/2022	12/9/2022			150,000.00		101,667.85	-	101,667.85	Open
Parking	PHASE 2 MUSEUM PLAZA GARAGE	20002318-9846EJ	2/9/2023	2/9/2023			150,000.00		124,827.63	-	124,827.63	Open
							5,109,498.00		3,903,234.80	462,174.23	2,613,536.67	
<b>FY 2024 - Omit Projects</b>												
Buildings	City Hall Games and Kickand Access	20002422-9846EJ	09/14/23	09/14/23			37,640.00		7,400.00	-	37,640.00	Open
Buildings	ADA Compliance and Associated Improvements	20002422-9846EJ	09/14/23	09/14/23			30,000.00		1,000.00	-	21,800.00	Open
Buildings	Annual Priority Small Repairs - Upgrades, FF&E & Associated Improvements	20002422-9846EJ	09/14/23	09/14/23			23,000.00		18,640.85	-	63.29	Open
City	Repair Council Furniture	20002403-9846EJ	09/14/23	09/14/23			15,000.00		14,840.00	-	160.00	Open
Electrical	Ford 950	20002408-9846EJ	09/14/23	09/14/23			44,000.00		41,971.00	-	2,029.00	Open
Electrical	Traffic Signal Maintenance	20002408-9846EJ	09/14/23	09/14/23			20,000.00		20,000.00	-	20,000.00	Open
Engineering/Municipal	ADA walk signal station	20002408-9846EJ	09/14/23	09/14/23			10,000.00		10,000.00	-	10,000.00	Open
Engineering/Municipal	Derry Street Concrete Street Phase 3	20002428-9846EJ	09/14/23	09/14/23			200,000.00		182,287.94	-	17,712.06	Open
Engineering/Municipal	Boston Street Concrete Streets - Outer	20002428-9846EJ	09/14/23	09/14/23			300,000.00		300,000.00	-	300,000.00	Open
Fire	Fire Annual Review/Upgrades	20002410-9846EJ	09/14/23	09/14/23			173,000.00		178,000.00	-	18,997.98	Open
Fire	New Fire Insulation Light Rescue Truck	20002410-9846EJ	09/14/23	09/14/23			30,000.00		18,500.54	-	4,929.50	Open
IT	Replacement of essential network stations, 30-walk, including data center, core network, backup and UPS wireless	20002420-9846EJ	09/14/23	09/14/23			225,000.00		6,271.00	-	6,271.00	Open
Library	Furniture Upgrades	20002407-9846EJ	09/14/23	09/14/23			30,000.00		35,250.00	-	225,000.00	Open
Library	ADA Improvements and Associated Repairs at Library	20002414-9846EJ	09/14/23	09/14/23			20,000.00		20,000.00	-	20,000.00	Open
Park & Recreation	Electric Chairlift Stations at the Golf Course	20002417-9846EJ	09/14/23	09/14/23			150,000.00		60,000.00	-	60,000.00	Open
Park & Recreation	Park and Recreation ADA Compliance and Related Repairs	20002417-9846EJ	09/14/23	09/14/23			50,000.00		25,000.00	-	25,000.00	Open
Park & Recreation	Resident Park Platform	20002418-9846EJ	09/14/23	09/14/23			40,000.00		40,000.00	-	40,000.00	Open
Park & Recreation	Minor Park Repairs	20002418-9846EJ	09/14/23	09/14/23			60,000.00		60,000.00	-	60,000.00	Open
Park & Recreation	Traffic Camera, Central Improvements Phase 3	20002418-9846EJ	09/14/23	09/14/23			150,000.00		150,000.00	-	150,000.00	Open
Parking	Parking Infrastructure Improvements - EV and Equipment Infrastructure	20002418-9846EJ	09/14/23	09/14/23			200,000.00		25,317.88	-	174,682.12	Open
Parking	Biotech Infrastructure Design, Implementation & Maintenance	20002418-9846EJ	09/14/23	09/14/23			50,000.00		47,282.48	-	33,889.26	Open
Parking	Garage Improvements - Annual Repair & ADA Compliance	20002418-9846EJ	09/14/23	09/14/23			100,000.00		81,000.00	-	53,165.50	Open
Planning	Charitable Folen Memorial Project	20002423-9846EJ	09/14/23	09/14/23			70,000.00		31,205.00	-	15,988.50	Open
Planning	Five Year Consolidated Plan	20002423-9846EJ	09/14/23	09/14/23			50,000.00		50,000.00	-	50,000.00	Open
Park & Recreation	Winter Sports Studies & Upgrades	20002423-9846EJ	09/14/23	09/14/23			28,000.00		28,000.00	-	28,000.00	Open
Park & Recreation	Winter Sports Studies & Upgrades	20002421-9846EJ	09/14/23	09/14/23			105,999.00		35,718.21	-	28,632.65	Open
Park & Recreation	Variable Resuspension Filter and Air Strips	20002421-9846EJ	09/14/23	09/14/23			150,000.00		7,872.79	-	7,872.79	Open
Police	Equipment Purchases	20002421-9846EJ	09/14/23	09/14/23			150,000.00		150,000.00	-	150,000.00	Open
Police	Evidence Room	20002423-9846EJ	09/14/23	09/14/23			99,999.00		70,008.48	-	70,008.48	Open
Police	Geometric Signs's CRT Grant Motion	20002423-9846EJ	09/14/23	09/14/23			16,500.00		8,500.00	-	8,500.00	Open
Police	Year Term and Attendance Software	20002423-9846EJ	09/14/23	09/14/23			170,000.00		148,911.00	-	21,089.00	Open
Public Services	Trailer Mounted Loud Vacuum/Comer	20002423-9846EJ	09/14/23	09/14/23			20,000.00		20,000.00	-	20,000.00	Open
Public Services	Annual Small Repairs - OPS Building Studies - OPS & Concessions	20002423-9846EJ	09/14/23	09/14/23			20,000.00		20,000.00	-	20,000.00	Open
Public Services	Winter Sports Studies and Associated Repairs OPS & Concessions	20002423-9846EJ	09/14/23	09/14/23			150,000.00		127,834.78	-	193,510.42	Open
Public Services	Winter Sports Studies & Upgrades	20002423-9846EJ	09/14/23	09/14/23			100,000.00		17,660.00	-	11,997.54	Open
School	MEP & life safety (generic)	20002423-9846EJ	09/14/23	09/14/23			100,000.00		17,660.00	-	82,400.00	Open
School	ADA repairs detectable	20002407-9846EJ	07/13/23	07/13/23			15,000.00		15,000.00	-	15,000.00	Open
File	Enigma 4	20002410-9846EJ	10/29/23	10/29/23			5,000.00		5,498.66	-	4,598.66	Open
Traffic & Parking	Feet Ave	20002410-9846EJ	02/29/24	02/29/24			30,000.00		30,000.00	-	30,000.00	Open
Traffic & Parking	Feet Ave	20002411-9846EJ	12/07/23	12/07/23			589		490,000.00	-	490,000.00	Open

CITY OF SALEM, MASSACHUSETTS  
 Short Term Capital Improvement Program Activity - Fund 2000

Department	Description	Orig/Ch	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Reimposed and/or TF In	L-T-D Paid Thru	Encumbrance	Available Balance	Finance - Notes
							4,424,732.00		12/31/23	1,914,584.45	1,892,112.21	Rem as of 4/18/24
							16,037,899.38		6/30/1927 61	2,862,204.74	4,823,737.03	



**Short-Term Rental - Community Impact Fee - 50% to Housing and Infrastructure Fund**

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
------------	-------------	---------	-----------------	----------------	---------------	------	-----------------	------------	--------------	-----------	---------------------

FY 2024 Beginning Balance Revenue Collected To Date      89,927.78

FY 2024 Pending CO Total      -

FY 2024 YTD Balance      89,927.78

Total Open Balances --> -  
 Total Fund Bal --> 89,927.78

**City of Salem, Massachusetts  
FY 2024 Sale Of Property Fund - Fund 2441**

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
------------	-------------	---------	-----------------	----------------	---------------	------	-----------------	------------	--------------	-----------	---------------------

FY 2024 Beginning Balance 45,045.43  
Revenue Collected To Date -

FY 2024 Pending CO Total -

FY 2024 YTD Balance 45,045.43

Total Open Balances --> -

Total Fund Bal --> 45,045.43

**FY 2024  
City Council  
Stabilization And Capital Outlay  
Monthly Fund Balances**

	Actual Fund Bal OPEB 8313 Bal Sheet	Actual Fund Bal Stabilization Fund (8301) Bal Sheet	*Net Fund Bal Retirement (8311) Detl Rpt	Actual Fund Bal Retirement (8311) Bal Sheet	Outstanding Retirement (8311)	*Net FB Capital Outlay (2000) Detl Rpt	Actual FB Capital Outlay (2000) Bal Sheet	Open Balances Capital Outlay (2000)	Sale Of City Prop 2441 Detl Rpt	Actual FB City Prop 2441 Bal Sheet	Outs Bal City Prop 2441
June-FY23	6,076,932.80	16,088,656.33	429,750.31	429,750.31	-	2,803,558.40	9,768,145.74	6,964,587.34	45,045.43	45,045.43	-
July	6,197,868.56	16,204,082.89	1,011,071.78	1,011,071.78	-	2,729,698.96	9,694,286.30	6,964,587.34	45,045.43	45,045.43	-
August	6,065,207.22	16,204,082.89	1,011,071.78	1,011,071.78	-	1,852,720.94	8,817,308.28	6,964,587.34	45,045.43	45,045.43	-
September	5,871,417.51	16,204,082.89	754,934.73	754,934.73	-	1,598,660.16	8,563,247.50	6,964,587.34	45,045.43	45,045.43	-
October	5,732,785.73	16,204,082.89	670,660.40	690,617.60	19,957.20	1,468,171.46	8,432,758.80	6,964,587.34	45,045.43	45,045.43	-
November	6,132,388.15	16,204,082.89	619,556.60	639,513.80	19,957.20	413,892.48	7,378,479.82	6,964,587.34	45,045.43	45,045.43	-
December	6,973,914.91	17,129,434.55	525,836.33	545,793.53	19,957.20	5,678,780.85	10,970,636.43	5,291,855.58	45,045.43	45,045.43	-
January	6,985,800.07	17,129,434.55	508,380.09	528,337.29	19,957.20	5,494,915.95	10,710,965.86	5,216,049.91	45,045.43	45,045.43	-
February	7,173,952.79	17,129,434.55	444,292.09	453,916.35	9,624.26	5,491,655.27	10,479,957.47	4,988,302.20	45,045.43	45,045.43	-
March	7,340,736.64	17,129,434.55	317,242.40	356,328.08	39,085.68	5,453,316.80	10,277,053.83	4,823,737.03	45,045.43	45,045.43	-
April											
May											
June											
<b>Council Report</b>											

\*Net FB = Actual Fund Balance less approved council order balances

Stabilization Funds with Bartholomew - Interest is recorded quarterly.

**City of Salem  
Stabilization Fund (8301)**

Description	Date	CO Date Approved	C.O. #	Amount	Reason
-------------	------	------------------	--------	--------	--------

**Beginning Balance as of:**

**07/01/23**

**16,088,656.33**

Bartholomew Investment	09/30/23		n/a		
Bartholomew Investment	12/31/23		n/a		
Bartholomew Investment	03/31/24		n/a		
Bartholomew Investment	06/30/24		n/a		
Trust Fund Activity	07/31/23		n/a	(70,058.48)	
Transfer in	12/07/23	12/07/23	584	1,110,836.70	

**FY2024 Net Investment Income/(Deficit)**

**(70,058.48)**

**FY2024 Transfer Activity**

**1,110,836.70**

**Current Balance as of:**

**12/31/23**

**17,129,434.55**







# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
<b>010 ASSESSORS</b>							
1 Personnel	366,047.00	0.00	366,047.00	263,414.80	0.00	102,632.20	72.0%
2 Expenses	70,885.00	0.00	70,885.00	56,609.60	8,580.18	5,695.22	92.0%
TOTAL ASSESSORS	436,932.00	0.00	436,932.00	320,024.40	8,580.18	108,327.42	75.2%
<b>030 CITY CLERK</b>							
1 Personnel	777,125.00	0.00	777,125.00	583,042.95	0.00	194,082.05	75.0%
2 Expenses	145,427.00	8,720.00	154,147.00	95,131.87	14,008.91	45,006.22	70.8%
TOTAL CITY CLERK	922,552.00	8,720.00	931,272.00	678,174.82	14,008.91	239,088.27	74.3%
<b>040 COLLECTOR</b>							
1 Personnel	270,674.00	0.00	270,674.00	197,727.75	0.00	72,946.25	73.1%
2 Expenses	8,300.00	0.00	8,300.00	3,066.96	2,897.66	2,335.38	71.9%
TOTAL COLLECTOR	278,974.00	0.00	278,974.00	200,794.71	2,897.66	75,281.63	73.0%
<b>055 SUSTAIN/RESILIENCY</b>							
1 Personnel	251,623.00	0.00	251,623.00	178,975.46	0.00	72,647.54	71.1%
2 Expenses	20,700.00	0.00	20,700.00	5,650.98	811.38	14,237.64	31.2%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

	ORIGINAL APPROP	TRANS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
TOTAL SUSTAIN/RESILIENCY	272,323.00	0.00	272,323.00	184,626.44	811.38	86,885.18	68.1%
<b>060 COUNCIL ON AGING</b>							
1 Personnel	559,296.00	0.00	559,296.00	363,395.37	0.00	195,900.63	65.0%
2 Expenses	116,750.00	0.00	116,750.00	44,354.56	35,233.04	37,162.40	68.2%
TOTAL COUNCIL ON AGING	676,046.00	0.00	676,046.00	407,749.93	35,233.04	233,063.03	65.5%
<b>070 INFORMATION TECHNOLOGY-GIS</b>							
1 Personnel	882,046.00	0.00	882,046.00	538,708.62	0.00	343,337.38	61.1%
2 Expenses	873,250.00	0.00	873,250.00	635,952.05	134,580.84	102,717.11	88.2%
TOTAL INFORMATION TECHNOLOGY-GIS	1,755,296.00	0.00	1,755,296.00	1,174,660.67	134,580.84	446,054.49	74.6%
<b>080 ELECTRICAL</b>							
1 Personnel	436,394.00	0.00	436,394.00	304,604.79	0.00	131,789.21	69.8%
2 Expenses	445,997.00	0.00	445,997.00	365,003.40	15,889.95	65,103.65	85.4%
TOTAL ELECTRICAL	882,391.00	0.00	882,391.00	669,608.19	15,889.95	196,892.86	77.7%
<b>090 FINANCE/AUDITING</b>							
1 Personnel	388,470.00	20,000.00	408,470.00	266,599.60	0.00	141,870.40	65.3%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
2 Expenses	134,015.00	0.00	134,015.00	154,988.16	3,382.14	-24,355.30	118.2%
TOTAL FINANCE/AUDITING	522,485.00	20,000.00	542,485.00	421,587.76	3,382.14	117,515.10	78.3%
<b>100 FIRE</b>							
1 Personnel	9,975,423.00	0.00	9,975,423.00	7,215,042.07	0.00	2,760,380.93	72.3%
2 Expenses	522,203.00	10,134.14	532,337.14	400,337.57	87,489.70	44,509.87	91.6%
TOTAL FIRE	10,497,626.00	10,134.14	10,507,760.14	7,615,379.64	87,489.70	2,804,890.80	73.3%
<b>110 HARBORMASTER</b>							
1 Personnel	373,897.00	0.00	373,897.00	250,655.98	0.00	123,241.02	67.0%
2 Expenses	60,049.00	0.00	60,049.00	40,419.50	11,751.86	7,877.64	86.9%
TOTAL HARBORMASTER	433,946.00	0.00	433,946.00	291,075.48	11,751.86	131,118.66	69.8%
<b>130 HEALTH DEPT</b>							
1 Personnel	598,475.00	0.00	598,475.00	429,849.20	0.00	168,625.80	71.8%
2 Expenses	123,139.00	0.00	123,139.00	58,076.83	27,583.45	37,478.72	69.6%
TOTAL HEALTH DEPT	721,614.00	0.00	721,614.00	487,926.03	27,583.45	206,104.52	71.4%
<b>130 HUMAN RESOURCES</b>							

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

	130 HUMAN RESOURCES ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
1 Personnel	18,262,034.00	3,750.00	18,265,784.00	10,613,659.28	21,397.73	7,630,726.99	58.2%
2 Expenses	31,800.00	0.00	31,800.00	16,575.61	7,598.10	7,626.29	76.0%
TOTAL HUMAN RESOURCES	18,293,834.00	3,750.00	18,297,584.00	10,630,234.89	28,995.83	7,638,353.28	58.3%
<b>140 LIBRARY</b>							
1 Personnel	1,214,047.00	0.00	1,214,047.00	867,168.90	0.00	346,878.10	71.4%
2 Expenses	392,704.00	0.00	392,704.00	295,875.59	84,401.04	12,427.37	96.8%
TOTAL LIBRARY	1,606,751.00	0.00	1,606,751.00	1,163,044.49	84,401.04	359,305.47	77.6%
<b>160 MAYOR</b>							
1 Personnel	449,498.00	40,000.00	489,498.00	348,729.66	0.00	140,768.34	71.2%
2 Expenses	124,400.00	0.00	124,400.00	76,029.73	33,214.10	15,156.17	87.8%
TOTAL MAYOR	573,898.00	40,000.00	613,898.00	424,759.39	33,214.10	155,924.51	74.6%
<b>170 RECREATION</b>							
1 Personnel	1,463,937.00	0.00	1,463,937.00	926,853.23	0.00	537,083.77	63.3%
2 Expenses	1,039,764.00	111,113.04	1,150,877.04	601,791.62	309,788.02	239,297.40	79.2%
TOTAL RECREATION	2,503,701.00	111,113.04	2,614,814.04	1,528,644.85	309,788.02	776,381.17	70.3%
<b>180 TRAFFIC &amp; PARKING DEPT</b>							

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

180 TRAFFIC & PARKING DEPT ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
1 Personnel	1,165,504.00	1,165,504.00	821,778.02	0.00	343,725.98	70.5%
2 Expenses	445,035.00	495,035.00	293,429.07	130,467.50	71,138.43	85.6%
TOTAL TRAFFIC & PARKING DEPT	1,610,539.00	1,660,539.00	1,115,207.09	130,467.50	414,864.41	75.0%
<b>200 PLANNING</b>						
1 Personnel	744,891.00	744,891.00	488,653.45	0.00	256,237.55	65.6%
2 Expenses	409,536.00	441,536.00	276,578.74	114,920.22	50,037.04	88.7%
TOTAL PLANNING	1,154,427.00	1,186,427.00	765,232.19	114,920.22	306,274.59	74.2%
<b>210 POLICE</b>						
1 Personnel	11,846,133.00	11,846,133.00	7,723,293.18	0.00	4,122,839.82	65.2%
2 Expenses	957,099.00	957,099.00	553,357.48	195,958.85	207,782.67	78.3%
TOTAL POLICE	12,803,232.00	12,803,232.00	8,276,650.66	195,958.85	4,330,622.49	66.2%
<b>220 PUBLIC PROPERTY</b>						
1 Personnel	733,528.00	733,528.00	407,490.89	0.00	326,037.11	55.6%
2 Expenses	767,356.00	767,356.00	594,005.14	114,637.57	58,713.29	92.3%
TOTAL PUBLIC PROPERTY	1,500,884.00	1,500,884.00	1,001,496.03	114,637.57	384,750.40	74.4%
<b>230 PUBLIC SERVICES</b>						

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

230 PUBLIC SERVICES		TRANS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
1 Personnel	2,110,370.00	0.00	2,110,370.00	1,386,946.54	0.00	723,423.46	65.7%
2 Expenses	2,156,785.00	55,000.00	2,211,785.00	1,866,435.59	1,633,193.24	-1,287,843.83	158.2%
TOTAL PUBLIC SERVICES	4,267,155.00	55,000.00	4,322,155.00	3,253,382.13	1,633,193.24	-564,420.37	113.1%
<b>235 ENGINEERING</b>							
1 Personnel	160,965.00	0.00	160,965.00	213,650.06	0.00	-52,685.06	132.7%
2 Expenses	26,000.00	0.00	26,000.00	904.85	886.30	24,208.85	6.9%
TOTAL ENGINEERING	186,965.00	0.00	186,965.00	214,554.91	886.30	-28,476.21	115.2%
<b>240 PURCHASING</b>							
1 Personnel	183,741.00	0.00	183,741.00	131,798.73	0.00	51,942.27	71.7%
2 Expenses	64,577.00	0.00	64,577.00	30,626.50	23,354.96	10,595.54	83.6%
TOTAL PURCHASING	248,318.00	0.00	248,318.00	162,425.23	23,354.96	62,537.81	74.8%
<b>250 SCHOOL</b>							
1 Personnel	55,936,880.52	-125,093.75	55,811,786.77	34,025,597.70	2,067.25	21,784,121.82	61.0%
2 Expenses	15,114,900.03	125,093.75	15,239,993.78	10,219,411.04	2,732,145.77	2,288,436.97	85.0%
TOTAL SCHOOL	71,051,780.55	0.00	71,051,780.55	44,245,008.74	2,734,213.02	24,072,558.79	66.1%
<b>260 SOLICITOR-LICENSING</b>							



# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

260 SOLICITOR-LICENSING		TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED		
ORIGINAL APPROP									
1	Personnel		490,787.00	328,993.82	0.00	161,793.18	67.0%		
2	Expenses		81,100.00	48,976.12	31,944.37	179.51	99.8%		
	TOTAL SOLICITOR-LICENSING		571,887.00	377,969.94	31,944.37	161,972.69	71.7%		
			0.00						
<b>270 TREASURER</b>									
1	Personnel		16,611,901.00	16,169,188.38	0.00	442,712.62	97.3%		
2	Expenses		22,221,349.00	16,486,175.29	13,505.88	5,768,181.83	74.1%		
	TOTAL TREASURER		38,833,250.00	32,655,363.67	13,505.88	6,210,894.45	84.0%		
			46,514.00	38,879,764.00					
<b>280 VETERANS SERVICES</b>									
1	Personnel		142,923.00	104,839.81	0.00	38,083.19	73.4%		
2	Expenses		410,800.00	277,173.68	4,298.61	129,327.71	68.5%		
	TOTAL VETERANS SERVICES		553,723.00	382,013.49	4,298.61	167,410.90	69.8%		
			0.00	553,723.00					
<b>900 BUDGET TRANSFERS OUT OF GF</b>									
2	Expenses		650,000.00	650,000.00	0.00	0.00	100.0%		
	TOTAL BUDGET TRANSFERS OUT OF GF		650,000.00	650,000.00	0.00	0.00	100.0%		
			0.00						
<b>GRAND TOTAL</b>			173,810,529.55	377,231.18	174,187,760.73	119,297,595.77	5,795,988.62	49,094,176.34	71.8%

\*\* END OF REPORT - Generated by Justin MacCutcheon \*\*

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence	Field #	Total	Page	Break
Sequence 1	4	Y	N	N
Sequence 2	8	Y	N	N
Sequence 3	0	N	N	N
Sequence 4	0	N	N	N

Report title:  
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.  
 Print totals only: Y  
 Print Full or Short description: F  
 Print full GL account: N  
 Format type: 1  
 Double space: N  
 Suppress zero bal accts: Y  
 Include requisition amount: Y  
 Print Revenues-Version headings: N  
 Print revenue as credit: Y  
 Print revenue budgets as zero: N  
 Include Fund balance: N  
 Print Journal detail: N  
 From Yr/Per: 2022/12  
 To Yr/Per: 2022/12  
 Include budget entries: Y  
 Incl encumb/liq entries: Y  
 Sort by JE # or PO #: J  
 Detail format option: 1  
 Include additional JE comments: N  
 Multiyear view: D  
 Amounts/totals exceed 999 million dollars: N

Find Criteria  
Field Name Field Value

Fund 100  
 UMAS FUNCTN  
 UMAS SUB DP  
 DEPT NUMBER  
 SCHL LOCATIO  
 SCHL SUB FUN  
 BLANK  
 PSNL/EXP <>0  
 Character Code  
 Org  
 Object  
 Account type  
 Account status

# CITY OF SALEM, MA - LIVE

## YEAR-TO-DATE BUDGET REPORT



REPORT OPTIONS

Rollup Code

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

ACCOUNTS FOR: 6000 Sewer Enterprise Fund ORIGINAL APPROP TRANS/ADJSMTS REVISED BUDGET YTD EXPENDED ENCUMBRANCE/REQ AVAILABLE BUDGET % USED

### 230 PUBLIC SERVICES

1 Personnel	509,119.00	0.00	509,119.00	309,916.72	0.00	199,202.28	60.9%
2 Expenses	202,325.00	0.00	202,325.00	105,331.37	53,862.87	43,130.76	78.7%
TOTAL PUBLIC SERVICES	711,444.00	0.00	711,444.00	415,248.09	53,862.87	242,333.04	65.9%

### 235 ENGINEERING

1 Personnel	207,246.00	0.00	207,246.00	98,802.50	0.00	108,443.50	47.7%
2 Expenses	1,010,150.00	550,000.00	1,560,150.00	229,115.55	653,402.79	677,631.66	56.6%
TOTAL ENGINEERING	1,217,396.00	550,000.00	1,767,396.00	327,918.05	653,402.79	786,075.16	55.5%

### 270 TREASURER

2 Expenses	6,515,621.00	0.00	6,515,621.00	5,522,685.91	0.00	992,935.09	84.8%
TOTAL TREASURER	6,515,621.00	0.00	6,515,621.00	5,522,685.91	0.00	992,935.09	84.8%
TOTAL Sewer Enterprise Fund	8,444,461.00	550,000.00	8,994,461.00	6,265,852.05	707,265.66	2,021,343.29	77.5%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

ACCOUNTS FOR: 6100 Water Enterprise Fund	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
<b>230 PUBLIC SERVICES</b>							
1 Personnel	564,119.00	0.00	564,119.00	322,954.20	0.00	241,164.80	57.2%
2 Expenses	202,450.00	200,000.00	402,450.00	109,010.74	138,748.87	154,690.39	61.6%
TOTAL PUBLIC SERVICES	766,569.00	200,000.00	966,569.00	431,964.94	138,748.87	395,855.19	59.0%
<b>235 ENGINEERING</b>							
1 Personnel	207,246.00	0.00	207,246.00	98,166.26	0.00	109,079.74	47.4%
2 Expenses	745,050.00	0.00	745,050.00	401,064.34	278,850.09	65,135.57	91.3%
TOTAL ENGINEERING	952,296.00	0.00	952,296.00	499,230.60	278,850.09	174,215.31	81.7%
<b>270 TREASURER</b>							
2 Expenses	5,427,781.00	0.00	5,427,781.00	4,980,731.56	0.00	447,049.44	91.8%
TOTAL TREASURER	5,427,781.00	0.00	5,427,781.00	4,980,731.56	0.00	447,049.44	91.8%
TOTAL Water Enterprise Fund	7,146,646.00	200,000.00	7,346,646.00	5,911,927.10	417,598.96	1,017,119.94	86.2%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

ACCOUNTS FOR: 6200 Solid Waste Enterprise TRANS/ADJSTMS REVISED BUDGET YTD EXPENDED ENCUMBRANCE/REQ AVAILABLE BUDGET % USED

### 235 ENGINEERING

1 Personnel	83,426.00	0.00	83,426.00	34,054.58	0.00	49,371.42	40.8%
2 Expenses	4,040,835.00	160,000.00	4,200,835.00	2,653,679.73	1,199,577.24	347,578.03	91.7%
TOTAL ENGINEERING	4,124,261.00	160,000.00	4,284,261.00	2,687,734.31	1,199,577.24	396,949.45	90.7%
TOTAL Solid Waste Enterprise	4,124,261.00	160,000.00	4,284,261.00	2,687,734.31	1,199,577.24	396,949.45	90.7%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

ACCOUNTS FOR: 6300 COMCAST PEG ACCESS ENTERPRISE REVISED BUDGET YTD EXPENDED ENCUMBRANCE/REQ AVAILABLE BUDGET % USED  
 ORIGINAL APPROP TRANS/ADJSMTS

**260 SOLICITOR-LICENSING**

	691,250.00	0.00	691,250.00	415,262.83	904.20	275,082.97	60.2%
2 Expenses							
TOTAL SOLICITOR-LICENSING	691,250.00	0.00	691,250.00	415,262.83	904.20	275,082.97	60.2%
TOTAL COMCAST PEG ACCESS ENTERPRISE	691,250.00	0.00	691,250.00	415,262.83	904.20	275,082.97	60.2%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 09

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED	
20,406,618.00	GRAND TOTAL	910,000.00	21,316,618.00	15,280,776.29	2,325,346.06	3,710,495.65	82.6%

\*\* END OF REPORT - Generated by Justin MacCutcheon \*\*



YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	4	Y	N
Sequence 3	8	Y	N
Sequence 4	0	N	N

Report title:  
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.  
 Print totals only: Y  
 Print Full or Short description: F  
 Print Full GL account: N  
 Format type: 1  
 Double space: N  
 Suppress zero bal acct: Y  
 Include requisition amount: Y  
 Print Revenues-Version headings: N  
 Print revenue as credit: Y  
 Print revenue budgets as zero: N  
 Include Fund Balance: N  
 Print Journal detail: N  
 From Yr/Per: 2022/12  
 To Yr/Per: 2022/12

Year/Period: 2024/ 9  
 Print MTD Version: N  
 Roll Projects to object: N  
 Carry Forward code: 2

Include budget entries: Y  
 Incl encumb/liq entries: Y  
 Sort by JE # or PO #: J  
 Detail format option: 1  
 Include additional JE comments: N  
 Multiyear view: D  
 Amounts/totals exceed 999 million dollars: N

Field Name	Find Criteria	Field Value
Fund		6*
UMAS FUNCTN		
UMAS SUB DP		
DEPT NUMBER		
SCHL LOCATIO		
SCHL SUB FUN		
BLANK		
PSNL/EXP		<>0
Character Code		
Orig		
Object		
Account type		
Account status		

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Rollup Code



# City of Salem

## FY 2024 MONTHLY FINANCIAL REPORTS

April 30, 2024

### REPORTS

REVENUE STATEMENT

CIP, SALE OF CITY PROPERTY & RETIREMENT STABILIZATION

FREE CASH, ENTERPRISE RE

DEPARTMENTAL BUDGET REPORTS

### FUND BALANCES

STABILIZATION \$ 17,129,434.55

CAPITAL OUTLAY \$ 9,408,801.97

SALE OF CITY PROP \$ 45,045.43

RETIREMENT STAB \$ 197,162.73

OPEB \$ 7,139,315.85

\*FREE CASH \$ 4,458,187.71

\*WATER & SEWER R/E \$ 4,289,838.00

\*TRASH R/E \$ 546,970.00

CITY OF SALEM  
April 30, 2024  
REVENUE STATEMENT

RECAP FY 2023	ACTUAL MONTH TO DATE	ACTUAL YEAR TO DATE	Y-T-D % COLLECTED	VARIANCE Y-T-D + (-)
------------------	-------------------------	------------------------	----------------------	-------------------------

GENERAL FUND REAL AND PERSONAL(NET)	109,262,390	24,862,952	112,952,767	103.38%	3,690,377
MOTOR VEHICLE	4,550,000	1,735,184	4,029,322	88.56%	(520,678)
HOTEL EXCISE	1,775,000	-	2,226,760	125.45%	451,760
MEALS TAX	1,278,500	-	1,206,086	94.34%	(72,414)
OTHER	0	-	0	#DIV/0!	0
VESSEL EXCISE*	30,000	11,099	75,988	253.29%	45,988
CANNABIS CBA	0	-	34,485	#DIV/0!	34,485
CANNABIS EXCISE	850,000	(577,020)	-	0.00%	(850,000)
<b>SHORT TERM RENTAL</b>	<b>0</b>	<b>(58,653)</b>	<b>89,928</b>	<b>#DIV/0!</b>	<b>89,928</b>
INTEREST ON TAXES	525,000	77,312	426,216	81.18%	(98,784)
PAYMENT IN LIEU OF TAXES (PILOT)	1,285,000	9,000	832,933	64.82%	(452,067)
CHARGES FOR SERVICES	1,100,000	230,597	1,166,864	106.08%	66,864
PARKING FEES	3,235,000	281,078	3,578,589	110.62%	343,589
LICENSES AND PERMITS	1,700,000	342,730	2,084,811	122.64%	384,811
FINES AND FORFEITS	900,000	117,920	1,323,165	147.02%	423,165
INVESTMENT INCOME	640,000	344,738	3,017,298	471.45%	2,377,298
MISCELLANEOUS INCOME	0	(8,631)	797,804	#DIV/0!	797,804
MEDICAID INCOME SCHOOL SPED	750,000	-	482,515	64.34%	(267,485)
NON RECURRING	255,000	-	-	0.00%	(255,000)
<b>TOTAL LOCAL RECEIPTS</b>	<b>18,873,500</b>	<b>2,505,353</b>	<b>21,372,766</b>	<b>113.24%</b>	<b>2,499,266</b>
NET MA CHERRY SHEET ASST.	37,745,626	3,148,634	27,945,544	74.04%	(9,800,082)
MSBA REIMBURSEMENTS	0	-	-	#DIV/0!	0
R/RES REDUCE TAX RATE	2,832,011	-	3,606,469	127.35%	774,458
OFS/TRANSFERS IN	28,525	-	125,686	440.62%	97,161
INDIRECT COSTS from W&S	1,555,858	-	-	0.00%	(1,555,858)
<b>TOTAL OTHER RECEIPTS</b>	<b>42,162,020</b>	<b>3,148,634</b>	<b>31,677,699</b>	<b>75.13%</b>	<b>(10,484,321)</b>
<b>GENERAL FUND TOTAL</b>	<b>170,297,910</b>	<b>30,516,940</b>	<b>166,003,231</b>	<b>97.48%</b>	<b>(4,294,679)</b>
<b>ENTERPRISE FUND</b>					
SEWER RATES	11,100,774	903,679	9,335,578	84.10%	(1,765,196)
SEWER TRANS/OFS	-	-	-	#DIV/0!	0
WATER RATES	6,358,068	504,538	5,237,906	82.38%	(1,120,162)
WATER TRANS/OFS	1,250,000	-	-	-	(1,250,000)
<b>Total Water &amp; Sewer</b>	<b>18,708,842</b>	<b>1,408,217</b>	<b>14,573,485</b>	<b>77.90%</b>	<b>(4,135,357)</b>
TRASH FEES	967,251	(74,971)	804,074	83.13%	(163,177)
TRASH General Fund Subsidy/OFS	3,433,011	-	3,189,010	92.89%	(244,001)
<b>Total Trash</b>	<b>4,400,262</b>	<b>(74,971)</b>	<b>3,993,084</b>	<b>90.75%</b>	<b>(407,178)</b>
PEG ACCESS	691,250	143,503	418,985	60.61%	(272,265)
<b>Total Peg Access</b>	<b>691,250</b>	<b>143,503</b>	<b>418,985</b>	<b>60.61%</b>	<b>(272,265)</b>
<b>ENTERPRISE FUND TOTAL</b>	<b>23,800,354</b>	<b>1,476,750</b>	<b>18,985,554</b>	<b>79.77%</b>	<b>(4,814,800)</b>
<b>GRAND TOTAL</b>	<b>194,098,264</b>	<b>31,993,689</b>	<b>184,988,785</b>	<b>95.31%</b>	<b>(9,109,479)</b>

CITY OF SALEM, MASSACHUSETTS  
Short Term Capital Improvement Program Activity - Fund 2000

Department	Description	Obj/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Requipped and/or TF In	LTD Paid Thru 4/30/24	Encumbrance	Available Balance	Finance Notes	
FY 2019 - Open Projects	File	Blk Floor	20001810-5846A	5/24/2018	061416	339	75,000.00	130,000.00	44,886.54	0.48	0.48	Open	
	File	Park and Field Improvements	20001817-5846A	5/24/2018	061418	339	75,000.00	-	70,376.94	4,611.06	4,611.06	Open	
	Planning	Public Art/Underpass	20001820-5846A	5/24/2018	061418	339	50,000.00	-	50,000.00	-	50,000.00	Open	
	Police	Police Equipment	20001921-5846A	5/24/2018	061418	339	58,300.00	-	52,824.61	5,475.39	5,18	Open	
		Police Billboards	20001922-5846A	5/18/2018	061418	339	6,500.00	-	6,250.00	-	-	Open	
		Police Billboards	20001918-5846A	5/18/2018	061418	339	25,500.00	-	25,500.00	-	-	Open	
		Police Billboards	20001919-5846A	5/18/2018	061418	339	25,500.00	-	25,500.00	-	-	Open	
		Police Billboards	20001920-5846A	5/18/2018	061418	339	25,500.00	-	25,500.00	-	-	Open	
		Police Billboards	20001923-5846A	5/18/2018	061418	339	25,500.00	-	25,500.00	-	-	Open	
		Police Billboards	20001924-5846A	5/18/2018	061418	339	25,500.00	-	25,500.00	-	-	Open	
FY 2020 - Open Projects	File	SCDA Equipment	20002010-5846B	5/23/2019	062519	30,000.00	-	16,353.64	8,576.00	0.38	0.38	Open	
	File	Blk Floor	20002010-5846B	5/23/2019	062519	30,000.00	-	28,806.64	1,193.36	0.72	0.72	Open	
	File	Blk Floor	20002017-5846B	5/23/2019	062519	58,723.00	-	56,600.62	1,238.44	12.38	12.38	Open	
	File	SIS Terminals	20002017-5846B	5/12/2019	062519	200,000.00	-	193,899.96	6,100.04	0.04	0.04	Open	
	Planning	Galeries Hill Park Renovation	20002020-5846B	6/12/2019	06122019	510	250,000.00	-	262,138.44	1,861.56	1,954.41	Open	
	File	Antenna	20002020-5846B	2/13/2020	06122019	62	40,000.00	-	32,433.67	7,566.33	0.00	0.00	Open
	Planning	Harvard Ave Study	20002020-5846B	2/13/2020	06122019	59	40,000.00	-	32,433.67	7,566.33	0.00	0.00	Open
	Planning	Salisbury Street	20002020-5846B	2/13/2020	06122019	137	15,693.59	-	15,693.59	-	-	Open	
	Planning	Salisbury Street	20002020-5846B	2/13/2020	06122019	185	35,000.00	-	35,000.00	-	-	Open	
	Planning	Salisbury Street	20002020-5846B	2/13/2020	06122019	208	20,000.00	-	20,000.00	-	-	Open	
FY 2021 - Open Projects	File	McGraw Hill Park Renovation	20002101-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002102-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002103-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002104-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002105-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002106-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002107-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002108-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002109-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
	File	McGraw Hill Park Renovation	20002110-5846C	6/12/2021	06122021	349	381,140.00	-	381,140.00	-	-	Open	
FY 2022 - Open Projects	Engineering	Essex Street Roadway and Sidewalk	20002219-5846C	2/25/2022	022522	65	200,000.00	-	183,172.84	16,827.16	0.00	0.00	Open
	School	Bentley Academy Renovation	20002219-5846C	3/11/2022	031122	112	124,147.00	-	124,147.00	-	-	Open	
	File	Fire Station 2	20002219-5846C	3/25/2022	032522	143	18,795.00	-	17,886.00	909.00	0.00	0.00	Open
	Engineering	Wetlands Remediation	20002219-5846C	3/25/2022	032522	142	4,000.00	-	4,000.00	-	-	Open	
	Engineering	Wetlands Remediation	20002219-5846C	4/22/2022	042222	198	37,441.46	-	36,293.70	1,147.76	0.00	0.00	Open
	Engineering	Wetlands Remediation	20002219-5846C	4/22/2022	042222	198	37,441.46	-	36,293.70	1,147.76	0.00	0.00	Open
	Engineering	Wetlands Remediation	20002219-5846C	4/22/2022	042222	198	37,441.46	-	36,293.70	1,147.76	0.00	0.00	Open
	Engineering	Wetlands Remediation	20002219-5846C	4/22/2022	042222	198	37,441.46	-	36,293.70	1,147.76	0.00	0.00	Open
	Engineering	Wetlands Remediation	20002219-5846C	4/22/2022	042222	198	37,441.46	-	36,293.70	1,147.76	0.00	0.00	Open
	Engineering	Wetlands Remediation	20002219-5846C	4/22/2022	042222	198	37,441.46	-	36,293.70	1,147.76	0.00	0.00	Open
FY 2023 - Open Projects	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open
	Assessor	City wide real property and software data documents cleanup in records	20002301-5846C	6/9/2023	060923	12	12,000.00	-	11,367.25	632.75	0.00	0.00	Open





**Short-Term Rental - Community Impact Fee - 50% to Housing and Infrastructure Fund**

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
------------	-------------	---------	-----------------	----------------	---------------	------	-----------------	------------	--------------	-----------	---------------------

FY 2024 Beginning Balance Revenue Collected To Date      89,927.78

FY 2024 Pending CO Total      -

FY 2024 YTD Balance      89,927.78

<b>Total Open Balances --&gt;</b>	-
<b>Total Fund Bal --&gt;</b>	89,927.78



**City of Salem, Massachusetts**  
**FY 2024 Sale Of Property Fund - Fund 2441**

Department	Description	Org/Obj	Date To Council	Pending Amount	Date Approved	CO #	Approved Amount	Y-T-D Paid	Amt Not Used	Date Paid	Outstanding Balance
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FY 2024 Beginning Balance      45,045.43  
 Revenue Collected To Date      -

FY 2024 Pending CO Total      -      FY 2024 YTD Balance      45,045.43

Total Open Balances -->      -  
Total Fund Bal -->      45,045.43

**FY 2024  
City Council  
Stabilization And Capital Outlay  
Monthly Fund Balances**

	Actual Fund Bal OP/EB 8313 Bal Sheet	Actual Fund Bal Stabilization Fund (8301) Bal Sheet	*Net Fund Bal Retirement (8311) Detl Rpt	Actual Fund Bal Retirement (8311) Bal Sheet	Outstanding Retirement (8311)	*Net FB Capital Outlay (2000) Detl Rpt	Actual FB Capital Outlay (2000) Bal Sheet	Open Balances Capital Outlay (2000)	Sale Of City Prop 2441 Detl Rpt	Actual FB City Prop 2441 Bal Sheet	Outs Bal City Prop 2441
June-FY23	6,076,932.80	16,088,666.33	429,750.31	429,750.31	-	2,803,558.40	9,768,145.74	6,964,587.34	45,045.43	45,045.43	-
July	6,197,868.56	16,204,082.89	1,011,071.78	1,011,071.78	-	2,729,698.96	9,694,286.30	6,964,587.34	45,045.43	45,045.43	-
August	6,065,207.22	16,204,082.89	1,011,071.78	1,011,071.78	-	1,852,720.94	8,817,308.28	6,964,587.34	45,045.43	45,045.43	-
September	5,871,417.51	16,204,082.89	754,934.73	754,934.73	-	1,598,660.16	8,563,247.50	6,964,587.34	45,045.43	45,045.43	-
October	5,732,785.73	16,204,082.89	670,660.40	690,617.60	19,957.20	1,468,171.46	8,432,758.80	6,964,587.34	45,045.43	45,045.43	-
November	6,132,388.15	16,204,082.89	619,556.60	639,513.80	19,957.20	413,892.48	7,378,479.82	6,964,587.34	45,045.43	45,045.43	-
December	6,973,914.91	17,129,434.55	525,836.33	545,793.53	19,957.20	5,678,780.85	10,970,636.43	5,291,855.58	45,045.43	45,045.43	-
January	6,985,800.07	17,129,434.55	508,380.09	528,337.29	19,957.20	5,494,915.95	10,710,965.86	5,216,049.91	45,045.43	45,045.43	-
February	7,173,952.79	17,129,434.55	444,292.09	453,916.35	9,624.26	5,491,655.27	10,479,957.47	4,988,302.20	45,045.43	45,045.43	-
March	7,340,736.64	17,129,434.55	317,042.40	356,328.08	39,285.68	5,453,316.80	10,277,053.83	4,823,737.03	45,045.43	45,045.43	-
April	7,139,315.85	17,129,434.55	197,162.73	236,448.41	39,285.68	4,054,876.60	9,408,801.97	5,353,925.37	45,045.43	45,045.43	-
May											
June											
<b>Council Report</b>											

\*Net FB = Actual Fund Balance less approved council order balances

Stabilization Funds with Bartholomew - Interest is recorded quarterly.







# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
<b>010 ASSESSORS</b>							
1 Personnel	366,047.00	0.00	366,047.00	290,655.62	0.00	75,391.38	79.4%
2 Expenses	70,885.00	0.00	70,885.00	58,176.85	6,972.84	5,735.31	91.9%
TOTAL ASSESSORS	436,932.00	0.00	436,932.00	348,832.47	6,972.84	81,126.69	81.4%
<b>030 CITY CLERK</b>							
1 Personnel	777,125.00	0.00	777,125.00	642,084.08	0.00	135,040.92	82.6%
2 Expenses	145,427.00	8,720.00	154,147.00	95,426.32	24,490.21	34,230.47	77.8%
TOTAL CITY CLERK	922,552.00	8,720.00	931,272.00	737,510.40	24,490.21	169,271.39	81.8%
<b>040 COLLECTOR</b>							
1 Personnel	270,674.00	0.00	270,674.00	218,484.68	0.00	52,189.32	80.7%
2 Expenses	8,300.00	0.00	8,300.00	3,066.96	2,897.66	2,335.38	71.9%
TOTAL COLLECTOR	278,974.00	0.00	278,974.00	221,551.64	2,897.66	54,524.70	80.5%
<b>055 SUSTAIN/RESILIENCY</b>							
1 Personnel	251,623.00	0.00	251,623.00	199,520.58	0.00	52,102.42	79.3%
2 Expenses	20,700.00	0.00	20,700.00	5,781.63	890.73	14,027.64	32.2%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
TOTAL SUSTAIN/RESILIENCY	272,323.00	0.00	272,323.00	205,302.21	890.73	66,130.06	75.7%
<b>060 COUNCIL ON AGING</b>							
1 Personnel	559,296.00	0.00	559,296.00	401,715.52	0.00	157,580.48	71.8%
2 Expenses	116,750.00	0.00	116,750.00	50,213.96	25,403.64	41,132.40	64.8%
TOTAL COUNCIL ON AGING	676,046.00	0.00	676,046.00	451,929.48	25,403.64	198,712.88	70.6%
<b>070 INFORMATION TECHNOLOGY-GIS</b>							
1 Personnel	882,046.00	0.00	882,046.00	569,772.38	0.00	312,273.62	64.6%
2 Expenses	873,250.00	0.00	873,250.00	672,769.81	116,575.51	83,904.68	90.4%
TOTAL INFORMATION TECHNOLOGY-GIS	1,755,296.00	0.00	1,755,296.00	1,242,542.19	116,575.51	396,178.30	77.4%
<b>080 ELECTRICAL</b>							
1 Personnel	436,394.00	0.00	436,394.00	337,464.46	0.00	98,929.54	77.3%
2 Expenses	445,997.00	0.00	445,997.00	397,026.03	20,160.43	28,810.54	93.5%
TOTAL ELECTRICAL	882,391.00	0.00	882,391.00	734,490.49	20,160.43	127,740.08	85.5%
<b>090 FINANCE/AUDITING</b>							
1 Personnel	388,470.00	20,000.00	408,470.00	295,711.08	0.00	112,758.92	72.4%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
2 Expenses	134,015.00	0.00	134,015.00	157,415.61	4,913.19	-28,313.80	121.1%
TOTAL FINANCE/AUDITTING	522,485.00	20,000.00	542,485.00	453,126.69	4,913.19	84,445.12	84.4%
<b>100 FIRE</b>							
1 Personnel	9,975,423.00	0.00	9,975,423.00	7,954,258.43	0.00	2,021,164.57	79.7%
2 Expenses	522,203.00	10,134.14	532,337.14	421,375.47	67,261.80	43,699.87	91.8%
TOTAL FIRE	10,497,626.00	10,134.14	10,507,760.14	8,375,633.90	67,261.80	2,064,864.44	80.3%
<b>110 HARBORMASTER</b>							
1 Personnel	373,897.00	0.00	373,897.00	269,844.62	0.00	104,052.38	72.2%
2 Expenses	60,049.00	0.00	60,049.00	43,663.26	12,244.51	4,141.23	93.1%
TOTAL HARBORMASTER	433,946.00	0.00	433,946.00	313,507.88	12,244.51	108,193.61	75.1%
<b>120 HEALTH DEPT</b>							
1 Personnel	598,475.00	0.00	598,475.00	479,288.97	0.00	119,186.03	80.1%
2 Expenses	123,139.00	0.00	123,139.00	62,393.85	43,082.77	17,662.38	85.7%
TOTAL HEALTH DEPT	721,614.00	0.00	721,614.00	541,682.82	43,082.77	136,848.41	81.0%
<b>130 HUMAN RESOURCES</b>							



# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

	130 HUMAN RESOURCES ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
<b>1 Personnel</b>	18,262,034.00	3,750.00	18,265,784.00	13,292,332.12	15,820.14	4,957,631.74	72.9%
<b>2 Expenses</b>	31,800.00	0.00	31,800.00	17,814.65	7,864.06	6,121.29	80.8%
<b>TOTAL HUMAN RESOURCES</b>	18,293,834.00	3,750.00	18,297,584.00	13,310,146.77	23,684.20	4,963,753.03	72.9%
<b>140 LIBRARY</b>							
<b>1 Personnel</b>	1,214,047.00	0.00	1,214,047.00	959,081.67	0.00	254,965.33	79.0%
<b>2 Expenses</b>	392,704.00	0.00	392,704.00	318,501.18	72,871.86	1,330.96	99.7%
<b>TOTAL LIBRARY</b>	1,606,751.00	0.00	1,606,751.00	1,277,582.85	72,871.86	256,296.29	84.0%
<b>160 MAYOR</b>							
<b>1 Personnel</b>	449,498.00	40,000.00	489,498.00	388,681.38	0.00	100,816.62	79.4%
<b>2 Expenses</b>	124,400.00	0.00	124,400.00	77,819.57	34,796.87	11,783.56	90.5%
<b>TOTAL MAYOR</b>	573,898.00	40,000.00	613,898.00	466,500.95	34,796.87	112,600.18	81.7%
<b>170 RECREATION</b>							
<b>1 Personnel</b>	1,463,937.00	0.00	1,463,937.00	999,482.06	0.00	464,454.94	68.3%
<b>2 Expenses</b>	1,039,764.00	126,575.04	1,166,339.04	638,823.84	309,603.82	217,911.38	81.3%
<b>TOTAL RECREATION</b>	2,503,701.00	126,575.04	2,630,276.04	1,638,305.90	309,603.82	682,366.32	74.1%
<b>180 TRAFFIC &amp; PARKING DEPT</b>							

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

180 TRAFFIC & PARKING DEPT ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
1 Personnel	1,165,504.00	1,165,504.00	908,152.43	0.00	257,351.57	77.9%
2 Expenses	445,035.00	495,035.00	335,324.18	125,015.85	34,694.97	93.0%
TOTAL TRAFFIC & PARKING DEPT	1,610,539.00	1,660,539.00	1,243,476.61	125,015.85	292,046.54	82.4%
<b>200 PLANNING</b>						
1 Personnel	744,891.00	744,891.00	543,275.20	0.00	201,615.80	72.9%
2 Expenses	409,536.00	441,536.00	280,262.72	117,882.86	43,390.42	90.2%
TOTAL PLANNING	1,154,427.00	1,186,427.00	823,537.92	117,882.86	245,006.22	79.3%
<b>210 POLICE</b>						
1 Personnel	11,846,133.00	11,846,133.00	8,506,811.98	0.00	3,339,321.02	71.8%
2 Expenses	957,099.00	957,099.00	600,466.51	216,651.82	139,980.67	85.4%
TOTAL POLICE	12,803,232.00	12,803,232.00	9,107,278.49	216,651.82	3,479,301.69	72.8%
<b>220 PUBLIC PROPERTY</b>						
1 Personnel	733,528.00	733,528.00	454,996.35	0.00	278,531.65	62.0%
2 Expenses	767,356.00	767,356.00	644,639.69	70,509.31	52,207.00	93.2%
TOTAL PUBLIC PROPERTY	1,500,884.00	1,500,884.00	1,099,636.04	70,509.31	330,738.65	78.0%
<b>230 PUBLIC SERVICES</b>						

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

230 PUBLIC SERVICES		TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
1 Personnel	2,110,370.00	0.00	2,110,370.00	1,517,142.17	0.00	593,227.83	71.9%
2 Expenses	2,156,785.00	55,000.00	2,211,785.00	1,944,399.90	1,523,635.40	-1,256,250.30	156.8%
TOTAL PUBLIC SERVICES	4,267,155.00	55,000.00	4,322,155.00	3,461,542.07	1,523,635.40	-663,022.47	115.3%
<b>235 ENGINEERING</b>							
1 Personnel	160,965.00	0.00	160,965.00	238,867.77	0.00	-77,902.77	148.4%
2 Expenses	26,000.00	0.00	26,000.00	1,160.99	1,275.62	23,563.39	9.4%
TOTAL ENGINEERING	186,965.00	0.00	186,965.00	240,028.76	1,275.62	-54,339.38	129.1%
<b>240 PURCHASING</b>							
1 Personnel	183,741.00	0.00	183,741.00	145,611.12	0.00	38,129.88	79.2%
2 Expenses	64,577.00	0.00	64,577.00	35,854.75	22,829.90	5,892.35	90.9%
TOTAL PURCHASING	248,318.00	0.00	248,318.00	181,465.87	22,829.90	44,022.23	82.3%
<b>250 SCHOOL</b>							
1 Personnel	55,936,880.52	-161,442.75	55,775,437.77	38,325,455.97	2,067.25	17,447,914.55	68.7%
2 Expenses	15,114,900.03	161,442.75	15,276,342.78	10,909,198.57	2,647,011.98	1,720,132.23	88.7%
TOTAL SCHOOL	71,051,780.55	0.00	71,051,780.55	49,234,654.54	2,649,079.23	19,168,046.78	73.0%
<b>260 SOLICITOR-LICENSING</b>							

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

260 SOLICITOR-LICENSING	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
1 Personnel	490,787.00	0.00	490,787.00	364,680.92	0.00	126,106.08	74.3%
2 Expenses	81,100.00	0.00	81,100.00	54,022.12	8,317.37	18,760.51	76.9%
TOTAL SOLICITOR-LICENSING	571,887.00	0.00	571,887.00	418,703.04	8,317.37	144,866.59	74.7%
<b>270 TREASURER</b>							
1 Personnel	16,611,901.00	0.00	16,611,901.00	16,275,721.40	0.00	336,179.60	98.0%
2 Expenses	22,221,349.00	46,514.00	22,267,863.00	17,545,817.40	13,029.18	4,709,016.42	78.9%
TOTAL TREASURER	38,833,250.00	46,514.00	38,879,764.00	33,821,538.80	13,029.18	5,045,196.02	87.0%
<b>280 VETERANS SERVICES</b>							
1 Personnel	142,923.00	0.00	142,923.00	115,856.68	0.00	27,066.32	81.1%
2 Expenses	410,800.00	0.00	410,800.00	310,661.92	577.56	99,560.52	75.8%
TOTAL VETERANS SERVICES	553,723.00	0.00	553,723.00	426,518.60	577.56	126,626.84	77.1%
<b>900 BUDGET TRANSFERS OUT OF GF</b>							
2 Expenses	650,000.00	0.00	650,000.00	650,000.00	0.00	0.00	100.0%
TOTAL BUDGET TRANSFERS OUT OF GF	650,000.00	0.00	650,000.00	650,000.00	0.00	0.00	100.0%
<b>GRAND TOTAL</b>							
	173,810,529.55	392,693.18	174,203,222.73	131,027,027.38	5,514,654.14	37,661,541.21	78.4%

\*\* END OF REPORT - Generated by Justin MacCutcheon \*\*



YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	4	Y	N
Sequence 2	8	Y	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:  
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.  
 Print totals only: Y  
 Print Full or Short description: F  
 Print Full GL account: N  
 Format type: 1  
 Double space: N  
 Suppress zero bal accs: Y  
 Include requisition amount: Y  
 Print Revenues-Version headings: N  
 Print revenue as credit: Y  
 Print revenue budgets as zero: N  
 Include Fund Balance: N  
 Print journal detail: N  
 From yr/Per: 2022/12  
 To Yr/Per: 2022/12  
 Include budget entries: Y  
 Incl encumb/liq entries: Y  
 Sort by JE # or PO #: 1  
 Detail format option: 1  
 Include additional JE comments: N  
 Multiyear view: L  
 Amounts/totals exceed 999 million dollars: N

Year/Period: 2024/10  
 Print MTD Version: N  
 Roll projects to object: N  
 Carry forward code: 2

Find Criteria  
 Field Name Field Value

Fund FUNCTN 100  
 UMAS SUB DP  
 DEPT NUMBER  
 SCHL LOCATIO  
 SCHL SUB FUN  
 BLANK  
 PSNL/EXP  
 Character Code <>0  
 Org  
 Object  
 Account type  
 Account status

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Rollup Code

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

ACCOUNTS FOR: 6000 Sewer Enterprise Fund		TRANS/ADJ/SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
ORIGINAL APPROP							
<b>230 PUBLIC SERVICES</b>							
1 Personnel	509,119.00	0.00	509,119.00	343,309.53	0.00	165,809.47	67.4%
2 Expenses	202,325.00	0.00	202,325.00	111,882.91	47,734.69	42,707.40	78.9%
TOTAL PUBLIC SERVICES	711,444.00	0.00	711,444.00	455,192.44	47,734.69	208,516.87	70.7%
<b>235 ENGINEERING</b>							
1 Personnel	207,246.00	0.00	207,246.00	108,129.61	0.00	99,116.39	52.2%
2 Expenses	1,010,150.00	550,000.00	1,560,150.00	328,816.24	554,869.24	676,464.52	56.6%
TOTAL ENGINEERING	1,217,396.00	550,000.00	1,767,396.00	436,945.85	554,869.24	775,580.91	56.1%
<b>270 TREASURER</b>							
2 Expenses	6,515,621.00	0.00	6,515,621.00	5,560,060.91	0.00	955,560.09	85.3%
TOTAL TREASURER	6,515,621.00	0.00	6,515,621.00	5,560,060.91	0.00	955,560.09	85.3%
TOTAL Sewer Enterprise Fund	8,444,461.00	550,000.00	8,994,461.00	6,452,199.20	602,603.93	1,939,657.87	78.4%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

ACCOUNTS FOR: 6100 Water Enterprise Fund		TRANS/ADJ/SMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
<b>230 PUBLIC SERVICES</b>							
1 Personnel	564,119.00	0.00	564,119.00	350,449.57	0.00	213,669.43	62.1%
2 Expenses	202,450.00	200,000.00	402,450.00	117,452.35	136,407.26	148,590.39	63.1%
TOTAL PUBLIC SERVICES	766,569.00	200,000.00	966,569.00	467,901.92	136,407.26	362,259.82	62.5%
<b>235 ENGINEERING</b>							
1 Personnel	207,246.00	0.00	207,246.00	107,493.47	0.00	99,752.53	51.9%
2 Expenses	745,050.00	0.00	745,050.00	446,448.83	237,014.72	61,586.45	91.7%
TOTAL ENGINEERING	952,296.00	0.00	952,296.00	553,942.30	237,014.72	161,338.98	83.1%
<b>270 TREASURER</b>							
2 Expenses	5,427,781.00	0.00	5,427,781.00	5,037,916.56	0.00	389,864.44	92.8%
TOTAL TREASURER	5,427,781.00	0.00	5,427,781.00	5,037,916.56	0.00	389,864.44	92.8%
TOTAL Water Enterprise Fund	7,146,646.00	200,000.00	7,346,646.00	6,059,760.78	373,421.98	913,463.24	87.6%



# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

ACCOUNTS FOR: 6200 Solid Waste Enterprise      TRANS/ADJ/SMTS      REVISED BUDGET      YTD EXPENDED      ENCUMBRANCE/REQ      AVAILABLE BUDGET      % USED

**235 ENGINEERING**

1 Personnel	83,426.00	0.00	83,426.00	37,722.70	0.00	45,703.30	45.2%
2 Expenses	4,040,835.00	160,000.00	4,200,835.00	2,974,941.28	878,344.57	347,549.15	91.7%
TOTAL ENGINEERING	4,124,261.00	160,000.00	4,284,261.00	3,012,663.98	878,344.57	393,252.45	90.8%
TOTAL Solid Waste Enterprise	4,124,261.00	160,000.00	4,284,261.00	3,012,663.98	878,344.57	393,252.45	90.8%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

ACCOUNTS FOR : 6300 COMCAST PEG ACCESS ENTERPRISE	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
<b>260 SOLICITOR-LICENSING</b>							
2 Expenses	691,250.00	0.00	691,250.00	415,262.83	1,660.20	274,326.97	60.3%
TOTAL SOLICITOR-LICENSING	691,250.00	0.00	691,250.00	415,262.83	1,660.20	274,326.97	60.3%
TOTAL COMCAST PEG ACCESS ENTERPRISE	691,250.00	0.00	691,250.00	415,262.83	1,660.20	274,326.97	60.3%

# CITY OF SALEM, MA - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 10

ORIGINAL APPROP	TRANS./ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
20,406,618.00	910,000.00	21,316,618.00	15,939,886.79	1,856,030.68	3,520,700.53	83.5%
** END OF REPORT - Generated by Justin MacCutcheon **						

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	Y
Sequence 2	4	Y	N
Sequence 3	8	Y	N
Sequence 4	0	N	N

Report title:  
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.  
 Print totals only: Y  
 Print full or short description: F  
 Print full GL account: N  
 Format type: 1  
 Double space: N  
 Suppress zero bal accts: Y  
 Include requisition amount: Y  
 Print Revenues-Version headings: N  
 Print revenue as credit: Y  
 Print revenue budgets as zero: N  
 Include Fund Balance: N  
 Print Journal detail: N  
 From Yr/Per: 2022/12  
 To Yr/Per: 2022/12  
 Include budget entries: Y  
 Incl encumb/liq entries: Y  
 Sort by JE # or PO #: 1  
 Detail format option: 1  
 Include additional JE comments: N  
 Multiyear view: L  
 Amounts/totals exceed 999 million dollars: N

Year/Period: 2024/10  
 Print MTD Version: N  
 Roll projects to object: N  
 Carry forward code: 2

Find Criteria  
 Field Name Field Value

Fund 6\*  
 UMAS FUNCTN  
 UMAS SUB DP  
 DEPT NUMBER  
 SCHL LOCATIO  
 SCHL SUB FUN  
 BLANK  
 PSNL/EXP <>0  
 Character Code  
 Org  
 Object  
 Account type  
 Account status

# CITY OF SALEM, MA - LIVE

## YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS



Rollup Code



## CITY OF SALEM

In City Council, June 13, 2024

**ORDERED:** That the committee on public health, safety and environment co-posted with a committee of a whole meet to discuss social consumption of cannabis in the city of Salem.



## CITY OF SALEM

In City Council, June 13, 2024

**ORDERED:** That the Council Chambers, specifically the pathway between both public entrances, be fully accessible during City Hall operating hours. Any closure or change in these times related to accessible entrances requires approval by the majority of the city council.



## CITY OF SALEM

In City Council, June 13, 2024

**ORDERED:** That the Committee on Government Services co-posted with the Committee of the Whole, meet to discuss data requested during the budget hearings around the count of marriages performed in City Hall. Data to be provided by the city clerk and reviewed at the meeting shall include: count of weddings performed in City Hall by month, the current process for booking and performing weddings, fees charged, amount of time taken to perform a wedding, and any other pertinent information. The purpose of this meeting is to discuss a transparent policy, including scheduling, fees, and usage of council chambers or other areas in City Hall, for wedding services.





## CITY OF SALEM

In City Council, June 13, 2024

Ordered: That residents of the following streets shall be granted eligibility for temporary resident permit parking, and certain streets shall be designated as temporary resident permit parking streets, from October 1 to November 1, 2024. Eligible residents will have a temporary resident parking permit sent to them in the mail and must display the permit following the written instructions included with said permit. One temporary guest pass shall be issued if requested in accordance with Article V-A Section 75A Subsection C. Temporary resident permit parking signage will be installed on said streets. Temporary October Resident Permit Parking shall be in effect from 5:00 P.M. to 7:00 A.M., Monday through Friday, and 12:00 P.M. to 7:00 A.M. Saturday through Sunday, October 1 to November 1, 2024. Temporary October Resident Parking shall occur on the street in existing parking areas and shall not supersede other parking restrictions, including but not limited to, handicap/accessible parking spaces, parking within four (4) feet of a driveway, parking within twenty (20) feet of an intersection, or parking restricted on a certain side of the street.

Temporary signage shall be installed before October 1 indicating streets designated as Temporary October Resident Permit Parking streets and all parking shall be prohibited during the hours indicated except by motor vehicles displaying a Temporary October Resident Parking permit.

1. Dearborn Street from North Street to Lee Street
2. Dalton Parkway odd side only (11-13 Dalton Pkwy)



## CITY OF SALEM

In City Council, June 13, 2024

Ordered: That the streets set forth below, with limited resident permit parking, shall be designated as temporary resident permit parking only streets from October 1 to November 1, during the hours of 5:00 P.M. to 7:00 A.M., Monday through Friday, and 12:00 P.M. to 7:00 A.M. Saturday through Sunday.

### Temporary Resident Permit Parking Only Streets

1. Chestnut Street from Flint Street to Cambridge Street
2. Derby Street from Becket Avenue to Webb Street
3. Essex Street from Monroe Street to Summer Street
4. Hawthorne Boulevard from Essex Street to Charter Street



## CITY OF SALEM

In City Council, June 13, 2024

Ordered: That the parking rate for the locations identified below shall be \$1.00 per hour:

Canal Street – Temporary Parking Meter Zone Established – both sides, from the intersection with Lyme Street to a point approximately two hundred fifty (250) feet south of the intersection with Washington Street / Mill Street. October 1 to October 31. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.

Margin Street – Temporary Parking Meter Zone Established – east side only, from the intersection with Endicott Street to a point just north of the Salem Police Department's driveway (95 Margin St). October 1 to October 31. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.



## CITY OF SALEM

In City Council, June 13, 2024

Ordered: That the parking rate for the location identified below shall be \$2.00 per hour:

North Street – Temporary Parking Meter Zone Established – 22 perpendicular spaces located adjacent to the North Street Bridge and 4 Franklin Street. October 1 to October 31. Saturday through Sunday, 12:00pm to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.



## CITY OF SALEM

In City Council, June 13, 2024

Ordered: That the parking rate for the locations identified below shall be \$7.00 per hour:

Washington Street – Temporary Weekend Rate Established – both sides, from the intersection with Essex Street to Federal Street. October 1 to October 31. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register with the Passport Parking App.



## CITY OF SALEM

In City Council, June 13, 2024

Ordered: That the parking rate for the parking garage locations identified below shall be \$20.00 for 0-2 hours and \$50 for 2 hours and up:

Museum Place Garage (1New Liberty Street) – October 1 to October 31 Weekends including Indigenous People’s Day (Columbus Day) and Halloween\*.

South Harbor Garage (245 Derby Street) – October 1 to October 31 Weekends including Indigenous People’s Day (Columbus Day) and Halloween\*.

\* When Halloween falls on a weekday, higher rates go into effect at 3PM



## CITY OF SALEM

In City Council, June 13, 2024

Ordered: That the parking rate for the parking lot locations identified below shall be \$40.00 per day\*:

Crombie Lot (283 Essex Street) – October 1 to October 31. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

Old Salem Jail Lot (Adjacent to 13 Howard Street) – October 1 to October 31. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

Crescent Lot (252 Bridge Street) – October 1 to October 31. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

Salem Green Lot (21 Church Street) – October 1 to October 31. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

Church Street East Lot (15 Federal Street) – October 1 to October 31. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

Church Street West Lot (15 & 29 Federal Street) – October 1 to October 31. Saturday through Sunday, 8:00am to 6:00pm. Residents may park for free during these times but must register at the Parking Kiosk or with the Passport Parking App.

\* Visit shall be defined as any length of stay between 0-12 hours

# City of Salem

*In the year Two Thousand and Twenty-Four*

## **An Ordinance Relative to Traffic**

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

**Section 1.** Section 11 of Article I be amended by inserting the following:

Congress Street – Bus Stops – westerly side, beginning at a point sixty (60) feet south of the intersection with Derby Street and extending eighty-five (85) feet southward. Ten (10) minute limit, drop-off only, tow zone. Year-round, 9am – 6pm.

Congress Street – Bus Stops – westerly side, beginning at a point twenty (20) feet north of the driveway to 30 Congress Street and extending northward ninety-two (92) feet. Two (2) hour limit, tow zone, April through October, 9am – 6pm.

Derby Street – Bus Stops – southerly side, beginning at a point four-hundred (400) feet east of Lafayette Street and extending eastward eighty (80) feet. Ten (10) minute limit, drop-off only, tow zone. April through October, 9am – 6pm.

Forest Avenue – Bus Stops – southerly side, beginning at a point twenty (20) feet east of Canal Street and extending eastward one-hundred and thirty-five (135) feet. October weekends only, tow zone, 9am – 6pm.

Forest Avenue – Bus Stops – southerly side, beginning at a point two-hundred and twenty-five (225) feet east of Canal Street and extending eastward sixty (60) feet. October weekends only, tow zone, 9am – 6pm.

Jefferson Avenue – Bus Stops – northerly side, beginning at a point forty (40) feet east of Winthrop Street and continuing eastward for two-hundred and sixty (260) feet. October weekends only, tow zone, 9am – 6pm.

Canal Street – Bus Stops – westerly side, beginning at a point opposite the southerly corner with Hancock Street and continuing northward for two-hundred and twenty-five (225) feet. October weekends only, tow zone, 9am – 6pm.

**Section 2.** This ordinance shall take effect as provided by City Charter.





**City of Salem, Massachusetts**  
**Office of the City Council**  
**City Hall**



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
 FROM: Councilor Morsillo DATE: June 11, 2024

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

**NAME OF STREET** Various Streets

**TYPE OF STREET CHANGE** Bus Stops

**DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED** Various Streets in Wards 1, 3 and 5.

**COUNCILLOR’S COMMENTS/EXPLANATION** Spaces for tour bus parking on Forest Avenue, Jefferson Avenue and Canal Street were tested out last October and found to be successful in managing tour bus flow and parking. The Traffic and parking Commission recommends their permanent inclusion in this section of the ordinance. The two locations on Congress Street and one on Derby Street are minor changes recommended by the Traffic and Parking Commission to accommodate tour bus parking during the busiest part of the tourist season, but to then allow more parking for vehicles during the off season.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

XX APPROVAL  
 \_\_\_\_\_ DENIAL  
 \_\_\_\_\_ TRIAL PERIOD

CHAPTER: 42 SECTION: 11 TITLE: Bus Stops

DESCRIPTION: Add:

Congress Street – Bus Stops – westerly side, beginning at a point sixty (60) feet south of the intersection with Derby Street and extending eighty-five (85) feet southward. Ten (10) minute limit, drop-off only, tow zone. Year-round, 9am – 6pm.

Congress Street – Bus Stops – westerly side, beginning at a point twenty (20) feet north of the driveway to 30 Congress Street and extending northward ninety-two (92) feet. Two (2) hour limit, tow zone. April through October, 9am – 6pm.

Derby Street – Bus Stops – southerly side, beginning at a point four-hundred (400) feet east of Lafayette Street and extending eastward eighty (80) feet. Ten (10) minute limit, drop-off only, tow zone. April through October, 9am – 6pm.

Forest Avenue – Bus Stops – southerly side, beginning at a point twenty (20) feet east of Canal Street and extending eastward one-hundred and thirty-five (135) feet. October weekends only, tow zone, 9am – 6pm.

Forest Avenue – Bus Stops – southerly side, beginning at a point two-hundred and twenty-five (225) feet east of Canal Street and extending eastward sixty (60) feet. October weekends only, tow zone, 9am – 6pm.

Jefferson Avenue – Bus Stops – northerly side, beginning at a point forty (40) feet east of Winthrop Street and continuing eastward for two-hundred and sixty (260) feet. October weekends only, tow zone, 9am – 6pm.

Canal Street – Bus Stops – westerly side, beginning at a point opposite the southerly corner with Hancock Street and continuing northward for two-hundred and twenty-five (225) feet. October weekends only, tow zone, 9am – 6pm.

COMMENTS (IF ANY): \_\_\_\_\_  
\_\_\_\_\_

  
\_\_\_\_\_

**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

*City of Salem Clerk's Office, 93 Washington St, Salem Massachusetts 01970*

*(978) 745-9595 ext 41202 www.salem.com*

## **Ilene Simons**

---

**From:** David M. Tucker  
**Sent:** Tuesday, June 11, 2024 9:03 AM  
**To:** Patricia Morsillo  
**Cc:** Ilene Simons  
**Subject:** Ordinance recommendation for Jefferson Ave  
**Attachments:** jefferson at winthrop parking prohibited certain streets TOR.docx

Good morning Councilor,

I was submitting some police recommendations for ordinances that the Traffic and Parking Department and Commission had worked up. One of these is for tour bus parking spaces, one area being on Jefferson Ave.

I have noticed over the years that exiting Winthrop St feels kind of hazardous, and having tour buses there won't help the situation. I recommend that we prohibit parking on Jefferson for 40 feet from Winthrop St, so that the view to the left when exiting is more clear. Because of the deadline, I have submitted the recommendation, but please let us know if you disagree.

Sincerely,

Lt. David Tucker  
Traffic Division  
Salem Police Department  
978-744-0171 x50271

## Ilene Simons

---

**From:** David M. Tucker  
**Sent:** Tuesday, June 11, 2024 8:57 AM  
**To:** Ilene Simons; Maureen Fisher  
**Subject:** Re: Ordinance recommendation for Valley/Highland  
**Attachments:** jefferson at winthrop parking prohibited certain streets TOR.docx; october resident parking 75A garage reserved spaces 2024 TOR.docx; parking time limited holidays TOR.docx; tour bus spaces 2024 TOR.docx

Good morning, please see attached.

I made a change to the tour bus parking on Jefferson Ave, I let Dave K. know.

Instead of 20 feet from Winthrop St, I changed it to 40 feet. Then I created a new ordinance for no parking on Jefferson Ave in those 40 feet. I'm going to send that to Councilor Morsillo with an explanation.

Sincerely,

Lt. David Tucker  
Traffic Division  
Salem Police Department  
978-744-0171 x50271

---

**From:** Ilene Simons <ISimons@Salem.com>  
**Sent:** Monday, June 10, 2024 4:04 PM  
**To:** David M. Tucker <dmtucker@salempd.net>; Maureen Fisher <MFisher@Salem.com>  
**Subject:** RE: Ordinance recommendation for Valley/Highland

How about the other ordinances he sent a while back.

Ilene Simons  
City Clerk  
Justice of the Peace  
93 Washington Street  
Salem, MA 01970  
(978) 745-9595 ext. 41201

**From:** David M. Tucker <dmtucker@salempd.net>  
**Sent:** Monday, June 10, 2024 3:16 PM  
**To:** Ilene Simons <ISimons@Salem.com>; Maureen Fisher <MFisher@Salem.com>  
**Subject:** Ordinance recommendation for Valley/Highland

Good afternoon!

Please see attached ordinance; Councilor Harvey is expecting and supports it.

Sincerely,

Lt. David Tucker  
Traffic Division  
Salem Police Department  
978-744-0171 x50271



City of Salem, Massachusetts
Traffic and Parking Department

98 Washington Street, 2nd Floor
Salem, MA 01970
www.salem.com

Dominick Pangallo, Mayor

David Kucharsky, Traffic and Parking Director

Notice to the City Council of Traffic and Parking Commission Action

At a meeting of the Salem Traffic and Parking Commission held on April 24, 2024 and attended by:

- [x] Jaime Garmendia, Chair
[ ] Jeff Swartz, Vice Chair
[x] Lt. David Tucker
[x] Brendan Casey
[ ] Erin Turowski

The Commission took the following action:

- [ ] Advisory Recommendation
[x] Ordinance Change Recommendation
[ ] Handicap Parking
[ ] Resident Parking
[x] Other Change

Background and notes: On April 24th, 2024, staff presented recommendations to introduce additional tour bus parking. Last year, many of the proposed locations had been recommended by the Commission and adopted by the City Council as an order to try out the locations. Based on feedback from parking enforcement and Destination Salem, city staff are recommending they be formalized in the ordinance with one minor edit and one additional location. The edit changes the two-hour bus parking on Congress Street from year-round to seasonal (April-October). The new location is on Derby Street adjacent to Charlotte Forten Park. The recommendation is to convert four metered spaces into a 10 minute drop off location April to October. When it is not a bus drop off location it would be used as metered parking.

Motion and Vote: On a motion duly made by Commissioner Tucker and seconded by Commissioner Casey, the Traffic and Parking Commission voted to recommend the tour bus parking locations presented by staff. The vote is four (3) in favor, and zero (0) opposed, the motion passes.

Vote: The motion was made by Commissioner Tucker and seconded by Commissioner Casey.

In Favor:

- [x] Jaime Garmendia, Chair
[ ] Jeff Swartz, Vice Chair
[x] Brendan Casey
[x] Lt. David Tucker
[ ] Erin Turowski

Opposed:

- [ ] Jaime Garmendia, Chair
[ ] Jeff Swartz, Vice Chair
[ ] Brendan Casey
[ ] Lt. David Tucker
[ ] Erin Turowski

Abstained:

- [ ] Jaime Garmendia, Chair
[ ] Jeff Swartz, Vice Chair
[ ] Brendan Casey
[ ] Lt. David Tucker
[ ] Erin Turowski

# City of Salem

*In the year Two Thousand and Twenty-Four*

## **An Ordinance Relative to Traffic**

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

**Section 1.** Section 57 of Article V be amended by repealing the following:

These restrictions shall not apply during the hours of legal holidays during which business establishments are required by law to remain closed.

And inserting the following

These restrictions shall not apply during the following holidays listed below.

President's Day  
Patriots' Day  
Memorial Day  
Juneteenth  
Labor Day  
Veterans Day  
Thanksgiving  
Day After Thanksgiving  
Christmas Eve Day  
Christmas Day  
New Year's Day

**Section 2.** This ordinance shall take effect as provided by City Charter.



**City of Salem, Massachusetts**  
Office of the City Council  
City Hall



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
 FROM: Councilor Morsillo DATE: June 11, 2024

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

NAME OF STREET City-wide

TYPE OF STREET CHANGE Parking Time Limited: Hours of Operation

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Any time limited metered parking zones.

COUNCILLOR'S COMMENTS/EXPLANATION This change defines the specific holidays during which the time limit restriction is suspended.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

APPROVAL  
 DENIAL  
 TRIAL PERIOD

CHAPTER: 42 SECTION: 57 TITLE: Parking Time Limited: Hours of Operation

DESCRIPTION: **Repeal:** These restrictions shall not apply during the hours of legal holidays during which business establishments are required by law to remain closed.

**Replace with:** These restrictions shall not apply during the following holidays listed below.

President's Day Patriots' Day Memorial Day Juneteenth

Labor Day Veterans Day Thanksgiving Day After Thanksgiving

Christmas Eve Day Christmas Day New Year's Day

COMMENTS (IF ANY): \_\_\_\_\_

**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**



# City of Salem

*In the year Two Thousand and Twenty-Four*

## **An Ordinance Relative to Traffic**

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

**Section 1.** Section 75A of Article V-A be amended by repealing the following from Section C:

up to one-hundred and seventy-six (176) parking spaces will be sectioned off on the roof as reserved spaces for these temporary passholders.

And inserting the following

no more than fifty (50) parking spaces will be sectioned off on the roof as reserved spaces for these temporary passholders. Additional spaces may be reserved at the discretion of the Director of the Department of Transportation.

**Section 2.** Section 75A of Article V-A be amended by inserting the following to Section C:

8. 2 Derby Square (Essex St Lofts)

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



**City of Salem, Massachusetts**  
**Office of the City Council**  
**City Hall**



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
 FROM: Councilor Morsillo DATE: June 11, 2024

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

**NAME OF STREET** Reserved parking spaces at the Museum Place garage or the South Harbor garage.

**TYPE OF STREET CHANGE** Parking Prohibitions Towing Zone (October Resident parking)

**DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED** Reserved parking spaces for residents of specific addresses who are required to buy parking passes.

**COUNCILLOR’S COMMENTS/EXPLANATION** The Traffic and Parking department reports that utilization of these reserved spaces has been no more than 35 spaces. Staff recommended a reduction of the number of reserved spaces and the Traffic and Parking Commission recommends the change. Also, one additional address of eligible residents should be added to this section.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

XX APPROVAL  
 \_\_\_\_\_ DENIAL  
 \_\_\_\_\_ TRIAL PERIOD

CHAPTER: 42 SECTION: 75A TITLE: Parking Prohibitions Towing Zone (October Resident parking)

DESCRIPTION: Repeal (from section C): up to one-hundred and seventy-six (176) parking spaces will be sectioned off on the roof as reserved spaces for these temporary passholders.

Replace with: no more than fifty (50) parking spaces will be sectioned off on the roof as reserved spaces for these temporary pass holders. Additional spaces may be reserved at the discretion of the Director of the Department of Transportation.

Add (to the list of addresses in section C): 8. 2 Derby Square (Essex St Lofts)

COMMENTS (IF ANY): \_\_\_\_\_  
 \_\_\_\_\_



**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

*City of Salem Clerk's Office, 93 Washington St, Salem Massachusetts 01970*

*(978) 745-9595 ext 41202 [www.salem.com](http://www.salem.com)*



**City of Salem, Massachusetts**  
**Traffic and Parking Department**  
 98 Washington Street, 2<sup>nd</sup> Floor  
 Salem, MA 01970  
[www.salem.com](http://www.salem.com)

**Dominick Pangallo, Mayor**

**David Kucharsky, Traffic and Parking Director**

**Notice to the City Council of Traffic and Parking Commission Action**

At a meeting of the Salem Traffic and Parking Commission held on April 24, 2024 and attended by:

- Jaime Garmendia, Chair
- Jeff Swartz, Vice Chair
- Lt. David Tucker
- Brendan Casey
- Erin Turowski

The Commission took the following action:

- Advisory Recommendation
- Ordinance Change Recommendation
  - Handicap Parking
  - Resident Parking
  - Other Change

**Background and notes:** On April 24<sup>th</sup>, 2024, staff presented a recommendation to reduce the number of permits issued from 176 to 50. Staff indicated that this past October 104 permits were sold but based on enforcement monitoring, which took place throughout the month during multiple times each day, only a maximum of 35 spaces were occupied. In addition to reducing the number of permits, staff had received a request from a few residents to extend the period of the permit to begin in mid-September noting that heavy use of the garage begins then and it is challenging to find a space. The Commission voted to approve the reduction in permits but asked staff to return with more data related to utilization in the garage during the month of September. Staff presented the data during the May 29 Commission meeting. The data identified that although activity was higher in September compared to other months it was still below the activity occurring in October. The Commission did not vote to recommend an extension of rooftop parking at this time.

**Motion and Vote:** *On a motion duly made by Commissioner Casey and seconded by Commissioner Tucker, the Traffic and Parking Commission voted to recommend reducing the number of rooftop permits to no more than fifty (50) but suggested more could be distributed at the discretion of the Traffic & Parking Director. The vote is four (3) in favor, and zero (0) opposed, the motion passes.*

Vote: The motion was made by Commissioner Casey and seconded by Commissioner Tucker.

**In Favor:**

- Jaime Garmendia, Chair
- Jeff Swartz, Vice Chair
- Brendan Casey
- Lt. David Tucker
- Erin Turowski

**Opposed:**

- Jaime Garmendia, Chair
- Jeff Swartz, Vice Chair
- Brendan Casey
- Lt. David Tucker
- Erin Turowski

**Abstained:**

- Jaime Garmendia, Chair
- Jeff Swartz, Vice Chair
- Brendan Casey
- Lt. David Tucker
- Erin Turowski

## City of Salem

*In the year Two Thousand and Twenty-Four*

**An Ordinance Relative to Traffic**

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

**Section 1.** Chapter 42, Section 51 – Parking Prohibited on Certain Streets be amended by adding the following:

Jefferson Avenue – Parking Prohibited on Certain Streets – Northerly side from Winthrop Street in an Easterly direction for a distance of forty (40) feet.

**Section 2.** This ordinance shall take effect as provided by City Charter.



City of Salem, Massachusetts  
Office of the City Council  
City Hall



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
FROM: Councilor Morsillo DATE: June 11, 2024

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

NAME OF STREET Jefferson Avenue

TYPE OF STREET CHANGE Parking Prohibited on Certain Streets

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Jefferson Avenue, on the Northerly side near the intersection with Winthrop Street.

COUNCILLOR'S COMMENTS/EXPLANATION The sightlines when exiting Winthrop Street onto Jefferson Avenue are poor, and a proposed tour bus parking ordinance could exacerbate the condition. Prohibiting all parking on Jefferson Avenue for forty (40) feet East of Winthrop Street should improve the safety of exiting traffic.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

XX APPROVAL  
       DENIAL  
       TRIAL PERIOD

CHAPTER: 42 SECTION: 51 TITLE: Parking Prohibited on Certain Streets

DESCRIPTION: Add: Jefferson Avenue – Parking Prohibited on Certain Streets – Northerly side from Winthrop Street in an Easterly direction for a distance of forty (40) feet.

COMMENTS (IF ANY):       

**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**

*City of Salem Clerk's Office, 93 Washington St, Salem Massachusetts 01970*

*(978) 745-9595 ext-41202 www.salem.com*

## City of Salem

*In the year Two Thousand and Twenty-Four*

**An Ordinance Relative to Traffic**

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

**Section 1.** Chapter 42, Section 49A –Prohibited Movements - be amended by adding the following:

Valley Street –Prohibited Movements – No left turn for southeasterly bound traffic on Valley Street onto Highland Avenue

**Section 2.** This ordinance shall take effect as provided by City Charter.



**City of Salem, Massachusetts**  
 Office of the City Council  
 City Hall



**REQUEST FOR TRAFFIC ORDINANCE RECOMMENDATION**

MEMO TO: Lt. David Tucker Police Traffic Division  
 FROM: Councilor Harvey DATE: June 10, 2024

In accordance with the Council Rule 32A, I hereby request your recommendation for the following Traffic Ordinance:

NAME OF STREET Valley Street

TYPE OF STREET CHANGE Prohibited Movements

DESCRIPTION OF AREA WHERE CHANGE IS REQUESTED Valley Street at the intersection with Highland Avenue.

COUNCILLOR'S COMMENTS/EXPLANATION Due to numerous accidents and near-accidents at this intersection, left turns from Valley Street to Highland Avenue should be prohibited here. Vehicles can use Cherry Hill Avenue, which receives an exclusive green signal phase for traffic to turn left or right.

**POLICE TRAFFIC DIVISION RECOMMENDATION**

The Police Traffic Division hereby submits the following recommendation for the above request:

APPROVAL  
 DENIAL  
 TRIAL PERIOD

CHAPTER: 42 SECTION: 49A TITLE: Prohibited Movements

DESCRIPTION: Valley Street – Prohibited movements – no left turn for southeasterly bound traffic on Valley Street onto Highland Avenue.

COMMENTS (IF ANY): \_\_\_\_\_

\_\_\_\_\_

**POLICE TRAFFIC DIVISION**

**RETURN THIS FORM TO THE CITY CLERK'S OFFICE**





# CITY OF SALEM

In City Council,

Ordered:

June 13, 2024

That One Million Ninety-Eight Thousand Dollars (\$1,098,500.00) is hereby appropriated to the CPA Funds for FY 2025 to the accounts listed below in accordance with the recommendation of the Community Preservation Committee (CPC).

Fund	Description	Org/Obj	Amount
2001	CPA - General Admin - Expenses	2001324-5713	46,175.00
2001	CPA - General Admin - Stipends	2001324-5150	5,000.00
2001	Bertram Field Bond	20012-5912	100,000.00
2001	CPA - General Admin - Reserves	2001324-5000	640,275.00
2002	CPA - Open Space - Reserves	2002324-5000	102,350.00
2003	CPA - Historical Preservation - Reserves	2003324-5000	102,350.00
2004	CPA - Community Housing - Reserves	2004324-5000	102,350.00
			<b>1,098,500.00</b>



# CITY OF SALEM

In City Council,

Ordered:

June 13, 2024

That One Million Three Hundred Thirty-Five Thousand Dollars (\$1,335,000.00) is hereby appropriated within the CPA Funds for the FY 2025 projects listed below in accordance with the recommendation of the Community Preservation Committee (CPC).

### FY2025 CPA Funding Requests

FY	Fund	Fund Name	Description	Funding	Amount	Total
2025	2001	CPA General Funds	5 Barton Square Elevator Upgrade	Fund Balance	57,650.00	
2025	2004	Community Housing	5 Barton Square Elevator Upgrade	FY25 Housing Reserve	102,350.00	160,000.00
2025	2001	CPA General Funds	Old Town Hall Exterior Restoration	FY24 Budgeted Reserve	739.19	
2025	2001	CPA General Funds	Old Town Hall Exterior Restoration	Fund Balance	146,910.81	
2025	2003	Historical Resources	Old Town Hall Exterior Restoration	FY25 Historic Reserve	102,350.00	250,000.00
2025	2001	CPA General Funds	Emmerton House Repointing	Fund Balance	9,975.27	
2025	2001	CPA General Funds	Emmerton House Repointing	FY25 Budgeted Reserve	240,024.73	250,000.00
2025	2001	CPA General Funds	Bridge at 211 Renovation and Accessibility	FY25 Budgeted Reserve	65,000.00	65,000.00
2025	2001	CPA General Funds	Fort Lee Preservation Plan	Fund Balance	36,000.00	36,000.00
2025	2001	CPA General Funds	Broad Street Cemetery Tomb Restoration	Fund Balance	20,000.00	20,000.00
2025	2001	CPA General Funds	St. Peter's Church Bell Tower Restoration	FY25 Budgeted Reserve	225,000.00	225,000.00
2025	2001	CPA General Funds	Salem Willows Phase II	Fund Balance	97,650.00	
2025	2002	Open Space/Rec	Salem Willows Phase II	FY25 OS Reserve	102,350.00	200,000.00
2025	2001	CPA General Funds	ECC Bentley School Shade Structure	Fund Balance	59,000.00	59,000.00
2025	2001	CPA General Funds	Curtis Park Redevelopment	Fund Balance	20,000.00	20,000.00
2025	2001	CPA General Funds	Phillips House Carriage Barn Restoration	FY25 Budgeted Reserve	24,988.27	
2025	2001	CPA General Funds	Phillips House Carriage Barn Restoration	Fund Balance	11.73	25,000.00
2025	2001	CPA General Funds	St. Nicholas Church Cupola Restoration	FY25 Budgeted Reserve	25,000.00	25,000.00
					<b>1,335,000.00</b>	<b>1,335,000.00</b>
<b>Total Housing-- &gt;</b>						<b>102,350.00</b>
<b>Total Historic-- &gt;</b>						<b>102,350.00</b>
<b>Total Open Space/Rec-- &gt;</b>						<b>102,350.00</b>
<b>Total FY24 Budget Reserve-- &gt;</b>						<b>739.19</b>
<b>Total FY25 Budget Reserve-- &gt;</b>						<b>580,013.00</b>
<b>Total Fund Balance-- &gt;</b>						<b>447,197.81</b>
<b>Grand Total-- &gt;</b>						<b>1,335,000.00</b>



**CITY OF SALEM, MASSACHUSETTS**  
**Dominick Pangallo, Mayor**  
Community Preservation Committee

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98 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970  
TEL: 978-619-5685

**TO:** Honorable City Council

**FROM:** Patti Kelleher, Preservation Planner  
on behalf of the Community Preservation Committee

**DATE:** June 13, 2024

**RE:** **CPC Recommendation for CPA Funding**

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The Community Preservation Committee (CPC) is pleased to submit its recommendations for the City of Salem's tenth round of Community Preservation Act (CPA) funding.

While the CPC is responsible for studying community preservation needs and reviewing applications submitted for CPA funding, it is ultimately the City Council that must approve projects receiving CPA expenditures. In compliance with MGL c.44B, the City Council is requested to take one of the following actions on each funding recommendation:

- Approve recommendation of the CPC
- Reject recommendation of the CPC
- Reduce amount recommended by the CPC
- Reserve amount recommended by the CPC to applicable reserve account, rather than approving the project

With your approval, funding for these projects will be available on July 1, 2024. Please feel free to contact me with any questions concerning this submission.

Thank you for your consideration.



# City of Salem Community Preservation Committee



Round 10

## Report on Funding Recommendations for the Salem City Council

*June 13, 2024*

Community Preservation Act  
FY24 Funding Round  
(FY25 Funds)

**Chart 1  
COMMUNITY PRESERVATION FUND ALLOWABLE SPENDING PURPOSES (G.L. c. 44B, § 5)**

DEFINITIONS (G.L. c. 44B, § 2)	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
	Land to protect existing and future wet fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, fresh and salt water marshes and other wetlands, ocean, river, stream, lake and pond frontage, beaches, dunes and other coastal lands, lands to protect scenic vistas, land for wildlife or nature preserve and land for recreational use	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors  Moderate income is less than 100%, and low income is less than 80% of US HUD Area Wide Median Income
<b>ACQUISITION</b> Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B	Yes	Yes	Yes	Yes
<b>CREATION</b> To bring into being or cause to exist. <i>Sideman v. City of Newton</i> , 452 Mass. 472 (2008)	Yes		Yes	Yes
<b>PRESERVATION</b> Protect personal or real property from injury, harm or destruction	Yes	Yes	Yes	Yes
<b>SUPPORT</b> Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable				Yes, includes funding for community's affordable housing trust
<b>REHABILITATION AND RESTORATION</b> Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Yes if acquired or created with CP funds	Yes	Yes	Yes if acquired or created with CP funds

Source: Department of Revenue (DOR) 10-5-2012 conference, "Recent Developments in Municipal Law," Workshop B - Local Finances

## Overview

The Community Preservation Committee (CPC) submits the following project award recommendations for Community Preservation Act (CPA) funds:

- **Housing Resources**
  - **SHA Elevator Replacement 5 Barton Square/140 Washington Street**      **\$160,000.00**
  
- **Historic Resources**
  - **Old Town Hall Restoration**      **\$250,000.00**
  - **Fort Lee Preservation & Management Plan**      **\$36,000.00**
  - **Broad Street Cemetery Table Tomb Restoration**      **\$20,000.00**
  - **Emmertown House Repointing**      **\$250,000.00**
  - **The Bridge at 211 Renovation and Accessibility**      **\$65,000.00**
  - **St. Peter's Church Bell Tower Restoration**      **\$225,000.00**
  - **St. Nicholas Church Cupola Restoration**      **\$25,000.00**
  - **Phillips House Carriage Barn Restoration**      **\$25,000.00**
  
- **Open Space/Recreational Land**
  - **Salem Willows Phase II**      **\$200,000.00**
  - **Curtis Park Design**      **\$20,000.00**
  - **Bentley School/ECC Shade Structure**      **\$59,000.00**

Included in this report is a spreadsheet breaking down the recommended source of CPA funds for each project, as well as a detailed overview of the ten projects recommended.

The total funds available for projects is \$1,395,250.27. This includes the FY25 estimated funds (surcharge revenues and State match), as well as \$447,925.27 in carried over, undesignated FY23 funds. The total funds available was close (94%) to the total amount of funding requests (\$1,415,220.00).

The CPC is recommending funding for projects totaling \$1,335,000.00. If awarded, the minimum of 10% minimum spending in the categories of Housing Resources, Historic Resources and Open Space/Recreation will be satisfied.

This will leave a balance available of \$60,262.00. This balance was reserved to account for a reduction in the anticipated FY24 State match. However, please note that the available funding will increase in November 2024 when late payments, unspent FY24 admin, FY24 surcharge revenues received over the \$830,183 estimate, interest and any other extra funds that are reported to the Department of Revenue are placed into the Fund Balance.

Approval of all projects is conditional that signage be installed as provided in the Community Preservation Committee's sign policy.

*Cover photo from Salem Willows Phase II.*

**RECOMMENDED CPA PROJECTS & FUNDING  
BY CPA RESERVE ACCOUNT**

APPLICANT	TITLE	AWARD RECOMM.	FY24		Fund Balance	FY25 HOUSING	FY25 HISTORIC	FY25 OS/REC	FY25 BUDGETED RESERVE
			BUDGETED RESERVE						
<b>Community Housing</b>			\$739.19	\$447,186.08	\$102,350.00	\$102,350.00	\$102,350.00	\$640,275.00	
Salem Housing Authority	Barton Square Elevator Upgrade	\$160,000.00		\$57,650.00	\$102,350.00				
<b>Historic Resources</b>									
City of Salem/DPCD	Old Town Hall Exterior Restoration	\$250,000.00	\$739.19	\$146,910.81		\$102,350.00			
Woman's Friend Society	Emmerton House Repointing	\$250,000.00		\$9,975.27				\$240,024.73	
The Bridge at 211	Bridge at 211 Renovation and Accessibility	\$65,000.00						\$65,000.00	
City of Salem/DPCD	Fort Lee Preservation Plan	\$36,000.00		\$36,000.00					
City of Salem/DPCD	Broad Street Cemetery Tomb Restoration	\$20,000.00		\$20,000.00					
St. Peter's Church	St. Peter's Church Bell Tower Restoration	\$225,000.00						\$225,000.00	
Historic New England	Phillips House Carriage Barn Restoration	\$25,000.00						\$25,000.00	
St. Nicholas Church	St. Nicholas Church Cupola Restoration	\$25,000.00						\$25,000.00	
<b>Open Space &amp; Recreation</b>									
City of Salem/DPCD	Salem Willows Phase II	\$200,000.00		\$97,650.00			\$102,350.00		
City of Salem/ECC	ECC Bentley School Shade Structure	\$59,000.00		\$59,000.00					
City of Salem/DPCD & Park/Rec	Curtis Park Redevelopment	\$20,000.00		\$20,000.00					
		\$1,335,000.00	\$739.19	\$447,186.08	\$102,350.00	\$102,350.00	\$102,350.00	\$580,024.73	
			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,262.00	

**APPLICANT:** Salem Housing Authority  
**PROJECT TITLE:** Elevator Replacement  
**PROJECT LOCATION:** 5 Barton Square/140 Washington Street  
**CPA CATEGORY:** Housing Resources: Preservation  
**CPC PRIORITY RANKING:** High  
**CPC RECOMMENDED CPA FUNDING:** \$160,000.00  
**CPC RECOMMENDED SOURCE:** \$57,650 – Fund Balance  
\$102,350 – FY24 Housing Reserve

**PROJECT DESCRIPTION:**

The Salem Housing Authority (SHA) requested \$160,000 in CPA funds to fund elevator replacement on the Powers Block at 5 Barton Square/140 Washington Street. The SHA owns and operates the top 2 floors of this building, which houses 16 units of low-income elderly and disabled persons public housing. The Powers Block is a highly visible and historically designated building on Salem’s main thoroughfare, Washington Street.

The elevator that accesses the SHA units in the Powers Block is in urgent need of upgrade code work and component replacement. The elevator dates to 1983, when the Housing Authority purchased the units. Commonwealth of Massachusetts elevator code has evolved and changed and there are significant changes that must be made in 2024 to keep the elevator up to code and ensure accessibility for the building’s elderly and disabled residents.

The project is necessary to preserve accessibility for the 16 affordable housing units on the 3<sup>rd</sup> and 4<sup>th</sup> floor of this historic downtown building. The Salem Housing Authority is responsible for 100% of the cost of the elevator work. With extremely limited federal funding, (approximately \$75,000 annually for five properties across the City) it is impossible for SHA to afford the full scope of this work. The SHA is seeking CPA funding to supplement the limited capital source that is available for this work.





## **Budget Summary**

**Indicate the total project costs, including CPA funding request, from all proposed sources.  
Application package must include a complete itemized budget of all project costs.  
Note: CPA funds cannot be used for maintenance.**

	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
<b>SOURCE 1: SALEM CPA</b> <i>(total must match amount requested on cover sheet)</i>	\$ 0	\$ 6,350.00	\$ 0	\$ 153,650.00	\$ 160,000.00
<b>SOURCE 2: SHA</b>	\$ 0	\$ 1,250.00	\$ 0	\$ 23,750.00	\$ 25,000.00
<b>SOURCE 3:</b>	\$ 0	\$ 0	\$ 0	\$	\$
<b>SOURCE 4:</b>	\$ 0	\$ 0	\$ 0	\$	\$
<b>SOURCE 5:</b>	\$ 0	\$ 0	\$ 0	\$	\$
<b>SOURCE 6:</b>	\$ 0	\$ 0	\$ 0	\$	\$
<b>TOTAL PROJECT COST:</b>	\$ 0	\$ 7,600.00	\$ 0	\$ 177,400.00	\$ 185,000.00

### **CPC RECOMMENDATION:**

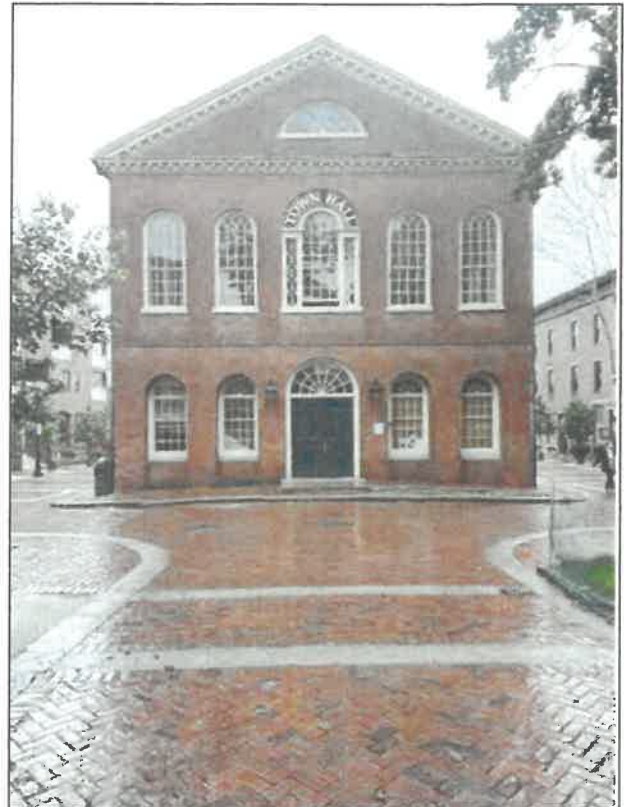
The Community Preservation Committee voted unanimously (Boris abstained), to recommend funding this application at \$160,000. The CPC voted to recommend \$57,650 from the Fund Balance and \$102,350 from the FY25 Housing Reserve.

<b>APPLICANT:</b>	City of Salem/DPCD
<b>PROJECT TITLE:</b>	Old Town Hall Restoration
<b>PROJECT LOCATION:</b>	32 Derby Square
<b>CPA CATEGORY:</b>	Historic Resources: Rehabilitation/Restoration
<b>CPC PRIORITY RANKING:</b>	High
<b>CPC RECOMMENDED CPA FUNDING:</b>	\$250,000.00
<b>CPC RECOMMENDED SOURCE:</b>	\$102,350.00 – FY25 Historic Preservation Reserve
	\$146,910.81 – Fund Balance
	\$ 739.19 – FY24 Budgeted Reserve

**PROJECT DESCRIPTION:**

The City of Salem Department of Planning & Community Development (DPCD) requested \$250,000 for the restoration of Old Town Hall. The City previously received \$100,000 towards this \$1.5 million restoration project in the FY23 CPA funding round.

Built in 1816, Old Town Hall at 32 Derby Square is Salem’s oldest municipal building, a beloved community asset, and an iconic tourist attraction situated in the heart of downtown. The Federal style, Flemish-bond brick masonry building is listed in the National Register of Historic Places and originally served as Salem Town Hall and a large open public market. The building saw various renovations in 1933, 1975 and 2015. Today, the facility and its surrounding brick plaza, Derby Square, continue to serve as public gathering space, hosting community-wide celebrations such as the Salem Arts Festival and Haunted Happenings in addition to over 100 events each year through its rental program. Events including private receptions, craft markets, weddings, fundraisers, concerts, theatrical performances, art shows, and civic functions engage hundreds of artists and attract thousands of community members and tourists to the space. Even with this active programming the area’s full potential as a thriving arts & culture community hub and tourist attraction is unable to be realized due to the limitations and conditions of the space. To that end, the City aims to restore & revitalize this iconic historic structure as a thriving year-around Community Arts & Culture Center, through life safety improvements, sustainability & accessibility upgrades, and extensive historic preservation interventions, among other functional enhancements, all while maintaining vital historic integrity.



In late 2021, the City employed Mills Whitaker Architects to develop designs and provide cost estimates for the restoration and renovation of Old Town Hall based on the building’s current conditions and needs, with the goals of preserving this iconic historic asset and revitalizing the space as a year around community arts and culture center. The proposed work includes extensive structural repairs, upgrades to building systems, preservation of historical assets inside and out, and other efforts that will generally improve the overall functionality and usability of the space. CPA funds granted to this project will be specifically earmarked for exterior historic restoration and preservation efforts including masonry repointing; repainting of wood cornices, cupola, windows, doors, and rails; repairs to slate roof; structural reinforcements; and restoration historic lighting fixtures among other work. All original windows and exterior entrances will be retained and restored. Louvers from former mechanical systems

will be removed and bricks restored. The ventilating cupola will be repaired and will serve as the intake and exhaust for new mechanical systems. In addition to this exterior work, existing interior historic features, such as stair nosings, mantel pieces, wood floors, and lighting fixtures, will also be preserved and restored. In limited areas, new interior features will be required, but will match original features in character, scale, and design to preserve overall historic integrity of the facility.

Current conditions in the building are quickly approaching a point of unsafe use. The 'Band-Aid' approach to repairs used over recent decades is no longer sufficient to address the building's failing systems, out-of-date code compliance and overall, severely deteriorating conditions. Without these proposed interventions, the building will continue to degrade and to fall further into disrepair, resulting in the complete loss of functionality of this important historic asset. The restoration of this high-profile property will not only preserve the historic character of the greater Derby Square area but will also greatly enhance the character of downtown by driving cultural tourism; increasing functionality and overall community access; and eliminating the potential for blight that a shuttered Old Town Hall would cause.

### ***Budget Summary***

Indicate the total project costs, including CPA funding request, from all proposed sources. Application package must include a complete itemized budget of all project costs. Note: CPA funds cannot be used for maintenance.					
	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
<b>SOURCE 1: SALEM CPA</b> <i>(total must match amount requested on cover sheet)</i>	\$	\$	\$	\$ 250,000.00	<u>\$ 250,000.00</u>
<b>SOURCE 2: ARPA Lost Revenue</b>	\$	\$	\$	\$ 1,000,000.00	\$ 1,000,000.00
<b>SOURCE 3: Mass Culture CFF</b>	\$	\$	\$	\$ 250,000.00	\$ 250,000.00
<b>SOURCE 4:</b>	\$	\$	\$	\$	\$
<b>SOURCE 5:</b>	\$	\$	\$	\$	\$
<b>SOURCE 6:</b>	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	\$	\$	\$	<u>\$ 1,500,000.00</u>	\$ 1,500,000.00

**TIMELINE:**

**July 2023 – Apr 2024:** Construction Document Phase / prepare completed plans & specs, final SRA approval, submit code narratives to building dept., final estimate

**Apr 2024 – May 2024:** Bidding & Contractor Selection / public bidding filed sub-bids followed by general contractor bids, evaluate submissions prior to award

**May 2024 – July 2024:** Permitting, Submittals, Mobilization / execute contract, building permit, pre-construction conference, third-party contracts, submittals

**July 2024 – Dec 2025:** Construction to Substantial Completion / perimeter fencing, scaffolding, sitework (utilities & accessibility), exterior envelope, interior work

**Jan 2026 – Mar 2026:** Project Closeout / punch list, commissioning, record drawings, manuals, warranties, move-in, systems training

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously (Greel abstained) to recommend funding this application at \$250,000, with \$102,350 from the FY25 Historic Preservation Reserve, \$146,910.81 from the Fund Balance, and \$739.19 from the FY24 Budgeted Reserve.

<b>APPLICANT:</b>	Woman's Friend Society
<b>PROJECT TITLE:</b>	Emmerton House Repointing
<b>PROJECT LOCATION:</b>	12 Hawthorne Boulevard
<b>CPA CATEGORY:</b>	Historic Resources: Rehabilitation/Restoration
<b>CPC PRIORITY RANKING:</b>	High
<b>CPC RECOMMENDED CPA FUNDING:</b>	\$250,000.00
<b>CPC RECOMMENDED SOURCE:</b>	\$240,024.73 - FY25 Budgeted Reserve \$ 9,975.27 – Fund Balance

**PROJECT DESCRIPTION:**

The Woman's Friend Society submitted a request for \$250,000 for repointing at the historic Emmerton House at 12 Hawthorne Boulevard. The Woman's Friend Society previously received a FY23 CPA award of \$100,000 towards this project but the funds were not enough to undertake the work.

The Federal style brick Emmerton house was constructed between 1810 and 1812. Originally built as a double house, one half was purchased by Jennie Emmerton in 1876 to house the Woman's Friend Society with the stipulation that the Society become self-funding within five years. Several years later, the Society purchased the entire building. The mission of Woman's Friend was incorporated "for the purpose of extending sympathy and help to girls and women of any nationality and of any class, from the highest to the most lowly, and by that sympathy and help to inspire and encourage habits of industry and self-reliance". Sewing, cooking and household management classes were held for newly arriving immigrant women to help them earn a living for their families and to assimilate into society. Later the Society opened the first Kindergarten in Salem and began the visiting nurses program. Since then, these programs have been spun off. The Emmerton House currently houses twenty-one single women in 100% affordable housing. Woman's Friend also supports many other charitable organizations and agencies in the city.



Woman's Friend is seeking CPA funds for the next phase of restoration work on the 200+ year old building. Previously, the Society received CPA funding for major repairs to the roof, soffits, doors, and windows. They now seek additional funds to complete the repointing of the building's brick exterior and foundation. The brick has been subject to weather and decay over the past two centuries. As a result, the mortar joints are in danger of allowing water to seep in thus undermining the structure of the building and creating dampness in the house. Repointing will also prevent heat loss and thus will save energy. The Woman's Friend Society received an estimate of \$450,000 to repoint the entire building. Therefore, Woman's Friend will phase the project to restore the most deteriorated parts of the building, beginning on the East side of the building facing Hawthorne Boulevard, which is the side most in need of repair. Once this is completed, repointing will continue on the West side of the building.

The Society is committed to keeping rents below affordable housing rates to ensure that the women who reside at Emmerton House for the maximum 5-year stay are able to save and plan for the next

phase of their lives. This annual gap is supported by the income earned on the Society's endowment. A commitment to expend principle from the endowment is a significant investment for the Society, especially in today's economic climate. Therefore, they are seeking significant grant funding for the planned capital and restoration plans.

**FINANCIAL:**

***Budget Summary***

Indicate the total project costs, including CPA funding request, from all proposed sources. Application package must include a complete itemized budget of all project costs. Note: CPA funds cannot be used for maintenance.					
	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
<b>SOURCE 1: SALEM CRA</b> <i>(total must match amount requested on cover sheet)</i>	\$	\$	\$	\$250,000	\$250,000
<b>SOURCE 2: WFS ENDOWMENT</b>	\$	\$	\$	\$25,000	\$25,000
<b>SOURCE 3: GRANTS</b>	\$	\$	\$	\$75,000	\$75,000
<b>SOURCE 4:</b>	\$	\$	\$	\$	\$
<b>SOURCE 5:</b>	\$	\$	\$	\$	\$
<b>SOURCE 6:</b>	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	\$	\$	\$	\$	\$450,000

**TIMELINE:**

- July 1, 2024 – CPA Funding available
- July – August 2024 – Planning with contractors to identify commencement dates, including applying for required permits and police detail
- July 2024 – Application submitted for SHC approval
- August 2024 – SHC approval
- August-November – Erection of scaffolding and repointing of building
- December 2024 – Work complete

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this application at \$250,000. The CPC voted to recommend \$240,024.73 from the FY25 Budgeted Reserve and \$9,975.27 from the Fund Balance. Approval is conditional that all work must adhere to the Secretary of the Interior Standards for Treatment of Historic Properties.

**APPLICANT:** The Bridge at 211  
**PROJECT TITLE:** The Bridge at 211 Renovation and Accessibility  
**PROJECT LOCATION:** 211 Bridge Street  
**CPA CATEGORY:** Historic Resources: Rehabilitation/Restoration  
**CPC PRIORITY RANKING:** High  
**CPC RECOMMENDED CPA FUNDING:** \$65,000  
**CPC RECOMMENDED SOURCE:** \$65,000 – FY25 Budgeted Reserve

**PROJECT DESCRIPTION:**



The Bridge at 211 submitted a request for \$65,000 for a detailed assessment and design plan to address code compliance issues and accessibility needs at the 1808 former First Universalist Church building in order to reopen the building again for public events.

The Bridge at 211 building is listed on the State and National Registers of Historic Places. While the original 1808 Federal style brick building was designed and built under the auspices of William Perley Putnam, there are several examples of Samuel McIntire's work in the building. The 1889 Bolles Wing was designed and constructed in the same Federal style.

The 211 Bridge Street building and the adjacent Thomas Perkins House at the top of Ash Street are the only two remaining buildings in the neighborhood that were not lost to urban renewal in the late 1960's. The preservation of these structures was the flash point for continued preservation and restoration of historically significant buildings in Salem's downtown.

The Bridge at 211 building is owned by the 211 Bridge Street Corporation, a 501(c)(3) non-profit organization.

The building is located on an important entrance corridor to the City and is highly visible to those entering the downtown area from North Street and Bridge Street Neck.

The Bridge at 211 is seeking CPA funds for the first step in a capital improvement project that will protect personnel and real property from injury, harm, or destruction and will help bring new life and purpose to an historic space. The Bridge at 211 has spent the past two years gathering information and imagining what physical improvements should be made to the building as well as how to program, operate, and sustain an irreplaceable piece of Salem's heritage. The goal is to be self-sustaining and to preserve the legacy of the building, which is steeped in Salem's history and lore and inspired by its founders who advocated for social justice for all and actively supported abolition, women's suffrage, LGBTQ+ rights, and other social reform movements. According to the building's Adaptive Reuse Study, the transformation and expansion of The Bridge at 211 will help address the need for a significant performing arts space in the City of Salem and will protect and preserve the building's historic integrity and provide universal access to an important landmark.

**FINANCIAL:**

The estimated cost for the study is \$79,000. The Bridge at 211 expects to fundraise \$1,000 from its donor base and is seeking a \$5,000 grant from Essex County Community Foundation. The Board has authorized spending up to \$10,000 of our own funds for any shortfall. The Bridge is seeking \$65,000 in CPA funds.

**Indicate the total project costs, including CPA funding request, from all proposed sources.**

**Application package must include a complete itemized budget of all project costs.**

**Note: CPA funds cannot be used for maintenance.**

	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
<b>SOURCE 1: SALEM CPA</b> <i>(total must match amount requested on cover sheet)</i>	\$65,000	\$	\$	\$	\$65,000
<b>SOURCE 2: ESSEX COUNTY COMMUNITY ORGANIZATION</b>	\$ 5,000	\$	\$	\$	\$ 5,000
<b>SOURCE 3: FUNDRAISING</b>	\$ 1,000	\$	\$	\$	\$ 1,000
<b>SOURCE 4: THE BRIDGE AT 211 BUILDING FUND</b>	\$ 8,000	\$	\$	\$	\$ 8,000
<b>SOURCE 5:</b>	\$	\$	\$	\$	\$
<b>SOURCE 6:</b>	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	<b>\$79,000</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$79,000</b>

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this application at \$65,000. The CPC voted to recommend \$65,000 from the FY25 Budgeted Reserve. Approval is conditional that all work must adhere to the Secretary of the Interior Standards for Treatment of Historic Properties.

**APPLICANT:** City of Salem/DPCD  
**PROJECT TITLE:** Fort Lee Preservation & Management Plan  
**PROJECT LOCATION:** Memorial Drive/Fort Avenue, Salem Willows  
**CPA CATEGORY:** Historic Resources: Rehabilitation/Restoration  
**CPC PRIORITY RANKING:** High  
**CPC RECOMMENDED CPA FUNDING:** \$36,000  
**CPC RECOMMENDED SOURCE:** \$36,000 – Fund Balance

**PROJECT DESCRIPTION:**

The City of Salem submitted a request for \$36,000 to complete a preservation and management Plan for Fort Lee in the Salem Willows.

Fort Lee is a rare example of a Revolutionary War earthwork fort in Massachusetts to survive relatively intact from its initial construction in 1776 despite repairs and remodeling efforts in 1812 and 1862. Listed in the National Register of Historic Places, this simple earthwork fort is laid out in an irregular four-pointed star form on a high outcrop between Salem and Beverly Harbors. In 1927, Fort Lee and its 2.3 acre site was deeded to the City of Salem for use as a public park. Despite



restoration and improvement efforts completed for the 1976 Bicentennial and a planning study completed in 2003, Fort Lee is suffering from erosion, vegetation overgrowth, inappropriate use and lack of public awareness that is threatening the future of this historic site. While the fort's four-pointed form is apparent from aerial photographs (*see historic photo above*), the current condition of the site hides this significant historic feature from view. Today, as Salem prepares to honor the 400<sup>th</sup> anniversary of its founding and the 250<sup>th</sup> anniversary of the American Revolution, preservation of Fort Lee is critical.

For this project, the City will contract with a qualified consultant team to develop a Preservation and Management Plan for Fort Lee. The purpose of the project is to document, assess, identify, and prioritize the preservation needs of the fort and to develop strategies to preserve and improve the historic site, retaining the fort's historic integrity while at the same time maintaining and improving its public accessibility and environmental sustainability. The City was recently awarded a matching FY24 Survey and Planning Grant from the Massachusetts Historical Commission for this project. This request for CPA funding would provide the required match for the grant.

The project scope of the Fort Lee Preservation and Management Plan will:

- Update documentation and mapping of Fort Lee's historic cultural landscape,
- Perform a current conditions assessment,
- Identify and evaluate erosion and other degradation threats, and
- Prepare prioritized preservation strategies, including necessary improvements for:
  - stabilization and preservation of the earthwork fort,



- conservation and rehabilitation of the park's landscape,
- pedestrian circulation and
- opportunities for public interpretation.

Project tasks will include state-of-the-art documentation methods that will result in the creation of 3D models, aerial photographs and illustrated renderings to facilitate public understanding and appreciation of the fort. Throughout the project, the City of Salem will collaborate with a diverse cross-section of local stakeholders engaged in preservation, recreation and environmental endeavors to create a shared vision for Fort Lee that will balance preservation, environmental sustainability and visitation to the historic site. The project will culminate in the Fort Lee Preservation and Management Plan, which will include a prioritized list of preservation and conservation recommendations with cost estimates and fundraising strategies; conservation plans to address at risk historic earthwork features and natural features; design plans for landscape preservation and improvements that preserve the fort's historic integrity while enabling continued public access; and a maintenance and management plan that addresses routine care of the site, seasonal considerations and long-range upkeep.

### **Budget Summary**

Indicate the total project costs, including CPA funding request, from all proposed sources. Application package must include a complete itemized budget of all project costs. Note: CPA funds cannot be used for maintenance.					
	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
<b>SOURCE 1: SALEM CPA</b> <i>(total must match amount requested on cover sheet)</i>	\$36,000	\$	\$	\$	\$36,000
<b>SOURCE 2: MHC GRANT</b>	\$26,000	\$	\$	\$	\$26,000
<b>SOURCE 3:</b>	\$	\$	\$	\$	\$
<b>SOURCE 4:</b>	\$	\$	\$	\$	\$
<b>SOURCE 5:</b>	\$	\$	\$	\$	\$
<b>SOURCE 6:</b>	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	<b>\$62,000</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$62,000</b>

#### **TIMELINE**

PHASE	DESCRIPTION	DATES
Phase I	STLS Survey and Research	November 2024 – March 2025
Phase II	Documentation and Assessment of Existing Conditions	January 2025 – April 2025
Phase III	Recommendations with priorities, phasing and estimated costs	April 2025 - July 2025
Phase IV	Final Plan	September 2025

#### **CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this application at \$36,000. The CPC voted to recommend \$36,000 from the Fund Balance.

**APPLICANT:** City of Salem/DPCD  
**PROJECT TITLE:** Broad Street Cemetery Table Tomb Restoration  
**PROJECT LOCATION:** 5 Broad Street  
**CPA CATEGORY:** Historic Resources: Rehabilitation/Restoration  
**CPC PRIORITY RANKING:** High  
**CPC RECOMMENDED CPA FUNDING:** \$20,000  
**CPC RECOMMENDED SOURCE:** \$20,000 – Fund Balance

**PROJECT DESCRIPTION:**

The City of Salem submitted a request for \$20,000 to restore a deteriorated brick and marble table tomb in Broad Street Cemetery. This tomb is located in the highly visited south side of the cemetery between the Corwin monument and the Pickering tomb.

Broad Street Cemetery was established by 1655 and is the second oldest burial ground in Salem. One of five historic burial grounds owned by the City, Broad Street Cemetery contains an exceptional collection of historic marble, slate, and granite headstones as well as some of the City's most elaborately designed tombs. Like Charter Street and Howard Street Cemeteries, Broad Street Cemetery has a number of large above ground box and table tomb markers for underground tombs. While most are designed as a granite slab, some of the tombs at Broad Street Cemetery feature delicate marble elements, while others are constructed in brick. One of these brick table tomb markers, located next to the wood picket fencing on the southern boundary of the cemetery, was recently vandalized with bricks removed and displaced and its marble ledger (top) dislodged. This deteriorated condition is a blight to the cemetery and is encouraging more people to remove bricks and further dislodge the table top in attempts to view into the tomb. In addition, the condition of this tomb is a safety hazard for cemetery visitors.



For this project, the City will contract with a qualified conservator to provide conservation treatment for the historic box tomb. An experienced conservator has reviewed the condition of the Broad Street Cemetery tomb marker and recommended that the tomb be fully restored and not patched due to its extensive deterioration. This work would include the following:

- Documentation of existing conditions.
- Removal of remaining concrete parging with hand tools.
- Careful removal of marble ledger tablet and consolidation as needed.
- Deconstruction of brick box tomb.
- Reconstruction of box tomb utilizing original bricks with in-kind replacement bricks as needed and new mortar to match original historic mortar color and composition (cement/lime/sand).
- Resetting of marble ledger tablet. Tablet to be secured with soft mortar.
- Tomb to be re-parged in stucco if determined to be original finish.
- Final treatment report.

All work performed will be in accordance with the Code of Ethics and Standards of Practice of the American Institute for the Conservation of Historic and Artistic Works (AIC).

**FINANCIAL:**

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***Budget Summary***

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**Indicate the total project costs, including CPA funding request, from all proposed sources.  
Application package must include a complete itemized budget of all project costs.  
Note: CPA funds cannot be used for maintenance.**

	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
<b>SOURCE 1: SALEM CPA</b> <i>(total must match amount requested on cover sheet)</i>	\$	\$	\$	\$ 20,000	\$ 20,000
<b>SOURCE 2: MHC GRANT</b>	\$	\$	\$	\$	\$
<b>SOURCE 3:</b>	\$	\$	\$	\$	\$
<b>SOURCE 4:</b>	\$	\$	\$	\$	\$
<b>SOURCE 5:</b>	\$	\$	\$	\$	\$
<b>SOURCE 6:</b>	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	\$	\$	\$	\$ 20,000	\$ 20,000

**TIMELINE:**

The project is anticipated to begin on or around September 1, 2024 and be completed in full by December 2024.

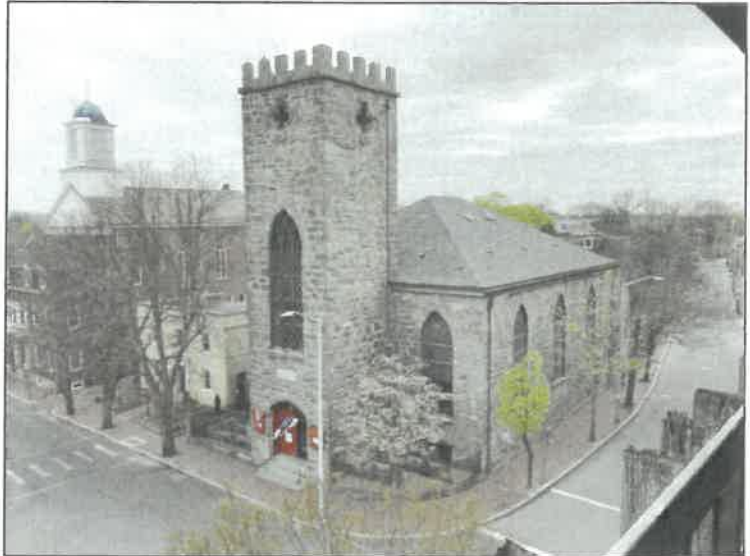
**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this application at \$20,000. The CPC voted to recommend \$20,000 from the Fund Balance.

**APPLICANT:** St. Peter's Church  
**PROJECT TITLE:** St. Peter's Church Bell Tower Restoration  
**PROJECT LOCATION:** 79 St. Peter's Street  
**CPA CATEGORY:** Historic Resources: Rehabilitation/Restoration  
**CPC PRIORITY RANKING:** High  
**CPC RECOMMENDED CPA FUNDING:** \$225,000  
**CPC RECOMMENDED SOURCE:** \$225,000 – FY25 Budgeted Reserve

**PROJECT DESCRIPTION:**

St. Peter's Church submitted a request for \$225,000 for restoration of the building's bell tower.



St. Peter's Church was founded in 1733 on land given by Philip English who was a wealthy Salem merchant accused, with his wife, of witchcraft in 1692. The current church is the second building on the site and was built in 1833 of Cape Ann granite by very prominent architect, Isaiah Rogers. It is renowned as one of the "most outstanding ecclesiastical structures of its style and type in the United States." (*Architecture in Salem: An Illustrated Guide*; Tolles, Bryant F. and Tolles, Carolyn K.; University Press of New England, 1983.)

The parish was recently awarded a National Fund for Sacred Spaces grant of \$250,000 for the restoration of the church building including its tower, chapel and undercroft areas. This 2:1 matching grant requires the church to raise \$500,000 for the project. The requested CPA funds will focus on the church tower, which is in need of extensive restoration to stabilize the bell tower floors and supporting joists and to stop water infiltration that is entering the building interior from the tower and threatening both. The project will also restore the large clear glass lancet window facing St. Peter Street, return the oldest church bell in the United States to full swinging functionality, replace the four side quatrefoil frames, replace the older rubber roof with a long lasting copper roof, and otherwise ensure that this historic treasure from Salem's past is safe and fully functional for the next 300 years.

This church tower historic preservation project is the highest priority of the overall church preservation project because the tower's structural integrity and watertightness ensure the structural integrity of the church building itself and that its historic esthetics are properly preserved. The public benefit of historic preservation of St. Peter's is to ensure its continued presence as a part of the historic Salem landscape for future generations. Literally hundreds of thousands of tourists walk Salem streets every year, and nearly every tour group, and so many locals and visitors alike, seek out St. Peter's long history and see it still in active use and beauty today.

**FINANCIAL:**

***Budget Summary***

Indicate the total project costs, including CPA funding request, from all proposed sources.  
Application package must include a complete itemized budget of all project costs.  
Note: CPA funds cannot be used for maintenance.

	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
SOURCE 1: SALEM CPA <i>(total must match amount requested on cover sheet)</i>	\$	\$	\$	\$ 225,000	\$ 225,000
SOURCE 2: <i>St. Peter's Fundraising</i>	\$	\$	\$	\$ 59,015	\$ 59,015
SOURCE 3: <i>National Fund for Sacred Spaces</i>	\$	\$	\$	\$ 59,015	\$ 59,015
SOURCE 4:	\$	\$	\$	\$	\$
SOURCE 5:	\$	\$	\$	\$	\$
SOURCE 6:	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	\$	\$	\$	\$	\$

**TIMELINE:**

***Parish Fundraising for Project***

March 2024-September 2025 the parish capital campaign will raise approximately \$500,000 from grants and individual gifts.

***Construction Timeline from CPA Grant Award Date***

From date of CPA award, several months time is anticipated for project coordination with the construction slated for early 2025.

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously (Greel abstained) to recommend funding this application at \$65,000. The CPC voted to recommend \$65,000 from the FY25 Budgeted Reserve. Work must adhere to the Secretary of the Interior Standards for Treatment of Historic Properties.

**APPLICANT:** Historic New England  
**PROJECT TITLE:** Phillips House Carriage Barn Restoration  
**PROJECT LOCATION:** 34 Chestnut Street  
**CPA CATEGORY:** Historic Resources: Rehabilitation/Restoration  
**CPC PRIORITY RANKING:** Medium  
**CPC RECOMMENDED CPA FUNDING:** \$25,000  
**CPC RECOMMENDED SOURCE:** \$25,000 – FY25 Budgeted Reserve

**PROJECT DESCRIPTION:**

Historic New England submitted a request for \$62,500 in support of exterior preservation work at the ca. 1821 Phillips House Carriage Barn, which is part of the Phillips House Museum complex on Chestnut Street. Work will include masonry repointing, window conservation and repair of wood trim and roof slate.

Phillips House is located at 34 Chestnut Street and is a contributing resource in both the Chestnut Street National Register Historic District and the McIntire Local Historic District. As part of the McIntire Historic District, Phillips House is noted in the McIntire Historic District



Architectural Walking Trail, and is one of the few properties on the trail open to the public. It is also a designated Massachusetts Historic Landmark.

The Phillips House Carriage Barn is a prominent feature of the museum site – a large, brick, Federal-style structure visible from Chestnut Street and open to the public as a featured highlight of Phillips House tours. It displays a remarkable collection of the Phillips family's antique cars and carriages, including a 1929 Model A Ford, a 1924 Pierce Arrow Touring Car, and a 1936 Pierce Arrow Limousine. The museum grounds are open to the public daily from dawn to dusk at no cost.

Active leaks and areas of moisture infiltration at the Phillips House carriage barn threaten the structure's integrity and program of use. The proposed work will mitigate the existing threat of water infiltration and ensure the retention of significant historic fabric that is essential to the character of the Chestnut Street streetscape. Preserving the exterior of the carriage barn will maintain the integrity of the structure while ensuring that the unusual collections within are protected and continue to draw visitors to Salem and to the Phillips House. The Phillips House has a restricted endowment that offsets operating expenses and projects at the site but does not generate enough revenue to solely fund large capital projects. Historic New England's professional preservation staff have identified the following priority projects to pursue at Phillips House over the next five years: the subject carriage barn preservation (\$125,000), fence repairs (\$100,000), drainage improvements (\$200,000), and accessibility improvements (\$350,000). Completing this ambitious work plan will not be possible without auxiliary funding and support from government, foundation, and private sources. Historic New England has also applied for a matching grant from the Massachusetts Historical Commission in support of this project.

**FINANCIAL:**

Indicate the total project costs, including CPA funding request, from all proposed sources. Application package must include a complete itemized budget of all project costs. Note: CPA funds cannot be used for maintenance.					
	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
SOURCE 1: SALEM CPA <i>(total must match amount requested on cover sheet)</i>	\$	\$	\$	\$ 62,500	\$ 62,500
SOURCE 2: Massachusetts Preservation Projects Fund (MHC) (Requested)	\$	\$	\$	\$ 62,500	\$ 62,500
SOURCE 3:	\$	\$	\$	\$	\$
SOURCE 4:	\$	\$	\$	\$	\$
SOURCE 5:	\$	\$	\$	\$	\$
SOURCE 6:	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	\$	\$	\$	\$ 125,000	\$ 125,000

**TIMELINE:**

Activity	Estimated Date <i>(before or by)</i>
Notification of funding decision – Salem CPC Notification of funding decision – MHC	June 30, 2024
<i>Execute Memorandum of Agreement with CPC</i>	
Finalize construction documents	August 31, 2024
<i>Quarterly status report to CPC</i>	
Solicit bids from qualified contractors	December 31, 2024
<i>Quarterly status report to CPC</i>	
Contractor evaluation and selection	January 30, 2025
<i>Quarterly status report to CPC</i>	
Site mobilization	April 15, 2025
Project work 50% complete	May 31, 2025
Project work 100% complete	June 30, 2025
<i>Final reporting and close-out of project</i>	

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this application at \$25,000. The CPC voted to recommend \$25,000 from the FY25 Budgeted Reserve. Approval is conditional that a Preservation Restriction be executed and filed at the Registry of Deeds and that all work must adhere to the Secretary of the Interior Standards for Treatment of Historic Properties.

<b>APPLICANT:</b>	St. Nicholas Church
<b>PROJECT TITLE:</b>	St. Nicholas Church Cupola Restoration
<b>PROJECT LOCATION:</b>	64 Forrester Street
<b>CPA CATEGORY:</b>	Historic Resources: Rehabilitation/Restoration
<b>CPC PRIORITY RANKING:</b>	Medium
<b>CPC RECOMMENDED CPA FUNDING:</b>	\$25,000
<b>CPC RECOMMENDED SOURCE:</b>	\$25,000 – FY25 Budgeted Reserve

**PROJECT DESCRIPTION:**

St. Nicholas Church submitted a request for \$72,270 to restore two cupolas on the historic St. Nicholas Orthodox Church. Work will include: replacement of all slates and copper flashing around bases of large front and small rear cupolas; install new copper apron around large cupola; remove, reinstall, and reseal window unit on large cupola; and repaint repaired surfaces.

St. Nicholas Church was constructed in 1908-1911 and is listed in the National Register of Historic Places. Designed in the Exotic Revival style by noted Salem architect William Devereux Dennis, the church features a central tower and corner cupolas that are topped by metal-clad onion domes, which are a hallmark of the congregation's Eastern European background. The building was described by architectural historian Bryant Tolles as "one of the finest Byzantine Revival ecclesiastical buildings surviving in New England. Located at the corner of Forrester Street and Webb Street, the building's five highly visible cupolas and onion domes dominate the skyline along Collins Cove.

The goal of this project is to ensure that the building's unusual and complex architectural features are well-preserved through appropriate techniques and high-quality methods and remain capable of withstanding the vigorous weather conditions to which the church building is subject. Due to ongoing deterioration of the cupolas, which is allowing water to enter the building, the restoration of the building's cupolas and domes is of an urgent nature.





**FINANCIAL:**

Indicate the total project costs, including CPA funding request, from all proposed sources.  
Application package must include a complete itemized budget of all project costs.  
Note: CPA funds cannot be used for maintenance.

	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
SOURCE 1: SALEM CPA <i>(total must match amount requested on cover sheet)</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 72,270.00	\$ 72,270.00
SOURCE 2: <i>Charter Endowment</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 72,270.00	\$ 72,270.00
SOURCE 3:	\$	\$	\$	\$	\$
SOURCE 4:	\$	\$	\$	\$	\$
SOURCE 5:	\$	\$	\$	\$	\$
SOURCE 6:	\$	\$	\$	\$	\$
TOTAL PROJECT COST	\$	\$	\$	\$	\$

\*Professional services, permitting fees, closing costs, legal, etc.

**TIMELINE:**

Pending CPA award in July 2024, the project is expected to take four months with completion expected by November 1, 2024

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this application at \$25,000. The CPC voted to recommend \$25,000 from the FY25 Budgeted Reserve. Approval is conditional that a Preservation Restriction be executed and filed at the Registry of Deeds and that all work must adhere to the Secretary of the Interior Standards for Treatment of Historic Properties.

**APPLICANT:** City of Salem  
**PROJECT TITLE:** Salem Willows Park Renovation – Phase II  
**PROJECT LOCATION:** 200 Fort Avenue  
**CPA CATEGORY:** Recreational Land: Rehabilitation/Restoration  
**CPC PRIORITY RANKING:** High  
**CPC RECOMMENDED CPA FUNDING:** \$200,000  
**CPC RECOMMENDED SOURCE:** \$97,650 from Fund Balance  
\$102,350 from FY25 Open Space/Rec Reserve

**PROJECT DESCRIPTION:**

The City is seeking CPA funds to support the implementation of the planned Salem Willows Phase II improvements. Proposed project improvements specifically include upgrading pedestrian pathways to meet ADA standards, removing pavement, adding greenspace, plantings, trees, and bioretention basins, and connecting the project area to the adjacent pier replacement project.



This project will complete the design process and support upcoming construction, building off the permitting and preliminary archaeological surveying previously completed for Phase II and ongoing design development and intensive archaeological research, which has been funded in part by a previous CPA award. This project will continue Phase II project goals of improving accessibility, adding green space, strengthening park connectivity, building resilience, providing additional public waterfront and recreational access, and ensuring preservation of a beloved and historic community asset.

Salem Willows is a 24.62-acre public park located on Salem Neck. It was established as a park in 1888. Oriented towards the northwest, the park is long and relatively narrow, occupying a section of coastline that runs from Camp Naumkeag in the west, wraps around Hospital Point, and follows Salem Willows Beach to the north of Juniper Point. The park faces out onto Beverly Harbor and the Danvers River and features views of the greater Salem Sound, Salem Harbor islands, and the Atlantic at its outermost point. Phase II is focusing on restoring a crucial 1.5-acre part of this park that stretches from the replacement pier to the end of the historic tree allée and across to the landmark gate.

This project area has degraded over time with some conditions continuing to deteriorate. In particular, recent storm events have further exacerbated coastal erosion in this area of the park. The adjacent replacement pier project will help to mitigate these impacts. The landward connection to the restored pier will be raised three feet, and a new retaining wall will be installed for added protection from sea level rise. The Phase II project and the pier team are collaborating on how best to respond to erosion at the interface of the two projects, where the existing revetment is exposed.

The project area currently features an excess of pavement and limited opportunities for seating, shade, community gathering, and programming. The Phase II improvements will remove excess pavement and restore these areas with landscaping, plantings, porous pavement, bioretention areas, and outdoor

furniture. These changes will strengthen the recreational, social, and environmental value that other parts of the Willows already provide to its many long-standing park users and neighboring residents.

Embedded in these improvements are also efforts to build resilience and sustainability to preserve this park space for continued use and benefits as a key community asset. The project area is exposed to a confluence of environmental impacts, including extreme heat and storm events. This project will utilize the principles of green infrastructure and plant new trees to mitigate urban heat island effect and provide more shade for park users in the summer. Restored landscaping and bioretention areas will increase capacity for stormwater storage and ground infiltration. In addition, the plant palette will be selected to provide ecological value to the landscape and support the local ecosystem of birds and insects that inhabit the area. After establishment, plants will need minimal maintenance. Lastly, there are existing overhead wires within the project site that the project will eliminate, improving the safety and overall resilience of the park.

### **Budget Summary**

Indicate the total project costs, including CPA funding request, from all proposed sources. Application package must include a complete itemized budget of all project costs. Note: CPA funds cannot be used for maintenance.					
	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
<b>SOURCE 1: SALEM CPA</b> <i>(total must match amount requested on cover sheet)</i>	\$	\$	\$	\$ 200,000	\$ 200,000
<b>SOURCE 2: PARC Grant</b>	\$	\$	\$	\$ 493,800.00	\$493,800.00
<b>SOURCE 3: CPA (Previous Award)</b>	\$	\$	\$	\$ 41,168.49	\$ 41,168.49
<b>SOURCE 4: CIP</b>	\$	\$	\$	\$ 78,858.45	\$ 78,858.45
<b>SOURCE 5:</b>	\$	\$	\$	\$	\$
<b>SOURCE 6:</b>	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	\$	\$	\$	\$ 813,826.94	\$813,826.94

**TIMELINE**

**Spring 2024:**

- CPA application – late March 2024
- Notification of CPA Funding Application – April 2024
- Design Complete – late April/early May 2024
- Bid Project – May into June 2024

**Summer 2024:**

- General Contractor under contract – July 1, 2024
- CIP funds become available – July 1, 2024

**Fall 2024:**

- Construction start – TBD, contingent on adjacent pier project.

**Winter 2024 - 2025:**

- Construction continues, weather permitting.

**Spring 2025:**

- Construction complete – June 2, 2025

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this request at \$200,000. The CPC voted to recommend \$97,650 from the Fund Balance and \$102,350 from the FY25 Open Space & Recreation Reserve.

**APPLICANT:** City of Salem/Early Childhood Center  
**PROJECT TITLE:** Bentley School Playground Shade Structure  
**PROJECT LOCATION:** Bentley School, 25 Memorial Drive  
**CPA CATEGORY:** Outdoor Recreation  
**CPC PRIORITY RANKING:** High  
**CPC RECOMMENDED CPA FUNDING:** \$59,000  
**CPC RECOMMENDED SOURCE:** \$59,000 – Fund Balance

**PROJECT DESCRIPTION:**

The Early Childhood Center (ECC) submitted a request for \$59,000 to construct a permanent shade structure for the public playground at ECC at the Bentley School.

The ECC is a public preschool serving 130 children ages 3-5. The ECC is an integrated preschool where typically-developing children and those with special needs learn side-by-side in integrated classrooms and playspaces. The playground located at the ECC is owned by the Department of Park, Recreation & Community Services and is open to the public outside of school hours. The scope of work includes design, procurement of materials, construction, and installation of the shade structure.

A 2022 playground study conducted by Salem Public Schools identified the lack of shade as an urgent need for this site. Currently, the pour-and-play surfacing can reach 125 degrees in the sun. Shade is required for Pre-K by state law and this project is crucial to address the need for sun protection in the playground, ensuring the safety and well-being of children during outdoor activities. By providing this essential amenity, the project preserves the character of the city as a place that prioritizes the health and safety of its youngest residents and fosters community engagement in outdoor recreational spaces. The shade structure will create a more usable play space for preschool children who use this playground daily, as well as children in the broader community. In addition, the shade structure will allow for more frequent and comfortable use of the space during rainy weather, including outdoor classes for the ECC.



**FINANCIAL:**

**Indicate the total project costs, including CPA funding request, from all proposed sources.  
Application package must include a complete itemized budget of all project costs.  
Note: CPA funds cannot be used for maintenance.**

	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
<b>SOURCE 1: SALEM CPA</b> <i>(total must match amount requested on cover sheet)</i>	\$	\$	\$ 32,000	\$ 27,000	\$ 59,000
<b>SOURCE 2:</b>	\$	\$	\$	\$	\$
<b>SOURCE 3:</b>	\$	\$	\$	\$	\$
<b>SOURCE 4:</b>	\$	\$	\$	\$	\$
<b>SOURCE 5:</b>	\$	\$	\$	\$	\$
<b>SOURCE 6:</b>	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	\$	\$	\$	\$	\$ 59,000

**TIMELINE:**

7/1/24: Funds received

7/30/24: Shade structure ordered

8/15/24: Out to bid

9/30/24-11/30/24: Shade structure installed based on contractor schedule

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this application at \$59,000. The CPC voted to recommend \$59,000 from the Fund Balance.

**APPLICANT:** City of Salem/DPCD & Park/Rec  
**PROJECT TITLE:** Curtis Park Design  
**PROJECT LOCATION:** 19 March Street  
**CPA CATEGORY:** Outdoor Recreation  
**CPC PRIORITY RANKING:** High  
**CPC RECOMMENDED CPA FUNDING:** \$20,000  
**CPC RECOMMENDED SOURCE:** \$20,000 – Fund Balance

**PROJECT DESCRIPTION:**

The City submitted a request for \$20,000 for the redevelopment of Curtis Park, an existing City owned park in the Bridge Street Neck neighborhood. The City previously received CPA funding for the park design and is now seeking additional funds to complete the design and construction.



Curtis Park is a community park available to be used by all residents of Salem. In addition to Bridge Street Neck residents, the park serves the students and faculty of Carlton Elementary School. The park contains a playground, basketball court, and playing field. Currently, the of the park is in deteriorated condition

with missing elements on play structures, compacted mulch at the play structures that in some cases sits more than a foot below curbing, and significant erosion on playing fields. As is, Curtis Park is not ADA compliant.

The project's scope is to redevelop and improve the Curtis Park grounds. The park will undergo a scheme change - the playground area and playing field will swap location. The playground and equipment will be relocated to where the current playing field is and will be upgraded with ADA compliant rubber surfacing and new ADA compliant play structures. The area where the playground is currently will be swapped to the playfield area. The redevelopment of Curtis Park will enhance the character of the neighborhood by giving much needed upgrades to the playing field and playground. The new playing field will be fitted with a more robust and sustainable grass seed that will not erode from use. New more engaging play structures will be added to the play area, which will be covered in a rubber surface to allow for all users to access the play structures. In addition, the park pavilion will be enlarged and new furnishings will be added.

**FINANCIAL:**

Indicate the total project costs, including CPA funding request, from all proposed sources. Application package must include a complete itemized budget of all project costs. Note: CPA funds cannot be used for maintenance.					
	STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
SOURCE 1: SALEM CPA <i>(total must match amount requested on cover sheet)</i>	\$	\$	\$	\$	\$ 20,000
SOURCE 2: PARC	\$	\$	\$	\$	\$ 500,000
SOURCE 3: Salem CPA	\$	\$	\$	\$	\$ 20,000
SOURCE 4: CIP	\$	\$	\$	\$	\$ 553,489
SOURCE 5:	\$	\$	\$	\$	\$
SOURCE 6:	\$	\$	\$	\$	\$
<b>TOTAL PROJECT COST</b>	\$	\$	\$	\$	\$ 1,093,489

\*Soft costs include design, professional services, permitting fees, closing costs, legal, etc.

\*\*For this application "construction" refers to new construction, rehabilitation, preservation and/or restoration work.

In the column to the right, please explain the status of each funding source (i.e. submitting application 7/1/23, applied on 1/1/23, received award notification 3/1/23, funds on-hand in organization bank account, etc.). For sources where funding has been awarded or funds are on hand, please attach documentation proof from the funding source (commitment letter, bank statement, etc.).		
SOURCE 2: PARC	STATUS:	Applying for FY25 Round
SOURCE 3: CIP	STATUS:	
SOURCE 4: CPA 2020	STATUS:	Allocated previously
SOURCE 5:	STATUS:	
SOURCE 6:	STATUS:	

**TIMELINE:**

Preliminary design for the Curtis Park renovation is complete. The City is applying for a PARC grant in July 2024.

**CPC RECOMMENDATION:**

The Community Preservation Committee voted unanimously to recommend funding this application at \$20,000. The CPC voted to recommend \$20,000 from the Fund Balance.



# CITY OF SALEM

In City Council, **June 13, 2024**

Ordered:

In accordance with Massachusetts General Law, Chapter 268A, Section 20(b) the City Council hereby declares that Donna Lambert has met the requirements for exemption as set forth in this Section and may be retained to answer phones at the front desk by the Park, Recreation and Community Services Department, not to exceed 500 hours in this calendar year.



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**JOANNE M. ROOMEY**  
PARALEGAL  
PUBLIC RECORDS ACCESS OFFICER  
TEL: 978.619.5638  
EMAIL: [JROOMEY@SALEM.COM](mailto:JROOMEY@SALEM.COM)

June 13, 2024

Salem City Council  
City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Donna Lambert, as provided in General Law c. 268A, § 20(b), to work for the Park, Recreation and Community Services Department.

The Conflict-of-Interest Law, specifically General Law c. 268A, § 20(b), requires that because Donna Lambert will provide personal services to the Park, Recreation and Community Services Department, they must receive City Council approval of a § 20(b) exemption. A copy of the required disclosure forms and instructions are attached for your review.

If you have any questions relative to the proposed Order, please contact me at your earliest convenience. Thank you.

Sincerely,

Elizabeth Rennard

Enclosure

## CHAPTER 268A. CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

### Chapter 268A: Section 20. Municipal employees; financial interest in contracts; holding one or more elected positions

Section 20. (a) A municipal employee who has a financial interest, directly or indirectly, in a contract made by a municipal agency of the same city or town, in which the city or town is an interested party of which financial interest he has knowledge or has reason to know, shall be punished by a fine of not more than three thousand dollars or by imprisonment for not more than two years, or both.

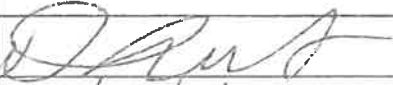
This section shall not apply if such financial interest consists of the ownership of less than one per cent of the stock of a corporation.

This section shall not apply (a) to a municipal employee who in good faith and within thirty days after he learns of an actual or prospective violation of this section makes full disclosure of his financial interest to the contracting agency and terminates or disposes of the interest, or (b) to a municipal employee who is not employed by the contracting agency or an agency which regulates the activities of the contracting agency and who does not participate in or have official responsibility for any of the activities of the contracting agency, if the contract is made after public notice or where applicable, through competitive bidding, and if the municipal employee files with the clerk of the city or town a statement making full disclosure of his interest and the interest of his immediate family, and if in the case of a contract for personal services (1) the services will be provided outside the normal working hours of the municipal employee, (2) the services are not required as part of the municipal employee's regular duties, the employee is compensated for not more than five hundred hours during a calendar year, (3) the head of the contracting agency makes and files with the clerk of the city or town a written certification that no employee of that agency is available to perform those services as part of their regular duties, and (4) the city council, board of selectmen or board of aldermen approve the exemption of his interest from this section.

**DISCLOSURE BY MUNICIPAL EMPLOYEE  
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT  
AS REQUIRED BY G. L. c. 268A, § 20(b)**

	<b>MUNICIPAL EMPLOYEE INFORMATION</b>
Name of municipal employee:	Donna Lambert
Title/ Position	<b>Election Worker – City Clerk Assists with projects – City Clerk</b>
<b>Fill in this box if it applies to you.</b>	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	<b>City of Salem – City Clerk’s Office</b>
Agency Address	<b>93 Washington St. Salem MA</b>
Office phone:	<b>978 – 619-5611</b>
Office e-mail:	
	Check one: <input type="checkbox"/> Elected                    or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	July 2007
<b>BOX # 1</b>	<b>ELECTED MUNICIPAL EMPLOYEE</b>
<b>Select either STATEMENT #1 or STATEMENT #2.</b>	I am an <b>elected municipal employee.</b>
<b>Write an X beside your financial interest.</b>	<input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. <b>OR</b> <input type="checkbox"/> <b>STATEMENT #2:</b> I will have a new financial interest in a contract made by a municipal agency.
	<b>My financial interest in a municipal contract is:</b>
	<input type="checkbox"/> I have a non-elected, compensated municipal employee position.
	<input type="checkbox"/> A municipal agency has a contract with me.
	<input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.
	<input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a “key employee” because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.
<b>BOX # 2</b>	<b>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</b>
<b>Select either STATEMENT #1 or STATEMENT #2.</b>	I am a <b>non-elected municipal employee.</b>
<b>Write an X</b>	<input type="checkbox"/> <b>STATEMENT # 1:</b> I had one of the following financial interests in a contract made by a municipal agency <b>before</b> I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.
	<b>My financial interest in a municipal contract is:</b>

<p><b>beside your financial interest.</b></p>	<p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><b>-- OR --</b></p> <p><input type="checkbox"/> <b>STATEMENT # 2:</b> I will have a <b>new</b> financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<p><b>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</b></p>	
<p>Name and address of municipal agency that made the contract</p>	<p>City of Salem Park, Recreation and Community Services</p>
<p><b>Please put in an X to confirm these facts.</b></p>	<p><b>"My Municipal Agency"</b> is the municipal agency that I serve as a <b>municipal employee</b>.</p> <p>The <b>"contracting agency"</b> is the municipal agency that made the contract.</p> <p><input checked="" type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p><b>FILL IN THIS BOX OR THE BOX BELOW</b></p>	<p><b>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</b></p> <p>- Please explain what the contract is for.</p> <p>Donna will be answering phones at our front desk approximately 4 hours each week.</p>
<p><b>FILL IN THIS BOX OR THE BOX ABOVE</b></p>	<p><b>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</b></p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> <p>- What is your relationship to the person or entity?</p> <p>- What is the contract for?</p>
<p>What is your financial interest in the municipal</p>	<p>- Please explain the financial interest and include the dollar amount if you know it.</p>

contract?	
Date when you acquired a financial interest	
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
Write an X to confirm each statement.	<p><b>FOR A CONTRACT FOR PERSONAL SERVICES –</b></p> <p><b>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</b></p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input checked="" type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
Employee signature:	
Date:	5/29/24

Attach additional pages if necessary.

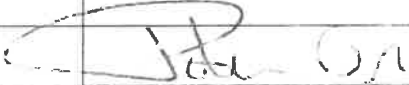
NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

**FOR CONTRACTS FOR PERSONAL SERVICES ONLY:**

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

**CERTIFICATION BY HEAD OF CONTRACTING AGENCY**

	<b>INFORMATION ABOUT HEAD OF CONTRACTING AGENCY</b>
Name:	Patricia O'Brien
Title/ Position	Superintendent
Municipal Agency:	Salem Park, Recreation and Community Services
Agency Address:	401 Bridge St. Salem, MA
Office Phone:	
	<b>CERTIFICATION</b>
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	6-6-24

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,  
BOARD OF SELECTMEN OR TOWN COUNCIL**

	<b>INFORMATION ABOUT APPROVING BODY</b>
Name:	
Title/ Position	
Agency Address:	
Office Phone:	
	<b>APPROVAL</b>
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

**Attach additional pages if necessary.  
File disclosure, Certification and Approval with the city or town clerk.**



# CITY OF SALEM

In City Council, **June 13, 2024**

Ordered:

In accordance with Massachusetts General Law, Chapter 268A, Section 20(b) the City Council hereby declares that Eneida Echevarria has met the requirements for exemption as set forth in this Section and may be retained as a Seasonal Playground Instructor for eight weeks during the summer of 2024 by the Park, Recreation and Community Services Department, not to exceed 500 hours in this calendar year.

**ELIZABETH M. RENNARD**  
CITY SOLICITOR  
93 WASHINGTON STREET  
SALEM, MA 01970  
EMAIL: [BRENNARD@SALEM.COM](mailto:BRENNARD@SALEM.COM)



**CITY OF SALEM**  
DOMINICK PANGALLO  
MAYOR

LEGAL DEPARTMENT  
93 WASHINGTON STREET  
SALEM, MASSACHUSETTS 01970

**JAMES F. WELLOCK**  
ASSISTANT CITY SOLICITOR  
TEL: 978.619.5634  
EMAIL: [WELLOCK@SALEM.COM](mailto:WELLOCK@SALEM.COM)

**JOANNE M. ROOMEY**  
PARALEGAL  
PUBLIC RECORDS ACCESS OFFICER  
TEL: 978.619.5638  
EMAIL: [JROOMEY@SALEM.COM](mailto:JROOMEY@SALEM.COM)

June 13, 2024

Salem City Council  
City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Eneida Echevarria, as provided in General Law c. 268A, § 20(b), to work for the Park, Recreation and Community Services Department.

The Conflict-of-Interest Law, specifically General Law c. 268A, § 20(b), requires that because Eneida Echevarria will provide personal services to the Park, Recreation and Community Services Department, they must receive City Council approval of a § 20(b) exemption. A copy of the required disclosure forms and instructions are attached for your review.

If you have any questions relative to the proposed Order, please contact me at your earliest convenience. Thank you.

Sincerely,

Elizabeth Rennard

Enclosure



## CHAPTER 268A. CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

### Chapter 268A: Section 20. Municipal employees; financial interest in contracts; holding one or more elected positions

Section 20. (a) A municipal employee who has a financial interest, directly or indirectly, in a contract made by a municipal agency of the same city or town, in which the city or town is an interested party of which financial interest he has knowledge or has reason to know, shall be punished by a fine of not more than three thousand dollars or by imprisonment for not more than two years, or both.

This section shall not apply if such financial interest consists of the ownership of less than one per cent of the stock of a corporation.

This section shall not apply (a) to a municipal employee who in good faith and within thirty days after he learns of an actual or prospective violation of this section makes full disclosure of his financial interest to the contracting agency and terminates or disposes of the interest, or (b) to a municipal employee who is not employed by the contracting agency or an agency which regulates the activities of the contracting agency and who does not participate in or have official responsibility for any of the activities of the contracting agency, if the contract is made after public notice or where applicable, through competitive bidding, and if the municipal employee files with the clerk of the city or town a statement making full disclosure of his interest and the interest of his immediate family, and if in the case of a contract for personal services (1) the services will be provided outside the normal working hours of the municipal employee, (2) the services are not required as part of the municipal employee's regular duties, the employee is compensated for not more than five hundred hours during a calendar year, (3) the head of the contracting agency makes and files with the clerk of the city or town a written certification that no employee of that agency is available to perform those services as part of their regular duties, and (4) the city council, board of selectmen or board of aldermen approve the exemption of his interest from this section.

**DISCLOSURE BY MUNICIPAL EMPLOYEE  
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT  
AS REQUIRED BY G. L. c. 268A, § 20(b)**

	<b>MUNICIPAL EMPLOYEE INFORMATION</b>
Name of municipal employee:	Eneida Echevarria
Title/ Position	Para professional Salem Public Schools
<b>Fill in this box if it applies to you.</b>	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	Collins Middle School
Agency Address	29 Highland Ave Salem, MA 01979
Office phone:	978-740-1194
Office e-mail:	eechevarria@salemk12.org
	Check one: <input type="checkbox"/> Elected            or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	2020
<b>BOX # 1</b>  <b>Select either STATEMENT #1 or STATEMENT #2.</b>  <b>Write an X beside your financial interest.</b>	<p><b>ELECTED MUNICIPAL EMPLOYEE</b></p> <p>I am an <b>elected municipal employee</b>.</p> <p><input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. <b>OR</b></p> <p><input type="checkbox"/> <b>STATEMENT #2:</b> I will have a new financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>

<p><b>BOX # 2</b></p> <p>Select either <b>STATEMENT #1</b> or <b>STATEMENT #2</b>.</p> <p>Write an <b>X</b> beside your financial interest.</p>	<p><b>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</b></p> <p>I am a non-elected municipal employee.</p> <p><input type="checkbox"/> <b>STATEMENT # 1:</b> I had one of the following financial interests in a contract made by a municipal agency <b>before</b> I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p>-- OR --</p> <p><input type="checkbox"/> <b>STATEMENT # 2:</b> I will have a <b>new</b> financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
	<p><b>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</b></p>
<p>Name and address of municipal agency that made the contract</p>	<p>City of Salem Park, Recreation and Community Services</p>
<p>Please put in an <b>X</b> to confirm these facts.</p>	<p><b>"My Municipal Agency"</b> is the municipal agency that I serve as a <b>municipal employee</b>.</p> <p>The <b>"contracting agency"</b> is the <b>municipal agency that made the contract</b>.</p> <p><input checked="" type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p><b>FILL IN THIS BOX OR THE BOX BELOW</b></p>	<p><b>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</b></p> <p>- Please explain what the contract is for.</p> <p>Working as a seasonal playground instructor for 8 weeks during the summer of 2024.</p>

<p><b>FILL IN THIS BOX OR THE BOX ABOVE</b></p>	<p><b>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</b></p> <ul style="list-style-type: none"> <li>- Please identify the person or entity that has the contract with the municipal agency.</li> <li>- What is your relationship to the person or entity?</li> <li>- What is the contract for?</li> </ul>
<p>What is your financial interest in the municipal contract?</p>	<ul style="list-style-type: none"> <li>- Please explain the financial interest and include the dollar amount if you know it.</li> </ul>
<p>Date when you acquired a financial interest</p>	
<p>What is the financial interest of your immediate family?</p>	<ul style="list-style-type: none"> <li>- Please explain the financial interest and include the dollar amount if you know it.</li> </ul>
<p>Date when your immediate family acquired a financial interest</p>	
<p><b>Write an X to confirm each statement.</b></p>	<p><b>FOR A CONTRACT FOR PERSONAL SERVICES –</b></p> <p><b>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</b></p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input type="checkbox"/>_x_ The services will be provided outside my normal working hours as a municipal employee.</p> <p><input type="checkbox"/>_x_ The services are not required as part of my regular duties as a municipal employee.</p> <p><input type="checkbox"/>_x_ For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
<p>Employee signature:</p>	
<p>Date:</p>	

Attach additional pages if necessary.

NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

**FOR CONTRACTS FOR PERSONAL SERVICES ONLY:**

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.


**CERTIFICATION BY HEAD OF CONTRACTING AGENCY**

**INFORMATION ABOUT HEAD OF CONTRACTING AGENCY**

Name:	Patricia O'Brien
Title/ Position	Superintendent
Municipal Agency:	City of Salem Park, Recreation and Community Services
Agency Address:	401 Bridge St. Salem MA 01970
Office Phone:	978-744-0924

**CERTIFICATION**

I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.

Signature:	
Date:	6-6-24

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,  
BOARD OF SELECTMEN OR TOWN COUNCIL**

**INFORMATION ABOUT APPROVING BODY**

Name:	
Title/ Position	
Agency Address:	
Office Phone:	

**APPROVAL**

I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.

Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.  
File disclosure, Certification and Approval with the city or town clerk.



# CITY OF SALEM

In City Council, **June 13, 2024**

Ordered:

In accordance with Massachusetts General Law, Chapter 268A, Section 20(b) the City Council hereby declares that Joanne Roomey has met the requirements for exemption as set forth in this Section and may be retained to take minutes by the City Clerk's Office, not to exceed 500 hours in this calendar year.

**ELIZABETH M. RENNARD**  
CITY SOLICITOR  
93 WASHINGTON STREET  
SALEM, MA 01970  
EMAIL: BRENNARD@SALEM.COM



**CITY OF SALEM**  
DOMINICK PANGALLO  
MAYOR

LEGAL DEPARTMENT  
93 WASHINGTON STREET  
SALEM, MASSACHUSETTS 01970

**JAMES F. WELLOCK**  
ASSISTANT CITY SOLICITOR  
TEL: 978.619.5634  
EMAIL: JWELLOCK@SALEM.COM

**JOANNE M. ROOMEY**  
PARALEGAL  
PUBLIC RECORDS ACCESS OFFICER  
TEL: 978.619.5638  
EMAIL: JROOMEY@SALEM.COM

June 13, 2024

Salem City Council  
City Hall  
Salem, MA 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order approving a Massachusetts Conflict of Interest Law exemption for Joanne Roomey, as provided in General Law c. 268A, § 20(b), to work for the City Clerk's Office.

The Conflict-of-Interest Law, specifically General Law c. 268A, § 20(b), requires that because Joanne Roomey will provide personal services to the City Clerk's Office, they must receive City Council approval of a § 20(b) exemption. A copy of the required disclosure forms and instructions are attached for your review.

If you have any questions relative to the proposed Order, please contact me at your earliest convenience. Thank you.

Sincerely,

Elizabeth Rennard

Enclosure

## CHAPTER 268A. CONDUCT OF PUBLIC OFFICIALS AND EMPLOYEES

### Chapter 268A: Section 20. Municipal employees; financial interest in contracts; holding one or more elected positions

Section 20. (a) A municipal employee who has a financial interest, directly or indirectly, in a contract made by a municipal agency of the same city or town, in which the city or town is an interested party of which financial interest he has knowledge or has reason to know, shall be punished by a fine of not more than three thousand dollars or by imprisonment for not more than two years, or both.

This section shall not apply if such financial interest consists of the ownership of less than one per cent of the stock of a corporation.

This section shall not apply (a) to a municipal employee who in good faith and within thirty days after he learns of an actual or prospective violation of this section makes full disclosure of his financial interest to the contracting agency and terminates or disposes of the interest, or (b) to a municipal employee who is not employed by the contracting agency or an agency which regulates the activities of the contracting agency and who does not participate in or have official responsibility for any of the activities of the contracting agency, if the contract is made after public notice or where applicable, through competitive bidding, and if the municipal employee files with the clerk of the city or town a statement making full disclosure of his interest and the interest of his immediate family, and if in the case of a contract for personal services (1) the services will be provided outside the normal working hours of the municipal employee, (2) the services are not required as part of the municipal employee's regular duties, the employee is compensated for not more than five hundred hours during a calendar year, (3) the head of the contracting agency makes and files with the clerk of the city or town a written certification that no employee of that agency is available to perform those services as part of their regular duties, and (4) the city council, board of selectmen or board of aldermen approve the exemption of his interest from this section.



**DISCLOSURE BY MUNICIPAL EMPLOYEE  
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT  
AS REQUIRED BY G. L. c. 268A, § 20(b)**

	<b>MUNICIPAL EMPLOYEE INFORMATION</b>
Name of municipal employee:	Joanne M. Roomey
Title/ Position	Paralegal
<b>Fill in this box if it applies to you.</b>	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Salem – Legal Department
Agency Address	93 Washington Street, Salem MA 01970
Office phone:	978-619-5638
Office e-mail:	jroomey@salem.com
	Check one: <input type="checkbox"/> Elected                    or <input checked="" type="checkbox"/> Non-elected
Starting date as a municipal employee.	10/17/08
<b>BOX # 1</b>  <b>Select either STATEMENT #1 or STATEMENT #2.</b>  <b>Write an X beside your financial interest.</b>	<p><b>ELECTED MUNICIPAL EMPLOYEE</b></p> <p>I am an <b>elected municipal employee</b>.</p> <p><input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. <b>OR</b></p> <p><input type="checkbox"/> <b>STATEMENT #2:</b> I will have a new financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<b>BOX # 2</b>  <b>Select either STATEMENT #1 or STATEMENT #2.</b>  <b>Write an X beside your</b>	<p><b>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</b></p> <p>I am a <b>non-elected municipal employee</b>.</p> <p><input type="checkbox"/> <b>STATEMENT # 1:</b> I had one of the following financial interests in a contract made by a municipal agency <b>before</b> I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p>

<b>financial interest.</b>	<p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p>-- OR --</p> <p><input type="checkbox"/> <b>STATEMENT # 2:</b> I will have a <b>new</b> financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input checked="" type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<b>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</b>	
Name and address of municipal agency that made the contract	City of Salem, Clerk's Office
<b>Please put in an X to confirm these facts.</b>	<p><b>"My Municipal Agency"</b> is the municipal agency that I serve as a <b>municipal employee.</b></p> <p>The <b>"contracting agency"</b> is the <b>municipal agency that made the contract.</b></p> <p>X My Municipal Agency is not the contracting agency.</p> <p>X My Municipal Agency does not regulate the activities of the contracting agency.</p> <p>X In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p>X The contract was made after public notice or through competitive bidding.</p>
<b>FILL IN THIS BOX OR THE BOX BELOW</b>	<p><b>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</b></p> <p>- Please explain what the contract is for.</p> <p>Joanne will be taking the minutes for City Council meetings</p>
<b>FILL IN THIS BOX OR THE BOX ABOVE</b>	<p><b>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</b></p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> <p>- What is your relationship to the person or entity?</p> <p>- What is the contract for?</p>
What is your financial interest In the municipal	- Please explain the financial interest and include the dollar amount if you know it.

contract?	
Date when you acquired a financial interest	
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.
Date when your immediate family acquired a financial interest	
<b>Write an X to confirm each statement.</b>	<p><b>FOR A CONTRACT FOR PERSONAL SERVICES –</b></p> <p><b>Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).</b></p> <p>I will have a contract with a municipal agency to provide personal services.</p> <p><input type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee.</p> <p><input type="checkbox"/> The services are not required as part of my regular duties as a municipal employee.</p> <p><input type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.</p>
Employee signature:	
Date:	

Attach additional pages if necessary.

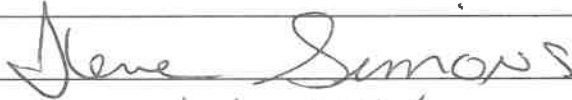
**NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.**

**SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.**

**FOR CONTRACTS FOR PERSONAL SERVICES ONLY:**

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

**CERTIFICATION BY HEAD OF CONTRACTING AGENCY**

	<b>INFORMATION ABOUT HEAD OF CONTRACTING AGENCY</b>
Name:	Ilene Simons
Title/ Position	City Clerk
Municipal Agency:	City of Salem
Agency Address:	93 Washington Street, Salem, MA 01970
Office Phone:	978-619-5611
	<b>CERTIFICATION</b>
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	6/10/24

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,  
BOARD OF SELECTMEN OR TOWN COUNCIL**

	<b>INFORMATION ABOUT APPROVING BODY</b>
Name:	
Title/ Position	
Agency Address:	
Office Phone:	
	<b>APPROVAL</b>
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.  
File disclosure, Certification and Approval with the city or town clerk.



# CITY OF SALEM

In City Council June 13, 2024

Ordered:

In accordance with City Ordinance Chapter 38 and the City of Salem Outdoor Dining Policy, the City Council hereby authorizes the City Solicitor to amend an existing license agreement to allow Bambolina Restaurant, 288 Derby Street, to occupy 440 s.f. of city property for outdoor dining. Such approval is subject to any limitations or conditions required of the Disability Commission, Redevelopment Authority, Design Review Board and Licensing Board.



**ELIZABETH M. RENNARD**

*CITY SOLICITOR*

93 WASHINGTON STREET

SALEM, MA 01970

EMAIL: [BRENNARD@SALEM.COM](mailto:BRENNARD@SALEM.COM)



**CITY OF SALEM**  
DOMINICK PANGALLO  
MAYOR

LEGAL DEPARTMENT  
93 WASHINGTON STREET  
SALEM, MASSACHUSETTS 01970

**JAMES F. WELLOCK**  
ASSISTANT CITY SOLICITOR  
TEL: 978.619.5634  
EMAIL: [JWELLOCK@SALEM.COM](mailto:JWELLOCK@SALEM.COM)

**JOANNE M. ROOMEY**  
PARALEGAL  
PUBLIC RECORDS ACCESS OFFICER  
TEL: 978.619.5638  
EMAIL: [JROOMEY@SALEM.COM](mailto:JROOMEY@SALEM.COM)

June 13, 2024

To the City Council  
City Hall  
Salem, Massachusetts 01970

Ladies and Gentlemen of the Council:

Enclosed herewith is a proposed Order amending the authorization for the use of City property for outdoor dining for Bambolina, 288 Derby Street, approved by the Council on March 28, 2024.

The reason therefore is that the square footage of the proposed patio was listed as 380 square feet or public street, but the actual size of the deck and area for planters is approximately 440 square feet. Bambolina has received approval from the Disability Commission and Licensing Board and will be back before the Redevelopment Authority and Design Review Board for their amended plan in the next two weeks.

I recommend adoption of the attached Order. Thank you for your consideration.

Sincerely,

Elizabeth Rennard



# CITY OF SALEM PLANNING BOARD

CITY CLERK, SALEM MASS.  
RCUD 2024 JUN 7 AM 10:34

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**Report of the Planning Board to City Council  
Re: Amendment to Section 2.2 to Establish Coastal Resiliency Overlay District (CROD)**

June 7, 2024

At its meeting on June 6, 2024, the Planning Board discussed the proposed establishment of the Coastal Resiliency Overlay District, which would amend Section 2.2, Overlay Districts, by adding the Coastal Resiliency Overlay District to the bottom of the table.

This item was referred to the Planning Board for its recommendation from the April 29, 2024, public hearing with the City Council.

The Planning Board voted six (6) (Chair Bill Griset, Zach Caunter, Sarah Tarbet, Helen Sides, Tom Furey, and Josh Turiel) in favor, and zero (0) opposed to recommend that the City Council adopt the ordinance.

If you have questions regarding this matter, please contact Tom Daniel, AICP, Director of Planning & Community Development, at 978-619-5685.

William Griset, Chair of the Planning Board  
CC: Ilene Simons, City Clerk





# CITY OF SALEM PLANNING BOARD

CITY CLERK, SALEM MASS.  
RCVD 2024 JUN 7 AM 10:34

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## Report of the Planning Board to City Council Re: Flood Hazard Overlay District (FHOD)

June 7, 2024

At its meeting on June 6, 2024, the Planning Board discussed the proposed Flood Hazard Overlay District ordinance, which would amend Section 8.1, Flood Hazard Overlay District, by deleting this section in its entirety and replacing it with a new Section 8.1.

This item was referred to the Planning Board for its recommendation from the April 29, 2024, public hearing with the City Council.

The Planning Board voted five (5) (Chair Bill Griset, Zach Caunter, Sarah Tarbet, Helen Sides, and Josh Turiel) in favor, and one (1) (Tom Furey) opposed to recommend that the City Council adopt the ordinance.

If you have questions regarding this matter, please contact Tom Daniel, AICP, Director of Planning & Community Development, at 978-619-5685.

William Griset, Chair of the Planning Board  
CC: Ilene Simons, City Clerk



# HISTORIC NEW ENGLAND

*Defining the past. Shaping the future.*

Phillips House  
34 Chestnut Street  
Salem, MA 01970-3129  
tel 978-744-0440  
HistoricNewEngland.org

June 10, 2024

Salem City Council  
c/o Salem City Clerk  
Salem City Hall  
93 Washington Street  
Salem, MA 01970

Dear Salem City Council,

The annual Phillips House Car Meet is held on Chestnut Street each year on the second Sunday in August. This year marks the event's 22<sup>nd</sup> anniversary. The meet attracts over 100 show cars and last year, with the help of the City Council, we welcomed over 1500 visitors to Chestnut Street and close to 200 people touring Phillips House, despite the threat of rainstorms.

I am writing to respectfully request that Chestnut Street be closed again this year from Flint Street to Cambridge Street to through traffic from 10 am – 4 pm. The event runs this year on Sunday, August 11, 2024 from noon until 3 pm. While the show starts at noon, we have cars arriving by 10 am in order to get in place. The event is rain or shine and there is no rain date. The event is free and open to the public.

I am happy to answer any questions you might have. Please feel free to reach out to Abigail Stewart [astewart@HistoricNewEngland.org](mailto:astewart@HistoricNewEngland.org) or my colleague, Melinda Huff [mhuff@HistoricNewEngland.org](mailto:mhuff@HistoricNewEngland.org) or by calling us at the Phillips House 978-744-0440.

Thank you for your consideration.

Sincerely,

Abigail Stewart  
Regional Site Administrator, Phillips House Site Manager



CITY OF SALEM, MASSACHUSETTS  
PARK, RECREATION & COMMUNITY SERVICE

401 Bridge Street, Salem MA 01970

Tel. (978) 744-0924

pobrien@salem.com

Dominick Pangallo  
MAYOR

Trish O'Brien  
Superintendent

**Road Bike/Race/Walk/Parade Application**

**PLEASE SUBMIT PAYMENT OF \$200 WITH THIS PERMIT APPLICATION TO THE CITY OF SALEM  
PARK, RECREATION AND COMMUNITY SERVICES DEPARTMENT NO LATER THAN 60 DAYS**

**PRIOR TO THE EVENT.**

**Registered Non-Profit Fee \$150**

**ANY FOR PROFIT EVENTS WILL REQUIRE AN ADDITIONAL 5% FROM THE  
REGISTRATION FEES POST EVENT.**

We, the undersigned, respectfully apply for permission to host a road race/walk in the City of Salem as follows:

Applicant's Name: CAROL A. MEYER FOR ISABEL PETT

Organization Name: SALEM YMCA

Name of Race/Walk/Parade: SALEM 10K ROAD RACE

Contact #: 978.407.7642 E-Mail Address: isabel.pett@gmail.com

Address: 1 JEWELL ST

City/State/Zip: SALEM, MA

Organization Tax Status (please include Tax ID Number): 042 104 913

What Charities Will This Race/Walk Be Benefiting? SALEM YMCA

Approximately How Much of the Race/Walk/Parade Proceeds Will Be Donated to Each Charity(s) 55%

**Day of Race/Walk Contact Information:**

Name: SALEM 10K Contact #: 978.407.7642

Date of Event: 9.8.24 Estimated Number of Participants: 500

Time of Event: 9:00AM Estimated Finish Time of Event: 12:00pm

Start Location: NOTCH BREWING Finish Location: SAME

Distance of Event: 10K

Has This Event Been Held Before?  Yes  No

All Races/Walks/Parades Are Required to Recycle and Remove Trash

Onsite EMT/Ambulance Service (Required):  initial

Please Attach a Map of Route With the Following Items:

1. Race/Walk Course
2. Direction of Runners Through the Race/Walk course
3. Starting and Finishing Points
4. Meeting Points For Racers Before and After the Race/Walk
5. Last year's race financials

Certificate of Insurance Attached?  Yes  No

A certificate of insurance for general liability naming the City of Salem as primary additional insured for amount not less than \$1,000,000 combined single limit for injury or death or property damages (including loss of use) in any one occurrence, and \$1,000,000 general aggregate coverage. (The City of Salem reserves the right to increase coverage minimum if event presents extraordinary risk).

**RELEASE & INDEMNITY AGREEMENT APPLICANT'S SIGNATURE** The undersigned Sponsor, by signature below, shall defend, indemnify, and hold the City of Salem, its officers, agents and employees, harmless against all liability, loss, or expenses, including attorney's fees, and against all claims, actions or judgments based upon or arising out of damage or injury (including death) to persons or property caused by any act or omission of an act sustained in any way in connections with the performance of this event or by conditions created thereby, or based upon violation of any statute, ordinance or regulation. This contractual indemnity provision does not abrogate common law or statutory liability and indemnification to the City of Salem, but is in addition to such common law or statutory provisions.

*Kevin McCarthy*

Date: 04 / 08 / 2024

Applicant's signature

Kevin McCarthy

Name of applicant

A copy of this permit will be sent to the applicant upon approval. Please call Park, Recreation & Community Services if you have any questions. 978-744-0924

**CITY USE ONLY**

Payment Received: \_\_\_\_\_ Date Permit Issued: \_\_\_\_\_ Date Permit Mailed to Applicant: \_\_\_\_\_

Approved By: \_\_\_\_\_

*5-18-24*

Director (Or Designee) of Salem Park, Recreation & Community Services

*Capt. Paul Lopez*

*6-7-24*

Salem Police Department

Effective date of form: 2/8/12

Revised date of form: 1/1/18



*The race starts and finishes on Congress St (near Notch Brewing). Runners turn right on Derby St, continue to Fort Ave, turn left on Restaurant Row, bear right on Memorial Dr, bear right and continue on Szetela Ln, continue on Essex St, left on Hawthorne Blvd, right on Derby St, left on Lafayette St, left on West Ave, right on Forrest River Park loop, left on Clifton Ave, right on Summit Ave, right on Leach St, left on Green St, left on Lafayette Pl, right on Salem St, right on Leavitt, left on Congress St then continue to finish on Congress where the race started.*

Lindsay Wallin  
Owner Operator  
McDonald's  
1 Traders Way  
Salem, MA 01970  
kingwallin@outlook.com  
781-558-2871  
June 4, 2024



Town of Salem  
City Council  
93 Washington Street  
Salem, MA 01970

Dear Members of the City Council,

I hope this letter finds you well. I am writing on behalf of McDonald's located at 1 Traders Way, Salem, MA 01970, to formally request an extension of our operating hours for both our drive-thru service and delivery service to 24 hours a day, 7 days a week.

Currently, our operating hours are until 12 AM from Sunday through Wednesday and until 1 AM from Thursday through Saturday for Drive thru and Delivery. We propose to extend these hours to provide continuous 24/7 service for the drive-thru and delivery options, while maintaining our current lobby hours, which close at 11 PM.

The primary reasons for this request are as follows:

1. **Enhanced Customer Convenience:** Extending the drive-thru and delivery hours will cater to late-night workers, early risers, and travelers who require quick and convenient food options outside of traditional hours. It will also serve customers who prefer the comfort and safety of having their meals delivered directly to their homes.
2. **Safety and Security:** Operating the drive-thru and delivery services 24/7 will increase the presence of staff on-site, contributing to better security around our premises and the surrounding area during late-night hours.
3. **Economic Benefits:** Extending our hours will allow us to offer more employment opportunities, particularly for those who prefer or need to work non-traditional hours. This could positively impact the local economy by providing additional jobs and increasing our overall contribution to the local tax base.

4. **Community Service:** The extended hours will also support our ability to provide for the community during emergencies or severe weather conditions when other food establishments may be closed. Additionally, delivery services will be especially beneficial for residents who may have mobility issues or prefer to stay indoors during late hours.

We assure you that the drive-thru and delivery services will operate under strict guidelines to minimize noise and disruption to the surrounding area. Our team is committed to maintaining the highest standards of service and community responsibility.

We kindly request your approval of this application and are willing to meet with the city council to discuss any concerns or answer any questions you may have. We believe this extension will be mutually beneficial for both McDonald's and the Salem community.

Thank you for considering our request. We look forward to your favorable response and continued cooperation.

Warm regards,

Warm regards,

Lindsay Wallin

Owner Operator

McDonald's

1 Traders Way

Salem, MA 01970

kingwallin@outlook.com

781-558-2871

## City of Salem

*In the year Two Thousand and Twenty-four*

**An Ordinance** to amend an ordinance relative public guides

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

**Section 1.** Chapter 40, Section 40-27 *Application requirements; exemptions* is hereby amended by deleting this section in its entirety and replacing it with the following:

**“Sec. 40-27. Application requirements; exemption.**

- (a) Each applicant who applies for a public guide license shall be at least 18 years of age and submit to and clear a criminal background investigation through the Massachusetts Criminal Offender Record Information (CORI) process.
- (b) Any person while acting as teacher employed by a public or private school may function as a public guide for students enrolled in such school without first applying for a public guide license.
- (c) For licenses effective January 1, 2025 and thereafter, applicants may apply for one of three license types, tours of up to 10 participants, tours of up to 29 participants or a tours with a maximum of 40 participants, not including the guide, for a fee set forth in Sec.14-38 of this Code.
- (d) Public guides not utilizing any form of amplification after January, 2025 shall be eligible for a fee discount as provided in section 14-38 of this Code.
- (e) For licenses effective January 1, 2025 and thereafter, each applicant shall complete a safety and compliance training offered by the Salem Police Department prior to the issuance of a license.

**Section 2.** Chapter 40, Section 40-28. *Contents; badge of licensee* is hereby amended by adding the following new phrase and sentence to the end of the first sentence of this section:

“, the words "licensed public guide" and the number of the license. Effective Jan. 1, 2025, the badge shall also display a placard or decal issued by the city indicating the tour size.”

**Section 3.** Chapter 40, Sec. 40-30. *Prohibitions* is hereby amended by adding the following new prohibitions:

- “(11) Conduct a tour with more participants than the number allowed on the guide’s license; or
- (12) Conduct a tour after January 1, 2025 without first completing an annual safety and compliance training offered by the Salem Police Department.”

Chapter 40, Sec. 40-30. *Prohibitions* is hereby further amended by:

- a. Inserting the phrase "or fail to utilize a pedestrian crosswalk signal when available;" to the end of sub-paragraph (3).



- b. Inserting the phrase "Ocean Avenue between Summit and Shore Avenues," immediately following the words "Higginson Square" within sub-paragraph (8).

**Section 4.** Amend section 40-31 Revocation; penalty by adding a new sentence at the end of this section:

"Any public guide receiving three notices of violation during a licensed period shall be immediately referred to the City Council for a revocation of license hearing. Unless otherwise voted by the City Council, license revocations shall be effective for the current licensed period and one additional licensed period."

**Section 5.** This Ordinance shall take effect as provided by City Charter.

In City Council April 11, 2024

Referred to the Committee on Community and Economic Development co-posted with the Committee of the Whole

In City Council May 23, 2024

Adopted for first passage as amended

ATTEST:

ILENE SIMONS  
CITY CLERK

**City of Salem**

***In the year Two Thousand and Twenty-four***

**An Ordinance** to amend an ordinance relative to the fee schedule.

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

**Section 1.** Chapter 14, Section 14-38 Fee Schedule is hereby amended by deleting the following:

“Guide public 10.00” and

“Public guide examination fee:

One time examination passing .....30.00

First re-examination .....0.00

Second and subsequent re-examinations .....30.00”

And inserting the following new fees:

“Public guide fee, annual

2024

\$10.00 new applicant; \$20 late renewal

2025 and thereafter

Permitted group size 10 of less: \$150

Permitted group size 11-29: \$250

Permitted group size 30-40: \$350

Wireless communication system discount: \$50”

**Section 2.** This Ordinance shall take effect as provided by City Charter.

In City Council April 11, 2024

Referred to the Committee on Community and Economic Development co-posted with  
the Committee of the Whole

In City Council May 23, 2024

Adopted for first passage

ATTEST:

ILENE SIMONS  
CITY CLERK

**City of Salem**

***In the year Two Thousand and Twenty-four***

**An Ordinance** to amend an ordinance relative to non-criminal disposition of ordinance violations

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

**Section 1.** Chapter 1-10 Non-criminal Disposition of Ordinance Violations is hereby amended by deleting penalties for violations of section 40-26, Public guide licenses in its entirety and replacing it with the following:

“ Section 40-26, Public guide licenses.

Penalty:

First offense .....\$100.00

Second offense ..... \$200.00

Third and subsequent ..... \$300.00

Subsequent offense may result in license suspension or revocation per Sec. 40-31

Enforcing persons: Police, licensing inspector, and fire, health and building inspectors.”

**Section 2.** This Ordinance shall take effect as provided by City Charter.

In City Council April 11, 2024

Referred to the Committee on Community and Economic Development co-posted with the Committee of the Whole

In City Council May 23, 2024

Adopted for first passage

ATTEST:

ILENE SIMONS  
CITY CLERK

**City of Salem**

*In the year Two Thousand and Twenty-four*

**An Ordinance to amend Chapter 12 Building, Electricity and Plumbing Regulations**

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

**Section I.** Amend Sec. 12-2 *Additions* by

- a) Deleting paragraph numbered (b)(2) in its entirety and replacing it with the following:

“(2) For solid fuel burning appliance, a fee of \$75.00 shall be charged. A minimum fee of \$75.00 shall be charged for all building permit applications, including new construction, alterations, repairs, remodeling, and all swimming pool and sign construction. The exact fee shall consist of \$15.00 per one thousand for residential (1 or 2 family) and \$20.00 per one thousand for commercial and multifamily.”
- b) Deleting paragraph numbered (b)(3)c in its entirety
- c) Replacing the fee of \$10 as it appears in paragraph number (b)(3)d to \$20 for a replacement permit.
- d) Re-lettering all paragraphs in section (b)(3)
- e) Deleting paragraph (c)(1) in its entirety and replacing it with the following:

“(c) (1) A building or structure shall not be used or occupied in whole or in part until a certificate of use and occupancy shall have been issued by the inspector of buildings. Where fees are not established by the code, the following schedule shall be applied to determine the applicable fee for each certification:  
Existing construction: \$150  
Fees for initial certificates of occupancy for new construction of single- and two-family residences shall be deemed to have been included in the building permit fee.”

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

In City Council May 9, 2024

Referred to the Committee on Ordinances, Licenses, and Legal Affairs co-posted with the Committee of the Whole by a roll call vote of 11 yeas, 0 nays, and 0 absent

In City Council May 23, 2024

Adopted for first passage

ATTEST:

ILENE SIMONS  
CITY CLERK

**City of Salem**

*In the year Two Thousand and Twenty-four*

**An Ordinance to amend an Ordinance relative to business licenses and fees**

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

**Section 1.** Amend Section 14-40 Fees for granting permits and certificates by head of fire department by deleting this section in its entirety and replacing it with the following:

Sec. 14-40. Fees for granting permits and certificates by head of fire department.

The fee schedule for granting of permits by the head of the fire department under the provisions of M.G.L.A. c. 148, § 10A, 13, 23, 38A and 39A, and city fire code shall be established as follows:

Description	Fee	Duration
<b>Smoke detectors/fire alarm systems new construction</b>		
Permit to install; includes plan review and on site location spotting, per site	\$60.00	per project
<b>Smoke detectors/fire alarm systems existing construction</b>		
On site inspection and issuance of certificate of compliance; per unit	60.00	per project
<b>Chapter 148, sec. 26F smoke detector compliance (resale)</b>		
Includes inspection and issuance of certificate of compliance for one-family/condominium; per unit	50.00	per compliance
Includes inspection and issuance of certificate of compliance for two-family; per unit	100.00	per compliance
Includes inspection and issuance of certificate of compliance for three-family to six-family; per unit	150.00	per compliance
Includes inspection and issuance of certificate of compliance for more than six-family; per unit	300.00	per compliance
<b>Review of plans &amp; specifications under 7,500 sq. ft. (fire department approval for building permit)</b>		
Includes placement of smoke detector locations and/or review of fire alarm system design	60.00	per project
<b>Review of plans &amp; specifications over 7,500 sq. ft. (fire department approval for building permit)</b>		
Includes review of fire alarm system project 7,500 to 12,500 s.f.	125.00	per project
Includes review of fire alarm system project 12,501 to 25,000 s.f.	200.00	per project
Includes review of fire alarm system project 25,001 to 52,000 s.f.	165.00	per project
Includes review of fire alarm system project 52,001 or more s.f; in addition to hiring a city-authorized independent consultant	325.00	per project
<b>Installation of sprinkler and/or standpipe system</b>		
Includes plans review, site inspection(s) and witness of acceptance test for projects 7,500 to 12,500 s.f.	125.00	per project

Includes plans review, site inspection(s) and witness of acceptance test for projects 12,501 to 25,000 s.f.	200.00	per project
Includes plans review, site inspection(s) and witness of acceptance test for projects 25,001 to 52,000 s.f.	300.00	per project
Includes plans review, site inspection(s) and witness of acceptance test for projects 52,001 or more s.f; in addition to hiring a city-authorized independent consultant	330.00	per project
<b>Installation of fixed fire extinguishing system (restaurant)</b>		
Permit to install fixed extinguishing system to include plans review, on-site inspection and final testing and acceptance of system	60.00	per project
<b>Installation of fixed fire extinguishing system (self-service gasoline station)</b>		
Permit to install fixed extinguishing system to include plans review, on-site inspection and final testing and acceptance of system	60.00	per project
<b>Installation of storage of LP Gas</b>		
Issue application for permit to install includes on-site inspection	75.00	per installation
<b>Underground storage tank removal</b>		
Permit to remove/transport includes issuance of permit and on-site inspection(s) of site and tank(s)	150.00	per project
<b>Installation of underground storage tank</b>		
Permit to install includes plan review and site visit(s)	150.00	per project
<b>Removal of underground storage tank (500 gallons and above)</b>		
Permit to remove and transport includes issuance of permit and on-site inspection of site(s) and tank(s)	100.00	per tank
<b>Removal of above ground storage tank (under 500 gallons)</b>		
Permit to remove and transport	60.00	per tank
<b>Oil burner permit &amp; permit to store fuel oil</b>		
Permit/application to install and certificate of completion. Includes on-site inspection and issuance of permit to store	60.00	per installation
<b>Fireworks or theatrical pyrotechnics display</b>		
Includes review of display plan and site visit(s)	75.00	per display
<b>Blasting permit</b>		
Includes on-site inspection and review of site plans	60.00	per project
<b>Storage of flammable fluids (annual renewable)</b>		
Includes site visit if required	60.00	annual
<b>Storage of black or smokeless powder (annual renewable)</b>		
Includes site visit if required	60.00	annual
<b>Welding and/or cutting (annual renewable)</b>		
Includes site visit if required	60.00	annual
<b>Operation of repair garage (annual renewable)</b>		
Includes site visit if required	60.00	annual
<b>Tar kettle operation (annual renewable)</b>		
Includes site visit if required	60.00	annual

<b>Underground storage tank registry</b>		
(Mass form FP290)	10.00	per registration
<b>Tank truck inspection</b>		
Includes inspect of vehicle at fire prevention and issuance of permit and decal	60.00	per inspection
<b>Transfer tank vehicle inspection</b>		
Includes inspection of vehicle at fire prevention and issuance of permit and decal for contractor with pickup/service truck (single user)	60.00	per inspection
<b>Carpet or fabric approval</b>		
Includes issuance of permit and review of use plan	30.00	per approval
<b>Chapter 21E site assessment report</b>		
Includes research and issuance of report	100.00	per report
<b>Copy of fire report</b>		
Includes research and issuance of report(s)	5.00	per report
<b>Inspection of summer camp (annual)</b>	30.00	per inspection
<b>Pre-demolition permit including site visit</b>	60.00	Per project
<b>Keep and store paint for spray booths</b>	60.00	Per project
<b>Permit to install spray booth</b>	60.00	Per project

**Section 2.** This Ordinance shall take effect as provided by City Charter.

In City Council May 9, 2024

Referred to the Committee on Ordinances, Licenses, and Legal Affairs co-posted with the Committee of the Whole by a roll call vote of 11 yeas, 0 nays, and 0 absent

In City Council May 23, 2024

Adopted for first passage as amended

ATTEST:

ILENE SIMONS  
CITY CLERK



# City of Salem

*In the year Two Thousand and Twenty-four*

**An Ordinance** to amend Chapter 12 Building, Electricity and Plumbing Regulations

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

**Section I.** Delete Sec. 12-163 *Blanket permits or election to contract to pay for inspection services: fees* in its entirety.

**Section II.** Delete Sec. 12-164. *General permit fees* in its entirety and replace it with the following:

“Sec. 12-164 **General permit fees**

The general schedule of electrical permit fees shall be as follows:

- (1) Minimum fee for any electrical work performed in all types of property, which includes city buildings \$30.00
- (2) Per thousand on building permit valuation—renovations, new work, which includes city buildings \$3.00
- (3) Installation of gas/oil burner per burner \$30.00
- (4) For any electrical work connected with swimming pools (building permit required) or similar installations \$30.00
- (5) Installation of each pump used at a gasoline service station \$50.00
- (6) Installation of each electric sign \$50.00
- (7) Installation of temporary, new service or renewed service up to 200 amperes \$40.00  
Additional meters - \$10.00 each  
Installation of a sub feeder \$30
- (8) Installation of temporary, new service or renewed service up to 400 amperes \$70.00  
Additional meters—\$10.00 each  
Installation of a sub feeder \$30.00
- (9) Installation of temporary, new service or renewed service up to 800 amperes \$150.00  
Additional meters—\$10.00 each  
Installation of a sub feeder \$30.00
- (10) Installation of temporary, new service or renewed service up over 800 amperes \$250.00  
Additional meters—\$10.00 each  
Installation of a sub feeder \$30.00
- (11) Change service panel from fuses to circuit breakers or any change \$40.00



- (12) Installation of HVAC and or control wiring per unit, without a building permit \$50.00
- (13) Installation of smoke detectors, burglar alarm systems and interior fire alarm systems, voice/data, computer, or telephone cable wiring per unit \$50.00  
Over 25 outlets and or devices—\$.50 each
- (14) Re-inspection all types of property \$30.00
- (15) Certificate of occupancy—all buildings \$50.00
- (16) Installation of traffic lights \$100.00
- (17) Vendors use of electricity at Salem common and on other city sites \$35.00
- (18) Vendors use of additional electrical equipment requiring special installation \$200.00
- (19) Penalty fee for tampering with city master fire alarms without prior notification for plug outs \$200.00
- (20) For the initial timing and connection to the city terminals (as designated by the city electrician) of a privately owned F/A master box by the electrical department \$200.00
- (21) Industrial permits by licensed staff personnel in house wiring \$200.00
- (22) Installation of a generator up to 15,000 K.W. \$75.00  
Installation of a generator over 15,000 K.W. \$200.00
- (23) Lighting retrofits—\$2.00 each
- (24) Electric Car Charging Station \$30/each
- (25) Solar Panels – per thousand on building permit valuation \$3”

**Section III.** Delete Sec. 12-165 *Maximum fee for installation in existing city buildings* in its entirety and replace it with the following:

“Sec. 12-165 *Maximum fee for installation in existing city buildings*

A maximum filing fee of \$15.00 will be assessed for all electrical installations on existing city buildings.”

**Section IV.** This ordinance shall take effect as provided by City Charter.

In City Council May 9, 2024

Referred to the Committee on Ordinances, Licenses and Legal Affairs Co-Posted with the Committee of the Whole  
Confirmed by Roll Call Vote 11 Yeas- 0 Nays- 0 Absent

ATTEST

ILENE SIMONS  
CITY CLERK

# City of Salem

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*In the year* Two Thousand and Twenty-Four

## **An Ordinance**

to amend an Ordinance relative to Traffic

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

**Section 1.** Chapter 42, Section 51 – “Parking Prohibited on Certain Streets” is hereby amended by repealing the following:

Story Street - Parking Prohibited on Certain Streets – southerly side from Jefferson Avenue in a westerly direction for a distance of one-hundred fifty (150) feet. (10/15/63 DPW 12033)

And replacing with:

Story Street - Parking Prohibited on Certain Streets – northerly side from Jefferson Avenue in a westerly direction for a distance of one-hundred twelve (112) feet.

**Section 2.** This Ordinance shall take effect as provided by City Charter.

In City Council May 23, 2024  
Adopted for first passage

ATTEST:

ILENE SIMONS  
CITY CLERK