

**Community Benefits Agreement Working Group**  
**March 27, 2025 | Meeting #4**  
**Meeting Minutes**

**Meeting Attendance:**

- Anna Freedman (City Representative) – Present
- Barbara Kelley (Community Representative) – Not Present
- Bill McHugh (SHPA Representative) – Present
- Joe St. Pierre (Crowley Representative) – Present
- Lisa Peterson (City Representative) – Present
- Lucy Corchado (Community Representative) – Present
- Mario Sousa (Salem Public Schools Representative) – Not Present
- Daniel Collins (Staff to CBA Working Group)

**Meeting Minutes**

- Meeting commenced at 4:34 pm at 98 Washington Street, Salem, MA 01970.
- Staff provided an overview of the meeting agenda, which included estimated time that was allocated for each business item. Community Benefits Agreement (CBA) Working Group Representatives agreed to the format and the time allocated for discussion.
- CBA Working Group Representatives and staff roles were clearly stated.
- Crowley Representative provided an interim update which included a review of items completed since the last meeting, which was held December 19, 2024. The update covered three sections:
  - Commitment I.A. – Economic Development
  - Commitment I.B.E. – Seaport Electrification
  - Commitment I.G. – Outreach
- Recommendations for changes to the draft Interim Update include:
  - Adjust numbering to be cohesive across document. The document starts on letter “a.” and the next update item is number “2.”
  - Change “Economic Development Coalition” to “Northeast Massachusetts Climatetech Consortium.”
- Relative to the update provided regarding negotiations between Crowley and National Grid for electrical capacity, the Salem Harbor Port Authority Representative asked if the agreement would be a formal or informal agreement. Crowley indicated there would need to be a formal agreement.
- Community representative asked when improvements are expected to take place at the substation. Crowley responded that it would likely be concurrent with the terminal development.
- Community representative asked for clarification on what services the restaurants are providing. Crowley responded that they have been utilizing restaurants for catering and related activities. Community representative mentioned another area restaurant that may be able to provide similar services.

- Community representative asked why the interim update included previous interim updates. Crowley mentioned that the format for the interim updates was created to be a running list. Recommendation from staff to limit running list for interim reports to each year and include the interim reports as an appendix to the annual report.
- Staff reviewed next steps which included Crowley modifying the interim update based on feedback received by the CBA Working Group, Crowley and staff coordination to send interim update and notes to the CBA Working Group, and a target for CBA Working Group members to provide feedback to staff in time to post the finalized interim update to the City of Salem and Crowley websites by 04/01/2025.
- Salem Harbor Port Authority Representative proposed the next meeting be held online. The Members discussed and were generally amenable. Staff provided the perspective that the meetings have been held in person due to excessive technical difficulties. The Members suggested the meeting start fifteen minutes before the official meeting time to have individuals sign on early and manage technical difficulties, allowing the meeting to start on time and preserving discussion time. The Members reached consensus on the matter.
- Crowley representative asked for clarification on the submittal times for the Annual Report. The Members discussed and reached a consensus on the following process:
  - Crowley would submit the Annual Report no later than two weeks prior to the June meeting each year;
  - Members may revert comments in advance as desired;
  - Members would provide and discuss / resolve any remaining comments at the June meeting; and
  - Crowley will issue the final draft report back to staff no later than July 15<sup>th</sup> of each year.
- Staff opened for final questions and comments. Hearing none, the meeting adjourned at 5:15 pm.



DOMINICK PANGALLO  
MAYOR

TOM DANIEL, AICP  
DIRECTOR

# CITY OF SALEM, MASSACHUSETTS

## DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

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### AGENDA

**SUBJECT:** Community Benefits Agreement Working Group (Meeting #4)

**DATE:** Thursday, March 27, 2025

**LOCATION:** City Hall Annex, 98 Washington Street, 1st Floor Medium Conference Room

**TIME:** 4:30 pm – 6:00 pm. Please anticipate the meeting starting at 4:30 pm, which will preserve time that is allocated for discussion.

**MEETING PURPOSE:** The purpose of the meeting is to monitor implementation of the City of Salem & Salem Wind Terminal LLC Community Benefits Agreement.

#### **AGENDA ITEMS:**

- Overview of Meeting
- Crowley Interim Update and Discussion
  - Commitment I.A. – Economic Development
  - Commitment I.B.E. – Seaport Electrification
  - Commitment I.G. – Outreach
  - Open Discussion
- Other Updates
  - City Website Changes
- Next Meeting / Next Steps



## Salem Wind Terminal / City of Salem

3.27.2025

### Community Benefits Agreement Working Group Meeting #4

#### CBA Updates 12.19.2024 – 3.27.2025:

##### 1. Commitment I(A) Economic Development

a. The Salem Wind Terminal is committed to utilizing the local supply chain in Salem and Essex County, as feasible, to develop and operate the Salem Offshore Wind Terminal. As such, the Salem Wind Terminal has engaged with the following businesses:

- i. Longboards
- ii. Boston Liner Service
- iii. Northeast Massachusetts Climatetech Consortium

1. Potential for additional Services for Sea Installer Port Call in May

##### 2. Commitment I(B)(E) Seaport Electrification

a. Negotiations with National Grid to deliver 4MW of electrical capacity. There have been significant efforts by both National Grid and Salem Wind Terminal. These efforts include:

- i. Creating a non-traditional solution for providing reliable power to Salem Wind Terminal. This solution will bring 4MW of capacity to the site with the opportunity to increase capacity when said capacity is available.
- ii. National Grid is starting a construction project at the substation at 24 Fort Ave. Their construction timeline will mirror the construction timeline for the Salem Wind Terminal. We have created an agreement with National Grid to change their new substation design at 24 Fort Ave to support the needs of Salem Wind Terminal.
- iii. We have agreed to support the new substation project by allowing them a storage location on Salem Wind Terminal property and supporting them with access to our new sewer and water systems.

##### 3. Commitment (G) Outreach

- a. LEAP Leadership at Collins Middle School
  - i. Participated in LEAP for Education Expanding Horizons program
  - ii. Guest speaker on Offshore Wind, Physics and leadership.

**CBA Updates 9.23.2024 – 12.19.2024:**

1. Financial Contributions

- a. Commitment I(A) Economic Development - \$45,000
  - i. Received payment has been confirmed.
- b. Commitment I(B)(3) Police Department - \$50,000
  - i. Received payment has been confirmed.
- c. Commitment I(B)(4) Fire Department - \$40,000
  - i. Received payment has been confirmed.
- d. Commitment I(B)(5) Planning Department - \$100,000
  - i. Received payment has been confirmed.

2. Sustainability and Resilience

- a. Electric Charging Stations
  - i. Electric vehicles are being procured. Looking to be operational by start of construction.

3. Workforce Development – Outreach

- a. Expected appointment to the North Shore Workforce Board

4. Local Supply Chain

- a. Commitment I(A) Economic Development
    - i. The Salem Wind Terminal is committed to utilizing the local supply chain in Salem and Essex County, as feasible, to develop and operate the Salem Offshore Wind Terminal. As such, the Salem Wind Terminal has engaged with the following businesses:
      - 1. North Shore Drain and Sewer
      - 2. General Environmental Services
      - 3. DeMatos Landscaping
      - 4. Iron Tree
      - 5. Cicoria Tree
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6. North Shore Marine Inc
7. Smith Marine Services
8. Finz
9. The Hive
10. The Hampton Inn
11. Louise Michaud Photographer / Pictures From The Sky
12. Hancock Associates
13. The F.W. Webb Company
14. Coffee Time Bakery
15. Winer Bros Inc.
16. Garcon Pizza
17. Engine House
18. Bagel World
19. Howling Wolf
20. Roses Marine
21. Douglas Bowker Motion-Graphics
22. Maitland
23. Quinn Iron Works
24. Sea Level

**CBA Updates 6.26.2024 - 9.23.2024:**

5. Community Benefits Report
    - a. Annual Community Benefits Report – Submitted to City on 6.26.2024.
      - i. Finalized by Community Benefits Working Group – 9.3.2024.
      - ii. Submitted Translated finalized by Annual Community Benefits Report for posting to website - 9.17.2024.
  6. Financial Contributions
    - a. Commitment I(A) Economic Development - \$45,000
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- i. Payment to the Essex County Community Foundation – Invoice has been received by Salem Wind Terminal. The invoice has been processed and payment has been sent out.
  - b. Commitment I(B)(3) Police Department - \$50,000
    - i. Payment to the City of Salem. The invoice has been received by Salem Wind Terminal. The invoice has been processed and we are awaiting a check to submit to the City of Salem.
  - c. Commitment I(B)(4) Fire Department - \$40,000
    - i. Payment to the City of Salem. The invoice has been received by Salem Wind Terminal. The invoice has been processed and we are awaiting a check to submit to the City of Salem.
  - d. Commitment I(B)(5) Planning Department - \$100,000
    - i. Payment to the City of Salem. The invoice has been received by Salem Wind Terminal. The invoice has been processed and we have submitted the check to the City of Salem.
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