

<u>NAME</u>	<u>POSITION</u>	<u>ADDRESS</u>
William J. Cremins	Fire Chief	Cambridge
William H. Crocker	City Electrician	Malden
Leo F. Davenport	Police Chief	Cambridge
John Deluise	Recreation Dir.	Cambridge
Conrad C. Fagone	Commissioner of Public Works	Arlington
Chester Hallice	Civil Defense Dir.	Cambridge
Robert W. Healy	Asst. City Manager	Lowell
Russell Higley	City Solicitor	Cambridge
Robert Laffin	Sealer of Weights and Measures	Burlington
Les MacLeod	Hospital Director	Arlington
Charles Lavery	Chmn. Board of Assessors	Belmont
James L. Sullivan	City Manager	Lowell
George Teso	Traffic Director	Worcester
William Lynskey	Supt. Infirmary	Weymouth
John Seites	Supt. Water Dept.	Cambridge

CITY OF CAMBRIDGE
WATER DEPARTMENT
AUTOMOBILES

- 1- SEDAN - Utilized by the water superintendent and others in conducting the administrative and supervisory duties of the water superintendent. Transportation of water board members as required in performance of board responsibilities.
- 1- SEDAN - Utilized by the administrative division, water resources division and billing division in conducting the administrative responsibilities of these divisions. Example of tasks performed are water sample collection, meter readings for sales, interim meter readings, handling of small material and mail between billing division and post office and other city departments.
- 1- STATION
WAGON - Utilized by the supervisory water maintenance foreman and his office transporting personnel and conducting the administrative and supervisory responsibilities in maintenance of the water distribution system including mains, hydrants, valves and interiorly with other city departments and contractors involved in the utilization of water.

One sedan is an 8 cylinder, one sedan is a 6 cylinder. One station wagon is an 8 cylinder. As vehicles are replaced, their procurement of six (6) cylinder vehicles are planned.

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MAR 30 2 59 PM '79

OFFICE OF THE
CITY MANAGER



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Leslie N. H. MacLeod

Date January 16, 1979

From William E. Lynskey

Reference

Subject Vehicle Use

Make: Jeep Station Wagon
Year: 1976
License #: M23 136

1. Patient Transport
2. Pick up and delivery
3. Personnel transport for patient evaluations
4. Snow plowing
5. Other general purposes



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Leslie N. H. MacLeod

Date January 16, 1979

From William E. Lynskey

Reference

Subject Vehicle Use

Make: AMC Matador
Year: 1976
License #: ML2 501

1. Patient Transport
2. Pick up and delivery
3. Personnel Transport for patient evaluations
4. Other general purposes



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To File

Date January 22, 1979

From Leslie N. H. MacLeod

Reference

[illegible]

Make: Ford LTD
Year: 1975
License #: M12502

1. SMHA Meetings
2. Harvard Medical School Meetings
3. MHA Meetings
4. State Agency Meetings and visits
5. Federal Agency Meetings and visits
6. Clinics and Neville Manor Meetings and visits
7. City Hall Meetings and visits
8. Site visits and meetings at other hospitals
9. Health agency workshops, conferences, briefings, etc.
10. Other general hospital related usage



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To James L. Sullivan, City Manager

Date March 29, 1979

From 
George Teso, Traffic Director

Reference

Subject City Council Order No.10 of Jan. 8, 1979
"Regarding the Use of Automobiles"

The Traffic Department presently has six (6) automobiles assigned to them. Three (3) of these are six (6) cylinder cars and if everything goes according to schedule by 1980, all six (6) vehicles will be six (6) cylinder cars.

One vehicle is used exclusively for the tow and hold program and the other five (5) are used by ten (10) people on a need basis. These five (5) vehicles are used for the following reasons:

1. Accident Investigation
2. Street Cleaning Operation
3. Snow Removal Operation
4. Resident Parking Checks
5. Investigation of 800-1000 Requests or Complaints Per Year
6. Street Permit Checks
7. Construction Permit Investigations
8. Parking Studies
9. Volume Studies
10. Signal Studies
11. Speed and Delay Studies
12. Transporting and Installing Mechanical Counters
13. Checking Timing on Traffic Signal Systems
14. Transporting Parking Tickets to and From the Court
15. Supervising Parking Control Officers
16. Picking Up and Depositing Revenues from Parking Lots
17. Stop Sign Investigations
18. Transporting Surveying Crew Along with Equipment
19. Daily Trips to and From Court
20. Various Meetings That Are Held By Neighborhoods, Businesses, Both Day and Night
21. Parking Meter Checks
22. Bus Stop Locations
23. Use In Civil Defense as Well As with Police and Fire Departments in cases of Emergencies.

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Y. MANABE



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To	James L. Sullivan City Manager	Date	March 27, 1979
From	Robert K. Laffin Sealer of Wghts & Measures	Reference	
Subject	Use of Automobiles		

In the course of our duties of sealing all weighing and measuring devices and our package re-weighing program in the City of Cambridge, according to General Laws Chapter 98 Section 41 and 42, the Sealer shall go to the houses, stores, shops, and vehicles of persons using weighing and measuring devices. This would include all stores, manufacturing plants, service stations, bulk oil plants, drug stores and taxi meters. The cars would also be used in our package surveillance program, checking for peddlers licenses in the streets of Cambridge and the inspection of home heating oil deliveries to the consumers of this city.

In order to accomplish this task the use of 2 city cars is an absolute necessity because of the equipment and necessary paraphernalia that we use in the course of our duties. Some of this equipment is quite heavy and bulky therefore the use of these vehicles is required.

A handwritten signature in cursive script, reading "Robert K. Laffin".

Robert K. Laffin
Sealer of Wghts & Measures

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OFFICE OF THE
CITY MANAGER



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To James L. Sullivan, City Manager

Date March 30, 1979

From Chester E. Hallice, Director
Civil Defense Agency

Reference

Subject Councilor Vellucci's Order No. 10, 1/8/79 re: Automobile

The Civil Defense Agency requires transportation for many different purposes, namely; making numerous trips to City Hall, City Yards, attending Civil Defense meetings which are held in many different cities, going to surplus and excess property depots all over New England, checking shelter locations throughout the City and checking siren systems in the City.

It does not make much difference whether it is a 6 or 4 cylinder vehicle. Present vehicle is 1973 8 cylinder Ford and is in good condition.

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CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Leslie N. H. MacLeod
Director
From Richard Sullivan *R.S.*
Assistant Plant Engineer
Subject VEHICLE USE

Date January 22, 1979

Reference

Make: Wagoneer
Year: 1976
License #: M23 137

1. Snow plowing
2. Delivering medical supplies to clinics
3. Picking up maintenance supplies
4. Delivering and picking up payrolls
5. Transporting personnel
6. Transporting court records
7. Emergency repairs to Clinics & Neville Manor
8. Deliveries and pick up - Hospital and City Hall correspondence
9. Emergency pick up for Main Storeroom



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Leslie N. H. MacLeod
Director

From Richard Sullivan *R.S.*
Assistant Plant Engineer

Subject VEHICLE USE

Date January 22, 1979

Reference

Make: Chevrolet Van
Year: 1972
License #: M15 282

1. Delivering of medical supplies
2. Emergency pick up of Storeroom supplies
3. Picking up Maintenance supplies
4. Delivering and picking up payrolls
5. Transporting personnel
6. Transporting court records
7. Emergency repairs to Clinics and Neville Manor
8. Deliveries and pick up - Hospital and City Hall correspondence

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CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To James L. Sullivan
City Manager

Date March 30, 1979

From William E. Lynskey *WEL*
Administrator

Reference

Subject Automobiles

- (1) M25 595 - 1968 International 20 passenger Navy
Surplus Bus.

Intended use is patient transportation for recreational
purposes. Will be used for patient outings, etc.

- (2) M23136 - 1976 Jeep Station Wagon general purpose
vehicle. Used at varying times for patient transport,
pickup and deliveries. Transportation of personnel
for purpose of patient evaluations. Utilized for snow
plowing.
- (3) M12501 - 1976 AMC Matador general purpose vehicle
used as indicated in 2 above with the exception of
snow plowing.

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CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To Leslie N. H. MacLeod

Date January 16, 1979

From William E. Iynskey

Reference

Subject Vehicle Use

Make: International Navy Surplus Bus
Year: 1968
License #: M25 595

1. Patient transportation for recreational purposes



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To : James L. Sullivan
City Manager

Date : April 13, 1979

From : Conrad C. Fagone, Commissioner
Public Works Department

CCF

Reference : AUTOMOBILES

Subject : Council Order #10 - 1-8-79 - Councillor Vellucci

(2) Sedans - Commissioner and Assistant Commissioner

Utilized in conducting the administrative and supervisory duties of the Public Works Department. Often used to transport State and Federal people throughout the City on projects; to attend State and/or Federal committee or association meetings.

(2) Sedans - Administrative Assistant and General Foreman

Utilized by administrative people to supervise the routine activities of the Department, and are often on emergency call.

(8) Sedans

(1) Wagon

Utilized by the Division Foremen of the Public Works Department for transporting personnel to jobs and inspection, and supervise numerous crews throughout the City.

As part of the Departments replacement policy, we are changing to six cylinder smaller vehicles as they are purchased.

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CITY MANAGER



CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To James L. Sullivan, City Manager

Date March 28, 1979

From Chief William J. Cremins *WJC*

Reference

Subject Fire Department Automobiles

re: City Council Order # 10, 1/7/79

Mass. Reg.

Car 1	1976 Dodge Coronet Assigned to Chief of Department	Fire 6
Car 2	1973 Ford Wagon Assigned to Division 1 Deputy Chief	Fire 505
Car 3	1977 Plymouth Fury Wagon Assigned to Division 2 Deputy Chief	Fire 4475
Car 4	1973 Ford Wagon Assigned to Fire Prevention Division	Fire 507
Car 5	1973 Ford Wagon Assigned to Training Division	Fire 508
Car 6	1973 Ford Wagon Assigned to Property Officer	Fire 506
Car 61	1969 Ford Wagon Assigned to Repair Division. Also used as reserve vehicle for other divisions	Fire 4167

Said automobiles are necessary for emergency response by personnel of this department.

Further, they are necessary to carry out the many administrative and routine functions of the Fire Department.

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CITY OF CAMBRIDGE
INTEROFFICE CORRESPONDENCE

To James Leo Sullivan, City Manager

Date April 3, 1979

From Leo F. Davenport, Chief of Police

Reference Automobiles

Subject Councilor Vellucci's Order No. 10, January 8, 1979

In accordance with the above City Council Order, the following information is provided for written justification of each motor vehicle assigned to the Cambridge Police Department:

Chief's Office

One (1) 1977 Ford, 8 cylinder is assigned to the Chief on a 24 hour basis to provide transportation for the everyday conduct of his duties.

Administrative Assistant to Chief

One (1) 1975 Ford Station Wagon, 8 cylinder is assigned to Captain Anthony Paolillo and Detective William Mahar. This vehicle is utilized in the performance of daily administrative services connected with the office of the Chief.

Hospitals

One (1) 1971 Ford, 8 cylinder is assigned to Captain Fratto for security of Neville Manor, Cambridge Hospital, and City Health Clinics.

Inspectional Services

One (1) 1976 Chevrolet, 8 cylinder is assigned to this unit for transportation of equipment and personnel to court, field inspections (both day and night), interviews of witnesses and citizen complaints at locations other than the station when necessary, location photographs and intelligence assignments (security for visiting dignitaries) and demonstrations.

Services Division

One (1) 1975 Ford, 8 cylinder is assigned to Services to transport equipment and supplies. This vehicle is also used to transport evidence to the crime lab and court.

6 . One (1) 1976 Chevrolet, 8 cylinder is assigned to Detective H. Curll to facilitate the department's communication needs on a 24 hour basis.

Community Services

One (1) 1975 Ford Wagon, 8 cylinder is assigned to provide transportation to City-wide Task Force meetings and to transport equipment to and from these meetings.

Crime Prevention

One (1) 1966 Chevrolet Bus, 8 cylinder is used by Detective Loder to transport Crime Prevention displays throughout the city. It is also used to transport the Honor Guard to and from parades and funerals.

Special Services Unit

One (1) 1976 Jeep, 4 cylinder
One (1) 1972 Dodge Van, 8 cylinder
One (1) 1970 Chevrolet Nova, 6 cylinder

These vehicles are used for undercover and surveillance work.

C.I.D. - Detective Bureau

Two (2) 1977 Fords, 8 cylinders
Six (6) 1976 Chevrolet, 8 cylinders
Three (3) 1975 Fords, 8 cylinders

These motor vehicles are used by the detectives for investigation and surveillance. This includes the Commander of C.I.D., Detective Sector cars, Hackney and Bank Squads. The use of these vehicles is often interchanged to avoid possible identification.

One (1) 1971 Ford, 8 cylinder
One (1) 1968 Pontiac, 8 cylinder
One (1) 1966 Dodge Van, 8 cylinder

These motor vehicles (all used) are used by the Narcotics and Vice Units for surveillance work.

Juvenile

One (1) 1978 Ford, 8 cylinder
One (1) 1977 Ford, 8 cylinder
Two (2) 1976 Chevrolet, 8 cylinder

These vehicles are used by four two man teams for patrolling, responding to calls for assistance, incidents relating to juveniles, complaints of child abuse, transportation to court and transportation of juveniles to and from Detention Facilities and to and from the station.

Uniform Division (Includes Traffic)

Eight (8) 1979 Fords, 8 cylinders
Ten (10) 1978 Fords, 8 cylinders
Six (6) 1977 Fords, 8 cylinders
One (1) 1974 Ford Van, 8 cylinder (Accident Investigation)
Two (2) 1979 Chevrolet Wagons, 8 cylinders (Prisoner Transportation)
One (1) 1974 Chevrolet Van (Animal Control)



These vehicles are used twenty-four hours a day, seven days a week for patrolling the city. They handle all calls for service, crimes in progress, medical emergencies, calls for assistance, traffic accidents, animal control, in addition to routine patrol and enforcement.

In addition to the vehicles listed above there are seven (7) Motorcycles assigned to the Uniform Division.

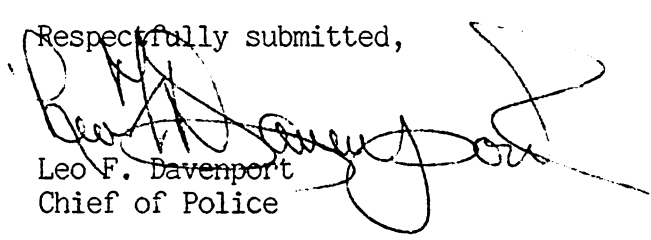
Three (3) 1973 Honda

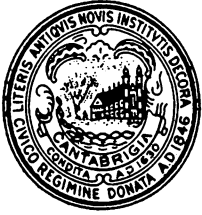
Four (4) 1976 Harley-Davidsons

These are used for traffic enforcement, street cleaning, accidents and tagging and towing as well as assisting the Patrol Division.

1 No other vehilces are assigned to the Cambridge Police Department.

Respectfully submitted,


Leo F. Davenport
Chief of Police



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 498-9011

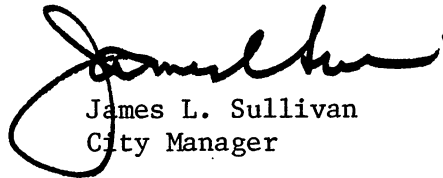
EXECUTIVE DEPARTMENT
JAMES L. SULLIVAN
City Manager

June 25, 1979

To the Honorable, the City Council:

With respect to Awaiting Report Items No. 1 and No. 9 regarding survey of City automobiles and names, positions and addresses of individuals to whom cars are assigned, enclosed is that report.

Very truly yours,



James L. Sullivan
City Manager

JLS/mbf
Encs.

S-395
Agenda # 15

Awaiting Report Items No 1 and 9
regarding a survey of city automobiles,
names, positions, and addresses of in-
dividuals to whom cars are assigned.

In City Council,
June 25, 1979

6/25/79

Placed on File