



CITY OF PROVIDENCE - RHODE ISLAND - Walter H. Reynolds, Mayor

## EXECUTIVE DEPARTMENT

Charles R. Wood  
Urban Renewal Coordinator

City Hall, Providence 3, R. I.

March 21, 1963

To the Honorable  
The City Council  
City Hall  
Providence, Rhode Island

Gentlemen:

I wish to advise you that in accordance with City Council Resolution No. 60 approved January 18, 1963, a meeting with the Federal Hill Businessmens Association and other interested persons was held in the Mayor's Conference Room on Wednesday evening at 8:00 P.M. on March 6, 1963 for the purpose of reporting progress of the Community Renewal Program as it concerns the Federal Hill area.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Charles R. Wood".

Charles R. Wood  
Urban Renewal Coordinator

CRW:vhf

IN CITY COUNCIL  
MAR 21 1963

READ:  
WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED.

A handwritten signature in cursive script, appearing to read "D. Everett Whelan".



## TRAFFIC ENGINEERING DEPARTMENT

ROGER T. CHANDLER

Traffic Engineer

JOHN I. LOGAN

Assistant Traffic Engineer

147 Fountain Street

Providence 3, R. I.

March 5, 1963

Honorable City Council  
City Hall  
Providence, Rhode Island

Gentlemen:

We have received your request concerning the need for traffic control at the intersection of Priscilla Avenue and Progress Avenue.

We recently completed an investigation of this intersection. This study showed very low volumes of traffic at this location and only four reported accidents in the last three years.

In view of the satisfactory operation, we do not recommend the establishment of traffic control.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Roger T. Chandler".

Roger T. Chandler  
Traffic Engineer

CFA:pf

IN CITY COUNCIL

MAR 21 1963

READ:

WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED.

A handwritten signature in cursive script, appearing to read "D. Everett Whelan".

D. Everett Whelan  
CLERK



208

CITY OF PROVIDENCE - RHODE ISLAND - Walter H. Reynolds, Mayor

## TRAFFIC ENGINEERING DEPARTMENT

ROGER T. CHANDLER  
Traffic Engineer  
JOHN I. LOGAN  
Assistant Traffic Engineer

147 Fountain Street  
Providence 3, R. I.

March 5, 1963

Honorable City Council  
City Hall  
Providence, Rhode Island

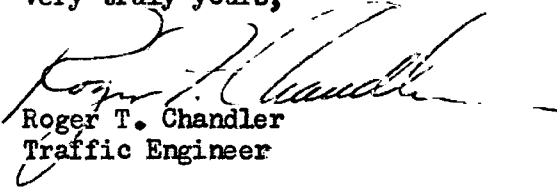
Gentlemen:

We have completed our investigation of your request for a study to determine the need for a STOP sign at the intersection of Social Street and Russo Street.

Volume studies made at this location show a very low volume of traffic on both of these streets. In addition there have been only three reported accidents at this intersection since 1950, which is the extent of our records.

Therefore, we do not recommend the installation of STOP signs at this intersection.

Very truly yours,

  
Roger T. Chandler  
Traffic Engineer

CFA:pf

IN CITY COUNCIL  
MAR 21 1963

READ:

WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED.

  
CLERK

FILED

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CITY CLERK'S OFFICE  
PROVIDENCE, R. I

THE HOUSING AUTHORITY OF THE CITY OF  
PROVIDENCE, RHODE ISLAND

263 CHAD BROWN STREET  
PROVIDENCE 8, R. I.

## COMMISSIONERS

JOSEPH P. CARROLL  
CHAIRMAN

CORNELIUS J. MULCAHY  
VICE-CHAIRMAN

REV. PAUL C. PERROTTA, O.P.

JOHN D. KILMARTIN

HARRY B. FREEMAN

JOSEPH H. LYONS  
EXECUTIVE DIRECTOR

ARTHUR FALCONE  
GENERAL COUNSEL

GASPEE 1-1451

March 20, 1963

To The Honorable Members of the City Council  
City Hall  
Providence, Rhode Island

Gentlemen:

During the past several months you have agreed by formal resolution that there is a continuing need for low-rent public housing for the elderly citizens of Providence.

Consequently the Housing Authority requested the Public Housing Administration to approve the reactivation of the 206 units unused in Program Reservation R.I. 1-A assigned to this city in 1949. This request was approved.

In considering areas for development particular attention was directed to the Federal Hill and Smith Hill sections as requested in your Resolutions adopted July 3, 1959 and June 8, 1962.

We are pleased to inform your honorable body that the Public Housing Administration has approved for a multi-storied apartment a site bounded by Atwells Avenue, Bradford Street, Federal Street and adjacent boundary of the Route 95 Interstate Freeway.

We believe this site is within one of the sections of the city recommended by Resolutions previously approved by you.

IN CITY COUNCIL  
MAR 21 1963

READ:

WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED.

*D. Everett Whelan*  
CLERK

JHL:F

Very truly yours,

*Joseph H. Lyons*  
Joseph H. Lyons  
Executive Director

FOR THE AUTHORITY

FRANCIS A. LENNON  
COMMISSIONER



ERIC PARKER  
ADMINISTRATIVE  
ASSISTANT

COMMISSIONER OF PUBLIC SAFETY  
209 FOUNTAIN ST., PROVIDENCE 3, RHODE ISLAND

March 19, 1963

To the Honorable the City Council of Providence  
Gentlemen:

I have the honor to report to your Honorable Body on the subject of stationing a crossing guard at the intersection of Cranston and Superior Streets. As requested by your Honorable Body, an investigation of conditions at this location was made by the Traffic Bureau. The recommendation of the Director of the Traffic Bureau was that a crossing guard post be established at this intersection. As many as sixty children cross at this point.

The Chief of Police concurs with this recommendation, and I also concur. If your Honorable Body will increase the number of crossing guards allowed and provide funds for an additional guard, this post will be created immediately thereafter.

Respectfully,

*Francis A. Lennon*  
Commissioner of  
Public Safety

bs

IN CITY COUNCIL  
MAR 21 1963

READ:  
WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED.

*Deverett Whelan*  
CLERK

**Annual Report**  
**of the**  
**PERSONNEL DIRECTOR**  
**1961 . . . 1962**

□□□□

***City of Providence***



CITY OF PROVIDENCE - RHODE ISLAND - Walter H. Reynolds, Mayor

## DEPARTMENT OF FINANCE

Edward F. Moran  
Personnel Director

CITY HALL

January 18, 1963

To The Honorable Walter H. Reynolds, Mayor  
and the Honorable, The City Council

As directed by and in compliance with the City Ordinance, I am submitting the annual report of the Personnel Department for the year 1961-1962.

This department, now in its eleventh year, continues to increase the efficiency of our public service by the diligent operation of sound principles of personnel administration.

Basic to any attempt to realize the objectives of a comprehensive personnel program is the support and cooperation of department heads and municipal employees.

Therefore, I wish to extend my sincere thanks and appreciation to the Mayor, the Members of the City Council, Department Heads and all city employees for the exceptional support they have given to this department during the past year.

Respectfully submitted,

*Edward F. Moran*

Edward F. Moran  
Personnel Director

EFM:mld

IN CITY COUNCIL

MAR 21 1963

READ:

WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED.

*D. Everett Whelan*  
CLERK



## PERSONNEL DEPARTMENT ACTIVITIES

The City of Providence Personnel Department is delegated the responsibility of administering personnel policies and transactions embracing an organization of approximately 3,450 employees with a salary expenditure in 1961-1962 of \$14,604,918.79, exclusive of the School Department. This expenditure for personal service warrants the constant attention and efforts of the administration to promote the best employment practices possible in order to maintain and receive the services due the city and the taxpayers.

### VACATIONS

In addition to the supervision of other benefits to which each employee is entitled, vacation leave requests are processed through this office. The ever constant control over these vacations is an all important duty within the Personnel Director's schedule. The cost of vacations paid to city employees during the past fiscal year amounted to \$404,969.55.

### SICK LEAVE

The Personnel Director directs the sick leave program throughout all city departments excepting uniformed personnel of the Police and Fire Departments. All notices of absenteeism are sent to this office where a record is kept of sick leave used by each employee. The cost of this program for the year ending September 30, 1962 was \$363,178.01.

### HOSPITALIZATION

The City of Providence has an agreement with the Rhode Island Hospital, under which reasonable medical care and treatment is assured every employee of the City of Providence. Authorization for such treatment is issued by the Personnel Director with approval of the Mayor. During the past fiscal year approximately 1,231 authorizations were issued at a total cost of \$50,018.84.

INTERVIEWS AND APPLICATIONS

Approximately 1500 applications for positions have been received and the applicants interviewed personally by the Personnel Director during the past year. It is from these applications, which are carefully screened according to qualifications, that each prospective employee is considered for employment.

BREAKDOWN OF PERSONAL SERVICES  
EXPENDITURES

001	Salaries, Permanent	\$13,547,085.10
002	Salaries, Temporary	251,960.59
005	Payments to Dependents	4,346.68
008	Sick Leave	363,178.01
009	Vacations	404,969.55
025	Payments to Injured Employees	33,378.86
	<u>TOTAL:</u>	<u>\$14,604,918.79</u>

INJURED EMPLOYEES

The Personnel Director is a member of the Injured Employees Board and attends each meeting held throughout the year. Each injured employees' case is carefully investigated and a report of such findings is made at the succeeding meeting.

RETIREMENT

The Director of Personnel attends all meetings of the Retirement Board in an advisory capacity. Every application for extension of service in lieu of retirement is sent to this office for investigation.

Each applicant is investigated and after all factors are carefully weighed, a report is submitted to the Retirement Board for confirmation or rejection.

\* \* \* \* \*

EMPLOYEE TURNOVER

The following schedule shows the monthly turnover for all departments except the School Department:

Oct. 1, 1961 - Sept. 30, 1962

<u>DATE</u>	<u>ADDITIONS</u>	<u>TERMINATIONS</u>	<u>NUMBER WORKING</u>
10/1/61			3,340
10/31/61	72	50	3,362
11/30/61	33	25	3,370
12/31/61	46	26	3,390
1/31/62	28	33	3,385
2/28/62	20	31	3,374
3/31/62	52	21	3,405
4/30/62	55	102	3,358
5/30/62	89	96	3,351
6/30/62	163	53	3,461
7/31/62	66	46	3,481
8/31/62	23	80	3,424
9/30/62	55	150	3,329

Number of employees working Oct. 1, 1961 -3,340

Number of employees working Sept. 30, 1962 -3,329

Net Decrease: - 11

Number of employees hired 702

Number of employees terminated 713

Net Decrease: - 11

This decrease is despite a nineteen person increase necessary in the Board of Canvassers for the election.

DEPARTMENTAL EMPLOYEE STATUS

<u>Department</u>	<u>Allowed</u> <u>Oct. 1, 1961</u>	<u>Ordinance Changes</u> <u>during year</u>		<u>Employed</u> <u>Sept. 30, 1962</u>
		<u>Add</u>	<u>Delete</u>	
City Clerk	9			9
Board of Canvassers	Unlimited			31
Probate Court	10			9
Police Court	13			13
Mayor's Office	Unlimited			6
Law Department	8			8
Recorder of Deeds	17			14
City Sergeant	42			34
Finance Director	7			7
City Controller	21			21
Employees Retirement	5			5
Tabulating Division	9			9
City Collector	36			27
Water Bd. Collections	7			7
City Assessor	Unlimited			29
Purchasing Division	18			17
Municipal Garage	22			20
City Treasurer	6			6
Board of Tax Assessment Review	0			4
Comm. of Public Safety	15			15
Police Department	713	2		656
Fire Department	546			534
Supt of Weights & Measures	5			5
Bldg Inspection Admin	14			13
Structures & Zoning	14			12
Plumbing, Drainage & Gas Piping	8			8
Electrical Inspection	8			7
Air Poll, Mech Equipt, & Installations	9			8
Traffic Engineer	41			31

DEPARTMENTAL EMPLOYEE STATUS (cont'd)

<u>Department</u>	<u>Allowed</u> <u>Oct. 1, 1961</u>	<u>Ordinance Changes</u> <u>during year</u>		<u>Employed</u> <u>Sept. 30, 1962</u>
		<u>Add</u>	<u>Delete</u>	
Public Wks. Admin.	4			3
Business Management	10			7
Engineering Office	32			28
Sanitation Admin.	2			2
Street Cleaning	Unlimited			79
Sewage Pumping	14			14
Sewage Disposal	59			51
Garbage Coll & Disp.	120			127
Refuse Coll & Disp.	28			25
Sanitation Revolving Fund	10			8
Construction & Maint. Administration	1			1
Highway	Unlimited			22
Bridge Maintenance	14			13
Sidewalks & Curbing	5			5
Forestry	21			20
Sewer Constr. & Maint.	Unlimited			78
Public Buildings	19			15
Sewer C & M Revolving Fund	9			6
Constr & Maint Revolving Fund	35			24
Public Service Admin	1			0
Street Lighting	1			1
Municipal Docks	10			8
Draw Bridge	12			12
Harbor Master	1			1
Family & Business Re- location Service	18	1		18
Health Administration	4			5
Vital Statistics	7			7
Communicable Disease	20			18
Child Hygiene	11			10
Food & Milk Inspection	18			17
Environment Control	26			20
Bath Houses & Comfort Stations	Unlimited			27
C.V.Chapin Hospital	Unlimited			284

DEPARTMENTAL EMPLOYEE STATUS (cont'd)

<u>Department</u>	<u>Allowed</u> <u>Oct. 1, 1961</u>	<u>Ordinance Changes</u> <u>during year</u>		<u>Employed</u> <u>Sept. 30, 1962</u>
		<u>Add</u>	<u>Delete</u>	
Welfare Administration	11			9
G.P.A. Administration	107	7	7	92
Parks Administration	6			6
Parks General & Roger				
Wms. Park	Unlimited			87
Municipal Golf Course	Unlimited			18
Park Museum	6			3
Recreation Department	421			86
Zoning Bd. of Review	10			10
Bldg. Bd. of Review	6			6
City Plan Commission	22			22
Prov. Redev. Agency	52			46
Bureau of Licenses	8			8
Minimum Housing Stand-				
ards Division	20			18
Prov. Civilian Defense	5	4		6
Water Supply Board **	Unlimited			192

\*\* Summary of all divisions.