REFERENCE SERVICE SLIP
Archival Research Room Record Request
National Archives at St. Louis

Date: 12/03/2024

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Flynn, Kylie	DEC 05 2024 AM 10:35
E-Mail Address:	**Phone Number:**
knfgbb@umsl.edu	217-440-1332

INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible)

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Small, Tom		1897 MA

MILITARY SERVICE

Branch of Service:

- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:

- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):

- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death: 1959 MA

State of Residence (upon entry into service):

Other Identifying Information (Parent's Names, CSC Number, etc.)

Researcher Signature:

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (MA)	From: 1920	To: 1943
(Agency & Location)	From:	To:
(Agency & Location)	From:	To:

Other Identifying Information (Maiden Name, Job Title, etc.)

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: 2-30343497590

CMRS Search Request Number(s): Submitted to Arc search 12/11/24

Attendant Signature:

Remarks:

'24 DEC 18 PM 2:22:45

SCREENING NOTES

- ☒ Reviewed and Nothing Removed
- ☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

LIGHTHOUSE SERVICE/LIFESAVING SERVICE—RECORDS CHECKED

CMRS CASE #: 2-30343497590

Employee Name: SMALL, TOM **DOB:** 1897 MA

DOD: 1959 MA

SOUNDEX:S540

Lighthouse 1920- 1943 MA

Records checked:

Agency: Commerce 6028 Area: Bay 10, Lower Catwalk positive (negative)

Agency: Commerce 6029 Area: Bay 10, Lower Catwalk positive (negative)

Agency: Old Commerce Area: Bay 10, Lower Catwalk positive (negative)

AND

Agency: Treasury 2189 Area: Bay 13, Lower Catwalk (positive) negative

Agency: Treasury 2188 Area: Bay 13, Lower Catwalk positive (negative)

Agency: Old Treasury Area: Bay 13, Lower Catwalk positive (negative)

If Negative:

Agency: Treasury SRCs series 1 Area: Bay 13, Lower Catwalk positive negative

Agency: Treasury SRCs series 2 Area: Bay 13, Lower Catwalk positive negative

Agency: Treasury SRCs series 3 Area: Bay 13, Lower Catwalk positive negative

Agency: Coast Guard SRCs Area: Bay 13, Lower Catwalk positive negative

If Negative:

CMRS: _____ Area: _____ positive negative

ARCIS: _____ Area: _____ positive negative

Notes: _____

75

15 May, 1941.

From: Commander, Boston District.
To : Commanding Officer, DUXBURY STATION.

Subject: Tom Small, 1st Asst. Keeper, Duxbury Pier Light Station; fingerprints; resubmission of.

Reference:
(a) Boston District letter, 8 May, 1941 (75).
(b) Headquarters' letter, 6 May, 1941 (CP-75).
(c) Your letter, 14 May, 1941 (75).

Inclosure:
(A) Form 2390, U. S. Civil Service Commission (duplicate).
(B) Form 2390, U. S. Civil Service Commission (duplicate), in the case of the subject-named employee.

1. Inclosure (B) is returned, attention being invited to instructions contained in third paragraph of reference (a). In making the fingerprints the fingers must be rolled so the pattern is clear and complete. Attention is also invited to instructions on Form 2390 which require that the lower portion of the questionnaire side of the form be filled out in the individual's own handwriting.

2. Corrected Forms 2390 in the case of the subject-named employee should show him as being employed by the Treasury Department, U. S. Coast Guard.

O. A. LITTLEFIELD,
By direction.

75

Duxbury Station

Duxbury, Mass.

6 May, 1941.

Boston District.

From: SMALL, Tom, Keeper Duxbury Pier Light Station.
To: Commander, Boston District.

Subject: Induction into Coast Guard.

Reference: (a) Headquarters' letter 19 April, 1941 (P-75).
(b) My letter to the Commandant dated 6 May, 1941.(75).

1. As stated in paragraph (2) of reference (b), I hereby make application to your office for induction into the Coast Guard in the rating of B.M.1c. for a period of three years on a regular enlistment under the conditions stipulated in reference (a) and as provided in Section 4 of the Act of August 5, 1939 (Public No.291, 76 Congress).

Tom Small

TOM SMALL.

Duxbury Station.-75 1st Indorsement. Duxbury, Mass.
Boston District. 6 May, 1941.

1. Forwarded.

Theodore P. Sullivan

THEODORE P. SULLIVAN.

73.

11-18-41
To
Brunswick
Station
COL

Duxbury Station — Duxbury, Mass.

Boston District. — 23 July, 1941.

From: SMALL, Tom (227-263) B.M.1c.
To: Commander, Boston District (Via Commanding Officer, Duxbury Station).

Subject: Request for transfer.

Reference: (a) My letter dated 27 June, 1941 (73).

1. In addition to my request for transfer to a lifeboat station, reference (a); I respectfully request to be considered for assignment to duty on a lighthouse tender in my present rating.

Tom Small
TOM SMALL.

Duxbury Station - 73. 1st Indorsement. Duxbury, Mass.
Boston District. 23 July, 1941.

1. Forwarded.

Theodore P. Sullivan
THEODORE P. SULLIVAN.

To Two Lights

173

Duxbury Station — Duxbury, Mass.

Boston District. — 27 June, 1941.

From: SMALL, Tom (227-263) B.M.1c.
To: Commander, Boston District (Via Officer-in-Charge, Duxbury Station).

Subject: Transfer to lifeboat station; request for.

1. I hereby request to be transferred from Duxbury Pier Light Station where I am now serving as Keeper, to a lifeboat station to perform the duties of my present rating, namely B.M.1c.

2. I have had 10 months and 9 days federal army service, having been mustered into the U.S.Army from the Texas National Guard for duty on the Mexican Boarder during this period; and have had intensive training in the field.

3. I have had 2 years and 18 days service in the U.S.Navy, having enlisted in that service for the duration of the last World War shortly after receiving Honorable Discharge from the Texas National Guard. I enlisted as Apprentice Seaman and worked up to Quartermaster second class in which rating I served approximately 1 year until I was Honorably Discharged at the termination of the last World War. Between 25 May, 1918 and 11 November, 1918 served on board the U.S.S.New Hampshire escorting troop convoys.

4. For the past 21 years approximately, I have served in the U.S.Lighthouse Service principally on tanks and other isolated light stations offshore and during this period have had extensive experience in handling small boats under most dangerous and hazardous conditions. While in the Navy I enrolled in a course of Ocean Navigation, and although I did not complete this course due to termination of service, I have since persued this subject during my spare time in the Lighthouse Service.

5. In view of my past experience as noted above, together with my desire to put it to good use, I request the opportunity to demonstrate my capability to perform the duties of a B.M.1c at a lifeboat station.

6. In view of the fact that the major part of my past service has been at isolated offshore stations, I request to be transferred to a mainland station.

7. I would be satisfied to serve at Gurnet Lifeboat Station in my present rating.

Tom Small

TOM SMALL.

73 - 27 June, 1941.
DUXBURY STATION - [illegible]ALL, Tom (227-263) B.M.1c.; transfer; request for.

Duxbury Station - 73 1st Indorsement. Duxbury, Mass.
Boston District. 27 June, 1941.

From: Officer in Charge, Duxbury Station.
To: Commander, Boston District.

1. Forwarded.

2. It is considered that this man has the ability and initiative to properly perform the essential duties of boatswain's-mate-first-class at a lifeboat station. He is able and in good health and it is believed that he would soon be proficient in prescribed drills and routine.

3. There is no objection to this man being transferred to Gurnet Lifeboat Station as B.M.1c. if your office should so decide.

Theodore P. Sullivan
THEODORE P. SULLIVAN.

73

30 July, 1941.

From: Commander, Boston District.
To : Commanding Officer, Duxbury Station.

Subject: SMALL, Tom (227-263) B.M.1c; transfer; request for.

Reference: (a) Subject man's request, 27 June, 1941 (73), with indorsement thereon.
(b) Subject man's request, 23 July, 1941 (73), with indorsement thereon.

1. The contents of references (a) and (b) have been noted and advise the subject-named man that his requests have been placed on file at this office and will be given consideration at such time as a coxswain is available for transfer to the Duxbury Pier Light Station.

O. A. LITTLEFIELD,
By direction.

73

DUXBURY STATION — Duxbury, Mass.

BOSTON DISTRICT — 14 October, 1941.

From: Commanding Officer, Duxbury Station.
To: Commander, Boston District.

Subject: DAVIS, Frank A.(227-255)BM1c., and SMALL, Tom (227-263) BM1c.; personal animosity.

1. It is deemed advisable to bring to your attention the fact that the subject men attached at Duxbury Station have a personal hatred of each other which is of ten years standing. This hatred was induced by discord while Small served as Assistant Keeper under Davis at Gurnet Light at that time.

2. While no act has as yet been committed by one against the other which would merit reprimand, there is every indication that an ultimate showdown is forthcoming unless these men are separated. It is each man's avowed intention to get the other despite frequent warnings of the consequences. A recent bone of contention was the curtains in light tower. These curtains were also the cause of a severe row several years ago. Davis insists that the curtains should not be folded, but Small persisted in folding them until same was brought to my attention by Davis. I reasoned with Small and warned that he must leave the tower as Davis requests or he would be reported for a repeated offense. Since that time the curtains have not been folded.

3. These men are efficient and perform their allotted duties well and are normally well disciplined, but it is evident that their hatred of each other is so vehement that it has dangerous possibilities. It is therefore requested that they be separated for their own good and for the good of the service, by transferring one or the other to another unit.

THEODORE P. SULLIVAN.

73-701-531

////////////////////////////////

DUXBURY STATION
First Naval District

Duxbury, Mass.
13 November, 1941.

From: Commanding Officer, Duxbury Station.
To: SMALL, Tom (227-263) B.M.1c. - present.

Subject: Orders; transfer, travel.

Reference: (a) Verbal Orders, Senior Coast Guard Officer, First Naval District, 12 November, 1941.

1. Confirming reference (a), proceed to BRANT ROCK LB STATION, Brant Rock, Mass. and report to the Commanding Officer of that unit for assignment to duty.

2. This order constitutes a permanent change of station from DUXBURY STATION to BRANT ROCK LB STATION.

3. Transportation necessary to the execution of this order will be performed by Government conveyance.

4. No expense is necessary to the execution of this order and none is authorized.

Theodore P. Sullivan
THEODORE P. SULLIVAN.

Copy to:
Senior Coast Guard Officer, First Naval District.

First Indorsement.

73-701-531

DUXBURY STATION
Duxbury, Mass.
13 November, 1941.

1. Departed this unit at 1.00 p.m. this date.

Theodore P. Sullivan
THEODORE P. SULLIVAN.

73-701-531

2nd Indorsement.

Brant Rock Lifeboat S Station,
Brant Rock, Mass.
13 November, 1941.

1. Arrived at this unit at 1400 this date.

Edwin F. Hayward.
Edwin F. Hayward, (104-721)
B.M.1c.

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

[redacted] (Surname) [redacted] (First name) [redacted] (Middle initial) [redacted] (Service No.) [redacted] (Rank or rating)

Gurnet Lifeboat Station
DUXBURY STATION (Unit) Duxbury, Mass. (Place) 13 November, 1941. (Date)

DUXBURY STATION.
Coast Guard First Naval District.

Departed at 1300 this date permanently transferred to BRANT ROCK LB STATION.

AUTHORITY:
Verbal Orders, Senior Coast Guard Officer, First Naval District,
12 November, 1941.

Theodore P. Sullivan
THEODORE P. SULLIVAN (Commanding)

C.B.M. (Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 0

PR-73.

22 September, 1941.

From: Commandant.
To : Commander, BOSTON DISTRICT.

Subject: SMALL, Tom (227-263) B.M.1c.; service.

Reference: (a) Your letter dated 20 June, 1941.

1. The records on file at Headquarters indicate that the above-named man enlisted in the Coast Guard 30 May, 1941, pursuant to the Act of 5 August, 1939. At the time of his enlistment he had creditable service for longevity pay purposes of 2 years and 18 days in the U.S.Navy. In addition to this service, he is credited with 21 years, 4 months and 27 days former Lighthouse service and 10 months and 10 days Army service, or a total service prior to enlistment of 24 years, 3 months and 25 days. Statements of service for longevity pay purposes are not furnished by Headquarters in case of men having less than 4 years' creditable service.

F. E. ALLISON,
By direction.

CL

List Case.

Commerce
TREASURY

Cheryl Anne Finnerty
5299 -35th Avenue North
St. Petersburg, FL 33710
(727) 525-8616

November 30, 1998

National Personnel Records
111 Winnebago Street
St. Louis, MO 63118-4199

Dear Sir or Madam:

I am writing to you to request a copy of employment registers for the obsolete U.S. Lighthouse Service. The U.S. Coast Guard in Washington, D.C. informed me that your office stores this information.

I am interested in lighthouse keepers who attended the lights in Boston Harbor, particularly, a keeper named Arthur Small and his brother Tom.

The only real dates I can connect with Arthur Small is that he was appointed keeper at Hospital Point Light in Beverly, Mass. around August 1939. And, in an unfortunate accident his wife and the lighthouse station which he was attending at Palmer Island, New Bedford were washed away in a severe hurricane in 1938. Arthur was born in Maine.

Tom Small was the keeper of Bug Light or "the Narrows" in Boston Harbor when the lighthouse burned down on June 7, 1929.

I would be greatly appreciative of any information at all that you might have on these men, or if you could tell me were I could go to research the employment records of these men.

Thank you for your attention to this matter.

Sincerely,

Cheryl Anne Finnerty

Cheryl Anne Finnerty

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28 July, 1941.

From: Commander, Boston District.
To : SMALL, Tom (227-263) B.M.1c., Duxbury Pier LH.

Via : 1. Commanding Officer, DUXBURY STATION.

Subject: Change in status, civilian to military.

Inclosure: (A) Form 2249 covering subject change.

1. Inclosure (A) is forwarded for your information and personal files.

O. A. LITTLEFIELD,
By direction.

DEPT. STOCK FORM 2249
REV. 1-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

TO:

Date Prepared May 30, 1941

Name: Small, Tom

From: U. S. Coast Guard

Bureau No.:

Change in status - civilian to military.

	FROM	TO
Position	Keeper	Boatswain's Mate, 1c. 227-265
Grade	Field (Range $1620-1980)	No change in pay and allowances, Sec. 7, Act of August 5, 1939, applies.
Salary	$1620 p.a. plus $60 p.a. Cstr.	
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Boston, Mass.	Boston, Mass.
Post of Duty	Duxbury Pier Lt. Sta., Mass.	Duxbury Pier Lt. Sta., Mass.
Appropriation	Civilian Employees, C. G.	Pay and allowances, C. G.
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

EFFECTIVE May 30, 1941.

Remarks:

The change indicated is pursuant to the Act of August 5, 1939.

Justification:

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-30-1897

LEGAL RESIDENCE: Mass.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? Yes

SUBJECT TO RETIREMENT ACT? Lighthouse Act 620-15

DATE OF OATH

DATE APPROVED BY THE SECRETARY: 6/14/41

SUBORDINATE ADMINISTRATIVE OFFICE

File

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. PR-73.

HEADQUARTERS

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON 22 September, 1941.

BOSTON DISTRICT
RECEIVED
SEP 23 1941
U.S. COAST GUARD

From: Commandant.
To : Commander, BOSTON DISTRICT.

Subject: SMALL, Tom (227-263) B.M.1c.; service.

Reference: (a) Your letter dated 20 June, 1941.

1. The records on file at Headquarters indicate that the above-named man enlisted in the Coast Guard 30 May, 1941, pursuant to the Act of 5 August, 1939. At the time of his enlistment he had creditable service for longevity pay purposes of 2 years and 18 days in the U.S.Navy. In addition to this service, he is credited with 21 years, 4 months and 27 days former Lighthouse service and 10 months and 10 days Army service, or a total service prior to enlistment of 24 years, 3 months and 25 days. Statements of service for longevity pay purposes are not furnished by Headquarters in case of men having less than 4 years' creditable service.

F.E.Allison

F. E. ALLISON,
By direction.

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

SMALL, Tom (First name) (Middle initial) 327-263 Bflc. (Rank or rating)
(Surname)

GURNET LIFEBOAT STATION Duxbury, Mass. 22 August, 1941.

DUXBURY STATION.

Discharged from Brighton Marine Hospital this datedand assigned to temporary duty at Gurnet Lifeboat Station. Reported for duty at Gurnet Lifeboat Station at 2100 this date.

AUTHORITY: Boston District letter 22 August, 1941(73-701).

Theodore P. Sullivan
THEODORE P. SULLIVAN.
(Commanding)

Commanding Officer.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 0

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

SMALL (Surname)	Tom (First name)	— (Middle initial)	227-263 (Service No.)	Mate, (Rank or rating)
Duxbury Pier Light Station (Unit)	Duxbury, Mass. (Place)		25 June, 1941. (Date)	

Returned from 4 days shore leave at 12.00, this date.

AUTHORITY: Article 504, P.I.

Theodore P. Sullivan
THEODORE P. SULLIVAN,
(Commanding)

Officer in Charge.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE 0

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)
SHALL	Geo.	W.	227-263	BMc.

(Unit)	(Place)	(Date)
Duxbury Pier Light Station	Duxbury, Mass.	21 June, 1941.

Departed on 4 days shore leave at 12.00, this date.

AUTHORITY: Article 504, P.I.

Theodore P. Sullivan
THEODORE P. SULLIVAN
(Commanding)

Officer in Charge.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

SMALL,	Tom		(227-263)	B.M.1c.
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

Duxbury Pier Light Station,	Duxbury, Mass.	2 June, 1941.
(Unit)	(Place)	(Date)

Reported at Duxbury Pier Light Station at 1200 this date from Gurnet Lifeboat Station; having been temporarily attached at latter unit due to heavy sea preventing his return to light at expiration of 48 hour liberty.

AUTHORITY:

Theodore P. Sullivan
THEODORE P. SULLIVAN,
(Commanding)

Officer in Charge.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

Surname	First name	Middle initial	Service No.	Rank or rating
Small	Tom		227-243	BM1c.

Unit	Place	Date
Duxbury Station	Duxbury, Mass.	2 June, 1941.

Departed this station at 11:00 A.M., this date, for Duxbury Pier Light Station.

AUTHORITY:

Theodore P. Sullivan
THEODORE P. SULLIVAN
(Commanding)

Officer in Charge.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 0

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

SMALL, (Surname) Tom (First name) (Middle initial) 227-243 (Service No.) Mate. (Rank or rating)

Duxbury Station (Unit) Duxbury, Mass. (Place) 1 June, 1941. (Date)

FIRST DISTRICT RECEIVED JUN 4 1941 U.S. COAST GUARD

Reported at this unit at 12:00 noon, this date, from 48 hour liberty.

Unable to return to Duxbury Pier Light Station due to inclement weather and heavy sea.

AUTHORITY:

Theodore P. Sullivan
THEODORE P. SULLIVAN
(Commanding)

Officer in Charge.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	Statistics	Correspondence	Records

U. S. GOVERNMENT PRINTING OFFICE 0

Due to return before Noon 23 October,1941.

Form 2519
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised Nov. 1939)

APPLICATION FOR LEAVE OF ABSENCE
UNITED STATES COAST GUARD

Unit GURNET LIFEBOAT STATION.

Date 2 October,1941.

From: SMALL,Tom (227-263) B.M.1c.
To: Commander,Boston District.
Via: Commanding Officer,Duxbury Station.

Subject: Leave of absence.

1. I request 10 days' leave of absence to depart 12 October,1941.

2. My reason for the above request is annual leave. Address while on leave: 54 Middlesex Street;Squantum,Mass.

[a]3. I have had four (4) days' leave of absence during my current enlistment ~~this~~ year.

Tom Small

Tom Small
(Signature)

1st Indorsement

DUXBURY STATION
Duxbury,Mass.
2 October,1941.

[a]Leave account certified correct.
Forwarded, approved.
[b]~~Forwarded, disapproved~~

Theodore P. Sullivan

THEODORE P. SULLIVAN
Commanding—Executive Officer.

- 73

2d Indorsement

BOSTON DISTRICT,
Boston, Massachusetts,
4 October, 1941.

[a]~~Forwarded, approved~~
Returned, granted, subject to recall within 24 hours.
~~Returned, not granted~~

[b]~~Forwarded, disapproved~~

P. J. SMENTON, Lieutenant, By direction
District Commander—~~Commandant~~

3d Indorsement

Coast Guard Headquarters,
Washington, D. C., (Date)

[a]1. Returned, granted.
2. Returned, not granted

[a]Strike out phrases not applicable.
[b]State reasons for disapproval.

Commandant.

[OVER]

16—8556

73.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON DISTRICT RECEIVED JUL 24 1941 U.S. COAST GUARD

Duxbury Station

COAST GUARD STATION
Boston District.

Duxbury, Mass.

23 July, 1941.

From: SMALL, Tom (227-263) B.M.1c.
To: Commander, Boston District (Via Commanding Officer, Duxbury Station).

Subject: Request for transfer.

Reference: (a) My letter dated 27 June, 1941 (73).

1. In addition to my request for transfer to a lifeboat station, reference (a); I respectfully request to be considered for assignment to duty on a lighthouse tender in my present rating.

Tom Small

TOM SMALL.

Duxbury Station - 73. 1st Indorsement. Duxbury, Mass.
Boston District. 23 July, 1941.

1. Forwarded.

Theodore P. Sullivan

THEODORE P. SULLIVAN.

73

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

Duxbury Station

COAST GUARD STATION
Boston District.

Duxbury, Mass.

27 June, 1941.

From: SMALL, Tom (227-263) B.M.1c.
To: Commander, Boston District (Via Officer-in-Charge, Duxbury Station).

Subject: Transfer to lifeboat station; request for.

1. I hereby request to be transferred from Duxbury Pier Light Station where I am now serving as Keeper, to a lifeboat station to perform the duties of my present rating, namely B.M.1c.

2. I have had 10 months and 9 days federal army service, having been mustered into the U.S.Army from the Texas National Guard for duty on the Mexican Boarder during this period; and have had intensive training in the field.

3. I have had 2 years and 18 days service in the U.S.Navy, having enlisted in that service for the duration of the last World War shortly after receiving Honorable Discharge from the Texas National Guard. I enlisted as Apprentice Seaman and worked up to Quartermaster second class in which rating I served approximately 1 year until I was Honorably Discharged at the termination of the last World War. Between 25 May, 1918 and 11 November, 1918 served on board the U.S.S.New Hampshire escorting troop convoys.

4. For the past 21 years approximately, I have served in the U.S.Lighthouse Service principally on tanks and other isolated light stations offshore and during this period have had extensive experience in handling small boats under most dangerous and hazardous conditions. While in the Navy I enrolled in a course of Ocean Navigation, and although I did not complete this course due to termination of service, I have since persued this subject during my spare time in the Lighthouse Service.

5. In view of my past experience as noted above, together with my desire to put it to good use, I request the opportunity to demonstrate my capability to perform the duties of a B.M.1c at a lifeboat station.

6. In view of the fact that the major part of my past service has been at isolated offshore stations, I request to be transferred to a mainland station.

7. I would be satisfied to serve at Gurnet Lifeboat Station in my present rating.

Tom Small

TOM SMALL.

Form 2519
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised Nov. 1939)

[redacted]ue back before noon January [redacted]42).

APPLICATION FOR LEAVE OF ABSENCE
UNITED STATES COAST GUARD

Unit Brant Rock Lifeboat Station.

Date 27 December, 1941.

From: SMALL, Tom (227-263) B.M.1c
To: Senior Coast Guard Officer, First Naval District.
Via: Commanding Officer, Brant Rock Lifeboat Station.

Subject: Leave of absence.

1. I request five (5) days' leave of absence to depart 31 December, 1941.

2. My reason for the above request is annual leave. 20-A

My address while on leave will be: 54 Middlesex St., Squantum, Mass.

[a]3. I have had ten days' leave of absence during my current enlistment—during the current fiscal year.

Tom Small
Tom Small
(Signature)

Brant Rock Lifeboat Station. -73 **1st Indorsement**

Brant Rock, Mass.
27 December, 1941.

[a]Leave account certified correct.
Forwarded, approved.
[b]Forwarded, disapproved Subject to immidiate recall.

Edwin F. Hayward.
Edwin F. Hayward
Commanding—Executive Officer.

- 73 **2d Indorsement**

Coast Guard First Naval District,
Boston, Massachusetts,
29 December, 1941.

~~[a]Forwarded, approved~~
Returned, granted, subject to immediate recall.
~~Returned, not granted~~

~~[b]Forwarded, disapproved~~

O. A. LITTLEFIELD, Lt. Comdr., By direction
~~District Commander Commanding~~

3d Indorsement

Coast Guard Headquarters,
Washington, D. C., (Date) .....

[a]1. Returned, granted.
2. Returned, not granted .....

---

[a]Strike out phrases not applicable.
[b]State reasons for disapproval.

Commandant.

[OVER]

16—8556

Form No. 2599
TREASURY DEPARTMENT
U. S. Coast Guard
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

SHALL (Surname) Tom (First name) (Middle initial) 223,253 (Service No.) B.M.1c (Rank or rating)

Gurnet Lifeboat Station (Unit) Duxbury, Mass. (Place) 13 November, 1941. (Date)

DUXBURY STATION,
Coast Guard First Naval District.

Reported at 1300 this date permanently transferred to BRANT ROCK LB STATION.

AUTHORITY: Verbal Orders, Senior Coast Guard Officer, First Naval District, 12 November, 1941.

Theodore P. Sullivan
THEODORE P. SULLIVAN (Commanding)

C.P.O. (A) (Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE

73 - 27 June, 1941
DUXBURY STATION - [redacted]ALL, Tom (227-263) B.M.1c.; transfer; request for.

Duxbury Station - 73 1st Indorsement. Duxbury, Mass.
Boston District. 27 June, 1941.

BOSTON DISTRICT RECEIVED JUN 30 1941 U.S. COAST GUARD

From: Officer in Charge, Duxbury Station.
To: Commander, Boston District.

1. Forwarded.

2. It is considered that this man has the ability and initiative to properly perform the essential duties of boatswain's-mate-first-class at a lifeboat station. He is able and in good health and it is believed that he would soon be proficient in prescribed drills and routine.

3. There is no objection to this man being transferred to Gurnet Lifeboat Station as B.M.1c. if your office should so decide.

Theodore P. Sullivan
THEODORE P. SULLIVAN.

73

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON DISTRICT
RECEIVED
OCT 16 1941
U.S. COAST GUARD

DUXBURY STATION — Duxbury, Mass.

BOSTON DISTRICT — 14 October, 1941.

From: Commanding Officer, Duxbury Station.
To: Commander, Boston District.

Subject: DAVIS, Frank A.(227-255)BM1c., and SMALL, Tom (227-263) BM1c.; personal animosity.

1. It is deemed advisable to bring to your attention the fact that the subject men attached at Duxbury Station have a personal hatred of each other which is of ten years standing. This hatred was induced by discord while Small served as Assistant Keeper under Davis at Gurnet Light at that time.

2. While no act has as yet been committed by one against the other which would merit reprimand, there is every indication that an ultimate showdown is forthcoming unless these men are separated. It is each man's avowed intention to get the other despite frequent warnings of the consequences. A recent bone of contention was the curtains in light tower. These curtains were also the cause of a severe row several years ago. Davis insists that the curtains should not be folded, but Small persisted in folding them until same was brought to my attention by Davis. I reasoned with Small and warned that he must leave the tower as Davis requests or he would be reported for a repeated offense. Since that time the curtains have not been folded.

3. These men are efficient and perform their allotted duties well and are normally well disciplined, but it is evident that their hatred of each other is so vehement that it has dangerous possibilities. It is therefore requested that they be separated for their own good and for the good of the service, by transferring one or the other to another unit.

Theodore P. Sullivan

THEODORE P. SULLIVAN.

Form 2522
TREASURY DEPARTMENT
U. S. Coast Guard
Revised March 1938

FOLLOW INSTRUCTIONS ON BAC

Small Tom (227-263) B.M.1c Brant Rock Lifeboat Station.
(Name, surname first) (Service number) (Rank or rating) (Unit)

APPLICATION TO THE U. S. PUBLIC HEALTH SERVICE FOR RELIEF FOR THE PERSONNEL OF THE U. S. COAST GUARD

*REGULAR
*SPECIAL
~~*TEMPORARY~~
(Enlistment status)

Place Brant Rock Lifeboat Station, Date 27 November, 1941.

To: Dr. C.H.King, U.S.P.H.S.

Duxbury, Mass.

SIR: You are requested to examine the above-named {*officer / *enlisted man} of the U. S. Coast Guard, attached to the above-named unit, and furnish him such treatment as may be required. It is requested that the RETURN MEDICAL CERTIFICATE be returned to Officer in Charge, Brant Rock Lifeboat Station. Brant Rock, Mass.

Tom Small
(Signature of patient)

Edwin F. Hayward U. S. Coast Guard.
~~Tom Small (227-263) B.M.1c~~ Edwin F Hayward B.M.1c

RETURN MEDICAL CERTIFICATE

Place Duxbury, Mass., Date Nov. 27, 1941

I CERTIFY that I have examined the above-named person and find him suffering from

Gastroenteritis acute
(Give diagnosis by number and name according to official nomenclature)

My professional opinion in the case is expressed below for the information of the Coast Guard administrative officers. Incident of service? {*Yes. / *~~No.~~} Fit for duty? {*Yes. / *No.} Absent from duty on account of the effects of a disease, as distinguished from injury, directly attributable to and immediately following his own intemperate use of alcoholic liquor or habit-forming drug? {*Yes. / *No.} Absent from duty on account of the direct effects of a venereal disease due to his own misconduct? {*Yes / *No.} If "yes," did the initial symptoms appear less or more than one year ago? {*Less. / *More.} Treatment will require approximately 10 days absence from duty. He was admitted to {*inpatient / *outpatient} treatment at Duxbury Mass. {*hospital / *office} on Nov. 27, 1941

C H King
A A Lay U. S. Public Health Service.

*Having been informed that I am suffering from
(Diagnosis)
and that in the opinion of the medical officer, this disease is the result of my own misconduct, I (*do not) desire to submit a statement. (Attach statement if made.)

(Patient's signature)

WITNESS:

(Signature of medical officer)

U. S. Public Health Service.

*Strike out words not applicable.

2—663

73-701-531

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON DISTRICT RECEIVED NOV 18 1941 U.S. COAST GUARD

DUXBURY STATION
First Naval District

Duxbury, Mass.
13 November, 1941.

From: Commanding Officer, Duxbury Station.
To: SMALL, Tom (227-263) B.M.1c. - present.

Subject: Orders; transfer, travel.

Reference: (a) Verbal Orders, Senior Coast Guard Officer, First Naval District, 12 November, 1941.

1. Confirming reference (a), proceed to BRANT ROCK LB STATTON, Brant Rock, Mass. and report to the Commanding Officer of that unit for assignment to duty.

2. This order constitutes a permanent change of station from DUXBURY STATION to BRANT ROCK LB STATION.

3. Transportation necessary to the execution of this order will be performed by Government conveyance.

4. No expense is necessary to the execution of this order and none is authorized.

Theodore P. Sullivan
THEODORE P. SULLIVAN.

Copy to:
Senior Coast Guard Officer, First Naval District.

First Indorsement.

73-701-531

DUXBURY STATION
Duxbury, Mass.
13 November, 1941.

1. Departed this unit at 1.00 p.m. this date.

Theodore P. Sullivan
THEODORE P. SULLIVAN.

73-701-531

2nd Indorsement.

Brant Rock Lifeboat Station,
Brant Rock, Mass.
13 November, 1941.

1. Arrived at this unit at 1400 this date.

Edwin F. Hayward,
Edwin F. Hayward, (104-721)
B.M.1c.

75

Duxbury Station

Duxbury, Mass.

28 May, 1941.

Boston District.

BOSTON DISTRICT
RECEIVED
MAY 29 1941
U.S. COAST GUARD

From: Officer in Charge, Duxbury Station.
To: SMALL, Tom, Keeper, Duxbury Pier Light Station.

Subject: Induction into Coast Guard.

Reference: (a) Commander, Boston District's letter 26 May, 1941(75).

1. Reference (a) directs that your enlistment be effected at the earliest practicable date, therefore you are directed to terminate your shore leave immediately upon receipt hereof and report at this unit for enlistment into the Coast Guard.

2. Unnecessary delay may necessitate a repetition of the entire procedure including the physical examination.

Theodore P. Sullivan
THEODORE P. SULLIVAN.

Copy to:
Commander, Boston District.

P-75
19 April, 1941.

5. This authority to accept enlistment will remain effective for a period of fifteen days following receipt by you of this letter.

6. Acknowledge receipt hereof on the attached form.

C. H. JONES,
By direction.

BOSTON DISTRICT 73 1st Indorsement Boston, Mass.,
28 April, 1941.

1. Forwarded with inclosure for compliance.

O. A. LITTLEFIELD,
By direction.

TREASURY DEPARTMENT
UNITED STATES COAST GUARD
WASHINGTON 19 April, 1941.

Duxbury Sta
Duxbury Pier

From: Commandant.
To: **SMALL, Tom, Keeper, Hog Island Shoal Light Station.**

Via: **Commander, Boston District.**

Subject: Induction into Coast Guard.

Reference: (a) Regulations to Carry into Effect Section 4 of the Act of August 5, 1939 (Public No. 291, 76th Congress).

Inclosure: (A) Form letter to be returned to Commandant.

1. Under the provisions of reference (a) you are hereby tendered a [redacted] (regular enlistment) of three years as **boatswain's mate, 1st cl.** subject to the physical examination prescribed by paragraph 6 of reference (a), and evidence that you meet the qualifications for enlistment contained in Personnel Instructions, U. S. Coast Guard, except for age and marriage.

2. For your information paragraph 6, mentioned above, reads as follows:

> "Each candidate shall be required to take the standard physical examination. If his service, as computed pursuant to section 6 of the Act of August 5, 1939, is less than fifteen years, the standard of physical qualification shall be the same as that required for original appointment; Provided, That minor defects may be waived upon the recommendation of Chief Medical Officer of the Coast Guard. If the service of the candidate shall exceed fifteen years, physical defects may be waived by the Secretary of the Treasury unless they impair ability to perform all the duties of his grade or are likely to result in premature retirement."

3. You are advised that, having accepted an enlistment in the Coast Guard, you will be eligible for promotion in the same manner and under the same regulations as other men in the Coast Guard in the same rate. You are further advised that your enlistment is for general service and that you may be transferred and assigned to duty as the needs of the Service require.

4. Should you decline induction such action will not operate to prejudice your present position and pay.

TREASURY DEPARTMENT
United States Coast Guard

Office of
the
Commander
BOSTON DISTRICT

Boston, Massachusetts,

26 May, 1941.

From: Commander, Boston District.
To : Commanding Officer, DUXBURY STATION.

Subject: Tom Small, Keeper, Duxbury Pier LH;
Induction into the Coast Guard.

Inclosure: (A) Copy of Form 2525-B, dated
(B) Forms for effecting enlistment.
(C) Sheet indicating the forms required.

1. Headquarters' 3rd indorsement on inclosure (A) authorizes the enlistment of the subject-named man, in the rating of B.M.1c., Regular Enlistment providing he is found qualified in all respects therefor. His previous service up to and including this date is: 21 years, 2 months, 0 days.

2. His enlistment will be effected at the earliest practicable date and all papers will be forwarded to this office without delay. If the above-named man declines induction into the Coast Guard, this office will be notified promptly and all papers will be returned. Service numbers will be assigned by this office.

SAMPLE OF INFORMATION REQUIRED ON FORMS 2599 AND 2668.

Resigned from former Lighthouse Service to accept _____ (Enlistment or reenlistment) in the Coast Guard as of the close of _____ (Show the date prior to date of enlistment or reenlistment).

_____ (Enlisted or reenlisted) this date, _____ (Use ORIGINAL if applicable), for a period of three years, as _____ (Show rating), in _____ (Show Special Temporary or Regular) enlistment.

Entitled to clothing bounty of $112.75. (Applicable if ORIGINAL ENLISTMENT) PAFE: _____ (Show P.O. address of station)

_____, this date, transferred to _____, for assignment to duty.

Position held: _____ (UNIT) Salary _____

Creditable service for retirement under Lighthouse retirement act computed to and including day prior to date of _____ (Enlistment or Reenlistment) in the Coast Guard: _____

Classification: _____ Prior military service: _____ Indicate what branch

O. A. LITTLEFIELD,
By direction.

TREASURY DEPARTMENT
UNITED STATES COAST GUARD

Date 6 May, 1941.

From: SMALL, Tom, Keeper, Hog Island Shoal Light Station.
To: Commandant.

Via: Commander, Boston District.

Subject: Induction into Coast Guard.

Reference: (a) Headquarters' letter 19 April, 1941 (P-75).

1. Receipt is acknowledged of reference (a) on 4 May, 1941., 1941.

2. I desire to be enlisted in the Coast Guard in the rate tendered me by reference (a), and I shall make immediate application to the district commander for this purpose.

~~I hereby accept enlistment in the Coast Guard in the rate tendered me in reference (a).~~

Tom Small

Tom Small.

(Note: With reference to paragraph 2, strike out the paragraph which does not apply to your case.)

BOSTON DISTRICT 1st Indorsement Boston, Mass., 7 May, 1941.
75

1. Forwarded. Report of physical examination will be promptly forwarded to Headquarters when received.

O. A. LITTLEFIELD,
By direction.

75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON DISTRICT RECEIVED MAY 7 1941 U.S. COAST GUARD

Duxbury Station
COAST GUARD STATION

Duxbury, Mass.
(POST OFFICE ADDRESS)

Boston District.
DISTRICT

6 May, 1941., 19

From: SMALL, Tom, Keeper Duxbury Pier Light Station.
To: Commander, Boston District.

Subject: Induction into Coast Guard.

Reference: (a) Headquarters' letter 19 April, 1941 (P-75).
(b) My letter to the Commandant dated 6 May, 1941.(75).

1. As stated in paragraph (2) of reference (b), I hereby make application to your office for induction into the Coast Guard in the rating of B.M.1c. for a period of three years on a regular enlistment under the conditions stipulated in reference (a) and as provided in Section 4 of the Act of August 5, 1939 (Public No.291, 76 Congress).

Tom Small

TOM SMALL.

Duxbury Station.-75 1st Indorsement. Duxbury, Mass.
Boston District. 6 May, 1941.

1. Forwarded.

Theodore P. Sullivan

THEODORE P. SULLIVAN.

75

TREASURY DEPARTMENT

United States Coast Guard

Office of the Commander

Boston, Massachusetts,

7 May, 1941.

BOSTON DISTRICT

From: Commander, Boston District.
To : Commanding Officer, DUXBURY STATION.

Subject: **Tom Small, Keeper, Duxbury Pier LH;** Induction into Coast Guard.

Reference: (a) Headquarters' letter, 19 April, 1941 (P-75).

Inclosure: (A) Forms 2525-B, Physical Examination Record, in triplicate.

1. The above-named man having indicated that he desires to be inducted into the Coast Guard, you will make the necessary arrangements for the required standard physical examination at the nearest Public Health Service Facility. Blood test shall be taken at the time of the examination and the results of this blood test shall be noted on Form 2525-B.

2. Forward Form 2525-B, in triplicate, to this office at the earliest practicable date in order that the physical examination report may be submitted to Headquarters for appropriate action.

3. If you are aware of any reason why his enlistment should not be effected, advise this office, stating your reasons. This statement, if any is necessary, should accompany completed report of physical examination

O. A. Littlefield

O. A. LITTLEFIELD,
By direction.

75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

OFFICE OF COMMANDER
BOSTON DISTRICT

BOSTON, MASS.

BOSTON DISTRICT RECEIVED MAY 21 1941 U.S. COAST GUARD

15 May, 1941.

From: Commander, Boston District.
To : Commanding Officer, DUXBURY STATION.

Subject: Tom Small, 1st Asst. Keeper, Duxbury Pier Light Station; fingerprints; resubmission of.

Reference:
(a) Boston District letter, 8 May, 1941 (75).
(b) Headquarters' letter, 6 May, 1941 (CP-75).
(c) Your letter, 14 May, 1941 (75).

Inclosure:
(A) Form 2390, U. S. Civil Service Commission (duplicate).
(B) Form 2390, U. S. Civil Service Commission (duplicate), in the case of the subject-named employee.

1. Inclosure (B) is returned, attention being invited to instructions contained in third paragraph of reference (a). In making the fingerprints the fingers must be rolled so the pattern is clear and complete. Attention is also invited to instructions on Form 2390 which require that the lower portion of the questionnaire side of the form be filled out in the individual's own handwriting.

2. Corrected Forms 2390 in the case of the subject-named employee should show him as being employed by the Treasury Department, U. S. Coast Guard.

O. A. LITTLEFIELD,
By direction.

Duxbury Station - 75 1st Indorsement. Duxbury, Mass.
Boston District. 20 May, 1941.

From: Officer in Charge, Duxbury Station.
To: Commander, Boston District.

1. Resubmitted as directed.

THEODORE P. SULLIVAN.

CP-75.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON DISTRICT RECEIVED MAY 15 1941 U.S. COAST GUARD

Duxbury
COAST GUARD STATION

Boston
DISTRICT

Duxbury, Massachusetts
(POST OFFICE ADDRESS)

14 May, 1941.

From: Commanding Officer, Duxbury Station.
To: Commander, Boston District.

Subject: Tom Small, 1st Asst. Keeper, Duxbury Pier Light Station; fingerprints; resubmission of.

Reference: (a) Headquarter's letter, 6 May, 1941 (CP-75).
(b) Boston District letter, 8 May, 1941. (75).

Inclosure: (A) Form 2390, U. S. Civil Service Commission (duplicate).

1. Inclosure (A) forwarded in compliance with instructions contained in paragraph 1, of reference (b).

Joseph Cadose
JOSEPH CADOSE, B.M.2c.
Acting.

75

8 May, 1941.

From: Commander, Boston District.
To : Commanding Officer, DUXBURY STATION.

Subject: Tom Small, 1st Asst. Keeper, Duxbury Pier Light Station; fingerprints; resubmission of.

Reference: (a) Headquarters' letter, 6 May, 1941 (CP-75).

Inclosure: (A) Form 2390, U. S. Civil Service Commission (duplicate).

1. In accordance with instructions contained in reference (a), it is requested that the fingerprints of the subject-named employee be again taken in duplicate on Forms No. 2390 and forwarded to this office at the earliest practicable date for resubmission to Headquarters.

2. Headquarters requires that all questions be answered fully. If there are no answers to any questions, it will be indicated by the words "No" or "None," whichever applies.

3. Care should be exercised in making fingerprints, being sure they are in the proper order and the fingers rolled so the pattern is clear and complete.

O. A. LITTLEFIELD,
By direction.

75

TREASURY DEPARTMENT
United States Coast Guard

Office of
the
Commander
BOSTON DISTRICT

Boston, Massachusetts,

26 May, 1941.

BOSTON DISTRICT RECEIVED JUN 1 1941 U.S. COAST GUARD

From: Commander, Boston District.
To : Commanding Officer, DUXBURY STATION.

Subject: Tom Small, Keeper, Duxbury Pier LH;
Induction into the Coast Guard.

Inclosure: (A) Copy of Form 2525-B, dated
(B) Forms for effecting enlistment.
(C) Sheet indicating the forms required.

1. Headquarters' 3rd indorsement on inclosure (A) authorizes the enlistment of the subject-named man, in the rating of B.M.1c., Regular Enlistment providing he is found qualified in all respects therefor. His previous service up to and including this date is: 21 years, 2 months, Ø3 days.

2. His enlistment will be effected at the earliest practicable date and all papers will be forwarded to this office without delay. If the above-named man declines induction into the Coast Guard, this office will be notified promptly and all papers will be returned. Service numbers will be assigned by this office.

SAMPLE OF INFORMATION REQUIRED ON FORMS 2599 AND 2668.

Resigned from former Lighthouse Service to accept _____ (Enlistment or reenlistment) in the Coast Guard as of the close of _____ (Show the date prior to date of enlistment or reenlistment).

_____ (Enlisted or reenlisted) this date, _____ (Use ORIGINAL if applicable), for a period of three years, as _____ (Show rating), in _____ (Show Special Temporary or Regular) enlistment.

Entitled to clothing bounty of $112.75. (Applicable if ORIGINAL ENLISTMENT). PAFE: _____ (Show P.O. address of station)

_____, this date, transferred to _____, for assignment to duty.

Position held: _____ (UNIT) Salary _____

Creditable service for retirement under Lighthouse retirement act computed to and including day prior to date of _____ (Enlistment or Reenlistment) in the Coast Guard: _____

Classification: _____ Prior military service: Indicate what branch _____

O. A. LITTLEFIELD,
By direction.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON DISTRICT RECEIVED JUN 1 1941 U.S. COAST GUARD

Duxbury Station. Duxbury, Mass.

COAST GUARD STATION

Boston District. 30 May, 1941.

From: Officer in Charge, Duxbury Station.
To: Commander, Boston District.

Subject: Tom Small, Keeper, Duxbury Pier LH; Induction into Coast Guard; enlistment contract and supporting papers, forwarding of. Military service; evidently not computed for retirement.

Inclosure: (1) Enlistment Contract and supporting papers.

1. Inclosure (1) is hereby forwarded.

2. Subject man has had approximately two years service in the United States Navy from 20 July, 1917 to 7 August, 1919 and has received an Honorable Discharge for such service. He has lost his original discharge, but has received a copy of the original discharge. Upon checking on his previous service as computed by your office, it is found that this Navy service has not been included.

3. Subject man enlisted in the National Guard of The State of Texas XX February, 1915, discharged July, 1917. Shortly after enlisting in the National Guard, subject man was mustered into the U.S.Army and served in that status until approximately date of discharge which was in July, 1917. He surrendered his National Guard Discharge to the Navy Recruiting Station, Dallas, Texas, upon enlisting in the Navy and subject discharge was never recovered.

4. Subject man's copy of Navy Discharge is now at his home and will be procured immediately and ABSTRACT OF DISCHARGES submitted on same. He is making application immediately to National Guard of Texas for copy of Discharge and statement of Federal Service. ABSTRACT OF DISCHARGE on same will be forwarded upon receipt of copy of discharge. It is apparent that subject man's army service has not been computed in computation of service by your office.

5. Subject man states that his former Army and Navy Service was recorded by the Former Lighthouse Service, and that he was of the impression that such records were available to your office and that such service was already computed and it would be unnecessary to produce the discharges.

Theodore P. Sullivan

THEODORE P. SULLIVAN.

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

SMALL, (Surname) Tom (First name) (Middle initial) 227-263 (Service No.) B.M.1c. (Rank or rating)

Duxbury Station (Unit) Duxbury, Mass. (Place) 30 May, 1941. (Date)

Resigned from former Lighthouse Service to accept enlistment in the Coast Guard as of the close of 29 May, 1941.
Enlisted this date, original, for a period of three years, as B.M.1c, in regular enlistment.
Entitled to clothing bounty of $112.75. PAYE: Duxbury, Mass., this date, transferred to Duxbury Pier Light Station, for assignment to duty.
Position held; Keeper, Duxbury Pier Light Station. Salary $ 140.00.
Creditable service for retirement under Lighthouse retirement act computed to and including day prior to date of enlistment in the Coast Guard 21 years, 2 months and 21 days.
Classification: Keeper. Prior military service: From 1915 to 1917 served two years in U.S.Army(Mustered into Army from National Guard). Enlisted in U.S.Navy 20 July, 1917 to 7 August, 1919. Military service not verified.

AUTHORITY: B/D.Letter dated 26 May, 1941.

Theodore P. Sullivan
THEODORE P. SULLIVAN. (Commanding)

Officer in Charge. (Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 0 10935

Form No. 2678
Treasury Department

REPORT OF FITNESS OF APPLICANT

Coast Guard Recruiting Station Duxbury, Mass.

From: U.S. Coast Guard Recruiting Officer. 30 May, 1941. 194
To : SULLIVAN, Theodore P.(110-058) CBM(a)

The name whose name appears below states he was(employed)-(taught) by you at

Duxbury Pier Light Station, (Firm) -(School) , Plymouth, Mass. (Place)

Keeper of subject light station. (as) - (In Grade)

It is of great importance that this office have on record your estimate of his ability. If not personally acquainted with his work, kindly have the questions answered by an official of the company or school best able to supply this information accurately.

The Government assumes that you will answer fully, carefully, and with frankness. Your reply will be considered strictly confidential. A franked envelope is enclosed for your reply so that you may give the matter immediate attention.

Theodore P. Sullivan
THEODORE P. SULLIVAN,
Recruiting Officer.

(Name of applicant) Tom Small
(Filled in by recruiting officer)

Are you related to the applicant? No.

Was the applicant ever in your (employ)-(charge)? Yes. When? 19 February ,1941
to 30 May, 1941 ,194 Where? Duxbury Station As Keeper Duxbury Pier Lt.

What was his (weekly wage)--(scholastic record)? $ 34.00

Why did he (leave)--(quit)? to be inducted into Coast Guard.

How do you rate his---

	Good	Check One Average	Poor
Trustworthiness?	X		
General intelligence?	X		
Ability?	X		
Skill as a Keeper ?	X		

To your knowledge is the applicant addicted to the use of intoxicating liquors or harmful drugs, or has he any chronic ailments? If so, state particulars No.

What was his reputation and standing when in your (employ)--(Charge)? Good.
Has the applicant to your knowledge ever been discharged for inefficiency, neglect of duty, or moral unfitness? If so, state particulars. No.
The above statement and answers are in my own handwriting (have been dictated and carefully read by me). NOTE:-If the statement and answers are dictated, strike out the statement above that they are in the handwriting of the signer.

Theodore P. Sullivan
THEODORE P. SULLIVAN.
(Signature of reference)

30 May, 1941, ,19
(Date)

Duxbury, Mass.
(Post-office address)

From: SMALL, Tom, Keeper Duxbury Pier Light Station.
To : Commander, Boston District.

Subject: Resignation.

1. I hereby submit my resignation to be effective at the close of 29 May, 1941 in order to accept regular enlistment(B.M.1c) in the U. S. Coast Guard.

Respectfully,

Tom Small

TOM SMALL.

6 June, 1941.

From: Commander, Boston District.
To : Commanding Officer, DUXBURY STATION.

Subject: SMALL, Tom (227-263) B.M.1c.; enlistment of.

Inclosure: (A) Copy of Form 2500, dated 30 May, 1941.
(B) Copy of Form 2529, dated 30 May, 1941.
(C) Health Record.

1. Inclosures are forwarded herewith for the files at your station. A service record will be opened in this case and retained at your station.

O. A. LITTLEFIELD,
By direction.

Form 2508*
TREASURY DEPARTMENT
U. S. COAST GUARD

ABSTRACT OF DISCHARGES PRESENTED BY AN APPLICANT FOR ENLISTMENT

Name Tom Small Serial number - - -

Rate or grade at time of discharge Private.

Service from which discharged Texas National Guard Organization (If discharged from Army) Troop B, 1st. Texas Cavalry Squadron.

Kind of discharge HONORABLE DISCHARGE.

Organization in which enlisted enrolled Texas National Guard, Amarillo, Texas.

Enlisted or enrolled (place) Amarillo, Texas, (date) 13 March, 1916

Date called to active duty (if enrolled in U. S. N. R. F.)

Date mustered into Federal Service (if enrolled in National Guard) May 17, 1916.

Date released from active duty or mustered out of Federal Service March 26, 1917

Discharged (place) Amarillo, Texas, (date) June 28, 1917.

Federal service under this discharge* None years 10 months 9 days.

Previous service None. years None. months None. days.

Certified to be a correct excerpt from the latest ~~discharge~~ statement of service. from the Texas National Guard

presented to me this day by Tom Small.

Date 17 June, 1941.

Theodore P. Sullivan
THEODORE P. SULLIVAN, CBM(a)

Enlisting Officer.

* Only *active* duty in Naval Reserve Force and *Federal Service* in National Guard will be entered. If period of service entered does not agree with the dates of enlistment and discharge, an explanation of the discrepancy will accompany this form.

Name Tom Small Serial number C 10745

Rate or grade at time of discharge Quartermaster Second Class (G).

Service from which discharged U.S.Navy Organization (If discharged from Army)

Kind of discharge HONORABLE DISCHARGE.

Organization in which enlisted U.S.Navy

Enlisted or enrolled (place) Dallas, Texas., (date) 20 July, 1917

Date called to active duty (if enrolled in U. S. N. R. F.)

Date mustered into Federal Service (if enrolled in National Guard)

Date released from active duty or mustered out of Federal Service

Discharged (place) Philadelphia, Pa., (date) 7 August, 1919.

Federal service under this discharge* 2 years 0 months 15 days.

Previous service None. years None. months None. days.

Certified to be a correct excerpt from the latest discharge from the U.S.Navy

presented to me this day by Tom Small.

Date 17 June, 1941.

Theodore P. Sullivan
THEODORE P. SULLIVAN, CBM(a).

Enlisting Officer.

* Only *active* duty in Naval Reserve Force and *Federal Service* in National Guard will be entered. If period of service entered does not agree with the dates of enlistment and discharge, an explanation of the discrepancy will accompany this form.

U. S. GOVERNMENT PRINTING OFFICE: 1939 2—10582

20 June, 1941.

From: Commander, Boston District.
To : Commandant.

Subject: SMALL, Tom (227-263) B.M.1c.; Statement of Service; request for.

Inclosure: (A) Form 2508, Abstract of Discharges, dated 17 June, 1941.

1. It is requested that this office be furnished a Statement of Service in the above-named man's case.

O. A. LITTLEFIELD,
By direction.

Form 93

NOTICE OF RESIGNATION OR DEATH

TREASURY DEPARTMENT
~~DEPARTMENT OF COMMERCE~~
~~LIGHTHOUSE SERVICE~~
U. S. Coast Guard
Commander
OFFICE ~~SUPERINTENDENT OF LIGHTHOUSES~~ Boston DISTRICT.

~~Commandant:~~
~~DIRECTOR OF LIGHTHOUSES~~

Boston, Massachusetts, 17 June , 19 41.

Herewith is transmitted the resignation, in duplicate, of the following-named employee:

Name, Tom Small — Position, Keeper

Legal residence, Massachusetts — Station, Duxbury Pier Light Station

Salary, $1620.00 per annum

The acceptance of this resignation ~~without~~ / without } prejudice is recommended effective at the close of

This employee has not taken leave in excess of the accrued rate.

REMARKS: (In case of death, if person had 25 years or more of service, give name, degree of relationship, and address of next of kin.)

Mr. Small's resignation was effective at the close of 5/29/41. He was inducted into the U. S. Coast Guard as a B.M.1c. and the oath was administered on 5/30/41.

O. A. LITTLEFIELD, Lieut.-Comdr., U.S.C.G.,
Personnel Officer, Boston District.
~~Superintendent of Lighthouses~~

11—4623

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce,

From: SMALL, Tom, Keeper, Duxbury Pier Light Station.
To : Commander, Boston District.

Subject: Resignation.

1. I hereby submit my resignation to be effective at the close of 29 May, 1941 in order to accept regular enlistment (B.M.1c.) in the U. S. Coast Guard.

Respectfully,

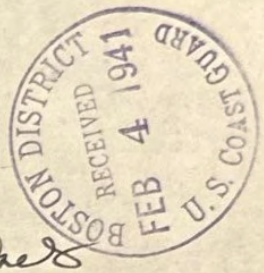
TOM SMALL.

Duxbury Pier Light Station. 1 February,1941.

Duxbury Station. First Indorsement. Duxbury, Massachusetts.
1 February, 1941.

From: Officer-in-Charge, Duxbury Station.
To : Commander, Boston District.

1. Forwarded.



Francis Packet

Francis Packet,B.M.1c.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

Duxbury Pier Light Station

COAST GUARD STATION

1 February 1941.

From: Keeper, Duxbury Pier Light Station

To: Commander, Boston District (Via Officer in Charge, Duxbury Sta.)

Subject: Request for assignment for instruction.

1. In order to become familar with acetylene gas flasks their piping arrangements and apparatus, a temporary assignment of two or three days is requested with a member of the Chelsea Base Force or a tender officer, for study and instruction.

2. Save for relighting and cleaning burner tips keepers have had little opportunity to become familar with gas apparatus of unwatched aids, as they have been attended almost exclusivly by tender personell. Since gas flasks are dangerous to the inexperienced it is highly precautionary to be informed, as well as able to make an intelligent report to the district office.

Tom Small
Keeper

FA33-75
531

1 March, 1941.

From: Commandant.
To: Commander, Boston District.

Subject: Keeper Tom Small; reimbursement for travel from Deer Island Light Station, Massachusetts, to Hog Island Shoal Light Station, Rhode Island.

References: (a) Your letter to subject-named man, 2 November, 1939 (75-531) (99).
(b) Voucher in favor of subject-named man, 21-22 November, 1939, $10.24.

Inclosure: 1. Reference (b) with attached papers, including original orders.

1. The Appropriation Act for the fiscal year, 1940, authorizes expenses for travel of civilian officers and employees performed by them on transfer from one official station to another when the travel order shall have been signed by the Secretary of the Treasury. As the travel order was not signed by the Secretary of the Treasury, inclosure 1sis returned without certification.

W. H. WEBB,
By direction.

- -

BOSTON DISTRICT 75 1st Indorsement Boston, Mass., 6 March, 1941.

From: Commander, Boston District.
To: Commandant.

Inclosure: (a) Certified copies (3) Personnel Notification , approved 27 November, 1939.

1. Returned. Attention is invited to inclosure (2) which indicates that the travel order was signed by Herbert E. Gaston, Acting Secretary of the Treasury.

O. A. LITTLEFIELD
By direction.

TREASURY DEPARTMENT
U. S. Coast Guard
Commander, Boston District
Boston, Massachusetts.

Date 13 December, 1940.

CHANGE IN DESIGNATION, PAY, OR STATUS OF EMPLOYEE

Name Tom Snell

Nature of action Transfer

Effective date December 3, 1940.

	FROM:	TO:
Position	First Assistant Keeper	Keeper
Pay	$1500 p.a.($1500-$1860)	$1620 p.a. ($1620-$1980)
Station	Hog Island Shoal L. S.	Duxbury Pier L. S.

Remarks: This change is reported in accordance with Department letter ~~xxxxx~~ approved 11-5-40.

[redacted],
By direction.

DEPT. STOCK FORM 2249
NOV. 1940

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

TO:

Date Prepared November 5, 1940

Name: Small, Tom

From: U. S. Coast Guard

Bureau No: 1311

Change in status and post of duty - increase in grade and salary

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1500-1860)	Field (Range $1620-1980)
Salary	$1500 p.a. plus $60 p.a. Otrs.	$1620 p.a. plus $60 p.a. Otrs.
Bureau or Div.	U. S. Coast Guard	U. S. Coast Guard
Organizational Subdivisions		
Headquarters	Boston, Massachusetts	Boston, Massachusetts
Post of Duty	Egg Island Sheal Lt.Stn.,N.J.	Duxbury Pier Lt.Stn.,Mass.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

EFFECTIVE: C.O.D.

Remarks: Travel from Bristol, Rhode Island, to Duxbury, Massachusetts, necessary in interest of Government, not for convenience of employee is authorized, with per diem of $3.50 in lieu of subsistence chargeable to symbol No. 29. Travel by privately owned automobile at the rate of 4¢ a mile, if more economical and advantageous to the United States than travel by commercial carrier, authorized. If travel is by privately owned automobile, a statement certifying that such travel is more economical and advantageous than travel by commercial carrier must be attached to the voucher.

Justification:

This is a regular position in the authorized complement of the station, and it is necessary that it be filled in order that the essential work of the Service may be carried on.

Approved: November 6, 1940
(signed) Herbert E. Gaston
Acting Secretary of the Treasury.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 9-30-1877

LEGAL RESIDENCE: Mass.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE: Markus Peiffer (Retired)

SUBJECT TO RETIREMENT ACT? Lighthouse Act

DATE OF OATH: 6-30-16

11-5-40

SUBORDINATE ADMINISTRATIVE OFFICE

Form 73
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
Approved Sept. 1, 1938

TREASURY DEPARTMENT
U. S. COAST GUARD

NOMINATION

COMMANDER, BOSTON DISTRICT.

~~LIGHTHOUSE DISTRICT~~ Boston, Mass., (City) 9 October (Date), 1940.

COMMANDANT:

~~COMMISSIONER OF LIGHTHOUSES:~~

Action recommended TRANSFER AND PROMOTION

Name Tom Small Date of birth Sept. 30, 1897 Legal residence Massachusetts.

	From—	To—
Position,	First Assistant Keeper	Keeper
Pay and grade	$1500 p.a. ($1500-$1860) (Qtrs. $60 p.a.)	$1620 p.a. ($1620-$1980) (Qtrs. $60 p.a.)
Station	Hog Island Shoal Light Station	Duxbury Pier Light Station
Appropriation	Civ. Emps., C. G.	Civ. Emps., C. G.

Effective 1 November, 1940. [1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Rank on eligible list -- Rating --- Percentage --- Other eligibles considered:

Vice Markus Peiffer Pay $1620 p.a. Services terminated May 31, 1940.

Reason Retired on account of physical disability.

REMARKS: [2] Above employee is entitled to Military preference. This action conforms with Headquarters' policy as set forth in paragraph 4(a) of Headquarters' letter of March 19, 1940 (PB-75). Travel at Government expense is recommended from Bristol, R. I., to Duxbury, Mass. Such travel is in the interest of the Government.

Selection regular, ..., 19....

(DIRECT)
Manager, Civil Service District.

O. A. LITTLEFIELD, By direction.
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES, WASHINGTON, , 19

Submitted to the Secretary of Commerce, approved.

COPY

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.
[2] In case of vessel officer, state license held.

11—2314

75
531
(99)

Boston, Mass.,

20 November, 1940.

Order No. 392 - Bost. Dist.

From: Commander, Boston District.
To: Tom Snail, 1st assistant keeper, Hog Island Shoal Light Station (via Officer in Charge, NEWPORT STATION.)

Subject: Orders; transfer; travel.

1. Proceed to Duxbury, Massachusetts, and report to the Officer in Charge, Duxbury Station, for assignment to duty as Keeper, Duxbury Pier Light Station.

2. In lieu of all expenses for subsistence, a per diem of $3.50 is allowed, subject to provisions of Standardized Travel Regulations and paragraph 6 of Personnel Bulletin 32-40, dated 1 September, 1940 (PB-75-531). Travel by your personally owned automobile, at the rate of four cents per mile, being more economical and advantageous to the United States, is authorized.

3. Travel is required by the public interests and is authorized, chargeable to Travel Allotment Code 29.

O. A. LITTLEFIELD
By direction.

Copies to:
Headquarters
Pay Officer
Dist.Acctg.Office
Off.in Chg.Duxbury Pier L.S.

Boston, Mass.,

23 November, 1940.

From: Commander, Boston District.
To: Tom Small, 1st assistant keeper, Hog Island Shoal Light Station (via Officer in Charge, NEWPORT STATION.)

Subject: Transfer.

Reference: (a) Personnel Notification.

Inclosures: (1) Reference (a).
(2) Oath of Office.
(3) Personal History Statement.

1. Inclosure (1) is forwarded herewith, covering your transfer from the position of 1st Assistant Keeper, Hog Island Shoal Light Station at $1500 per annum, to the position of Keeper, Duxbury Pier Light Station at $1620 per annum, effective upon entrance on duty.

2. In this connection inclosure (2) and (3) are required in triplicate for forwarding to Headquarters. Please submit the above completed forms to this office as soon as practicable.

O. A. LITTLEFIELD
By direction.

75

18 December, 1940.

From: Commander, Boston District.
To : Tom Small, Keeper, Duxbury Pier Light Station (via Officer in Charge, Duxbury Station).

Subject: Delay in reporting to new assignment.

Reference: (a) Your letter, 14 December, 1940 (75), with indorsement thereon.

1. The explanation in reference (a), relative to reporting to Duxbury Pier Light Station is satisfactory. No further action will be taken.

O. A. LITTLEFIELD,
By direction.

75.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON DISTRICT RECEIVED DEC 17 1940 COAST GUARD

Duxbury Pier Light
COAST GUARD STATION
Boston District.

Plymouth, Massachusetts.
14 December, 1940.

From: SMALL, Tom, Keeper, Duxbury Pier Light Station.
To : Commander, Boston District (Via Officer-in-Charge, Duxbury Station.

Subject: Delay of reporting to new assignment.

Reference: (a) Forms 2599, Newport Station, dated 29 November, 1940.
(b) Forms 2599, Duxbury Station, dated 3 December, 1940.

1. It was necessary to obtain a new outfit including provisions before going aboard Duxbury Pier, returned belongings and gear from Hog Island to my home.

2. There were accounts to settle, and obtain funds to settle them with, the first of the month falling on Sunday, no business could be transacted on that date.

3. Reported to Officer-in-Charge, Duxbury Station at about 2.00 P.M. 2 December, 1940.

Tom Small

Tom Small, Keeper.

- - - -

12 December, 1940.

From: Commander, Boston District.
To : Keeper Tom Small, Duxbury Pier Light Station (via Officer in Charge, Duxbury Station).

Subject: Reporting for new assignment.

Reference: (a) Forms 2599, Newport Station, dated 29 November, 1940.
(b) Forms 2599, Duxbury Station, dated 3 December, 1940.

1. Reference (a) indicates that you were transferred from the Hog Island Light Station to the Duxbury Pier Light Station on 29 November, 1940, leaving the Hog Island Light Station at 2:00 p.m., 29 November, 1940. Reference (b) shows that you reported at the Duxbury Pier Light Station at 2:30 p.m., 3 December, 1940.

2. Explain the delay in reporting to your present station.

O. A. LITTLEFIELD,
By direction.

Standard Form No. 8
(Approved by the President, May 22, 1925)

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

U. S. COAST GUARD
(Department or Establishment)

COMMANDER, BOSTON DISTRICT
(Bureau or Office)

I, Tom Small, do
(Name in full, printed or typed)

solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So HELP ME GOD.

Tom Small
(Signature of Appointee)

Subscribed and sworn to before me this 30th day of November, A.D. 1940

at Duxbury, Massachusetts.
(City or place) (State)

[SEAL]

Nelly L. Cusick
Notary Public.

My Commission Expires Feb. 24, 19[illegible]

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

Position to which appointed Keeper, Duxbury Pier Light Station

Date of entrance on duty December 3, 1940.

U. S. GOVERNMENT PRINTING OFFICE 10—1639

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

Department or Establishment Treasury Department U.S.C.G. Date 6 December 1940.

1. Name in full (Mr., ~~Miss, or Mrs.~~) Small (Surname) Tom (Given name) (Middle name)
2. Present address 54 (Number) Middlesex (Street) Quincy (City) Mass. (State)
3. Legal (voting) residence 13th (State and Congressional District) Norfolk (County) Quincy (City or town)
4. Where born Massachusetts (State or foreign country) Brockton (City or town) When born Sept. 30 1897. (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

SEX		MARITAL CONDITION				RACE. (If other, state which)		
Male ✓	Female	Single	Married ✓	Divorced	Widowed	White ✓	Colored	

7. Number and ages of dependents domiciled with you 2 – 41 – 19
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
U.S.P.H.S.	Gallups Island Boston Harbor	Attendant Operate Boat Quarantine duty.	–	Sept	15	1919	Dec.	8	1919

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below:

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
	Position Department or office	
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below: No.

(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service?

(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge:

None	Army ✓	Navy ✓	Marine Corps	Coast Guard	War veteran ✓	Pensioner	Veterans' Bureau beneficiary

Enlisted Feb. 1915 Discharged July 1917
Rank Private Rank Private
Organization Troop B, 1st Tex. Cav. Organization Troop B, 1st Tex. Cav.

Enlisted 20 July 1917 Discharged 7 August 1919
Rank App. Sea Rank QM. 2/c
Organization U.S.N. Organization U.S.N.

[OVER]

10—1930

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.) Understand Navigation and Nautical astronomy Have an intimate local knowledge of Boston Harbor, especially as related to shipping, foreign & domestic. Marine observer for Boston Chamber of Commerce for eight years.

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Boston Chamber of Commerce 80 Federal St. Boston	Marine observer. Identify ships, report on position Speed, whereabouts. Probable movements. Classify and file information on same Report on weather conditions	8 years. " "
Doan Towboat Co. Lewis Wharf Boston		"
Mystic S.S. Co 250 Stuart St. Boston	Keep track of shipping and their vessels. Give opinion	"
Boston Tow Boat Co. Lewis Wharf. Boston	as to fitness of weather and sea for docking & towing vessels. Receive and transmit dispatches orders for vessels	"

15. Education. Indicate by circling the number of years:

Common school	High school	College	(Name of college, degrees, and dates conferred)
1 2 3 4 5 6 7 8	1 (2) 3 4	1 2 3 4	

16. In case of emergency, notify Mrs. Florence Small

Relationship Wife Post office address 54 Middlesex St. Squantum, Mass

I certify that the foregoing answers are correct to the best of my knowledge and belief.

Tom Small

(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

604.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON DISTRICT
RECEIVED
DEC 9 1940
U.S. COAST GUARD

Duxbury Pier L.S.

COAST GUARD STATION

Duxbury, Mass.,
5 December 1940.

From: Tom Small, Keeper Duxbury Pier L.S.
To: Commander, Boston District.
(Via Officer in Charge, Gurnet Station).
Subject: Condition of Station.

1. It is desired to bring to the Commandeir's attention the general excellent condition this station was found to be in as regards care and maintenance within the capacity of the men of the Gurnet Lifeboat Station who have been on duty here.

Tom Small
Keeper

Duxbury Station-604 First Indorsement. Duxbury, Massachusetts
6 December, 1940.

From: Officer-in-Charge, Duxbury Station.
To : Commander, Boston District.

1. Forwarded.

Francis Packet
Francis Packet, B.M.1c.

Personnel

FORM NO. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Edition 1937)

REPORT OF CHANGE IN ENLISTED PERSONNEL

(Surname)	(First name)	(Middle initial)	(Service No)	(Rank or rating)
SMALL,	Tom.			Keeper.

(Unit)	(Place)	(Date)
Duxbury Pier Light Station,	Plymouth, Massachusetts.	3 December, 1940.

Arrived at this Unit At 2:30 P.M. this date, from Hog Island Shoal light Station, and assumed charge as Keeper of Duxbury Pier Light Station. Pay $1620.00 plus $60.00 house rent.

Unit vacated: Hog Island Shoal Light Station, Grade 1st. Assistant and rate of pay. $1500.00 plus 60.00 P.A. for quarter's.

AUTHORITY: Boston District letter 20 November, 1940. (73-531(99).

Francis Packet, B.M.1c.
(Commanding)

Officer-in-Charge.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	INDEX	UNIT	RATING

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

SMALL	Tom			1st.Assistant Keeper.
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

NEWPORT STATION.	NEWPORT, R.I.	29 November, 1940.
(Unit)	(Place)	(Date)

1400, this date, departed Hog Island Shoal Light Station, having been transferred to Duxbury Light Station.

AUTHORITY: Letter, Commander, Boston District. 20 November, 1940 75-531-(99).

H.E. Johnson

H.E. JOHNSON.
(Commanding)

Commanding Officer.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 10935

Office of Commander
xxxxxxxxxxxxx
BOSTON DISTRICT

Boston, Mass.,
29 July, 1940.

From: Commander, Boston District.
To: Keeper Tom Small, Hog Island Shoal Light Station (via Officer in Charge, NEWPORT STATION.)

Subject: Request for transfer.

Reference: (a) Your letter 25 July, 1940.

1. Your request for transfer to Deer Island Light Station has been placed on file for consideration when a vacancy exists at that station.

L. H. MORINE
By direction.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

Hog Island Shoal
COAST GUARD STATION

Portsmouth R.I.
(POST OFFICE ADDRESS)

Boston
DISTRICT

25 July, 1940

BOSTON DISTRICT
RECEIVED
JUL 26 1940
U.S. COAST GUARD

From: T. Small Keeper
To: Commander, Boston District
Subject: Request for transfer
Reference: Personnel Officer

1. It is requested that I be considered for transfer from Hog Island Shoal L.S. to Deer Island L.S. in the interest of harmony and satisfaction of the personnel now at these stations.

2. As a second choice of stations I would suggest Eastern Point L.S. or Annisquam Harbor L.S..

Tom Small

Edward F. Ruffley
Keeper

Form No. 2599
TREASURY DEPARTMENT
U. S. COAST GUARD
(Revised 1937)

REPORT OF CHANGE IN PERSONNEL

SMALL	Tom	-	Civilian	1st Asst. Keeper
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

HOG ISLAND SHOAL LIGHT	Boston District	8 July, 1940.
(Unit)	(Place)	(Date)

Effective 1 July, 1940, salary changed from $1620 p.a. to $1500 p.a.

AUTHORITY:

Form 2249, 29 November, 1939.

Lt.Comdr., USCG
(Commanding)

O.A.LITTLEFIELD,
By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

Copy to Boy Officer 1-8-40

U. S. GOVERNMENT PRINTING OFFICE 0 10935

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

Date 8 July, 1940

REPORT OF EFFECTIVE DATE OF CHANGE IN POSITION
OR PAY STATUS OF CIVILIAN EMPLOYEE

From: Commander, Boston District.
To : Commandant.

Name Tom Small

Nature of Action Transfer involving decrease in salary

Effective date of change 1 July, 1940

	FROM	TO
Position	Keeper	Assistant Keeper
Pay	$1620 p.a. plus $60 p.a. Qtrs	$1500 p.a. plus $60 p.a. Qtrs
Valuation of Quarters	$1620-1980	$1500-1860
Station	$60 p.a.	$60 p.a.
	Deer Island Light Station	Hog Island Shoal Light Station

Remarks: This change is reported in ~~Change~~ approval dated (perforated in Form 2249) 29 November, 1939.

Signature _____

Lt.Comdr., USCG

O.A.LITTLEFIELD,
By direction.

4 December, 1939

From: Commander, Boston District
To: SMALL, Tom; Hog Island Shoal Light Station

Subject: Your transfer from position of Keeper, Deer Island Light Station, to 1st Assistant Keeper, Hog Island Shoal Light Station.

Reference: (a) Boston District Order No. 99, 2 November, 1939

Inclosure: (1) Personnel Notification.

1. Inclosure (1) is forwarded herewith covering the subject action, which has been made effective 1 December, 1939.

2. While it will be noted that your salary as 1st Assistant Keeper at Hog Island Shoal Light Station is $1500 per annum, no change will be made in your present salary of $1620 per annum during the remainder of the present fiscal year in view of the provisions of Section 10b of the Reorganization Act of 1939.

Geo. E. Eaton
By direction.

75

RECRUITING OFFICE
BOSTON

TREASURY DEPARTMENT

UNITED STATES COAST GUARD
37 Marginal St.,
Chelsea, Mass.,
4 December, 1939.

U.S. COAST GUARD BOSTON DISTRICT RECEIVED DEC 4 1939

From: Keeper Tom Small.
To: Commander, Boston District.

Subject: Application for enlistment in the Coast Guard.

Reference: (a) Personnel Bulletin No. 16-39.

1. It is requested that I be considered for enlistment and induction in the Coast Guard in the rating of chief boatswain's mate.

2. I have served in the U. S. Army for on year and the Navy for two years in active war service overseas and have been honorably discharged. I have served continuously in the lighthouse service since March 20, 1920. My present rate of pay is $1680 per year, $60.00 being deducted for quarters.

3. I am familiar with navigation and nautical astronomy and handling power vessels. I am also very familiar with shipping in the Port of Boston, serving as marine observer for the Maritime Association of the Boston Chamber of Commerce for the last eight years.

Tom Small

Tom Small.

TREASURY DEPARTMENT
U. S. Coast Guard

District BOSTON

Date 4 December, 1939

CHANGE IN STATUS OF EMPLOYEE

Name SMALL, Tom

Nature of Action Transfer

Effective Date 1 December, 1939

	FROM	TO
Position	Keeper	Keeper (1st Assistant)
Pay	$1620 per annum in pay range $1620-1980 p.a., plus $60 p.a. allowance for quarters.	$1500 per annum in pay range $1500-1860 p.a., plus $60 p.a. allowance for quarters.
Station	Deer Island Light Station, Mass.	Hog Island Shoal Light Station, Rhode Island.

Remarks This change is reported in accordance with Department Notice dated 27 November, 1939 and approved 29 November, 1939.

Geo. N. Eaton,
By direction.

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

DATE PREPARED: 27 November, 1939
BUREAU NO. [illegible]

PERSONNEL ACTION

JOURNAL PAGE: R 227

Name: Small, Tom

DATE OF BIRTH: 9-30-97

From: U. S. Coast Guard

LEGAL RESIDENCE: Massachusetts

Nature of Action:

VETERANS' PREFERENCE

Transfer

NATURE OF POSITION NEW:

	FROM	TO
Position		
Grade	Keeper	Keeper
Salary	Field (Range $1620-1980) $1620 p.a. plus $60 p.a. Qtrs.	Field (Range $1500-1860)* $1500 p.a. plus $60 p.a. Qtrs.*
Bureau		
Office	U. S. Coast Guard	U. S. Coast Guard
Unit	Boston, Massachusetts	Boston, Massachusetts
Division		
Section		
Sub-Section		
Headquarters		
Post of Duty	Boston, Massachusetts	Boston, Massachusetts
Appropriation	Deer Island Lt. Sta., Mass.	Nog Island Shoal Lt. Sta., R.I.
Allotment	Sal., Xprs. of Lhs., Coast Guard	Sal., Xprs. of Lhs., Coast Guard

ADDITIONAL IDENTICAL:

VICE VACANCY:

VICE: Kahlen Burdge

CIVIL SERVICE AUTHORITY:

FIELD [x] DEPRTMTL. [ ] FIELD [x] DEPRTMTL. [ ]

EFFECTIVE: D.O.D.

DATE OF OATH:

Remarks: * No change will be made in this employee's total or gross compensation or grade during the present fiscal year owing to the prohibition in Section 10b of the Reorganization Act of 1939 on changes in compensation. For record purposes, however, recommendation is submitted pursuant to Comp. Gen. B-5212 of August 22, 1939, to the Federal Security Agency.

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

Justification:

DATE APPROVED 11-29-39

SUBORDINATE ADMINISTRATIVE OFFICE

DATE

Tom Small

CP 75

20 November, 1939.

From: Commandant
To: Commander, Boston District

Subject: Tom Small, keeper; transfer

Reference: (a) Nomination Form 73 of 2 November, 1939.
Enclosure: 1. Reference (a)

It is understood from previous correspondence that Mr. Small's transfer from Deer Island Light Station at $1620 ($1620-1880) plus $60 quarters to Hog Island Shoal Light Station at $1620 ($1500-1860) plus $60 quarters is on account of unsatisfactory conditions at the station, and therefore it is not seen why it should be proposed at a rate of pay above the minimum of the proposed range. The rule covering such transfers is that when an incumbent goes from a higher to a lower gross range the corresponding salary step will be observed. Nomination is returned herewith for your further consideration along this line and resubmission.

It is noted that you have fixed the effective date of this change and that of Mahlon Burdge, who is vice Small, as 16 November, 1939. It is noted also that in certain other cases received from your office (Llewellyn D. Rogers, Ottis E. Walsh, and William C. Dawe, Jr.) you have fixed the effective date of transfer as having already taken place, dating back in one case to the first of August. You are advised that as heretofore the effective date in such cases will not be fixed prior to the date of the Department's approval, which is perforated in the lower right hand corner of the notices furnished your office. All of the cases mentioned will be amended to show the effective date as of entrance on duty, and in reporting them later the effective date shall be that of approval by the Department or subsequent thereto.

By direction,

C. H. JONES,
Chief Personnel Officer.

BOSTON DISTRICT-75 1st Indorsement Boston, Mass., 24 Nov., 1939

From: Commander, Boston District
To: Commandant

1. Forwarded.

2. Reference (a) is resubmitted herewith, with proposed rate of pay in connection with Mr. Small's transfer to Hog Island Shoal Light Station amended to $1500. The advice contained in the second paragraph above has been noted, and this office will be guided accordingly.

hlm/sec

Geo. E. Eaton
By direction.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Hog Island Shoal L.S.
(Station, Depot, or Vessel)

November 22, 1939.

Comm'dr. Spencer advised as to small requirements as directed.

From the Keeper
Commander, Boston District
U.S. Coast Guard.

Sir:

With reference to order No 5 of November 2d
Report that I left Deer Island L.S. November 19,
arrive Hog Island L.S. November 21, 12 M.

One days subsistance is requested and
milage by automobile is 60 miles.

Respectfully
Tom Small
Keeper.

Edmund R. Shuffles
Keeper

U. S. COAST GUARD
REC'D OCT 6 1939
ANS.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

BOSTON, MASS.

OFFICE OF
THE DISTRICT COMMANDER
BOSTON DISTRICT

5 October, 1939

From: Commander, Boston District
To: Commandant

Subject: Deer Island Light Station, Mass., conditions at.

1. This office proposes to correct an undesirable situation at Deer Island Light Station, Boston Harbor, Massachusetts, which is not conducive to the best interests of the service.

2. It so happens that the Keeper and Assistant Keeper of the above station are brothers, and while there have been no complaints relative to the operation of the light and fog signal, recent inspections evidence the fact that the station is not otherwise maintained in a totally satisfactory manner - an accumulation of trash around the landing platform , lens and lantern pedestal not cleaned or polished, and other features indicating lack of cleanliness and proper upkeep having been noted.

3. The particular difficulty being experienced, however, is in connection with the apparent abuse of leave privileges by the Keeper. Incidentally, the above station consists of a conical tower on cylindrical base, is without family quarters, and is located about one-quarter mile from shore. On account of this relatively close proximity, the keepers, particularly the principal keeper, insist upon leaving the station for periods of varying length in addition to taking their authorized leave allowance of eight days a month.

4. While ordinarily there would be no objection to either keeper going ashore in case of emergency, or at other necessary times during daylight hours to obtain mail, supplies, etc., and returning promptly to the station, it appears that the Keeper in this instance considers that he has a moral right to come and go as he pleases and resents the District office questioning his action in the latter respect. The suspicions of this office have been confirmed from time to time by reports received from reliable outside sources as to the Keeper being seen enjoying leisure in various localities on shore when he was supposed to be on duty at the station.

BOSTON DISTRICT RECEIVED OCT 20 1939 U.S. COAST GUARD
U. S. COAST GUARD REC'D OCT 6 1939 By ANS

601
75

5 October, 1939
BOSTON DISTRICT - Deer Island Light Station, Mass., conditions at.

5. Owing to the fact as stated above that the Keeper and Assistant Keeper are brothers, it has been found impossible to get either one to advise the office of the unofficial absence from the station, or other delinquency, of the other. Previous to definite instructions issued by the District office earlier this year to have all entries in the station Record of Absence Book made in ink, the fact was noted that entries were made in pencil and amended at later times to suit the convenience of the Keeper or his Assistant.

6. In view of the above, Headquarters' advice is requested as to whether under present conditions this office is authorized to direct the transfer of Tom Small, Keeper of Deer Island Light Station, to the position of 1st Assistant Keeper, Hog Island Shoal Light Station in Narragansett Bay, Rhode Island, and accordingly transfer the 1st Assistant Keeper at the latter station to the position of Keeper of Deer Island Light Station. Both the latter employees are at present receiving the same rate of pay, $1620 per annum. In the event the above arrangement is approved, formal recommendations will be promptly submitted on Form 73 so that the aforementioned condition may be remedied at the earliest practicable time.

L. SPENCER
Chief of Staff.

Headquarters — 1st Indorsement — Washington, D. C. 18 October, 1939. CP-75

From: Commandant
To: Commander, Boston District

1. The unsatisfactory conditions at the station as stated particularly in paragraph 2 are noted and nominations may be submitted as proposed in the last paragraph. As to the general question of absences of keepers from their station attention is invited to paragraph 135 of the Instructions to Employees from which it appears that absences of keepers during the day are contemplated without charging such absences to their regular leave allowance.

By direction,

C. H. JONES,
Chief Personnel Officer.

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE: 10

BOSTON DISTRICT RECEIVED MAR 3 1941 U.S. COAST GUARD

TO:

Date Prepared November 27, 1939.

Name: Small, Tom

From: U.S.Coast Guard

Bureau No:

AMENDED

Transfer

	FROM	TO
Position Grade Salary	Keeper Field (Range $1620-1980) $1620 p.a. plus $60 p.a.Qtrs.	Keeper Field (Range $1500-1860)* $1500 p.a. plus $60 p.a.Qtrs.*
Bureau or Div. Organizational Subdivisions	U.S.Coast Guard	U.S.Coast Guard
Headquarters Post of Duty Appropriation Allotment Field or Deptl.	Boston, Mass. Deer Island Lt.Sta., Mass. Civilian Employees, C.G. Field	Boston, Mass. Hog Island Shoal Lt.Sta.,R.I. Civilian Employees, C.G. Field

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 9-30-1897

LEGAL RESIDENCE: Mass.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE: *

EFFECTIVE: E.O.D.

Remarks: Travel from Deer Island Lt.Sta., Mass., to Hog Is. Shoal Lt. Station, R.I. necessary in interest of Government, not for convenience of employee is authorized, with per diem of $3.50 in lieu of subsistence, chargeable to symbol No. 29. Travel by privately owned automobile at the rate of 4¢ a mile, if more economical and advantageous to the United States than travel by commercial carrier, authorized. If travel is by privately owned automobile, a statement certifying that such travel is more economical and advantageous than travel by commercial carrier must be attached to the voucher.

Justification:

*No change will be made in this employee's total or gross compensation or grade during the present fiscal year owing to the prohibition in Section 10b of the Reorganization Act of 1939 on changes in compensation. For record purposes, however, recommendation is submitted pursuant to Comp.Gen. B-5212 of August 22, 1939, to the Federal Security Agency.

This amends Form 2249 dated November 27, 1939, by including Travel.

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

Approved: November 27, 1939.
(signed) Herbert E. Gaston
Acting Secretary of the Treasury.

SUBORDINATE ADMINISTRATIVE OFFICE

11-27-39

75
531
(99)

2 November, 1939.

Order No. 58.

From: Commander, Boston District.
To: Keeper Tom Small, Deer Island Light Station.

Subject: Orders; ~~temporary~~ duty; travel; new assignment.

1. Proceed to Hog Island Shoal Light Station on 16 November, 1939 and assume the duties of First Assistant Keeper at that station. This order does not involve any change in your present salary. Report time and date of departure from your present station, and time and date of your arrival at Hog Island Shoal Light Station.

2. In lieu of all expenses for subsistence, a per diem of $5.00 is allowed. Travel by your own automobile, at the rate of four cents per mile, being more economical and advantageous to the United States, is authorized.

3. The travel necessary to the execution hereof is required by the public interests and is authorized, chargeable to Boston District Travel Allotment, Symbol No. 39x. 102.

4. Form 80, in triplicate, is attached hereto for execution in connection with your transfer as above. Be guided according to Instructions (8) inside the cover in preparing the data.

O. A. LITTLEFIELD,
By direction.

Copy to:
Headquarters.
Dist.Acctg.Officer.
Hog Island Shoal Light Station.

BOSTON DISTRICT 1st Indorsement Boston, Mass.,
75-531 16 November, 1939.

1. Basic communication is amended in that the effective date will be Tuesday, 21 November, 1939.

O. A. LITTLEFIELD,
By direction.

L & H RC

TREASURY Form 73
DEPARTMENT OF COMMERCE
~~Lighthouse Service~~
Approved Sept. 1, 1938
Coast Guard

NOMINATION

Office of the District Commander,
Boston ~~Lighthouse~~ District Boston, Mass., 2 November, 1939
(City) (Date)

~~COMMANDANT:~~
~~COMMISSIONER OF LIGHTHOUSES:~~

Action recommended Transfer

Name Tom Small Date of birth 30 Sept., 1897 Legal residence Massachusetts

	From—	To—
Position,	Keeper	1st Assistant Keeper
Pay and grade	$1620 per annum ($1620-1980) (plus $60 per annum allowance for quarters)	$1500 per annum ($1500-1860) (plus $60 per annum allowance for quarters)
Station	Deer Island Light Station	Hog Island Shoal Light Station

Appropriation Salaries, Keepers of Lighthouses, Coast Guard

Effective 16 November, 1939 [1] the actual date of entrance on duty, or ~~as soon thereafter as he enters on duty.~~

Rank on eligible list - Rating - Percentage - Other eligibles considered:

-

Vice Mahlon Burdge Pay $1620 p.a. Services terminated 15 Nov., 1939

Reason Recommended for transfer to position of Keeper, Deer Island Light Station.

REMARKS: [2] This recommendation submitted in accordance with Headquarters' endorsement of 18 October (CP-75) on Boston District letter of 5 October, 1939.

No change will be made in this employee's compensation or grade during the present fiscal year owing to the prohibition in Section 10b of the Reorganization Act of 1939 on changes in compensation. For record purposes, however, recommendation is submitted pursuant to Comp.Gen.B-5212 of 22 August, 1939, to the Federal Security Agency.

Selection regular, ..., 19.....

By direction,

L. SPENCER
Chief of Staff

Manager, Civil Service District. *Superintendent of Lighthouses.*

BUREAU OF LIGHTHOUSES, WASHINGTON, , 19

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.
[2] In case of vessel officer, state license held.

11—2314

Frank Davis,
Maritime Commission, called
3:30 p.m., Nov 16, 1939 in regard
to the transfer of Tom Smith from
Deer Island to Hog Island.

STANDARD FORM NO. 6
(Approved by the President 3/28/24)
Revised Dec. 5, 1929

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

COMMANDER, BOSTON DISTRICT

Department or Establishment UNITED STATES COAST GUARD. Date October 20, 1939

1. Name in full (Mr., Miss, or Mrs.) Small (Surname) Tom (Given name) (Middle name)
2. Present address 54 (Number) Middlesex St. (Street) Squantum, (Quincy) (City) Mass (State)
3. Legal (voting) residence 13th Cong. (State and Congressional District) 4th Norfolk (County) Norfolk (City or town) Quincy.
4. Where born Brockton, Mass. (State or foreign country) (City or town) When born Sept. 30, 1897. (Month Day Year)
5. If foreign-born, state whether naturalized or alien
6. Indicate sex, marital condition, and race by check, thus: √ If Mrs., state other names under which previously employed.

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male ✓	Female	Single	Married ✓	Divorced	Widowed	White ✓	Colored

7. Number and ages of dependents domiciled with you 2 - Wife 39 - Son 17
8. A complete record of your past service for the United States Government other than military or naval:

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
U.S.P.H.S.	Gallops Island	Operated boarding boats, Attendant	480.	9	15	1919	12	8	1919
U.S.L.H.S.	2d District	Keeper - Assistant Keeper Additional Keeper	1067.40 1620.	3	8	1920			

9. Are any members of your family, who are domiciled with you, in the U. S. Government service? If so, state below: No.

NAME	POSITION AND DEPARTMENT OR OFFICE IN WHICH EMPLOYED	RELATIONSHIP
	Position Department or office	
	Position Department or office	
	Position Department or office	

10. Do you now hold any State or municipal office? If so, state below: None

(Title) (Location) (Date appointment expires)

11. Are you the wife of a disabled veteran or widow or orphan of a person who was in the military or naval service?

(Wife, widow, or orphan) (Name of veteran) (Organization and last year of service)

12. Military and naval record. If any, check (√) to indicate branch and other information, and give dates of enlistment and discharge:

None	Army ✓	Navy ✓	Marine Corps	Coast Guard	War veteran ✓	Pensioner	Veterans' Bureau beneficiary

Enlisted February 1915 Discharged July 1917
Rank Private Rank Private
Organization Troop B. 1st Texas Cav. Organization Troop B. 1st Texas Cav.

Enlisted 20 July 1917 Discharged 7 August 1919
Rank Apprentice Sea. Rank Quartermaster 2/c (G)
Organization U.S.N. Organization U.S.N.

[OVER]

10—1930

13. State any special qualifications not involved in your present position (for instance, lawyer, physician, civil engineer, knowledge of foreign languages, etc.) Knowledge of: Navigation and nautical astronomy.

14. Statement of principal employment other than with the United States Government:

NAME AND ADDRESS OF EMPLOYER	POSITION AND CHARACTER OF WORK	LENGTH OF SERVICE
Home Ranch, Moapa, Nevada (D. Diamond I. Beard.)	Ranch hand - cowpuncher	16 - 17 months.
S.P.L.A&S.L. R.R. Las Vegas, Nev.	Mach. helper	6 months.
Magnolia Oil Co. Amarillo Texas	Salesman	6 months.
Boston Chamber of Commerce	Marine observer Foreign and Domestic shipping	8 years. ← In conjunction with routine of keeper Deer Island Light +

15. Education. Indicate by circling the number of years:

Common school	High school	College	(Name of college, degrees, and dates conferred)
1 2 3 4 5 6 7 8	1 (2) 3 4	1 2 3 4	

16. In case of emergency, notify Florence H. Small

Relationship Wife Post office address 54 Middlesex St. Squantum, Mass

I certify that the foregoing answers are correct to the best of my knowledge and belief.

Tom Small

(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 40—1939

5 October, 1939
BOSTON DISTRICT - Deer Island Light Station, Mass., conditions at.
- -

5. Owing to the fact as stated above that the Keeper and Assistant Keeper are brothers, it has been found impossible to get either one to advise the office of the unofficial absence from the station, or other delinquency, of the other. Previous to definite instructions issued by the District office earlier this year to have all entries in the station Record of Absence Book made in ink, the fact was noted that entries were made in pencil and amended at later times to suit the convenience of the Keeper or his Assistant.

6. In view of the above, Headquarters' advice is requested as to whether under present conditions this office is authorized to direct the transfer of Tom Small, Keeper of Deer Island Light Station, to the position of 1st Assistant Keeper, Hog Island Shoal Light Station in Narragansett Bay, Rhode Island, and accordingly transfer the 1st Assistant Keeper at the latter station to the position of Keeper of Deer Island Light Station. Both the latter employees are at present receiving the same rate of pay, $1620 per annum. In the event the above arrangement is approved, formal recommendations will be promptly submitted on Form 73 so that the aforementioned condition may be remedied at the earliest practicable time.

L. SPENCER
Chief of Staff.

District
~~XXXX~~
District ~~XXXX~~

5 October, 1939

From: Commander, Boston District
To: Commandant

Subject: Deer Island Light Station, Mass., conditions at.

1. This office proposes to correct an undesirable situation at Deer Island Light Station, Boston Harbor, Massachusetts, which is not conducive to the best interests of the service.

2. It so happens that the Keeper and Assistant Keeper of the above station are brothers, and while there have been no complaints relative to the operation of the light and fog signal, recent inspections evidence the fact that the station is not otherwise maintained in a totally satisfactory manner - an accumulation of trash around the landing platform , lens and lantern pedestal not cleaned or polished, and other features indicating lack of cleanliness and proper upkeep having been noted.

3. The particular difficulty being experienced, however, is in connection with the apparent abuse of leave privileges by the Keeper. Incidentally, the above station consists of a conical tower on cylindrical base, is without family quarters, and is located about one-quarter mile from shore. On account of this relatively close proximity, the keepers, particularly the principal keeper, insist upon leaving the station for periods of varying length in addition to taking their authorized leave allowance of eight days a month.

4. While ordinarily there would be no objection to either keeper going ashore in case of emergency, or at other necessary times during daylight hours to obtain mail, supplies, etc., and returning promptly to the station, it appears that the Keeper in this instance considers that he has a moral right to come and go as he pleases and resents the District office questioning his action in the latter respect. The suspicions of this office have been confirmed from time to time by reports received from reliable outside sources as to the Keeper being seen enjoying leisure in various localities on shore when he was supposed to be on duty at the station.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

BOSTON DISTRICT
RECEIVED
SEP 30 1939
U.S. COAST GUARD

SECOND DISTRICT

Deer Island Lights Station
(Station, Depot, or Vessel)

September 29, 1939.

Capt.
1st Asst. Supt.
Chief Clerk
Asst. Capt.
Draftsman
Junior Engr.
Radio Elec.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
6th Clerk
Messenger
Depot Kpr.
Depot Kpr. (Gas)

Commander
Boston District
U.S. Coast Guard

Sir:

In effort to correct any impression that duplication of records or reports originated at this station, I wish to state that same was done by the Superintendent's written orders, over my protest.

I also wish to note that in a letter to the Lighthouse Office dated April 1, 1934. I requested to be excused from mailing mimeographed forms, which are a fourth repetition, in the intrest of efficiency, since it detracted from more important work and activity on an undermanned station.

It is necessary to launch a boat, row ashore in order to mail a letter from this station.

Respectfully
Tom Small
Keeper

11 October, 1939.

From: Commander, Boston District.
To: Keeper Tom Small, Deer Island Light Station.

Subject: Your letter 9 October, 1939, requesting dates of your army service.

1. Office records indicate your military service as follows:

Troop B 1st Texas Cavalry - Enlisted February, 1915
Discharged July, 1917.

U. S. S. New Hampshire - Enlisted July 20, 1917
Discharged August 7, 1919

O. A. LITTLEFIELD,
By direction.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Miss Power

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

BOSTON DISTRICT
RECEIVED
OCT 10 1939
U.S. COAST GUARD

SECOND DISTRICT

Deer Island Light Station
(Station, Depot, or Vessel)

October 9, 1939.

Commander, Boston District,
U.S. Coast Guard,
Boston, Mass.

Sir:

With reference to Personal History Statement, Form No 6.

Would your office please furnish me with dates of my army service? This should be among Lighthouse Service records. Mine have been destroyed in a fire disaster.

Respectfully
Tom Snell
Keeper

Troop B 1st Texas Cavalry
Enl - Feb - 1915
Dis. - July - 1917

U.S.S. New Hampshire
Enl. July 20-1917
Dis. Aug 7, 1919

4 October, 1939

From: Commander, Boston District.
To: SMALL, Tom, Keeper, Deer Island Light Station.

Subject: Duplication of official records and reports.

Reference: (a) Your letter 29 September, 1939.

1. The contents of reference (a) have been noted, and in reply you are directed to continue to keep official station records and submit required reports in the present manner and until otherwise advised by this office.

2. The above instructions include your continuing to submit proper notice of the hour and date you leave the station and return thereto in connection with the taking of regular leave. The same applies in the case of the Assistant Keeper.

L. SPENCER
Chief of Staff.

EJC-MEH

June 27, 1939.

Keeper, Deer Island Light Station:

Your Form 303, Record of Absences is returned herewith after having been examined at this office. In accordance with notation which has been made on the form your are hereafter requested to make all entries in ink. Similar entries covering all absences of either you or the Assistant Keeper from the station are likewise to be made in the regular station Journal.

EATON,
Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



SECOND DISTRICT

Deer Island Light Station
(Station, Depot, or Vessel)

June 7, 1939

Superintendent of Lighthouses
Chelsea, Mass.

Sir:

With reference to your letter of June 3d.
Mrs. Small left the station in P.M. of April 26th.

Respectfully
T. Small
Keeper

GEE-MEH

June 3rd, 1939.

Tom Small, Keeper,
Deer Island Light Station:

You are requested to advise the office the time and date Mrs. Small left the station from the visit she was making at the time the Superintendent was at your station on April 24th, 1939.

EATON,
Superintendent.

GEE-MEH

May 12th, 1939.

Tom Small, Keeper,
Deer Island Light Station:

Receipt is acknowledged of your letter of May 10th, and the matter of your wife's visits to the station will be closed except for the fact that you will be guided according to the instructions contained in paragraph three of Superintendent's letter of May 4th, insofar as making proper entry in your Journal of each and every time your wife arrives and departs from the station and furnish the office with a record of such arrivals and departures with your monthly report, Form 65.

EATON,
Superintendent.

C.C. Follow up and check

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
MAY
12
1939
2ND DIST. CHELSEA, MASS.

SECOND DISTRICT

Reply-carry

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
Radio Elec.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
6th Clerk
Messenger
Depot Kpr. (Wd)
Depot Kpr. (Cls)

Deer Island Light Station
(Station, Depot, or Vessel)

May 10, 1939.

Superintendent of Lighthouses
Chelsea, Mass.

Sir:

With reference to your letter of May 4th. The best approximation I can give for Mrs Small's visits to this station during the last seven years is seventy five - length ranging from two days to a week, depending on weather conditions. My son visited me for several days during the School vacation this April.

While the keepers are forced to practically disregard any safety factor on return to station by the stringent character of the leave provisions, there was no time clock on Mrs Small, so elementary caution was needed.

Respectfully
Tom Small
Keeper

EJC-MEH

May 4th, 1939.

Tom Small, Keeper,
Deer Island Light Station:

In acknowledging receipt of your letter of May 1st, you are advised that letter from this office dated April 24th, made no reference to your relations with your wife, nor record of your personal life. What was referred to is the matter of our Bureau when approving Mrs. Small's visits to the station requesting that instructions be issued for you to keep this office advised as to the frequency and length of such visits. The latter advice was communicated to you in Superintendent's letter of November 13, 1931, and to date no such information has been received from you.

You are further advised at this time that your reference to Article 162 of the Instructions to Employees - Courtesy to Visitors - does not apply in the subject instance and should not be construed as to pertain to your wife residing at the station; regardless of the length of her visits. The regulations which do apply in your case are as contained under Article 167 of the said Instructions, relative to no women or children being allowed to reside at isolated or off-shore stations unless special permission is first obtained from the Commissioner. While such permission has been obtained in your case it was granted with the understanding that the visits would only be for short intervals, such as week ends, weather permitting and with the provision that the frequency and length of the visits be reported to this office.

If, as inferred from your above-referenced communication, record of these visits has not heretofore been kept you are instructed to hereafter make entry in your Journal of each and every time your wife arrives and departs from the station and furnish the office with a record of such arrivals and departures with your monthly report, Form 65, commencing at the close of May 31st. The same likewise applies in connection with your son's visits. In the event you have no definite record of Mrs. Small's visits since the original authority was granted on November 13, 1931, you are instructed to furnish the office promptly with a report as to the approximate number made since the latter-mentioned date, as well as the approximate duration of the visits.

You are again cautioned that abuse of this privilege or failure to furnish the above information may result in revocation of the authority.

Be guided accordingly.

GEO. E. EATON,
Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



Deer Island Light Station
(Station, Depot, or Vessel)

May 1, 1939

Supt.
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
Radio Mech.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
6th Clerk
Messenger
Depot Supt. (Boston)
Depot Supt. (Rockland)

lb

Superintendent of Lighthouses
Chelsea, Mass.

Sir:

With reference to your letter of April 24th. I regard my relations with my wife as a most intimate and personal matter. As I do not keep a record of my private life the information requested is not available.

Regarding the second paragraph of your letter: All persons on official business visiting the station are noted in the journal, also persons in distress who are sheltered. Any official act or courtesy extended the public is recorded.

The public is admitted to the station in compliance with article 162 Instructions to Employees 1927. No record is kept of these visitors or personal friends recieved informally.

Since I have been on duty at a dozen different light stations in this district I am under the impression this is a customary practice.

Respectfully
Tom Small
Keeper

GEE-MEH

April 24th, 1939.

Tom Small, Keeper,
Deer Island Light Station:

It was noted at the time of the Superintendent's visit at your station today that your wife was visiting you. While upon reference to letter from this office dated November 13, 1931, it will be noted that authority for such visits is contained therein for short intervals, it will be further noted, according to paragraph three of the referenced communication, that in granting this authority our Bureau directed that you keep this office advised as to the frequency and length of the visits. As the records of this office do not appear to contain advice from you in the latter respect at any time since the authority was granted you are requested to furnish this information promptly to cover the period between November 13, 1931 and this date, April 24, 1939. You are further directed to keep this office advised in the aforementioned respect hereafter at the close of every 3 months' time.

See File 192 Nov. 13, 1931

The fact was also noted that no mention of your wife's presence at the station was contained in your official log, as should have been recorded. A statement from you in this latter respect is also requested.

For your information it is also stated at this time that the authority in question was granted for short intervals, such as week ends and then only when weather conditions permitted. Abuse of this privilege may result in amending the original authority granted or revoking of same.

EATON,
Superintendent.

15

GEE*MSH

April 7, 1934

Keeper, Deer Island Light Station:

Your letter of April 1st is acknowledged.

In the future when you and the Assistant Keeper go ashore you will advise this office by letter of the date and time you left the station and your shore address. When you return to the station, also notify this office the date and time of your return.

Eaton
Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
APR 4 1934
2nd DIST. CHELSEA, MASS.

Deer Island Light Station
(Station, Depot, or Vessel)

April 1st, 1934.

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

Regarding your letter of March 22d.
A statement or report of absences of the keepers from this tower has been mailed to your office approximately on the first of the months ever since I assumed duty here.

There are a multitude of complex details connected with the ordinary process of civilized living which become so commonplace to the individual in constant contact with the mechanism one is apt to become oblivious to their existance.

One soon becomes aware of his dependence on the civilized mechanism when living in one of these isolated towers because of the increased work of living. Debacle will soon result if stock is not taken and economy of effort put into effect.

For this reason clerical work is tried to be kept at a minimum. The special reports called for are a small matter but detract from more practical things since it consumes time. As they will be a duplication of the report which goes to your office every month I ask to be excused from this detail in the interest of efficiency.

Contacts with the shore are so intermingled with the welfare of the tower it is difficult to ordinary arbitrary line between personal leisure and work for the government.

Respectfully
Tom Small
Keeper.

GEE*MEH

March 22, 1934

Keeper, Deer Island Light Station:

It is noted according to our office records that since you became Keeper of Deer Island Lighthouse no leave reports have been received showing your absence or that of the Assistant Keeper.

It was understood after you first went to Deer Island that you were not going to take leave until the station had been put in first-class condition. We assumed, however, that such an arrangement would not last indefinitely.

You are directed therefore to submit to this office a report showing the date and time you and the Assistant Keeper left the station on shore leave since January 1, 1934, and in the future when you or the Assistant go on shore leave send in a letter stating date and time you left station and your shore address. Also when you return forward a report covering your going back to the station.

Eaton
Superintendent

GRE*MEH

October 17, 1932

Tom Small, Keeper,
Deer Island Light Station:

1. The Superintendent takes pleasure in commending you for the excellent condition of your station at the time of inspection on October 14, 1932.

2. A copy of this letter has been sent to the Commissioner of Lighthouses, and the fact that you have been commended will be made a part of your official history in the Service.

For and in the absence of the Superintendent:

Chief Clerk,

Geo. E. Eaton
Superintendent.

Copy for Commissioner of Lighthouses.

SECOND ENDORSEMENT

GEE-RMC

Office of Superintendent, 2nd District,
Chelsea, Mass., July 14, 1931.

1. Returned to the Commissioner of Lighthouses, with the following report on the above matter.

2. Nomination, Form 73, recommending the transfer and promotion of Tom Small from Assistant Keeper, Duxbury Pier Light Station to the position of Keeper, Deer Island Light Station, was forwarded to the Bureau May 25, 1931. This transfer was recommended effective as of June 1, to fill vacancy caused by the resignation of Merrill B. King, recommended effective at the close of May 31, said resignation being submitted at the request of this office in view of circumstances of which the Bureau was previously advised.

3. This district wired the Bureau on June 4, requesting to be advised as to the status of the resignation of Merrill B. King and also the appointment of Tom Small. No reply being received to this wire, a second message was sent on June 6, to which reply was received that the resignation of Merrill B. King had been accepted by the Department but that Small's appointment had not yet been approved due to loss of papers and nomination was being resubmitted to the Department, this district to be advised when same was approved. Wire was received on June 11 advising approval in this respect.

4. As arrangements had already been made by King to leave the station at the close of May 31, the date on which his resignation was recommended effective, this naturally would leave the station with only one man. As Deer Island Light Station is one of the important light and fog signal stations in Boston Harbor which all traffic passes and is a flashing I.O.V. light with two keepers, during the present foggy weather the services of two men were absolutely necessary to maintain the station, and as the immediate filling of the Keeper's position involved the protection of life and property, Mr. Small was allowed to enter on duty as of June 1, pending receipt of Department authority.

5. In view of the emergency which existed in connection with the filling of the above position, it is respectfully requestdd that Department approval of action taken be obtained.

E

EATON
Superintendent.

COPY-RMC

DEPARTMENT OF COMMERCE

Office of the Chief Clerk

WASHINGTON

June 27, 1931.

Commissioner of Lighthouses:

The Department is in receipt of the Bureau's report of June 20, 1931, giving June 1 as the effective date of the transfer of Tom Small from the position of assistant keeper of Duxbury Pier Light Station at $1500 per annum to keeper at $1620 per annum of Deer Island Light Station.

The recommendation for Mr. Small's transfer was not approved by the Department until June 9, the date of the notice addressed to him. Information is, therefore requested under what authority this change was made effective prior to the Department's approval.

(Sgd) E. W. Libbey

Chief Clerk.

A:T

RG:EMF Bureau of Lighthouses, Washington, D.C., July 1, 1931.

Referred to Superintendent of Lighthouses. Chelsea, Mass., for report and return.

F. P. DILLON
Acting Commissioner of Lighthouses.

No 31

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JUN 16 1937
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Deer Island Light Sta.
(Station, Depot, or Vessel)

June 12, 1931, ~~192~~

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

Report my arrival this station above date.

Delayed by bad weather.

Respectfully,
Small
Keeper

GEE-RMC

June 18, 1931.

Commissioner of Lighthouses.

Subject: Transfer Tom Small from assistant keeper Duxbury Pier Light Station to keeper Deer Island Light Station, effective date.

Reference: Department Notice of Change in Compensation dated June 9, 1931.

1. The Bureau is advised that the effective date of the above transfer is June 1, 1931.

GEO. E. EATON
Superintendent

DEER Id-

Copy Journal May 1 ✓

" " May 10 ✓ — ✓ ✓

" " May 28 - 29 - 30 - 31

" " June 23 - 27 - 25 ✓

Bring Book - Record absences to office — to be returned by mail soon as pract. — Use Keeper to enter his leaving & returning & status in journal while book is away. ©

May 1. Light north northwest clear early AM to light northwest Light haze by 6 AM. To light northeast cloudy at 10 AM. To light east cloudy PM visibility one at Sunrise to one half at 6 AM to 4 at 8,30 AM 5 at noon, 6 in PM. Sea smooth Scraping red lead steel piling.

May 10. Light southwest partly cloudy fog after midnight to light west to light north northwest at 7 AM, to light east Clear at noon to moderate to fresh east by 3 PM going southeast to south before sunset, to south southwest at night. Visibility 100 yards after midnight to 6 miles at 7 AM, 8 at noon, and in PM. Sea smooth Paint base of tower. Keeper ashore for fresh food and mail 11AM to 3.30 PM.

May 28. Moderate southwest cloudy AM to partly cloudy at noon to fresh northwest rain squall at 5 PM, to moderate southwest at night. Visibility 4 miles Sea smooth Work on outboard motor Adjust and clean oil from timer points Grease gear box Test motor.

May 29. Calm light haze Visibility 2 miles and 3. Telephone out of order AM. Moderate to fresh west winds partly cloudy at 10 AM, to light west at noon, to fresh northeast and partly cloudy 1.30 PM to moderate by 3.30 PM. Visibility 4 miles at noon and in PM. Sea smooth AM Moderate sea in PM. Painting and routine work.

May 30. Light northeast early AM to calm and cloudy at sunrise, to light east at 6.10 AM, to calm and clear by 7 AM. Fresh to moderate west at noon to moderate to fresh west southwest in PM. Visibility 4 miles Sea smooth. Routine work.

May 31. Light southwest early AM Clear to moderate southwest 5.30 AM to light west northwest at 6.30 AM, to north to east before noon. Visibility 4 miles early AM to 8 at noon. Sea smooth Moderate southeast wind in PM to light north at 9 PM. Painting and routine work.

June 23 1939. Light southwest partly cloudy early AM to calm. Cloudy and rain at 8 AM. Light east at noon to east southeast in PM. Cloudy and rain. Visibility 6 miles sea smooth. Cut up 4 timbers and wedged shores under gutters north and south side of tower. Clean, Scrube deck Scrub paint and stow gear away.

June 24 1939. Light north cloudy overcast 5 Sea smooth to light east northeast Clear Observation 6 Sea smooth at 12 Noon to moderate east northeast clear Observation 8 Sea smooth at 3.30 PM. Cloudy at 5 PM Chipping paint off upper part of base.

June 25. 1939. Light east Cloudy Observation 0 1 to 3 AM. Then moderate east northeast Observation one half Sea smooth. Observation 5 at sunrise. Observation one at 8.10 AM. Observation 3 at 8.30 . Observation 1 at 10. Observation 4 at 11.30. Observation 6 at 1 PM to light northeast at 3 PM Partly cloudy at 5.30.

Check – Smith Dear
Mr. – ashore P.M. – 23rd June
Follow up see if reported
by him. –

EJ

No gales to Flurie
from 11/30 to Noon – 24th June
Phoned 12.05 P.M. 24 – Asst station Keeper
ashore about hour ago to point offshore
back about 2.00

Small

Apr 28 – wife ashore vacat.

29 – He came ashore
& returned 30th

May 1 – ashore & stayed
ashore until late P.M.

May 10 &

May 28 – ashore all day
long. & returned
night.

May 29 – ashore 30 & 31

Cleared for records
K

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

SUPT. OF LIGHTHOUSES
JUN 13 1931
2nd DIST. CHELSEA, MASS.

June 9, 1931.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

LIGHTHOUSES
1931 JUN 11 AM 9:16

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty (change of station and duties).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1500 per annum.

To: $1620 per annum.

Service and grade: Field.

Appropriation (unit):

See amended appointment dated June 1, 1931

2
N

GOVERNMENT PRINTING OFFICE 11—9051

COMMISSIONER OF LIGHTHOUSES

EJD

XXXXXXXXXXXXXXXXXXXXXXXXXXX

WASHINGTON DC JUNE 6, 1931.



Superintendent, Lighthouses,
Chelsea, Massachusetts.

RECOMMENDATION MERRILL B KING ACCEPTED BY DEPARTMENT APPOINTMENT TOM SMALL NOT YET APPROVED DUE TO LOSS OF PAPERS BEING RESUBMITTED TO DEPARTMENT WILL WIRE WHEN APPROVED.

PUTNAM.

CONFIRMATION.

GEE-RMC

CONFIRMATION June 6, 1931.

Message sent via Airways Radio,
East Boston, Mass. at 10.00 A.M.

To COMMISSIONER OF LIGHTHOUSES.

NO REPLY YET RECEIVED TO DISTRICT'S WIRE JUNE 4
RE STATUS RESIGNATION MERRILL B. KING AND APPOINT-
MENT TOM SMALL PLEASE ADVISE AS IT IS NECESSARY TO
FILL VACANCY AT ONCE

EATON
GP

RMC

GEE-RMC

June 4, 1931.

CONFIRMATION

Message sent via Airways Radio
at 3.30 P.M.

To COMMISSIONER OF LIGHTHOUSES.

PLEASE WIRE STATUS RESIGNATION MERRILL B. KING AS
KEEPER DEER ISLAND LIGHT STATION RECOMMENDED EFFECT-
IVE CLOSE MAY 31 ALSO STATUS APPOINTMENT TOM SMALL
TO ABOVE POSITION EFFECTIVE JUNE 1 NOMINATION FORM
73 FORWARDED MAY 25.

EATON

Form A-38

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

RECEIVED JUL 29 AM. 10:

SUPT. OF LIGHTHOUSES JUL 30 1931 2nd DIST. CHELSEA, MASS.

June 1, 1931.

AMENDED.

r. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective June 1, 1931 (change of station and duties).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER
Chief of Appointment Division.

From: $1500 per annum.

To: $1620 per annum.

Service and grade: Field.

Appropriation (unit):

Original furnished
T. Spence
7/31/31

2
E

GOVERNMENT PRINTING OFFICE 11—9051

RMC

May 25, 1931.

T. Small, Assistant Keeper,
Duxbury Pier Light Station.
(Through the Keeper)

1. You are advised that you have been nominated for the position of Keeper at Deer Island Light Station, Effective June 1, 1931, or as soon thereafter as you enter on duty, salary to be $1620 per annum. Hold yourself in readiness for this transfer about which you will be further advised.

GEO. E. EATON
Superintendent. GP

Copy for Keeper, Duxbury Pier Light Station: Advise office at proper time date on which Mr. Small leaves Duxbury Pier for Deer Island LH. Steps are being taken to secure a new assistant for your station.

Form 73,
GEB-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

Chelsea, Mass., May 25, 1931
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Promotion.

Name, Tom Small

Position, Keeper

Location, Deer Island Light Station.

Effective, June 1, 1931.

Legal residence, Massachusetts

Proposed salary, $1620 per annum.

Proposed range, $1620-1980

Appropriation, Salaries, Keepers of Lighthouses.

[1] ~~the actual date of entrance on duty,~~ or as soon thereafter as he enters on duty.

Former position, Assistant Keeper

Location, Duxbury Pier Light Station.

Former salary, $1500 per annum.

Former range, $1440-1800

Rank on eligible list, -- Rating, -- Percentage, -- , Other eligibles considered:

Previous incumbent, Merrill B. King

Reason, Resigned.

Services terminated, May 31, 1931.

Members of family in Government service, None

Date of birth, September 30, 1897.

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19----

Direct
Secretary, Civil Service District.

Superintendent. GP

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt. ✓
1st Asst. Supt.
Chief Clerk ✓
Asst. Clerk.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk ✓
3rd Clerk
4th Clerk
5th Clerk
Messenger
Watchman

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
MAY
25
1931
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Duxbury Pier Light Sta.
(Station, Depot, or Vessel)

May 25, 1931.

Thru the Keeper
Superintendent of Lighthouses
Chelsea, Mass.

Sir:

In event of a vacancy occurring of the position of Keeper, Deer Island Light Station I respectfully request to be considered for transfer to that station.

Tom Small
Assistant Keeper.

Frederick A. C. Bohm
Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Duxbury Pier Light Sta.
(Station, Depot, or Vessel)

May 25, 1931.

Superintendent of Lighthouses,
2d District.

Sir:

I respectfully request to be transfered from the position of Assistant Keeper Duxbury Pier Light Station to the position of Keeper, Beer Island Light Station.

Tom Small
Assistant Keeper.

Tom Small

102

SUPT. OF LIGHTHOUSES 2nd DIST. CHELSEA, MASS. APR 1931

DEPARTMENT OF COMMERCE
Bureau of Lighthouses
Washington

April 2, 1931

Chief Clerk
Asst. Supt
Draftsman
Junior Eng
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr

Superintendent of Lighthouses: Chelsea, Mass.

It is requested that the information indicated in the item checked below be furnished the Bureau promptly, with the return of the attached papers, if any.

NAME AND DESIGNATION Tom Small, Keeper

(1) Give date of entrance on duty, of transfer, or of resignation
(2) Furnish personal history sheet
(3) Furnish oath of office
(4) Furnish civil service form 375 in triplicate
(5) Submit form SS 66, showing last day served by temporary appointee
(6) Furnish standard form 13 in quadruplicate (abstract of official recor
(7) Furnish documentary evidence of date of birth as prescribed in civil service form 2473, attached.
(8) Submit inclosed nomination through the District Civil Service Secreta
(9) Miscellaneous

✓ Effective date of transfer authorized Feb. 1, 1931, or eod.

For the Commissioner:
R.J. Gross
Chief, Personnel Division.
~~Acting Commissioner of Lighthouses~~

WHC

District **Second** Date **April 6, 1931**

Returned to Commissioner of Lighthouses:

With advice that above transfer was effective February 1, 1931. Reference notice of change of compensation issued by Appointment Division dated January 20, 1931, stating Feb. 1, 1931, as effective date.

For and in the absence of the Superintendent.

~~Superintendent of Lighthouses.~~
Chief Clerk.

DCC

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
Asst. Supt.
Draftsman
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES FEB 6 1931 2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Minots Light Station.
(Station, Depot, or Vessel)

Feb. 4, 1931

Superintendent of Lighthouses,
Chelsea, Mass.

Sir: Mr. T. Small left the Shore Station for Scituate Pier Light Station Feb 4 at 3 p.m

Respectfully,
P. F. Tornberg,
Keeper.

Message received from Comm. of Lighthouses,
Washington, via Airways:

TRANSFER TOM SMALL APPROVED

(Signed) PUTNAM.

Rec'd June 11 EJC

BMLs note –

EB 03411

RMC

January 23, 1931.

Tom Small, 1st Asst.Keeper,
Minots Ledge Light Station.
(Through the Keeper)

1. There is forwarded herewith notice of change in your compensation effective February 1, 1931, covering your transfer to the position of assistant keeper at Duxbury Pier Light Station.

2. It is requested that you advise office when your quarters will be vacant so that new man can move in.

E

EATON
Superintendent.

Form A-38

11

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 20, 1931.

SUPT. OF LIGHTHOUSES JAN 23 1931 2nd DIST. CHELSEA, MASS.

M. Tom Small,

Through the Commissioner of Lighthouses.

LIGHTHOUSES 1931 JAN 21 AM 9:15

Sir:

You are advised that your compensation has been changed as indicated below, effective February 1, 1931 (change of station and duties).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

F. A. DELONG

Acting Chief of Appointment Division.

From: $1440 per annum.

To: $1500 per annum.

Service and grade: Field.

Appropriation (unit):

2
E

GOVERNMENT PRINTING OFFICE 11—9051

June 6, 1931.

Message received via Airways Radio

From Commissioner of Lighthouses, June 6.

RESIGNATION MERRILL D KING ACCEPTED BY
DEPARTMENT APPOINTMENT TOM SMALL NOT YET APPROVED
DUE TO LOSS OF PAPERS BEING RESUBMITTED TO
DEPARTMENT WILL WIRE WHEN APPROVED

/s/ Putnam

GEE-RMC

January 13,1931.

Tom Small, 1st Asst.Keeper,
Minots Ledge Light Station.
(Through the Keeper).

1. You are advised that you are being nominated for transfer to the position of Assistant Keeper at Duxbury Pier Light Station, effective February 1, 1931, salary $1500 per annum.

EATON
Superintendent.

Copy for Keeper, Duxbury Pier Light Station.

Form 73
GEB-RHC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Chelsea, Mass., (City) January 13,1931. (Date), 19....

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with increase in salary. Legal residence, Massachusetts

Name, Tom Small — Proposed salary, $1500 per annum

Position, Assistant Keeper — Proposed range, $1440-1740

Location, Duxbury Pier Light Station. — Appropriation, Salaries,Keepers of Lighthouses.

Effective, February 1, 1931 — [1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Former position, 1st Assistant Keeper — Former salary, $1440 per annum

Location, Minots Ledge Light Station. — Former range, $1380-1680

Rank on eligible list, -- Rating, -- Percentage, -- , Other eligibles considered:

Previous incumbent, Markus Peiffer — Services terminated, January 31,1931.

To be
Reason, Transferred to Cape Poge Light Station.

Members of family in Government service, None

Date of birth, September 30, 1897.

Remarks: The filling of above position is necessary for protection of life and property.(Ref. Bureau's unnumbered circular letter dated Nov.3,1930). Quarters are not provided at this station for families of keepers.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19.....

Direct
Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JAN 14 1931
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Minots Light Station
(Station, Depot, or Vessel)

Superintendent of Lighthouses
Chelsea, Mass.

January 13, 1930.

Sir:

I respectfully request to be considered for transfer to the position of Assistant Keeper, Duxbury Pier Light Station.

Tom Small
Assistant Keeper.

Approved via phone by Keeper.
T. S.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

SUPT. OF LIGHTHOUSES
OCT
31
1930
2nd DIST. CHELSEA, MASS.

October 16, 1930.

LIGHTHOUSES
1930 OCT 29 AM 9:05

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective October 16, 1930 (change of station and duties).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

F. A. DELONG

Acting Chief of Appointment Division.

From: $1320 per annum.

To: $1440 per annum.

Service and grade: Field.

Appropriation (unit):

2
E

Orig. funded
Inc. 11/3/30
Rec'd

GOVERNMENT PRINTING OFFICE 11—9051

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

SUPT. OF LIGHTHOUSES
OCT
23
1930
2nd DIST. CHELSEA, MASS.

October 21, 1930.

Superintendent of Lighthouses,
Chelsea, Massachusetts.

Your forms 73 of October 16, recommending an exchange in the positions of Keepers Samuel Perry and Tom Small, effective October 16.

These nominations have been submitted to the Department this date and Department action on them will be duly referred to your office. In view of the fact that the recommended transfer for Mr. Small is in accordance with Department letter of September 23, copy of which was referred to your office on or about September 24, and that Mr. Perry by letter of August 28 expressed his willingness to accept the transfer proposed in his case, the Bureau can not understand why it was not practicable to submit these recommendations in time to obtain Department approval before they were effected. Your report is accordingly requested in this matter.

W. P. HARMAN
Acting Commissioner of Lighthouses.

EJD

- -

EJC-RMC

Office of Superintendent, Second District,
Chelsea, Mass., October 24th, 1930.

1. Returned to the Commissioner of Lighthouses with report that it was not practicable to submit the above recommendations in time to obtain Department approval before they were effected as on account previous plans of the tenders as well as adverse weather conditions it was impossible to state any approximate date for the transfers.

EATON,
Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
OCT
20
1930
2ND DIST. CHELSEA, MASS.

Minots Light Sta., Mass.
(Station, Depot, or Vessel)

Oct 13, 1930

Superintendent of Lighthouses,
Chelsea, Mass.

Sir: Mr. Small of Gurnet Light Sta. reported by telephone his arrival at this Station to begin his duty as 1st Asst Kpr. Oct 13 at 4 p.m.

Respectfully,
P. F. Tornberg,
Keeper.

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
Inspector
2nd Clerk
3th Clerk
5th Clerk
Messenger
Gurnet Kpr.

RMC

October 17, 1930

Tom Small, 1st Asst. Keeper,
Minots Ledge Light Station.
(Through the Keeper)

1. You are advised that your transfer to the above position has been recommended to be effective October 16, 1930, salary $1440 per annum.

For and in the absence of the Superintendent.

Chief Clerk.

Form 73
GSE-R&C.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Chelsea, Mass., (City) October 16, 1930 (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with increase in salary — Legal residence, Massachusetts

Name, Tom Small — Proposed salary, $1440 per annum

Position, 1st Assistant Keeper — Proposed range, $1380-1680

Location, Minots Ledge Light Station — Appropriation, Salaries, Keepers of Lighthouses.

Effective, October 16, 1930 — [1] the actual date of entrance on duty, or as soon thereafter as he enters on duty.

Former position, Assistant Keeper — Former salary, $1320 per annum

Location, Plymouth Light Station — Former range, $1260-1560

Rank on eligible list, --- Rating, --- Percentage, --- , Other eligibles considered:

Previous incumbent, Samuel Perry — Services terminated, October 15, 1930

Reason, Transferred to Plymouth Light Station

Members of family in Government service, None

Date of birth, September 30, 1897.

Remarks: Mr. Small entered on duty prior to receipt of Department authority as this case was considered an emergency involving the protection of life and property. Quarters are provided at this station for families of keepers.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19-----

Direct

Secretary, Civil Service District. — Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

GEE*MEH

September 30, 1930

Master, Tender Lotus:

You are directed to move Assistant Keeper Small's household goods from Plymouth Lighthouse to Chelsea Depot. They are to be trucked from Chelsea to Cohasset.

Geo. E. Eaton
Superintendent

Copy to Keeper, Chelsea Depot,
for his information.

Superintendent

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

GEE*MEH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
SEP
29
1930
2nd DIST. CHELSEA, MASS.

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Supt Kpr.

SPECIAL
LIGHTHOUSES

1930 SEP 25 PM 3 43

September 24, 1930.

Commissioner of Lighthouses.

Subject: Tom Small, Assistant Keeper, Plymouth Lighthouse, charges preferred.

Reference: District's letter September 6, 1930.

It will be much appreciated if immediate action can be taken regarding Mr. Small's case, Assistant Keeper at Plymouth Lighthouse. He and the Keeper are continually quarreling, and it is in the interests of the Service to separate them as soon as practicable.

Geo. E. Eaton
Superintendent

RLC:LRF Bureau of Lighthouses, Washington, D. C., September 27, 1930.

Returned to the Second Superintendent with advice that the disciplinary action proposed in the case of Keeper Small was approved by Department letter of September 23, which was mailed to your office on or about September 24. If this letter is not received in due course, advise the Bureau further.

W. P. Harman
Acting Commissioner of Lighthouses.

GEE*MEH

SPECIAL

September 24, 1930.

Commissioner of Lighthouses.

Subject: Tom Small, Assistant Keeper, Plymouth Lighthouse, charges preferred.

Reference: District's letter September 6, 1930.

It will be much appreciated if immediate action can be taken regarding Mr. Small's case, Assistant Keeper at Plymouth Lighthouse. He and the Keeper are continually quarreling, and it is in the interests of the Service to separate them as soon as practicable.

Geo. E. Eaton
Superintendent

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Plymouth Light Station
(Station, Depot, or Vessel)

September 22, 1930, 192-

1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr
1st Clerk
2d Clerk
3d Clerk
4th Clerk
5th Clerk
Messenger
Janat Kpr

SUPT. OF LIGHTHOUSES
SEP
23
1930
CHELSEA, MASS.

Superintendent of Lighthouse,
Chelsea, Mass

Sir:

I wish to report that the light was thirty five minutes late, my watch September 15th.

Vaporizers were shifted because the vapor stream was deflected to a high angle. This is not an unusual occurance or proceeding with a vapor light.

The keeper evidently did not give all the facts, the chief difficulty due to dirty lamps, not cleaned for two months, drip was plugged.

I have cleaned lamps regularly till two months ago when keeper unfurled the Regulations, half of this work automaticly evolved upon keeper. I have been waiting since for him to do his share which never occured.

The standby lamp was not used because this incident occured shortly before sunset, still light or twilight. The standby gives a feeble glow at best when outside of lens, I deemed it unpractical to take the time and attention from vapor light long enough to break out standby lamp.

Since the keeper was in the tower fully fifteen minutes of this period it is significant that there were no orders or move made by him for other lamp.

Respectfully
Tom Small
Assistant Keeper.

Not Approved
F. A. Davis

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
SEP 24 1930
2ND DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Sept. 22, 1930

Superintendent of Lighthouses:

In regards to statements made in Mr. Small's letter of the 22nd. instant.

I wish to state that I cleaned the vaporizer Sunday, Sept. 14th and cleaned the Lamp and it was running in A.L condition. I further state that I was not in the Tower fifteen minutes on the night of the 15th, while the Light was out, as stated by Mr. Small but as soon as I discovered the Light out it was dark and I went right up. He had then remedied his trouble and turned the Light on, and was very scarcastic about it with me.

His statement is right that he don't clean the Light or change Vaporizers as he leaves it all for me to do, and when told to do these things he stalls around using up the time and cannot be trusted.

It is hoped that some action can be taken in the near future to remedy this cause.

Respectfully,
F. A. Davis, Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
Clerk
2nd Clerk
3rd Clerk
4th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
SEP
23
1930
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Light Station
(Station, Depot, or Vessel)

September 22, 1930.

Then the keeper.
Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

Referring to Superintendent's letter of September 19th
There is no record of the light being out during
my watch on September 16, 1930.

Respectfully.
Tom Small
Assistant Keeper.

Approved
F. A. Davis
Light was out on 15th
and not the 16th.
a mistake was made in the date

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt. ✓
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
SEP
20
1930
2nd DIST. CHELSEA, MASS.

Plymouth Light Station
(Station, Depot, or Vessel)

September 18, 1930, ~~193~~

Superintendent of Lighthouses,
Chelsea Mass.

Sir:

Wish to report again on this date the keepers unauthorized absence from the station on my period off duty, for private contract work.

Also falsification of record in this instance.

My report of September 17th may be verified by communicating with Keeper of Duxbury Pier.

Respectfully

Tom Small
Assistant Keeper.

Not Approved
F. A. Davis
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES SEP 20 1930 2ND DIST. CHELSEA, MASS.

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Sept. 15, 1930

Superintendent of Lighthouses:

You are informed that the Asst. Keeper did not return to this Station at the time allotted for his return, but was 7½ hours over due and giving no excuse.

We had thick fog during this period giving the writer a continuous watch in the Signal house of 32 hours. It has been customary for Keepers at this Station to return in case of bad or stormy weather when on temporary leave and especially not to overstay their leave.

Respectfully,
F. A. Davis, Keeper

GEE-MEH

September 26, 1930.

T. Small, Asst. Keeper,
Plymouth Light Station,
(Through the Keeper)

1. You are advised that the Bureau of Lighthouses at Washington has directed your transfer to the position of 1st Assistant Keeper at Minots Ledge Light Station, and you are therefore directed to make immediate arrangements for this transfer.

2. Advise this office the earliest practicable date on which your household effects will be in readiness, and instructions will be issued the tender to obtain same and deliver at Chelsea depot for transfer by depot truck to Cohasset shore station.

3. The salary of your new position will be $1440 per annum.

Eaton

GEO. E. EATON,
Superintendent.

Copy to Keeper, Minots Ledge
Light Station for his information.

EATON,
Superintendent.

Supt. W
Pri Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

SUPT. OF LIGHTHOUSES
SEP
25
1930
2ND DIST. CHELSEA, MASS.

September 23, 1930.

Commissioner of Lighthouses:

For the reasons given in the Second Superintendent's letter of September 6, 1930, the Department has approved the bureau's recommendation of September 15, 1930, that authority be granted to transfer Tom Small, keeper at $1320 per annum of Plymouth Light Station, Massachusetts, to the position of first assistant keeper at Minots Ledge Lighthouse.

By direction of the Secretary:

Respectfully,

Chief of Appointment Division.

Bureau of Lighthouses, Wash., Copy to 2nd Supt

A:N

W Supt. ✓
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES SEP 23 1930 2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Sept. 22, 1930

Superintendent of Lighthouses;

I wish to state that a mistake was made on my part in copying from the watch book the date the Light was out. It was the 15th of Sept. and not the 16th, 1930.

The Asst. Keeper seems pleased that I had made a mistake in the date and refuses to answer for the 15th.

Respectfully,
F. A. Davis, Keeper

GEE*MEH

September 20, 1930

Keeper, Plymouth Lighthouse:

1. Referring to Form 76, submitted by you covering three hours' leave taken by you on September 18.

2. Your attention in this connection is invited to Par. 135 of Instructions to Employees, Lighthouse Service, which states:

"Stations with quarters: Keepers are not considered absent from duty when engaged in regular routine of station, such as attending minor lights, getting supplies, mail, etc., and attending church, except where such absences exceed six hours in any one day, in which case the absence in excess of six hours, unless on official business and so shown on the record, shall be charged to leave, provided that all absences at night shall be recorded on Form 303 and so reported monthly on Form 65."

3. In view of the fact that your absence on the above date was not in excess of six hours, no charge will be made against your leave. You should, however, make proper note of the above absence in Form 303 (Record of Absence) as should always be done without fail in case of ~~leave~~ absence, indicating the exact time you leave and return to the station.

E.

Eaton
Superintendent

GEE*MEH

September 19, 1930

Assistant Keeper, Plymouth Lighthouse,
(Through the Keeper)

1. This office has been informed by the Keeper that the light at Plymouth Lighthouse was out on September 16 for thirty-five minutes during your watch, and that your reason was on account of changing vaporizers.

2. It is requested that you report on this, advising as to why the standby lamp was not used.

Eaton
Superintendent

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
SEP 19 1930
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Light Station.
(Station, Depot, or Vessel)

Sept. 18, 1930

Superintendent of Lighthouses:

In reference to the Asst. Keepers letter of the 17 instant. I wish to State that I am not coaling the Stations as stated, but have loaned my boat to my Father, Mr. Geo W. Davis, who is staying in a cottage here on the Gurnet, and is doing that work. On the 17 I went to Plymouth with him for the purpose of doing errands, such as getting a supply of gasaline for my truck on the Gurnet, as I am hauling sand and rocks for the cement work here, also provisions. Mrs. Davis took the childrem to school, then met me in Plymouth with her car to do errands.

The Asst. Keeper is always notified of my departure and return, but is trying hard to get something on me.

Respectfully,
F. A. Davis, Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt. ✓ 3/
1st Asst.
Chief Clerk 10
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
SEP 19 1930
2nd DIST. CHELSEA, MASS.

cc Copy to Keeper for report & effect statement in each case separate

SECOND DISTRICT

Plymouth Light Station
(Station, Depot, or Vessel)

September 17, 1930., 192

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

Wish to report this date that the keeper left the station while on duty sometime in the early A.M. to coal Duxbury Pier.

My interest in this matter is that I was off duty and asleep in bed and not notified of the keepers departure from the station.

Also there continued unauthorized departures by the keeper on my periods off duty cause much embarrassment in getting my child to school.

Wish also to report that the records at this station continue to be falsified by the keeper.

Respectfully,
Tom Small
Assistant Keeper.

Not a true statement
F. A. Caire
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt. ✓2
1st Asst. Supt.
Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

To asst- for report to this office today stand by lamp was not lit

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES SEP 19 1930 2ND DIST. CHELSEA, MASS.

PlymouthLt. Sta.
(Station, Depot, or Vessel)

Sept. 17, 1930

Superintendent of Lighthouses:

I wish to report to your Office that this Light was out on Sept. 16, for 35 minutes, during the Asst. Keepers watch. His only excuse given that he changed vaproizers. He also failed to to put the emergency lamp in the Lantern therefor showing no light at all.

Respectfully,
F. A. Davis, Keeper

GEE*MEH

September 13, 1930.

Keeper, Plymouth Lighthouse:

1. Your letter of September 10 has been received regarding taking the children home from school.

2. This is a matter which you must decide and work out, and if the Assistant will not go after the children it is evident that you will have to.

3. In answer to your last paragraph, you are informed that upon receipt of information from the Bureau you will be notified.

Eaton
Superintendent

Form 65

MONTHLY REPORT OF LIGHT STATION, DEPOT, OR LIGHT VESSEL

Supt. ✓ W.
1st Asst. Supt.
Chief Clerk 10
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

SUPT. OF LIGHTHOUSES 2nd DIST. CHELSEA, MASS. AUG 9 1930

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FROM Plymouth "Gurnet" LIGHT Sta., FOR MONTH OF July, 1930

Below is submitted my report showing the condition of the above light station, depot, or light vessel, with notes regarding necessary repairs, or other matters requiring official attention, and a list of the absences of employees during the above month.

1. LIGHTHOUSE, TOWER, OR VESSEL: Good.

2. ILLUMINATING APPARATUS: Excellent

3. FOG-SIGNAL APPARATUS: Excellent

4. RADIO APPARATUS:

5. OTHER BUILDINGS AND GROUNDS, OR HULL AND MACHINERY: Good.

6. BOATS, AND MISCELLANEOUS REMARKS (state boat numbers): None.

7.

Supplies on hand will last No. of DAYS shown below.	
Water	365
Coal	30
Provisions	30
Kerosene	75
Gasoline	~~7~~
Fuel oil	75
Lubricating oil	

11—963

GOVERNMENT PRINTING OFFICE

8. Report of Absences of Employees During Above Month:

Name of Absentee	Left Station		Returned to Station		State Purpose or Necessity of Absence
	Date	Hour	Date	Hour	
Davis	1	11 a m	1	4 P m	Plymouth Mail & Pass.
Small	3	9 a m	3	5 P m	Attend funeral of friend
Davis	4	5 P m	5	9 30 a m	Leave
Small	5	12 N	5	3 P m	Shopping, pro, etc
Davis	5	4 P m	5	6 P m	Duxbury, P.O.
Small	7	6 a m	21	8 P m	Annual Leave
Davis	11	2 P m	11	5 P m	Duxbury P.O.
Davis	13	5 P m	13	6 P m	Sunday Papers
Davis	15	7 a m	15	10 a m	Squash to tend Boat
Davis	17	10 a m	17	12 N	Took Addl Keeper to Duxbury
Davis	20	7 a m	20	10 a m	Sunday papers
Davis	22	10 a m	22	4 P m	Plymouth mail, pro, etc
Small	23	2:30 P m	23	4 P m	Mail & pro.
Small	25	1 P m	25	4 30 P m	Repair Car.
Davis	26	11 a m	26	4 P m	Plymouth & pro. mail,
Small He to Dublin + clear ships	28	6:30 a m	28	6 P m	Personal Business
Small	30	2 P m	30	6 P m	Work on car

To Superintendent of Lighthouses,

Chelsea, Mass

(Sign here) J. A. Davis
(Keeper or Master)

Date, Aug 1 1930 Duxbury, Mass.
(Post office address)

INSTRUCTIONS

1. This form should be carefully made out by keepers of light stations, lighthouse depots, and by masters of light vessels, and sent to the superintendent on the first day of each month.

2. In reporting the condition of your station or light vessel under the different headings you will use the words "Excellent," "Good," "Fair," or "Poor."

3. You are directed to report repairs which in your opinion seem urgent, or any other matter requiring official attention, and to briefly and clearly describe the difficulty.

4. If more room is needed than is provided for any subject, you may use a blank sheet of paper and attach same to the form.

5. Masters of light vessels and keepers of light stations should complete Paragraph 7 by filling in the number of days and adding any other article of supplies which will soon be needed, and give the number of days for each item so added.

11—963

6. Absence on account of illness should also be reported under Paragraph 8.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

SUPT. OF LIGHTHOUSES
SEP
11
1930
2nd DIST. CHELSEA, MASS.

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Sept 10, 1930

Superintendent of Lighthouses:

I wish to report that on Sept. 9 the Asst. Keeper at this Station refused to go after the school children until after 4 P.M. and they get out at 2 P.M. making it about 2½ hours they have to wait. His reason was that he was on watch. We have always taken turns getting them back and forth. I or Mrs. Davis take them in the morning and Mr. Small gets them at night and the watch falls to the remaining Keeper on the Station.

The Town of Plymouth is paying for this transportation and Mr. Small receives one half. On the 9th I asked him if he would go and he refused so I went after them myself. When I returned he got in his car and went up the beach without even speaking to me. Mrs. Small was in the car and whem they started off she asked him if he was going to speak to Frank, his remark was , no, to Hell with him. My Father was standingwith me not a stones throw from them when this remark was passed.

If something is not done at once to relieve this situation, other arrangements will have to be made for the children. I have three going to school, one for the first time, and Mr. Small has one., and they can not hang around the streets in Duxbury with no place to go.

Respectfully,
F. A. Davis, Keeper

cc
Tree this matter of asked
claim is one for the Keeper
& decide I went out - if
he won't go Keeper go himself
as & last Par. Upon this
further advise - upon receipt
of information from Supt E

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

Supt.
Lt Keep. Supt.
Chief
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Owner Equ.

SUPT. OF LIGHTHOUSES
SEP 10 1930
2ND DIST. CHELSEA, MASS.

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Sept. 8, 1930

Superintnendent Of Lighthouses:

I wish to report that on Sept. 4th, while working on forms for oil tanks next to oil house, the Asst. Keeper steps inside of the oil house and lighted his pipe. As soonas I had discovered what he was doing in there I called his attention to the great danger of fire with case oil therein.

He used foul language and said that was nothing. He also keeps a stove in his wood shed with a light gauge smoke pipe that gaes out through the side of the shed, not extending more than 6 inches on the roof making a good fire trap on the Station. I told him I did not want it there and he said he would like to see any one stop him.

Another thing I wish to call your attention to , is that he fills the alcohol torches in the tower when they are hot causing some danger.

Respectfully, F. A. Davis, Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Sept. 9, 1920

Superintendent of Lighthouses:

To save correspondence I will now answer charges preferred against me by the Asst. Keeper on Sept 5th during my absence.

1. I did not know that Keepers had any special hours off duty. During our absence the watch falls to the remaining Keeper.

2. Working hours at this Station are from 8 A.M. to 12 noon. Stormy weather I plan to do inside work and good weather outside.

3. The Station work is not stopped to make any contracts on Mr. Small's time," as he has stated". It seems to me that the work to be done on a Station should be left to the Keepers discrestion and not the Assts.

4. The No. 2 motor in signal house will have carbon removed when deemed necessary by the Keeper, and not to please the Asst.

5. The Asst. Keeper has not the ability to carry on the nature of repair work being done at this Station, therfore leaving it for the Keeper to do, while he spends most of his time at the old farm house, on the Gurnet with a Mr. James Gilmore, the farmer, who sympathizes wiht him in regards to his trouble at the Lighthouse.

6. I am not absence from the Station for hours and stand watch for watch with the Asst. Keeper. The record of absence and watch book are always accessable to the Asst. Keeper,

Respectfully,
F. A. Davis, Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Capt.
1st Asst.
Chief Clerk
Asst. Clerk
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES SEP 11 1930 2nd DIST. CHELSEA, MASS.

SUPT. OF LIGHTHOUSES SEP 6 1930 2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Light Station
(Station, Depot, or Vessel)

September 5, 1930

Superintendent of Lighthouses,
Chelsea Mass.

Sir:

I respectfully request that your office take some measures to stop the keepers depredations for his own profit and convenience into my hours off duty.

Practically the same situation as outlined in my counterclaims of August 21st goes blythly on.

Some five or six projects are started on the station worked on a few hours and dropped in various stages of completion. The station work stops while the keeper contracts outside on my time. I would like to see the garage finished also whistle house and, except cleared of cobwebs. and many of the small repair jobs but have no desire to do all of this work myself, under the present arrangement here.

The keeper is absent from the station for hours while on duty, on watch, no record is made of this.

The watch book and record of absence are still kept in the keepers quarters, being inaccessible to me at times.

Respectfully
Tom Small
Assistant Keeper.

Forwarded in absence
of keeper.
T. S.

Disapproved
F. G. Davis Keeper

Note - Keeper left station on approval Sept 5 + opportunity to mail this letter for 4 hours sept 5 + opportunity to mail this without Keepers Signature who later took advantage of

GEE-MEH

September 6, 1930.

T. Small, Assistant Keeper,
Plymouth Light Station,
(Through the Keeper)

1. Returned herewith is your letter of September 5, to be submitted to this office through the Keeper, in accordance with regulations.

2. You are advised that advantage should not be taken of the temporary absence of the keeper to submit a report.

EATON,
Superintendent.

5. Upon receipt of the above information charges were preferred by this office against the Assistant Keeper, as per copy attached, and reply was made thereto as per copy also attached. Accompanying the Assistant's reply to the charges were countercharges preferred by him against the Keeper, copy of which was forwarded the Keeper for report. Copy of said charges and Keeper's reply are also attached.

6. The Keeper's charges against the Assistant are believed to be fully substantiated in all respects, while those of the Assistant against the Keeper certainly are not. For its information, the Bureau is advised that Plymouth Lighthouse is one of the best kept stations in this district, and one to which it is seldom necessary to send workmen tomake repairs, all such repairs being made by the Keeper himself who has done much during his period of service to improve the station.

7. Regarding the fog signal engine which the Assistant claims in his charges was allowed by the Keeper to remain dismantled from July 7 to August 20, 1930, the Superintendent has personal knowledge that this engine was dismantled by the Assistant during the absence of the Keeper while on authorized leave, and the Assistant ordered piston rings for same when spare rings were on hand at the station but through ignorance he did not realize this fact until the new rings had been delivered at the station.

8. Assistant Keeper Small was formerly Keeper of the Narrows Lighthouse in this district where he kept an excellent station until it was completely destroyed by fire, while he was burning paint on the tower. This accident deprived him of his position as Keeper. However, he was given employment as laborer at Chelsea Depot, then appointed Additional Keeper for a short period until his transfer to the position of Assistant Keeper of Duxbury Pier Lighthouse, and upon his own request was finally transferred to his present position of Assistant Keeper of Plymouth Lighthouse. It appears that this man having been Keeper for so long at the Narrows Lighthouse feels too capable to take orders from a superior, and it is therefore not for the interests of the Service to allow these two men to remaintogether at the same station.

9. In view of the above facts it is recommended that authority be granted to transfer Assistant Keeper Small from Plymouth Lighthouse to the position of 1st Assistant Keeper at Minots Ledge Lighthouse, and should Small refuse to accept this transfer that he be dismissed from the Service.

10. Early action on the above matter is respectfully requested.

GEO. E. EATON
Superintendent

GEE*MEH

September 6, 1930

Commissioner of Lighthouses.

Subject: Tom Small, Assistant Keeper, Plymouth Lighthouse, charges preferred.

1. Forwarded herewith for the Bureau's consideration are copies of recent correspondence between this office, the Keeper of PlymouthLighthouse, and his Assistant, including charges preferred by theKeeper against his Assistant and countercharges preferred by the Assistant against the Keeper.

2. The first intimation this office had regarding any difficulty existing between the above two employees was on August 13, 1930, when letter was received from the Keeper in which it was stated that the Assistant refused to obey certain official orders, especially in regard to making proper entry in the Record of Absence Book before leaving thelight station as well as completing the entry upon return. Upon receipt of said communication a letter was immediately forwarded the assistant directing him to obey, with proper deference and respect, all lawful orders of his superior. The Keeper was also accordingly directed to report any further disobedience on the part of his Assistant.

3. On August 16 another letter was received from the Keeper advising that the Assistant left the station at 8 A.M. on August 14 and did not return until 10:30 P.M. the following day. This leave was taken without the permission of the Keeper, neither was Form 76 (Request for Leave) submitted, this being the second time unauthorized leave was taken, the Assistant leaving the station at 6:30 A.M. and returning at 6 P.M. on July 28. Form 76 covering both these periods were not received at this office until August 20, not approved by the Keeper.

4. A second letter received the same day from the Keeper advised that the Assistant upon receipt of office letter directing him to obey lawful orders, et cetera, invited the Keeper to fight the matter out for reporting him to the Superintendent, using profane and abusive language. The Keeper refusing to do so proceeded about his duties, and shortly after the Assistant still in a fighting mood requested Forms 76 to cover the leave already taken by him.

CHR*MEH

REGISTERED MAIL

August 19, 1930.

Tom Small, Assistant Keeper,
Plymouth Lighthouse,
(Through the Keeper)

1. The following charges, relative to your conduct as Assistant Keeper at Plymouth Lighthouse, have been preferred against you by the Keeper, all in violation of the Regulations for this Service:

a) Continual disobedience of orders given you by the Keeper in not carrying out routine work of station, such as making proper entries in Record of Absences of Keepers from station, hanging lantern curtains during the daytime period.

b) Leaving the station without authority of the Keeper, and without applying for leave of absence, Form 76, from 8:00 o'clock A.M. on August 14, 1930 until 10:30 P.M. on August 15, 1930, as well as your absence from 6:30 A.M. to 6 P.M., July 28.

c) Use of profane and abusive language toward the Keeper for reporting your disobedience of orders to the Superintendent.

d) Your invitation to the Keeper to fight out your differences in the back yard, thereby influencing him to violate the Lighthouse Service Regulations.

2. You will be allowed a period of three days to answer the above charges in writing, and your answer hereto must be expressed in temperate language, free from any countercharges, and relate specifically to the matters referred to in the charges. If you have any counter charges to make, they may be put in a separate letter. All correspondence is to be forwarded through the Keeper.

EATON
Superintendent

copy-meh

DEPARTMENT OF COMMERCE
Lighthouse Service

Second District

Plymouth Light Station

August 22, 1930

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

Relative to charges preferred against me by Keeper of PlymouthLight Station.

A. Laxity in making entries in Form 303 mostly due to inacessibility of book which is habitually kep in Keepers quarters among personal effects.

The Keeper suggested curtains be hung, as I understood for benefit of summer residents up till Labor Day. This resulted in a misunderstanding as I had just done a paint job in tower. The matter being further discussed the suggestion was obeyed on following morning. No direct order was given at any time.

B. Form 76 on dates mentioned in charges should be found infiles of your office, approved under signature of Keeper.

C. At no time have I used profane or abusive langugage toward the Keeper. My voice may have been hard, reverting to military habit under stress of excitement. The only statements I can recollect of making to the Keeper on that occasion were: "Davis you've gone toofar". "You never finished anything in your life". "I'll finish this job for you".

D. The invitation is still cordial but unaccepted. It is directed to Mr. Davis personally, not to the Keeper as vested with Goverament authority.

Respectfully,

/sgd/ Tom Small

Assistant Keeper

This letter is not
approved of.

/sgd/ F A Davis
Keeper

copy-meh

DEPARTMENT OF COMMERCE
Lighthouse Service

Second District

Plymouth Light Station

August 22, 1930

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

I charge the Keeper of Plymouth Light Station with the following violations of the Regulations and of conduct unbecoming to an officer in the service:

(A) Setting a bad example by:

1. Continual neglect of making proper entries in Form 303, especially for absences at night.

2. Neglect of signing Watch Book, sometimesfor weeks.

3. Urging a subordinate to make improper entries in Form 303 and to neglectduty by sleeping on watch.

(B) Neglect of duty and inefficiency by:

1. Allowing outside interests to interfere unduly with station work and routine.

2. Habitually sleeping on watch.

3. Allows fog signal engine to remain disassembled from July 7 to August 20, 1930.

4. Disorderly collections of junk, litter, and rubbish allowed to collect about station between probable dates of inspection.

5. Failure to adhere to own instructions regarding leaving station unattended.

copy-meh

6. Failure to notify Assistant on leaving station.

7. Violation of Article 18: Keeper boasts of his dirty hands and ridicules Assistant for ordinary cleanliness in this respect.

8. Habitual neglect of such duties as to fill oil and fuel tanks when watch is relieved. Constant failure to fill alcohol containers in tower. Neglect to fill oil tank on light, causing same to be out.

(C) Oppression of subordinate by:

1. Persisting in petty practices calculated to infuriate a subordinate as: pollution of drinking water, constantly belittling subordinates work, and taking credit for same.

2. Attempts to dictate whom subordinate may choose for friends, speak to or associate with on and off Government reservation.

3. Assumes attitude that Regulations are for Assistant only and that Assistant should do heft of station work, leaving Keeper free to devote his time to outside interests. Any abordinate resenting this arrangement is subject to a persistent campaign toward his riddance. The Keeper has been so successful in the past as to be cock-sure in this occasion.

I recommend and urge that the Superintendent investigate this matter, make inquiry from preceding subordinates and people living in the vicinity of the reservation who have some inkling of the conduct thereon.

Respectfully,

/sgd/ Tom Small

Assistant Keeper.

This letter is
not approved of.

/sgd/ F A Davis
Keeper

copy-meh

DEPARTMENT OF COMMERCE
Lighthouse Service

Second District

Plymouth Lt. Station

August 27 1930

Superintendent of Lighthouses:

Herewith is report on charges preferred against me by the Asst. Keeper at this Station.

A.

1. Form 303 is always signed by me day or night at all times and form 76 is forwarded to your Office for all leave exceeding 6 hours.

2. Watch book is kept signed up by the Keeper but not by the Assst. Keeper.

3. The subordinate has been urged and begged to keep Form 303 signed up and not neglect his Light or Signal by sleeping on watch.

B.

1. Outside interests do not interfere with Lighthouse duties in any respect andlong working hours, withgreat interest, are put in the Station work by me, such as can be seen by visiting the Station.

2. I have never slept on watch or made any habit of same without a responsible person for a relief.

3. The Fog Signal engine No. 1 was disassembled by the Asst. Keeper during my two weeks vacation. When I returned the parts were strewn over the Signal House and in a dirty condition with oil and carbon. Some correspondence had been taken up with the Office in regards to rings. New rings at the time were in the top of the Signal House with other spare parts. When I returned to the Station and got other more important things attended to, such as clearing clockworks and No. 2 motor tuned up, I started to assemble No. 1 motor and had her running Aug. 15 with new rings and in good condition. The Asst. Keeper did not help to assemble the motor or have anything to do with it as he kep t away from the Signal House.

4. No junk or litter has been kept around Station between any probable dates, only lumber from old barn that was necessary to use in new garage, at the time of taking down old building.

5. This Station has not been left unattended to my knowledge unless it was during my absence and the Asst. Keeper was supposed to be here.

6. The Asst. Keeper has always been notified on my leaving the Station, in some cases when he was not inthe house and around the Station I have asked his wife to deliver the message for me.

7. I do not boast of dirty hands or redicule the Asst. Keeper for ordinary cleanliness, but I have called to his attention that it is necessary to clean oil and grease from crank case of air compressors and other parts of motor or motors on the Station and that the oil will not soil his hands.

8. Oil and fuel tanks arekept filled at all times. Alcohol containers in tower should not be filled when they are hot by the Keeper who lights up but by the Keeper who extinguishes the Light in the morning, as there is some danger of fire. Mr. Small wishes the containers filled his way. The light has never been out through any neglec t on my part to fill oil tank.

C.

1. No petty practices are calculated to infuriate a subordinate and no drinking water has been polluted by me. It seems that Mr. Small has gone a little too far in making any such statement as this is a criminal offence. All work done on this Station is credited to both Keepers as can be seen in the Journal.

2. No dictation has been made as to whom subordinate may choose for friends or to associate with, on or off Government Property.

3. No attitude is assumed that the Regulations are not for both the Keeper and Assts. and the heft of the work is not done by Mr. Small as he is in no condition to do so. Most of the time he stays out with friends playing cards half of the night then is supposed to stand a good watch the remainder.

In regards to work about Station hehas nointerests and that leaves everything for me to do.

Respectfully,

/sgd/ F A Davis
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt. ✓
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Asst Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
AUG 23 1930
2nd DIST. CHELSEA, MASS.

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

August 22, 1930

Superintendent of Lighthouses:

I wish to report that on the night of the 21st instant, the Asst. Keeper reported to me that the Light went out at 10 P.M., reason he gave, no oil in tank.

As it is my turn this month to keep the tank filled, I at once knew he was making a false statement. This tank is filled every 3 days, to a filling mark on the tank, without fail. In the morning the tank was measured and found to be over half full.

I have made an entry in my Journal to correspond with this letter. If the Light was out I have no way of knowing what the cause was or the duration of time.

Respectfully,
F. A. Lewis, Keeper

✓

SUPT. OF LIGHTHOUSES AUG 21 1930 2nd DIST. CHELSEA, MASS.

RETURN RECEIPT

Received from the Postmaster the Registered or Insured Article, the original number of which appears on the face of this Card.

Frank A. Davis
(Signature or name of addressee.)

Albert L. Davis
(Signature of addressee's agent.)

Date of delivery, _____, 192

Form 3811 GOVERNMENT PRINTING OFFICE 05—6116

Charges - Tom Small - File -

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Sup. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES SEP 3 1930 2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Aug. 31, 1930

Superintendent of Lighthouses:

I wish to report that on Aug 30, 12 mid. I was relieved from watch by the Asst. Keeper. We had thick fog and No1. motor running in A 1. condition. At 8 A.M. Aug 31, when I relieved the watch again he informed me that the motor had run for one hour without pumping water during his watch.

He has been previously instructed that in such a case he was to call me or shift motors, that by no means run a motor unless she is properly functioning, in which he failed to do.

I also found the Signal house floor covered with oil, grease, and water and in a very dirty condition. He makes a practice of leaving the Signal House in this condition, making it dangerous moving around the flywheels in case any one would slip and fall into them.

It is hoped that a change will remedy conditions at an early date.

Respectfully F. A. Davis Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES 2ND DIST. CHELSEA, MASS. AUG 20 1930

Plymouth Light Station
(Station, Depot, or Vessel)

August 16, 1930

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

Acknowledgment is made of Superintendent's letter of August 14th.

Considering the keepers record at this station, it is suggested that the reprimand might be lasty.

Respectfully,
Tom Small
Assistant Keeper.

Countersigned
Davis
Keeper

Davis handled this letter Small

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst. Supt.
Chief
Asst. Supt.
Draftsmon
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
AUG
20
1930
CHELSEA, MASS.

SECOND DISTRICT

Plymouth Light Station
(Station, Depot, or Vessel)

August 18, 1930, 193

Superintendent of Lighthouses.
Chelsea, Mass.

Sir:

1. Referring to Superintendent's letter of August 19th. Enclosed Form 76 covering absence.
2. Most of this time was spent trying to remidy an intolerabe situation which has since come to your attention. Was in doubt whether time was chargable to annual leave.
3. If I waited for the Keepers approval before leaving station, myself and family would be apt to starve.

Respectfully
Tom Small
Assistant Keeper.

Not approved
F. A. Davis

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
AUG
20
1930
2nd DIST. CHELSEA, MASS.

REQUEST

Plymouth Reglt Sta August 18, 1930
(Station)

SUPERINTENDENT OF LIGHTHOUSES, 2d. DISTRICT:

I respectfully request that I be granted 12/24 days of shore liberty or leave, from 6.30 A.M. July 28. to 6 P.M. July 28, inclusive, 1930. I have had 16 5/24 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

Substitute not required
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Address indefinite, traveling
(Street or R. D. Route) (City) (State)

Forwarded. ~~Approval recommended.~~
~~Proposed substitute is considered satisfactory and competent.~~

F. O. Davis
Keeper.

Tom Small
(Applicant's signature)

Asst. Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, ... DISTRICT, ..., 19.....

The above application for shore liberty or leave is hereby approved for ..... days, from

..... to ....., inclusive, 19.....

Substitute ..... be furnished during this absence.
(Insert "must" or "need not")

.....

Superintendent, ... *Lighthouse District.*

FINAL REPORT

Absence begun: At 6.30 P. M. July 28, 1930.
(State nearest hour)

Returned to duty: At 6 P. M. July 28, 1930.
(State nearest hour)

Period of absence: 12/24 days.

Period charged: 12/24 days.

Tom Small
(Applicant's signature)

Asst. Keeper
(Title)

Certified correct and forwarded.

F. O. Davis
Keeper.

11—882 GOVERNMENT PRINTING OFFICE

Form 76

SHORE LIBERTY OR LEAVE OF ABSENCE OF KEEPERS

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES AUG 20 1930 2nd DIST. CHELSEA, MASS.

REQUEST

Plymouth Light, August 16, 1930.
(Station)

SUPERINTENDENT OF LIGHTHOUSES, 2d DISTRICT:

I respectfully request that I be granted 1 15/24 days of shore liberty or leave, from August 14 to Aug 15, inclusive, 1930. I have had 14 14/24 days shore liberty or leave to date during this calendar year.

This application for shore liberty or leave is made in accordance with regulations governing this subject for this class station and with the understanding that I furnish, if required, at my own expense, a substitute competent in all respects to perform my duties and who will be satisfactory to you.

The name and address of the substitute I propose to furnish follow:

Substitute not required.
(Name) (P. O. Address)

If leave is granted, my address during absence will be as follows, and any change will be reported to the keeper in charge of the station:

Address indefinite, traveling, ,
(Street or R. D. Route) (City) (State)

Forwarded. ~~Approval recommended.~~
Proposed substitute is considered satisfactory and competent.

F. A. Davis
Keeper.

Tom Small
(Applicant's signature)

Asst. Keeper
(Title)

AUTHORITY

OFFICE OF SUPERINTENDENT, ... DISTRICT, ..., 19.....

The above application for shore liberty or leave is hereby approved for ..... days, from

..... to ....., inclusive, 19.....

Substitute ..... be furnished during this absence.
(Insert "must" or "need not")

.....

Superintendent, ... Lighthouse District.

FINAL REPORT

Absence begun: At 8 A. M. Aug 14, 1930.
(State nearest hour)

Returned to duty: At 11 A. M. Aug 15, 1930.
(State nearest hour)

Period of absence: 1 15/24 days.

Period charged: 1 15/24 days.

Certified correct and forwarded.

F. A. Davis
Keeper.

Tom Small
(Applicant's signature)

Asst. Keeper
(Title)

11—882 GOVERNMENT PRINTING OFFICE

GEE*MEH

August 26, 1930.

Keeper, Plymouth Lighthouse:

1. Inclosed is copy of a letter received from the Assistant Keeper of Plymouth Lighthouse, preferring charges against you as Keeper.

2. It is requested that you make a report on these charges to this office by letter. Be specific in your reply and answer each charge separately.

GEO. E. EATON
Superintendent

GEE*MEH

August 26, 1930.

Keeper, Plymouth Lighthouse:

1. In reply to your letter of August 23, you are informed that no erasures were noted in the two letters submitted by Mr. Small, Assistant Keeper, on August 22.

EATON
Superintendent.

CHELSEA, MASS.
31 MARGINAL STREET
OFFICE OF SUPERINTENDENT, 5D DISTRICT

CHELSEA, MASS.
SUPERINTENDENT OF LIGHTHOUSES
ADDRESS ALL CORRESPONDENCE TO

LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
AUG 25 1930
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

August 23, 1930

Superintendent of Lighthouses:

It has been noticed that a can of Sanfords ink eraser has been moved from my desk.

Mr. Small's answering charges Preferred

You will note that in signing ~~his~~ letters I wrote on the left hand corner in this manner, (This letter is not approved of.) and signed. Pleased note if there has been any erasers made.

In regards to counter charges Mr. Small has made against me, I respectfully refer you to par. 111., General Instructions, making false statements reflecting on the character and conduct of a superior, malicious talebearing to officiers in authority, or detrimental criticism of the same character, whether orally or in writing, will be considered cause for the dismissal of the offender.

Mr. Small is continually reminding me of things undone about the Station, he is draining oil from tanks and oil cups and causing me to refill them, then pretending he don't know how they happened. He don't wipe the motors in Signal House and is destroying curtains in Lantern by rough handling and folding them in place of hanging them proper, also pulling the rings from corners and making them ragged.

It is my request that Mr. Small be suspended from duty until further actions can be taken. See. par. 90. General instructions.

Respectfully,
F. A. Davis, Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
AUG
18
1930
2nd DIST. CHELSEA, MASS.

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

August 16, 1930

Superintendent of Lighthouses:

I wish to report that after the Asst. Keeper at this Station received letter of the 14th. instant, instructing him to obey lawful orders given him regarding Lighthouse duties, he was greatly oppressed using profane and abusive language to me for reporting him to the Office.

He finally invited me in the back yard to fight it out. I refused and informed him I did not care to argue with him and walked off.

Shortly after he came in requesting the Record of Absence and form 76 to cover his leave, and still in a fighting mood.

I respectfully request that an investigation by you take effect at your earliest convenience, as Mr. Small is very unsatisfactory at this Station regarding rules and regulations and is continualy trying to influence me to abuse them to full extent myself.

F. A. Davis
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES AUG 18 1930 2ND DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

August 16, 1930

Superintendent of Lighthouses:

I wish to report that the Asst. Keeper deserted this Station from 8 A.M. on the 14th to 10:30 P.M. on the 15th, without form 76 or asking permission to go. He came in signed the form 303, shore Liberty and informed me he was going ashore and stayed away over 38 hours.

Herewith enclosed you will find record of absence for this month as is at this time, unsigned.

Mr. Small wants everything run his way and the both of us ignore the rules altogether and be able to jump ship, as he calls it, whenever he wishes without saying anything to anyone or signing any records.

I would suggest giving him his former position back as Add. Keeper and exchanging Mr. Parsons here, as Mr. Small has not made good and there is only room for one principal Keeper on a Station.

F. A. Davis

Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES AUG 18 1930 2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

August 16, 1930

Name of Person	Left Sta. Date	Left Sta. Hour	Returned to STa. Date	Returned to STa. Hour	State purpose or necessity of absence
	1				
Davis	2	9 A.M.	2	1P.M.	Mail & Prov.
	2				
	3				
Davis	4	1 P.M.	4	6 P.M.	Mail etc, Plymouth
	5				
	6				
Small	8	2 P.M.	8	3 30/P.M.	Mail supplies etc.
Small	9	3 P.M.	8	4 P.M.	Provisionseetc.
	10				
	12				
Davis	12	1 30/PM	12	6 P.M.	Mail & Prov.
Small	13	4 P.M.	13	4:45 P.M.	Mail & Groceries
Small	14	8 A.M.			Shore Liberty

P.S.
The blank places were Mr. Smalls time unknown Capt. Kept.

GEE*MEH

August 14, 1930.

Tom Small,
Asst. Keeper, Plymouth Lighthouse,
(Through the Keeper)

1. This office is advised by the Keeper that his instructions to you as to official duties are not carried out, that you neglect (as per instructions) to sign the record of absence book before you leave the station, and that you refuse to hang the lantern curtains in the tower.

2. You are advised that you are to obey all the lawful orders of the Keeper promptly and willingly and with the proper deference and respect.

3. It is hoped that it will not be necessary for any further action. Be guided accordingly. The Keeper has been instructed to report to this office any further disobedience or refusal to carry out his orders.

Eaton

EATON
Superintendent.

Copy for Keeper, Plymouth Lighthouse. Advise the office if there is any further trouble, especially if he refuses to obey orders relating to station work.

Eaton

EATON
Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Dupt. ✓
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
AUG 13 1930
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Gurnet Lt Sta.
(Station, Depot, or Vessel)

August 12, 1930

Superintendent of Lighthouses:

I respectfully request that you inform the Asst. Keeper at this Station, that all orders given him by me are to be carried out, that is in the line of Lighthouse duties, such as signing the record of absences, hanging Lantern Curtains, etc.

It is necessary for me to go up and hang the Lantern curtains when it is his morning watch as he refuses to do so.
P. S. Check last months record of absence.

F. A. Davis, Keeper

GEE*MEH

August 15, 1930.

Tom Small, Assistant Keeper,
Plymouth Lighthouses,
(Through the Keeper)

1. On the Monthly Report for Plymouth Lighthouse for July, submitted by the Keeper, it is noted that you were absent from 6:30 A.M. to 6 P.M., July 28 on personal business, although this office has no record of receiving a Form 76 covering the period taken.

2. Submit a Form 76 for your absence and also state why you did not forward it before.

EATON
Superintendent.

GEE-HL

December 18, 1929

Commissioner of Lighthouses:

Subject: Senate Bill to compensate Tom Small for property destroyed by fire at Narrows Light Station.

Reference: Bureau's endorsement December 11 on memorandum December 10, 1929.

1. Itemized statement of articles lost, which was previously forwarded to the Bureau, is not on hand at this office, same having been returned to Small at his request. Bureau's endorsement of August 13 on Superintendent's letter August 7, 1929 (Bureau's file 2520E), stated that there was no authority of law for reimbursement for such losses, and that recourse to Congress would not prove very encouraging. Mr. Small was advised of Bureau's reply and when he called at this office and requested his list it was returned and no copy kept for our files, as the matter was considered closed.

2. Upon receipt of Bureau's memorandum, referred to above, Small was requested to return the list, but advised that he had forwarded same, without keeping a copy, to Senator David I. Walsh, who had initiated the Sentate Bill in question.

3. As stated in Superintendent's letter of August 7, it is believed that the value stated on most of the articles is rather excessive, and many of them were kept on the station unnecessarily as they were not needed by the keeper but were merely stored there.

4. The fire at the Narrows Light Station was started by Small's act.

E

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
DEC
18
1929
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Light Station
(Station, Depot, or Vessel)

December 16, 1929.

Superintendent of Lighthouses,
Chelsea, Mass.
(Through the Keeper)

Sir:

Regarding your letter of December 14th. The list of personal property destroyed when the Narrows burned which was returned to me is now at the office of U.S. Senator David I. Walsh, at his request.

Thinking the matter closed insofar as this Department I have kept no exact copy. There is pending Congressional action this December session for my relief. It is my thought that any copy of this list for official attention should be somewhere near a duplicate in order to jibe.

The amount involved is $1852.65 which does not cover my whole loss by any means but it would seem to be the right thing to do for the

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

(Station, Depot, or Vessel)

, 192

Government to go part way with me.

The only way I can obtain the same list as submitted to your office would be to write to the Senator, it might jeopardize my bill.

Respectfully.
Tom Small
Assistant Keeper.

approved
F. A. Davis Keeper.

Copy of Senwalsh Bill to Congress forwarded with the above letter returned to Small on 12/18/29

DC
AA
DC
CHIEF.
FINANCE

Memorandum



There is inclosed letter from the Senate Committe on Claims in regard to S. 2268 for the relief of Tom Small for personal property alleged to have been destroyed by the fire of June 7, 1929 which destroyed Narrows Light Station.

The file in this case is herewith, attention being invited to Bureau indorsement of August 23, 1929 wherein it is stated that Bureau is unauthorized to make reimbursement for losses of this character except where the loss had been occasioned by negligence of an employee of the Govt. and then only in an amount not to exceed $1,000. It is further noted that all papers in this connection were returned to t e 2nd district but from what I remember I believe the Bureau considered the list of items furnished by Mr. Small as being rather large and many items valued too highly. It is also noted from Bureau notes on 2nd district letter of Aug. 7th that if there was any negligence of an employee of the Govt. in this case it was Small himself, consequently claim for reimbursement should not be approved. However, it is recommended that further report be obtained from the Supt. including statement as to what is considered a reasonable amount of loss sustained by Mr. Small and if there is no indication that the fire was occasioned by the negligence of Mr. Small that consideration be given to favorable report on the bill to the extent of a reasonable allowance for the loss.

Finance
12/10/29

OLC-W
2 inclos.

Bureau of Lighthouses, Washington, D.C.
December 11, 1929

Referred to Superintendent of Lighthouses, Chelsea, Mass., for report as above. There is inclosed Senate Bill S2268 and Senate Committee on Claims letter of December 5, 1929, with request that they be returned to the Bureau with your report. Itemized statement of articles lost previously submitted to the Bureau should be returned together with comment as to the reasonableness of the amount of articles and the prices thereof.

Ed Rickerman

Acting Commissioner of Lighthouses

COPY-HJ

S. 2268

IN THE SENATE OF THE UNITED STATES

December 3, 1929

Mr. Walsh of Massachusetts introduced the following bill; which was read twice and referred to the Committee on Claims

******

A B I L L

For the relief of Tom Small

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Secretary of the Treasury is authorized and directed to pay to Tom Small, United States Lighthouse Service, out of any money in the Treasury not otherwise appropriated, the sum of $1,852.65, in full satisfaction of his claim against the United States for the loss of furniture, clothing, and other personal property resulting from the destruction by fire on June 7, 1929, of the Narrows Light Station, Boston Harbor, Massachusetts.

COPY-HL

UNITED STATES SENATE

Committee on Claims

Washington, D. C., December 5, 1929.

The Secretary of Commerce,

Washington, D. C.

Sir:

Inclosed herewith find copy of (S.2268) for the relief of Tom Small,

now pending before the Committee on Claims. Kindly forward for the use of the Committee all papers, or copies ofsame, in the files of the Department relating to the matter, together with an opinion as to its merits, and oblige,

Yours very truly,

/s/ R. B. Stowell

Chairman.

EJC-HL

December 14, 1929

T. Small,
Asst. Keeper, Plymouth LH:
(Through the Keeper)

Reference is made to the list of articles lost or destroyed when the Narrows burned down, which you submitted with your claim for reimbursement and which was returned to you. It is requested that you forward that list as soon as possible to this office.

E

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Dept
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

SUPT. SEP 20 1929 2ND DIST. CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Plymouth Light Station
(Station, Depot or Vessel)

September 19, 1929.

Superintendent of Lighthouses,
Chelsea Mass.,

Sir:-

1. On or about August 7th 1929 your office forwarded to the Bureau of Lighthouses a list of articles lost or destroyed when the Narrows Light Station burned, The list comprised my personal loss.

2. Wish to ask if this list was returned to the 2d District office? If so please hold same until I call at office, if not would you please advise the Bureau to return same at earliest convenience?

Respectfully,
Tom Small
Additional Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES AUG 7 1929 2ND DIST. CHELSEA, MASS.

2520 E

Inclosure

SECOND DISTRICT

LIGHTHOUSES 1929 AUG 8 PM 3 33

Straitsmouth Light Sta.
(Station, Depot, or Vessel)

July 15, 1929.

Inclosure

Thru Superintendent,
2d District,
Commissioner of Lighthouses,
Washington D. C.
Sir:

I submit for your consideration a partial inventory of personal property lost and destroyed when the Narrows Light Station burned on June 7th 1929.

I have placed a value on such gear as listed and ask to be allowed reimbursement, the idea being the Government meet me half way toward getting outfitted again.

Respectfully
Tom Small
Additional Keeper.

Encl

GEE-GWC

August 16, 1929.

T. Small, Additional Keeper,
Wings Neck Light Station.

1. With further reference to the list of articles lost by you when the Narrows Light Station was destroyed by fire on June 7, 1929.

2. The Bureau of Lighthouses at Washington, has informed this office that there is no authority of law for reimbursement for losses of this character. The only recourse you may have is to initiate a claim through your Congressman or Senator for the introduction in Congress of a private bill making appropriation for such amount as may be considered proper.

3. It may be further stated that previous experience with such claims does not offer much encouragement for favorable action by Congress.

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

GEE-HL

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1929 AUG 8 PM 3 33

SUPT. OF LIGHTHOUSES AUG 16 1929 2d DIST. CHELSEA, MASS.

220E

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

August 7, 1929.

Commissioner of Lighthouses:

Forwarded herewith for the Bureau's consideration and action is list of articles lost by the keeper of the Narrows Light Station, when his station was destroyed by fire on June 7, 1929, and for which he is making claim on the Government. The Bureau's attention is invited to the writer's pencil notations on the enclosed list. It is believed that the value stated by the keeper on most of the articles are rather excessive.

Superintendent.

CJL-W

Bureau of Lighthouses, Washington, D.C. August 13, 1929

Returned to Superintendent of Lighthouses, Chelsea, Mass., with statement that there is no authority of law for reimbursement for losses of this character, except where the loss has been occasioned by negligence of an employee of the government, and then only to an amount not exceeding $1,000. See Regs. 1927, Art. 161b. The only recourse which Mr. Small may have would be for him to initiate a claim through his congressman or senator by the introduction in Congress of a private bill making appropriation for such amount as may be considered proper. This bill, if introduced, would probably be referred to this Department for report and recommendation before action would be taken on the same by Congress. Papers which accompanied your letter are returned herewith, no copies having been retained by the Bureau.

(see page 2)

SUPT. OF LIGHTHOUSES
AUG
16
1929
2nd DIST. CHELSEA, MASS.

(Indo. to 2nd distri ct. rel. claim Keeper of Narrows L.S.)

2. It may be stated that previous experience with such claims does not offer much encouragement for favorable action by Congress.

R. PUTNAM

Commissioner of Lighthouses

GEE-HL

August 7, 1929

Additional Keeper, Wings Neck Light Station:

List of articles lost by you on the Narrows has been forwarded to the Bureau of Lighthouses, Washington.

Superintendent.

GEE-HL

August 7, 1929.

Commissioner of Lighthouses:

Forwarded herewith for the Bureau's consideration and action is list of articles lost by the keeper of the Narrows Light Station, when his station was destroyed by fire on June 7, 1929, and for which he is making claim on the Government. The Bureau's attention is invited to the writer's pencil notations on the enclosed list. It is believed that the value stated by the keeper on most of the articles are rather excessive.

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
AUG 7 1929
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Straitsmouth Light Sta.
(Station, Depot, or Vessel)

July 15, 1929.

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

I wish to forward thru your office the enclosed letter and list of gear lost in fire at Narrows for attention of Commissioner of Lighthouses, if in your opinion I have same in proper form.

Any comment from you relative to this matter would be appreciated.

Respectfully,
Tom Small
Additional Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Straitsmouth Light Sta.
(Station, Depot, or Vessel)

July 15, 1929

Thru Superintendent, 2d District,
Commissioner of Lighthouses,
Washington, D.C.

Sir:

I submit for your consideration a partial inventory of personal property lost and destroyed when the Narrows Light Station burned on June 7th 1929.

I have placed a value on such gear as listed and ask to be allowed reimbursement, the idea being the Government meet me half way toward getting outfitted again.

Respectfully,

/s/ Tom Small

Additional keeper.

I certify that the articles listed were my personal property, lost and destroyed in the fire which consumed the Narrows Light Station on June 7, 1929 and the estimated values are conservative figures.

/s/ Tom Small

July 30, 1929.

Then personally appeared before me Tom Small, who being duly sworn, declared that the foregoing affidavit is correct and true to the best of his knowledge.

Sworn to and subscribed before me, Ralph H. Anderson, for the County of Suffolk State of Massachusetts, this 30th day of July, 1929.

/s/ Ralph H. Anderson
My commission expires May 25, 1934
(SEAL)

RMC

December 12, 1929.

Commissioner of Lighthouses.

Subject: Transfer of Tom Small, to position of Assistant Keeper, Plymouth Light Station.

Reference: Notice of Change in Compensation, Appointment Division, dated December 2, 1929.

1. The Bureau is advised that the effective date of Mr.Small's transfer is December 9, 1929.

For and in the absence of the Superintendent.

Chief Clerk.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Watchman.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

DEC 24 1929
2nd DIST. CHELSEA, MASS.
LIGHTHOUSES

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Dec. 23, 1929

Superintendent of Lighthouses:

Your letter of the 13 instant, regarding transfer of asst. Keeper.

Mr. Tom Small reported for duty at this Sta. Nov. 24 1929.

Respectfully,

J. A. Harris
Keeper.

RMC

December 13, 1929.

Keeper, Plymouth Light Station:

1. Referring to the transfer to Plymouth Light Station of Tom Small as assistant keeper, effective December 9, 1929, advise office the date on which Mr. Small reported to your station for duty.

For and in the absence of the Superintendent.

Chief Clerk.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Supt.
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Head Kpr.

SUPT. OF LIGHTHOUSES
2nd DIST. CHELSEA, MASS.
NOV 27 1929

SECOND DISTRICT

Duxbury Pier Light
(Station, Depot, or Vessel)

November 24, 1929.

Sup't of Lighthouses,
Chelsea, Mass.

Sir:-

Subject:- Mr. T. Small.

Mr. T. Small left this station on above date, for Plymouth Light Station.

Respectfully,
Frederick A. C. Bohm
Keeper.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

SUPT. DOCUMENTS DEC 11 1929 3rd DIST. CHELSEA, MASS.

December 2, 1929.

M. Tom Small,

LIGHTHOUSES
1929 DEC 9 AM 11 01

Through the Commissionef of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective December 9, 1929, or upon entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

From: $1500 per annum.

To: $1320 per annum.

Service and grade:

Appropriation (unit): Field.

2
E

Orig funded
and funded
12/11/29
R & C

GOVERNMENT PRINTING OFFICE 11—9051

EJC-RMC

November 22, 1929.

Tom Small,
Assistant Keeper,
Duxbury Pier LH.
(Through the Keeper)

1. You are advised that you are being nominated for transfer to position of assistant keeper at Plymouth Light Station, effective on or about December 9, 1929, salary $1320 per annum. Hold yourself in readiness for this transfer, about which you will be further advised.

For and in the absence of the Superintendent.

Copy for Keeper, Plymouth Light Station.

Chief Clerk.

Form 73

GEE-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second - DISTRICT.

Chelsea, Mass., (City) November 22, (Date) 1929

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with decrease in salary. Legal residence, Massachusetts.

Name, Tom Small — Proposed salary, $1320 per annum.

Position, Assistant Keeper — Proposed range, $1260-1560

Location, Plymouth Light Station, Mass. — Appropriation, Salaries, Keepers of Lighthouses.

Effective, December 9, 1929. — [1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Assistant Keeper. — Former salary, $1500 per annum.

Location, Duxbury Pier Light Station. — Former range, $1440-1740

Rank on eligible list, --- Rating, --- Percentage, --- , Other eligibles considered:

Previous incumbent, Markus Peiffer — Services terminated, December 8, 1929.

Reason, Transferred Duxbury Pier LH.

Members of family in Government service, None.

Date of birth, September 30, 1897.

Remarks: A letter from Mr. Small, indicating his desire for transfer to this position, which involves a reduction in pay, is enclosed. Action recommended is not in violation of Section 2, Civil Service Rule I. Quarters are provided at this station for families of keepers.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19----

For and in the absence of the Superintendent.

Direct.

Secretary, Civil Service District.

Chief Clerk.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

COPY

46 Court St.,
Plymouth, Mass.,
November 9, 1929.

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

1. The assistant keeper at Gurnet Light Station has approached me regarding a transfer of positions.

2. A trade of this nature would be agreeable to me and I am ready to move as soon as convenient to all parties concerned.

3. Please advise me if the Superintendent authorizes this action.

Respectfully,

(Sgd) Tom Small
Assistant Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES NOV 22 1929 2nd DIST. CHELSEA, MASS.

Dux. ✓
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Boat Kpr.

Duxbury Pier L. S.
(Station, Depot, or Vessel)

November 20, 1929.

Thru Keeper
Superintendent of Lighthouses,
Chelsea,
Mass.

Sir:

Referring to Superintendent's letter of Nov. 19th
Transfer to Plymouth Light Station at
the salary of $1020 per annum is agreeable
to me at this time.

Respectfully,
Tom Small
Assistant Keeper

Frederick L. C. Bohm
Keeper

EJC-HL

November 19, 1929

T. Small,
Asst. Keeper, Duxbury Pier LH:
(Through the Keeper)

Referring to telephone conversation of this date, you are advised that as you are at present in the second step of the pay range, your salary at Plymouth will be $1320 per annum. Advise by return mail whether you desire the transfer at this rate.

For and in the absence of the Superintendent.

Chief Clerk.

RMC

Commerce

Lighthouse Service, 2nd District.

Tom Small

Swear

(Sgd) Tom Small

9th November 1929

Plymouth Mass.

(Sgd) Harry P Talbot
Notary Public
Comm Expires Aug 24, 1930

Reinstatement - Assistant Keeper, Duxbury Pier LH

November 7, 1929.

Orig fwded Bureau 11/12/29 RMC

RMC

November 7, 1929.

Tom Small,
45 Court St.,
Plymouth, Mass.

1. Herewith, is notice of your reinstatement in the Lighthouse Service, as Assistant Keeper, Duxbury Pier Light Station, salary $1500 per annum, same to be made effective November 7, 1929.

2. Oath of Office, to be taken in connection with above reinstatement, is also forwarded, herewith, and it is requested that you have same taken before a Notary Public in your vicinity, and forwarded to office as soon as practicable.

For and in the absence of the Superintendent.

lo

Chief Clerk.

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, signed by the proper official and forwarded to the Secretary of Commerce.)

Name of employee Tom Small

Designation Asst. Keeper - temporary pending reinstatement *Compensation* $1500 per annum.

Place of employment Duxbury Pier Light Station.

Last day served November 6, 1929.

For and in the absence of the Superintendent.

Edward J. Curran

Chief Clerk, 2nd Lighthouse District.
(Official title.)

Copy for Commissioner of Lighthouses.
Copy for Secretary, 1st Civil Service Dist.

Date November 7, 1929.

11—2876

Lighthouse Service.
(Bureau or service.)

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

SUPT. OF LIGHTHOUSES NOV 6 1929 3RD DIST. CHELSEA, MASS.

October 31, 1929.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

LIGHTHOUSES

Sir:

1929 NOV 5 PM 2:43

You have been appointed, subject to taking the oath of office,

Assistant Keeper

in the Lighthouse Service

at a salary of One Thousand Five Hundred dollars per annum

effective upon entrance on duty.

Nature of appointment: Reinstatement.

Civil Service authority: Certificate No. 28969,

Classification allocation:

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: Yourself.

Legal Residence: Massachusetts.

11-8657

RMC

Temporary appointment, pending reinstatement
Assistant Keeper, Duxbury Pier Light Station

October 11, 1929.

Commerce — Lighthouse Service, 2nd District

Tom Small

(Sgd.) Tom Small

11th October 9

Chelsea — Massachusetts

Edward J. Curran.
Chief Clerk, 2nd Lighthouse District.

for period not to exceed thirty days
Temporary appointment, pending reinstatement
Assistant Keeper, Duxbury Pier Light Station

October 11, 1929.

Orig Oath & Hist. Record
Personnel Bureau
to Bureau 10/28/29

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPT. OF LIGHTHOUSES NOV 12 1929 2nd DIST. CHELSEA, MASS.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

AMENDED

October 11, 1929.

LIGHTHOUSES

M r. Tom Small,

Through the Commissioner of Lighthouses 1929 NOV 9 PM 3-15

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of One Thousand Five Hundred dollars per annum

effective October 11, 1929, and to continue for a period not to exceed thirty days pending reinstatement.

Nature of appointment: Temporary.

Civil Service authority: Secretary, First Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

0
2

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: Chester J. Wheeler.

Legal Residence: Massachusetts.

Orig. Furnished Lighthouse 11/12/29 OPM C

11-8857

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

COM. OF LIGHTHOUSES
OCT 23 1929
CHELSEA, MASS.

October 17, 1929.

M. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Assistant Keeper

LIGHTHOUSES
1929 OCT 21 PM 3 35

in the Lighthouse Service

at a salary of One Thousand Five Hundred dollars per annum

effective upon entrance on duty, and to continue for a period not to exceed thirty days pending reinstatement.

Nature of appointment: Temporary.

Civil Service authority: Secretary, First Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

C

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: Chester J. Wheeler.

Legal Residence: Massachusetts.

11-8657

orig furnished
10/28/29

Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk ✓
3rd Clerk
4th Clerk
5th Clerk
Messenger
Janit. Eng.

OFF. OF LIGHTHOUSES
OCT
14
1929
2nd DIST. CHELSEA, MASS.

O 1st Ind. October 11,1929.

From: Secretary,First Civil Service District,Boston,Mass.
To: Commissioner of Lighthouses,Washington,D.C.

1. Respectfully forwarded. The temporary employment pending reinstatement of Mr.Tom Small as keeper at $1500 per annum is hereby authorized subject to the conditions that his eligibility for reinstatement will be determined by the Civil Service Commission, that no permanent status will be given until a certificate of reinstatement has been issued by the Commission, and that he accepts the temporary appointment on these conditions.

E.L.REYNOLDS,
District Secretary.

c.c.to Sup't.of Lighthouses, ✓
Chelsea,Mass. - Attention
of Sec'y,Bd.of Civil Service Examiners

c.c.to the Commission - Attention of Miss Eva G.Harding

The following is record of Mr. Small's previous Government Service:

Appointed March 9, 1920, 2nd Assistant Keeper, Boston Light Station.
Transferred November 29, 1922, Keeper, Narrows Light Station.
June 7, 1929 - Narrows Light Station destroyed by fire - Mr. Small carried in leave without pay status, from June 8 to June 15, inclusive.
June 16, 1929, transferred to position of Additional Keeper, Quarters Cape Ann Light Station.
September 25, 1929, resigned, Additional Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk ✓
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
OCT
14
1929
2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Duxbury Pier Light
(Station, Depot, or Vessel)

October 11, 1929.

Supt of Lighthouses,
Chelsea, Mass.

Sir:
Subject: Mr Tom Small.
Mr. Small reported @ this station for duty on above date.

Respectfully
Frederick A. C. Bohm
Keeper.

STANDARD FORM NO. 6
(Approved by the President March 28, 1924)

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

Bureau, division, or office Commerce Lighthouse Service 2nd District

1. Name in full Tom Small

2. Legal (voting) residence Mass. (State and Congressional District) Suffolk (County) South Boston (City or town)

3. Where born? Mass. (State or foreign country) Brockton (City or town) When born? Sept. 30, 1897 (Month—Day—Year)

4. If foreign, state whether naturalized or alien

5. Indicate sex, marital condition, and race by check, thus: √

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male √	Female	Single	Married √	Divorced	Widowed	White	Colored √

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
See note attached.								

7. Military and naval record. If any, check (√) to indicate branch and other information and give dates of enlistment and discharge:

None	Army √	Navy √	Marine Corps	Coast Guard	War Veteran	Pensioner	Veterans' Bureau beneficiary

Enlisted Feb. 1915 Discharged July 1917
Organization Troop B 1st Texas Cavalry

Enlisted July 20, 1917 Discharged Aug. 7, 1919
Organization U.S.S. New Hampshire

8.

EDUCATION (Circle number of years)	Common school	High school	College	Degrees, if any
	1 2 3 4 5 6 7 (8)	1 (2) 3 4	1 2 3 4	

9. State special qualifications

10. Name, relationship, and address of person to be notified in case of emergency:

A. A. Small (Name) Brother (Relationship)

Palmer Island Light Station New Bedford Harbor, Mass. (Post office address)

I certify that the foregoing answers are correct to the best of my knowledge and belief.

Tom Small
(Name as usually written and which will be used as official signature)

October 11, 1929 (Date) Present address 744 4th St., So. Boston, Mass.

10—1659 GOVERNMENT PRINTING OFFICE

4. Report of medical examination is forwarded, herewith, in accordance with Civil Service Circular No. 31, dated May 31, 1927.

EJC-RMC

For and in the absence of the Superintendent.

Chief Clerk

October 9, 1929.

Commissioner of Lighthouses.
(Through Secretary, 1st Civil Service Dist.)

Subject: Reinstatement, Tom Small.

1. Recommendation is made that Tom Small, formerly additional keeper, this District, be reinstated in position of assistant keeper, as per nomination, herewith.

2. Mr. Small on account of his very satisfactory previous record in the Lighthouse Service, is considered well qualified for reinstatement. It will be noted, as per attached Form 73, that it is recommended that he be reinstated in the 2nd step of the salary range for the position, which was step he was in at time of resignation. This recommendation is made in view of the length and satisfactoriness of his service, and also in view of the fact that he had made request, previous to his resignation, for consideration for transfer to the above position in event of vacancy. Shortly after his resignation had been submitted, and after recommendation had been made for filling the vacancy caused by such resignation, it became known that there would be vacancy at Duxbury Pier Light Station, to which he could have been transferred if still in the Service. In view of above conditions, it is recommended that appointment at proposed salary of 2nd step in range, be approved. The following is a statement of Mr. Small's previous service:

Appointed March 9, 1920, 2nd Assistant Keeper, Boston Light Station.
Transferred November 29, 1922, Keeper, Narrows Light Sta.
June 7, 1929 - Narrows Light Station destroyed by fire
Mr. Small carried in leave without pay status, from June 8 to June 15, inclusive.
June 16, 1929, transferred to position of Additional Keeper, Quarters Cape Ann LH.
Sept. 25, 1929, resigned, Additional Keeper.

3. Inasmuch as it is necessary to make Mr. Small's appointment an emergency one, the attached Form 73 is being forwarded through the Secretary, First Civil Service District, and his authority requested for temporary appointment of Mr. Small, in above position, pending the issuance of reinstatement certificate by the Civil Service Commission.

4. Report of medical examination is forwarded, herewith, in accordance with Civil Service Circular No. 31, dated May 31, 1927.

For and in the absence of the Superintendent.

Chief Clerk

EJC-RMC

Oct. 9, 1929.

Secretary, First Civil Service Dist.,
Custom House,
Boston, Mass.

Sir:

1. Referring to the attached papers in case of proposed reinstatement of Tom Small, as assistant keeper, in this district, authority is respectfully requested for temporary appointment of Mr. Small, pending issuance of certificate of reinstatement by the Civil Service Commission.

Respectfully,

For and in the absence of the Superintendent.

Chief Clerk.

Form 73

EJC-RSC

NOMINATION

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Chelsea, Mass., (City) October 9 (Date), 1929

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Reinstatement

Name, Tom Small

Position, Assistant Keeper

Location, Duxbury Pier Light Station.

Effective, October 11, 1929.

[1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Legal residence, Massachusetts

Proposed salary, $1500 per annum.

Proposed range, $1440-1740

Appropriation, Salaries, Keepers of Lighthouses.

Former position, Keeper (Additional)

Location, Quarters at Cape Ann Light Station.

Former salary, $1380 per annum

Former range, $1320-1620

Rank on eligible list, --- Rating, --- Percentage, --- , Other eligibles considered:

Previous incumbent, Chester J. Wheeler

Reason, Transferred to 1st District.

Services terminated, October 10, 1929.

Members of family in Government service, None

Date of birth, September 30, 1897

Remarks: Mr. Small will enter on duty prior to receipt of Department authority as this case is considered an emergency involving the protection of life and property. (See letter herewith) No quarters are provided at this station for families of keepers.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19---

For and in the absence of the Superintendent.

lo

Secretary, Civil Service District.

Chief Clerk.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

RMC

Oct. 8, 1929.

Medical Officer in Charge,
Marine Hospital,
Chelsea, Mass.

Sir:

The bearer, Mr. Tom Small, is being nominated for reinstatement in this Service as Assistant Lighthouse Keeper. It is requested that you kindly give him necessary physical examination.

For and in the absence of the Superintendent.

Respectfully,

Chief Clerk.

Form 206 COPY-RMC File No. 8

RECORD OF PHYSICAL EXAMINATION OF LIGHT KEEPER OR ASSISTANT LIGHT KEEPER

IN CONNECTION WITH MEDICAL RELIEF BY THE PUBLIC HEALTH SERVICE

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

Office of Lighthouse ~~Inspector~~ Superintendent, 2nd District,

Place, Chelsea, Mass.,

Date, October 8, 1929

To the Medical Officer in Charge,
U. S. Public Health Service,

Marine Hospital, Chelsea, Mass.

Sir:

Please examine Tom Small

nativity, American; age, 32; height, 5 feet, 9 inches;

weight, 165 pounds; color of hair, brown; color of eyes, gray

distinguishing marks, Scar on middle of right forearm and on right index finger

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully, For and in the absence of the Superintendent.
Edward J. Curran
Chief Clerk ~~Lighthouse Inspector~~.

(Signature of applicant:) (Sgd)Tom Small

(To be signed in the presence of the officer issuing this blank or witnessed by a designated employee of the Lighthouse Service.)

U. S. PUBLIC HEALTH SERVICE

Place, U. S. Marine Hospital

Date, October 8, 1929

To Lighthouse Inspector,

Sir: This certifies that I have this day examined the eyesight, hearing, and physical condition of Tom Small, and find him physically { ~~disqualified~~ / qualified* } in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

He is disqualified for the reasons shown on page 3.

Wm. H. Meyer
A.A. *Surgeon, U. S. Public Health Service.*

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5999

REPORT OF PHYSICAL EXAMINATION

U. S. PUBLIC HEALTH SERVICE

PLACE, Boston, Mass.,

DATE, Oct. 8, 1929

Name of applicant, Tom Small

Eyes: Color, Blue; exophthalmus, No

chronic inflammation, No; other anbormality, None

Eyelids: Ptosis, No; condition of conjunctiva on eversion, Normal

other conditions, None

Eyesight:

Vision of right eye, without glasses, 20/20; with glasses, --

Vision of left eye, without glasses, 20/20; with glasses, --

Is applicant partially or wholly color-blind? no

If color-blind, state which color he confuses --

Were candidate's eyes tested with lantern, woolen skeins, or both? Lantern

Ears:

Abnormalities, None; shape, Normal

Position, Normal; condition of drums Normal

Evidence of mastoid disease, None

Hearing: (When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard: Right ear, 30 feet; left ear, 30 feet.

Distance whispered speech can be heard: Right ear, 15 feet; left ear, 15 feet.

Lungs: Normal

Heart: Normal

Defects noted which, in the opinion of the medical examiner, will not materially interfere with the discharge of the duties of light keeper or assistant light keeper:

11—5099

Form A-32

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

SUPT. OF LIGHTHOUSES OCT 3 1929 2nd DIST. CHELSEA, MASS.

September 26, 1929.

LIGHTHOUSES 1929 OCT 1 AM

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

The Department has accepted without prejudice, your resignation from the position designated below, effective at the close of business on September 25, 1929.

Bureau ..... Lighthouses .....

Position ..... Keeper .....

Allocation .....

Salary ..... $1380 per annum .....

Station ..... At Large .....

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

U. S. GOVERNMENT PRINTING OFFICE: 1928

C

2

Form 93

EJC-RMC

NOTICE OF RESIGNATION ~~OR DEATH~~

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

Superintendent

OFFICE OF LIGHTHOUSE ~~INSPECTOR~~, Second DISTRICT,

Chelsea, Mass., Sept. 23 , 1929

THE COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Tom Small Position, Keeper (Additional)

Legal residence, Massachusetts Station, Quarters at Cape Ann Light Station.

Salary, $1380 per annum
(Range $1320-1620)

The acceptance of this resignation is recommended effective at the close of September 25, 1929.

This employee has not taken leave in excess of the accrued rate.

Remarks: It is recommended that attached resignation be accepted without prejudice.

For and in the absence of the Superintendent.

lo

Chief Clerk.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4623

COPY-RMC

Plymouth Light Station.

September 19, 1929.

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

I tender my resignation from the Lighthouse Service, effective September 25, 1929.

Respectfully,

(Sgd) Tom Small

Additional Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
~~2nd Clerk~~
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

Note dated Rec'd

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES SEP 24 1929 2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Light Sta.
(Station, Depot, or Vessel)

September 23, 1929.

Superintendent of Lighthouses.
Chelsea, Mass.

Sir:

In event of a vacancy existing at some future date in the positions of keeper or assistant at Duxbury Pier or Plymouth Light Station would like to be considered for reinstatement in the Service.

Respectfully,

Tom Small
Additional Keeper.

EJC-RMC

September 17, 1929.

T. Small, Additional Keeper,
Plymouth Light Station.

1. Referring to your letter dated September 16th, in which you tender your resignation from this Service with request that same be accepted as soon as practicable.

2. In view of the above, it is suggested that you formally submit same to this office giving the effective date as of the close of September 25. It will be noted that on said date the Assistant Keeper, Plymouth Light Station will have completed his ten days' leave.

3. Mr. Parsons a former assistant keeper in the district has expressed his desire to be reinstated in this district and will accordingly be directed to report on the evening of September 25th, to Plymouth Light Station in order to carry on without interruption the present schedule of reliefs, and proceed to relieve the Keeper at said station on the morning of September 26.

4. Upon the Bureau's acceptance of your resignation, you may at any later date request reinstatement, in either this or some other district, as stated in letter from this office dated September 13th and consideration will be given to your request when a suitable vacancy exists.

For and in the absence of the Superintendent.

Assistant Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES SEP 17 1929 2nd DIST. CHELSEA, MASS.

SECOND DISTRICT

Plymouth Light Sta.,
(Station, Depot, or Vessel)

September 16, 1929.

Supt.
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:—

1. Referring to letter of September 13, 1929 by Chief Clerk.

2. I tender my resignation from the Lighthouse Service and request that it please be accepted, effective at the Superintendents discretion, soon as practical to fill the position by routine procedure.

3 Unfortunate as the custom may be it is unusual to have an experienced man filling this position. Since June 18th the Service has had good measure for the salary paid and from observation of the talent on this job in the past the future holds only promice to the Service.

4. I report my departure from Long Point L.S. at 12M September 14th, arrive Plymouth 9.30 A.M. September 15th.

Respectfully
Tom Small
Additional Keeper

EJC-RMC

September 13th, 1929.

T. Small, Additional Keeper,
Plymouth Light Station.

1. Receipt is acknowledged of your letter of the 9th instant.

2. In regard to your request for one year's leave of absence without pay. It is suggested that if you desire to leave this Service for said period of time that you submit your resignation as it is not practicable to temporarily fill your position during your absence.

3. In case you should resign at this time, you may at any later date request reinstatement and consideration will be given to your request when a suitable vacancy exists. It would also be possible for you to request reinstatement in some other district.

4. It is noted in your letter above referred to that if the above request is not granted that your resignation be accepted as soon as possible, without embarrassment to the Service. In view of the fact that you are in the midst of the schedule for relieving keepers, considerable embarrassment would be caused if you were to resign at this time. You may however, use your own judgment in this matter.

5. Advise the office promptly as to your intentions in this matter.

For and in the absence of the Superintendent.

Chief Clerk.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
SEP
12
1929
2ND DIST. CHELSEA, MASS.

SECOND DISTRICT

Long Point Light Sta.
(Station, Depot, or Vessel)

September 9, 1929.

Superintendent of Lighthouses,
Chelsea,
Mass.
Sir:—

1. I request one years leave of absence without pay from the Lighthouse Service. The idea being that considering my length of service and record a transfer could more readily be effected at some future date to a position in another district if so desired.

2. If the above request is impossible to grant I request that my resignation be accepted as soon as possible without embarrassment to the Service.

Respectfully,
Tom Small
Additional Keeper.

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

SUPT. OF LIGHTHOUSES
JUL 9 1929
1ST DIST. CHELSEA, MASS.

June 16, 1929.

LIGHTHOUSES
1929 JUL 8 AM 10 59

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective June 16, 1929 (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

From: $1680 per annum.

To: $1380 per annum.

Service and grade: Field.

Appropriation (unit):

R
2

Orig. forwarded to Mr. Small at Quinpleing Rock 7/2/29 RWC

GOVERNMENT PRINTING OFFICE 11—9051

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt.
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Senot Kpr.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES JUN 22 1929 2nd DIST. CHELSEA, MASS.

Cape Ann Light
(Station, Depot, or Vessel)

Rockport, Mass. 6/20/29 192

Superintendent Of Lighthouses

Chelsea, Mass.

I report the arrival of Mr. T. Small Add. Keeper at this station June 18 at 3 P.M.

C. P. Kelley

Keeper

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

EJD
Incl.

Supt.
1st Asst.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

SUPT. OF LIGHTHOUSES
JUN
22
1929
2nd DIST. CHELSEA, MASS.

June 19, 1929.

SUBJECT: Department letter of June 17, 1929 concerning the separation of Tom Small, Keeper of Narrows Light Station, from the Service.

Referred to Superintendent of Lighthouses, Chelsea, Massachusetts for prompt report.

H. D. KING

Acting Commissioner of Lighthouses.

EJC-HL

Office of Superintendent, 2nd District,
Chelsea, Mass., June 22, 1929

Returned to Commissioner of Lighthouses:

The Bureau's attention is invited to Superintendent's endorsement of June 18 on Bureau's letter June 13, 1929, and to Superintendent's letter of June 18, 1929, forwarding Form 73 recommending Tom Small's transfer to the position of Additional Keeper at Cape Ann Light Station.

For and in the absence of the Superintendent.

Chief Clerk.

COPY-HL

DEPARTMENT OF COMMERCE
Appointment Division
Washington

June 17, 1929

Chief Clerk, Bureau of Lighthouses:

It is noted that Tom Small, whose separation from the position of keeper at $1680 per annum at Narrows Light Station (Second Lighthouse District) is recommended because of the destruction of the station by fire, has had over nine years of service.

Before presenting the Bureau's recommendation to the Department for approval, information is respectfully requested as to whether or not Mr. Small's services cannot be utilized in another district.

/s/ FJ .Gardner
Chief of Appointment Division.

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

RLC EJD

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

SUPT. OF LIGHTHOUSES
JUN 25 1929
2ND DIST. CHELSEA, MASS.

June 21, 1929.

Secretary of Commerce.

1. In reference to Department letter of June 17 requesting that consideration be given to the employment in some other District of this Service of Tom Small, whose services as Keeper at Narrows Point Light Station in the Second Lighthouse District have been recommended for discontinuance:

2. The Department's attention is invited to the Superintendent's nomination of June 18, which is being separately submitted this date, covering the transfer of Keeper Tom Small to the position of Additional Keeper at Cape Ann Light Station in the Second District. It is proposed to consider Mr. Small in a leave without pay status from June 8 to June 15, inclusive.

H. D. KING

Acting Commissioner of Lighthouses.

- - - - - - - - - - - - - - - - - - -

Copy to Superintendent of Lighthouses, Chelsea, Massachusetts, for his information.

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

RG:EMF

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON June 13, 1929.

SUPT. OF LIGHTHOUSES JUN 18 1929 2nd DIST. CHELSEA, MASS.

Superintendent of Lighthouses, Chelsea, Mass.

1. In reference to your form 93 of June 10, recommending the separation of Mr. Tom Small as keeper at Narrows Light Station at $1680 per annum at the close of June 7, 1929, in view of the station indicated having been destroyed by fire on June 7, 1929:

2. Your report is requested as to whether you would recommend that Mr. Small be given consideration for reinstatement in case of a suitable vacancy.

H. D. King

Acting Commissioner of Lighthouses.

GEE-HL

Office of Superintendent, 2nd District,
Chelsea, Mass., June 18, 1929.

Returned to Commissioner of Lighthouses:

Bureau's attention is invited to District's letter of this date, forwarding Form 73 recommending this man's transfer to position of Additional Keeper at Cape Ann LH. This man is one of the best keepers in this district and holds the Commissioner's Star for efficiency.

Superintendent.

EJC-HL

June 18, 1929

Commissioner of Lighthouses:

Subject: Transfer - Tom Small, former keeper Narrows Light Station.

Reference: District's Form 93, dated June 10, 1929, covering this man's separation.

1. At the time of destruction of the Narrows Light Station by fire on June 7, 1929, notice of separation of the keeper at the close of that date was forwarded the Bureau, there being no vacancy in position of keeper in this district to which Mr. Small could be transferred at that time.

2. A vacancy, however, has since occurred in the position of Additional Keeper with quarters at Cape Ann Light Station, and, as Mr. Small was eager to accept any position, regardless of a reduction in salary, nomination for his transfer to this position is attached herewith in lieu of notice of his separation which it is requested be canceled.

3. Mr. Small was allowed to enter on duty prior to receipt of Department authority as this case was considered an emergency, there not being sufficient time to select an eligible from the register maintained at this office and instruct him in his new duties in time to commence relieving other keepers while on annual leave.

Superintendent.

Form 73

EJC-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Chelsea, Mass., (City) June 18 (Date), 1929

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and demotion.

Name, Tom Small

Position, Keeper (Additional)

Location, Quarters at Cape Ann Light Station.

Effective, June 16, 1929.

Legal residence Massachusetts

Proposed salary, $1380 per annum.

Proposed range $1320-1620

Appropriation Salaries, Keepers of Lighthouses.

[1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty~~.

Former position, Keeper

Location, Narrows Light Station.

Former salary, $1680 per annum.

Former range, $1620-1920

Rank on eligible list, --- Rating, --- Percentage, --- , Other eligibles considered:

Previous incumbent, Joseph T. FitzGibbons

Reason, Resigned.

Services terminated, June 15, 1929.

Members of family in Government service, None

Date of birth, September 30, 1897.

Remarks: A letter from Mr. Small indicating his desire for transfer to this position, which involves a reduction in pay, is enclosed. Action recommended is not in violation of Section 2, Civil Service Rule I. Quarters are provided for families of keepers at this station. Mr. Small entered on duty prior to receipt of Dept. authority as this case was considered an emergency involving the protection of life and property.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19---

Direct.

Secretary, Civil Service District.

E

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

DEPARTMENT OF COMMERCE

Lighthouse Service

So. Boston, Mass.

June 15, 1929.

Superintendent of Lighthouses,
Chelsea, Mass.

I hereby request transfer to the position of Additional Keeper, with quarters at Cape Ann Light Station.

(Sgd) Tom Small

Keeper.

Form 93
EJC-RMC

Separation

NOTICE OF ~~RESIGNATION OR DEATH~~

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE ~~INSPECTOR~~ Superintendent, 2nd DISTRICT,

Chelsea, Mass., June 10, 1929

THE COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted ~~the resignation~~ copy of Notice of Separation of the following-named employee:

Name, Tom Small Position, Keeper

Legal residence, Massachusetts Station, Narrows Light Station.

Salary, $1680 per annum.

~~The acceptance of this resignation~~ This separation is recommended effective at the close of June 7, 1929.

This employee has not taken leave in excess of the accrued rate.

Remarks: In view of the above station being completely destroyed by fire on June 7, 1929, and there being no vacancy in position of Keeper in this District, to which he could be transferred at this time, Mr. Small is being separated as of the close of above date.

E

Superintendent.

BUREAU OF LIGHTHOUSES

WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4623

EJC-RMC

June 10, 1929.

Mr. Tom Small,
769 Broadway,
South Boston, Mass.

1. In view of the fact that your station (Narrows Light Station) was completely destroyed by fire on June 7, 1929, and there being no vacancy in position of Keeper, in this District, to which you could be transferred at this time, notice is hereby given you of your separation from this Service at the close of June 7, 1929. Check covering your salary from June 1 to 7, inclusive, is herewith.

Superintendent.

GEE-HL

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
~~2nd Clerk~~ ✓
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

Note on cards
R & C noted

June 24, 1929

Additional Keeper, Cape Ann Light Station:
(Through the Keeper)

Referring to your letter of June 20, requesting consideration for the position of keeper Marblehead Light Station, you are advised that your request has been noted on card at this office and should vacancy occur at this station you will be considered with others.

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

ack

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk ✓ Note on cards
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JUN
22
1929
2ND DIST. CHELSEA, MASS.

SECOND DISTRICT

Cape Ann Light Station.
(Station, Depot, or Vessel)

June 20, 1929.

Then Keeper:
Superintendent of Lighthouses,
Chelsea, Mass.
Sir:

In event of a vacancy existing at Marblehead would like to be considered for the position.

Respectfully,
Tom Small
Additional Keeper.

C R Kelley
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
~~2nd Clerk~~
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

SECOND DISTRICT

769 Broadway So Boston.
(Station, Depot, or Vessel)

June 8, 1929.

Superintendent of Lighthouses,
2d District,

Sir:

Being without a station I respectfully request to be considered for duty at an opening presenting itself.

Respectfully,
Tom Small
Keeper.

GEB-HL

September 21, 1928

Keeper, Narrows Light Station:

Returned herewith is Questionnaire for your signature as directed in circular letter from this office. Also returned is your answer to Item 23, of which you are requested to make four more copies and return all five to the office. Carbon paper and thin paper is enclosed for this purpose.

Superintendent.

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

RG EJD

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
Messenger
Depot Kpr.

SUPT. OF LIGHTHOUSES
NOV 5 1928
2nd DIST. CHELSEA, MASS.

November 3, 1928.

Tom Small, Keeper,
Narrows Light Station, Mass.,
Through Superintendent of Lighthouses,
Chelsea, Massachusetts.

1. In reference to your letter of October 25, forwarded through the superintendent, relative to some provision for your relief:

2. The Bureau has to advise that it is impracticable to authorize a position of Assistant Keeper at the present time. Consideration, however, will be given to your transfer to another station upon the occurrence of a suitable vacancy.

3. Meanwhile upon the completion of the Additional Keeper's schedule of relief at the other stations in the District, which will be about December 1, he will be detailed to your station to relieve you for a period of 10 days.

H. B. BOWERMAN

Acting Commissioner of Lighthouses.

Referred to Superintendent of Lighthouses, Chelsea, Massachusetts, attention being invited to your letter in this matter dated October 30, and with request that Mr. Small be considered for transfer as early as practicable.

H. B. BOWERMAN

Acting Commissioner of Lighthouses.

November 5, 1928
Forwarded:

Superintendent.

GEE-RMC

October 30, 1928.

Commissioner of Lighthouses.

Subject: Tom Small, Keeper, Narrows Light Station.

Reference: Previous copies of letters from above keeper dated August 6 and 13, and letters of reply from this office dated August 10 and 20, 1928, which were forwarded the Bureau.

1. Enclosed herewith is another letter from the above keeper in which he again requests that an assistant keeper be assigned to the above light station.

2. In addition to the facts surrounding the position of this keeper which have been called to his attention in previous letters from this office, the Bureau is advised that upon his transfer from Boston Light Station to The Narrows, which transfer was made at his own request, the keeper had a knowledge of all conditions existing at this station, having succeeded his brother as keeper.

3. Authority having been granted, the keeper's wife has resided with him at the station since this transfer. A child having been born and now being of school age, the keeper's wife has left the station with the child ~~as~~ and is boarding ashore during the school period. Since this action the keeper has assumed an arbitrary attitude, apparently in view of his not being able to have the companionship of his wife and child.

4. The arrangement of having the keeper's child board ashore during the school period is very much the same as conditions existing at a number of other isolated stations in the district where the keepers bring their children ashore on Monday morning and call for them the following Friday night or Saturday morning of each week and no dissatisfaction or complaint has been noted in this respect.

5. Mr. Small has been previously advised that in view of the circumstances in his case, this office would consider his transfer to some other station in the event of a suitable vacancy but it was not practicable to state the salary which he would receive as it might be necessary for him to accept less salary than what he is at present receiving or whatever the salary would be for the corresponding step in the range of pay of new position to the step in range of his present position. He was also advised that he was at present receiving more salary than any other keeper or assistant at a shore station in this district. In this connection it might be stated that Mr. Small cannot seem to be made understand why he

would not receive the same amount of pay that he is at present receiving, if he was transferred to another station.

6. In view of the fact that an assistant has never been authorized for this station according to the records of this office and that it is conscientiously believed that the keeper has overestimated his duties and conditions at the light station, it is recommended that the Bureau advise Mr. Small that it is impracticable to authorize an assistant at this time, however, consideration would be given for his transfer to another station in the event of a suitable vacancy.

7. It is also respectfully requested that Mr. Small be informed that upon completion of the Additional Keeper's schedule of reliefs at other stations in the district, which will be about December 1, that he will be relieved for a period of ten days by the Additional Keeper. This leave is in addition to the ten days already taken by him from July 1 to 10, inclusive, during which time he was also furnished a substitute by this office.

L. G.

Superintendent.

COPY-RMC

DEPARTMENT OF COMMERCE

Lighthouse Service

Second District

Narrows Light Station

October 25, 1928.

Commissioner of Lighthouses,
Washington, D.C.

Thru Superintendent of Lighthouses, 2nd District.

Sir:

It is now two months that I have been alone without relief of any kind on this station, which is isolated, has a fog signal that can not be left unattended.

Pending action taken on my recommendation that an assistant keeper be assigned duty here I respectfully request that you authorize some temporary relief as there is a limit to human endurance.

Respectfully,

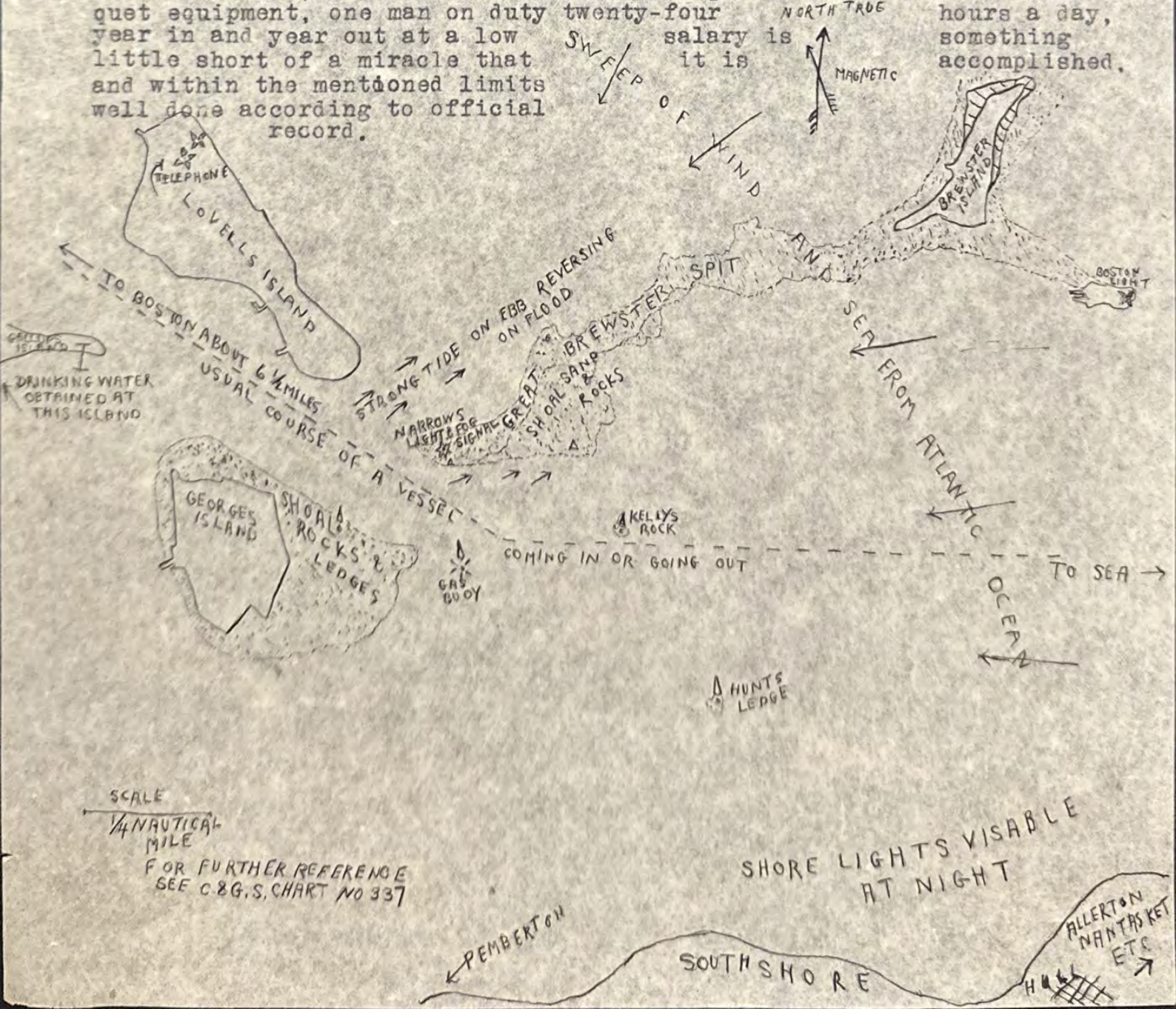
Tom Small

Keeper

Item 23
P.C.B. Form No.14 (Five sheets)
Tom Small

The Narrows Light Station and this job is situated on the west end of a mile and a quarter sand bar at a narrow point near a turn in the channel at the south entrance to Boston Harbor, about six and a half miles out in the bay from the city. There is much traffic in this channel, and, at all hours of the day or night. Large coastwise passenger steamers, freighters of all sizes and tonnage, towboats with barges, and representing one of New Englands industries, the major part of this ports fishing fleet use this channel, from the largest auxiliary schooner and steam trawler to the lowly guinea boat with a one lung engine. Summer sees the yachtmen, pleasure craft of all descriptions, a few inexperienced boatmen who must be extracated from difficulty occasionally.

The purpose and ultimate aim of all work on this station is to guide and aid navigation at night and in thick weather thru this narrow channel, a purpose which considering the obsolete and inadequet equipment, one man on duty twenty-four hours a day, year in and year out at a low salary is something little short of a miracle that it is accomplished, and within the mentioned limits well done according to official record.



For example: a vessel coming out of the harbor headed down thru the Narrows at night or say at 1 or 2 A.M., sees a long line of bewildering shore lights. There is a narrow passage she must go thru, rocks, ledges on one side, sand bar on the other, tide sweeping across the channel and a turn to make, it is apparent even to the uninitiated the little red light of the Narrows is eagerly watched forand in thick weather the sound of the antiquated bell must be picked up, accurately located, otherwise the chance of damage to the vessel or possible loss of life is eminent. It keeps a man on his toes so to speak.

I would not attempt to comply with that part of Item 23, form 14 P.C.B. regarding percentage of time to given duty on this job, minor duties so merge with the major, I work when opportunity offers. While there is routine after a fashion the whole job is governed by the weather, which in New England is subject to vaguries.

Before describing the light and fog signal wish to say that to my knowledge there is no practical or efficient way yet devised of starting a fog signal on time and keeping it going other than by human viglence in watching the weather and visibility over known ranges, the attendant of the signal to be on the spot and in constant touch with the mechanism.

The fog signal, a bell struck by machinery, must be started at the approach of thick weather, fog, snow, rain or smoke and attended thruout the run or duration. It is not a specially difficult operation to start this fog signal, a touch of the hand starts the machine, only it must start on time, vessels are listening for it, this may be at any hour of the day or night with practically no warning. Imagine a man driving an automobile down the street, suddenly blindfolded, there is the case of a vessel shut in thick fog in the Narrows. To date this fog signal compares in starting time to the nearest station with semi-modern equipment where three men divide the duty, of course this is up to the man.

The motive power of the striking machine is a heavy weight suspended by cable over pullys to a drum and ratchet wheel, there is an escapement, clockwork times the tripping devise giving characteristic to the bell. The weight will run the machine about four hours when it must be wound up again by hand. My usual practice is to visit the machine and wind about every two hours thruout the night when running, this serves the double purpose of checking over the machine to see if running properly, a look at the light, also outside to see if the weather is clearing, changing or any craft in danger or distress.

The light, actual care of the light itself occupies but little time and effort, the lamp is a small obsolete wick type, kerosene oil, visibility advertised on the charts at eight miles, I try to do it but actually it is used more at close quarters, burns from sunset to sunrise every night. Filling, cleaning in the morning, lighting up at night consumes no more than one hour at the most, at rare intervals a small repair job. The light is however visited at different hours thruout the night to see that it is burning properly or that a chimney has not cracked, usually at ten P.M. and around three A.M. moderate weather, stormy nights, visibility poor or a gale blowing it is visited every two hours to hourly till sunrise.

I have mentioned the fog signal and light first because they are the product of this stations service. In order that they may function there are many other duties which must be attended to, leading up to the final result. A man must eat, drink and have shelter, keep in physical trim to be adequate to the demands of the job. Few people living ashore give thought to the delivery of their food and water supply let alone wrestling personally in large quantities often at risk to life and limb. As may be seen from the rough chart this job is about six and a half miles from Boston, seldom good going in a small boat. There are gales of wind, heavy seas, ice flows in the winter to contend with. No communication with the shore save by small boat, tho a telephone would be simple to install. I boat my own supplies from Boston whenever I can, when the going is too bad for a small boat I depend on the army boat which brings my supplies as far as Georges Island, from there I boat them to the station, this in the winter time is cold, hard, hazardous work, requiring skill in handling a small boat. Drinking water I boat in small breakers or barrels from Gallups Island (may be seen on chart) winter time this is done in a small row boat, summer by motor boat at my own expense.

The station is a six sided one and a half story wooden shingled building resting on an iron skeleton structure about thirty feet from the beach, it is entirely awash or surrounded by water at high tide, exposed to the full sweep of the Atlantic. To gain some idea of the force of the sea with an easterly going, large granite blocks weighing over a ton are tossed about easily. There is a structure shaped like a pyrimid minus the top on the west side, balasted with granite to prevent undue strain on the station structure from ice flows. This ice breaker is connected to the station by a small gallery forming the largest deck space of the station. Small boats are handled from this ice breaker by a fast hand winch, the breaker serving as a gangway and entrance to the station. With any sea going at all and in the winter time it runs heavy most of the time, much skill and quick seamanship is necessary to get aboard and the boat hoisted in without being swamped and smashed, stove up.

The skeleton iron structure is chipped of rust and scale by hammer each year by the keeper, red leaded then painted black. The knowledge of rigging is essential, knots and splices of the seamans trade, as much of this work is done from lashed stageing. Being exposed to the constant beat of surf and rocks, corrosion of the salt water, there is a pepetual job of touching up this iron work. The lighthouse itself is painted all over every two or three years, also touched up in the intrim. Being mostly white and situated so as to collect much dirt and smoke from passing steamers it has to be scrubbed outside by hand with soap and brush and in a rainstorm because of lack of fresh water, this is done as the degree of dirt and weather warrents, usually two or three times a summer.

On the inside of the station there are four odd shaped rooms, the place being seventy years old, subject to vibration it requires frequent patching of plaster and some ingenuity at interior painting, carpenter work and refinish to keep it presentable. Heating is accomplished by two stoves, coal furnished by the Government, with a modern heating unit it would be possible to do a better job at probably less cost.

It is fairly comfortable tho at all times thanks to the cooperation of the superintendent of the district in equipping recently doors and windows with modern weatherstripping. As to other common modern facilities here we go back fifty years or more, the station is innocent of any bathing facility, the toilet is a hole cut in the deck with a box built over, always the same temperature as the weather outside. Wash water is carried by bucket from storage tank to cast iron sink. Lighted at night by service lamps which are inefficient kerosene wick type. I would call it nonproductive to the health of an indevidual, the Government seems to desire these backward conditions, the pay should be higher accordingly.

Being in an exposed position to sea and weather there are besides ordinary carpenter jobs found about a building, such work as: replacement and building of ladders carried away and smashed by the sea, fastenings to renew, boat repair, two Government row boats and one encloased motor launch, the last is personal property, the Government not furnishing adequet or seawothy motor craft the keepers have on this job and others either build or buy their own. Boat building, repair and gas engine work is a trade in itself. Motor boats facilitate the work , make the job more livable, it is not a pleasure proposition.

There is the usual book keeping on this job as found on any light station, annual inventory or property return accounting for all property on station, received, expended or condemned, annual requisition for articles, this form requires the estimate of a years supplies, journal of light station, in which is record of weather and daily events of importance. Record of fog signal, copy forwarded to district office each month consisting of time signal was started and stopped, duration of fog etc., condition of weather and number of hours totaled. Record of absences, monthly report on condition of station forwarded to district office each month and other forms, special letters and papers to be accounted for and for the orderly conduct of the stations business.

There are occasional duties of lighting gas buoys and attending any minor aid to navigation in emergency which may come to my attention, by placing a temporary light on same no matter what hour if weather makes it possible to do so.

There is another duty which while largely up to the individual it crops up with surprising regularity and taxing a mans resources. I aim to give service. Can't say that this is typical for the circumstances are different in all cases. I give this instance because it has never been on paper before, save for bare facts, names, dates, which are on record. A two masted fishing schooner of about ninty tons coming in thru the Narrows, three A.M. morning of January 25th 1928, wind southerly, gale force with heavy rain. Got out of control by jibing on change of course, struck and stranded on tip of bar, dead high water, sails and wind listing her off bar, unless listed to starboard would go down on her beam ends, fill and sink, too rough to launch a boat, probably all hands drown. Made my way thru breaking seas running over top of bar to a point near vessel with a line for them to bend hawser to lead from masthead for me to take to winch on station, list her over to bar. Nearly washed from bar several times,

Meanwhile vessels crew rigged gear from fores'l to their anchor winch and jibed the shortened sail, thus listing her on the bar. Did not give any assistance so made no report of same, still it was there if needed and in keeping with the traditions of the Service.

I am on duty twenty four hours a day, indefinitely, been here going on six years, relieved by the Government ten days per year, any other relief is at my own expense. This suggests itself, when does a man sleep in this constant tour of duty? Well, he don't much, then half awake. Any hard physical labor has to be planed for good clear weather, nature will have her due and when a man is tired he usually sleeps sound. I set an alarm clock for about every two hours in clear weather, nights it is threatning I usually stay awake until the weather turns one way or another. If unexpected hard physical labor comes up like pulling a dory all day in a breeze of wind, the weather being threatning I stay awake in some manner not daring to trust myself to sleep until the weather breaks. The fog signal is constantly hanging over this job. Work of the station is sanwiched in between the sleep periods mostly regardless of the hour.

Until this year my wife was on the station with me, she taking a morning watch gave me a chance to sleep and when necessary go ashore for a few hours, the fog signal being in her care. However all this is changed by my boy coming of school age, needing his mothers care ashore, requiring my maintaining shore quarters at extra expense.

I have asked for an assistant keeper with object of occasional relief, the district office advising me that it was improbable that the bureau would approve of another man being put on this job at this time. The bureau doesn't seem to have much interest in the matter. Meanwhile I have settled down to an endurance contest with myself doing all the enduring as I don't get salary enough to pay for a regular relief. Have in times past got a man for $5 per day and board, competent and trustworthy men are hard to find tho at this figure for broken periods.

This statement is a conservitive one even tho lengthy and full of digression, have tried to give a picture of this job as it is, what ever talents I may posses, writing isn't one of them as may be seen.

Signed

Tom Small

GEF-HL

November 16, 1928

Commissioner of Lighthouses:

Subject: Tom Small, keeper Narrows Light Station, relief of.

Reference: Bureau's endorsement November 13 on letter Boston Vice-President National Federation of Federal Employees, November 6, 1928.

1. Upon reading the attached letter it would appear that the keeper himself was the author of same and this request was made through one of the Vice-Presidents of the National Federation of Federal Employees thinking it would have more bearing on the matter.

2. In regard to the keeper being relieved two days each month in addition to the 30 days allowed by Regulations, this is not recommended as it is believed that if such an arrangement were made at this station it would serve as a precedent at other isolated stations in this district.

3. The suggestion of sending one of the employees from Chelsea Depot for two days each month to relieve this keeper could not be recommended as the laborers at this depot are paid for a day of eight hours, and their salaries paid from "General Expenses," while if detailed to relieve the keeper they would be required to work more than eight hours a day and be paid from the keepers' salary appropriation.

4. As previously advised, it is the intention of this office to consider Mr. Small for transfer to some other station in this district in the event of the first suitable vacancy.

Superintendent.

COPY *HL

NATIONAL FEDERATION OF FEDERAL EMPLOYEES

Boston, Mass., Nov. 6, 1928.

Commissioner of Lighthouses,
Washington, D. C.

Sir:-

I have been requested by our organization branch of Boston, to request your consideration of the case of the Keeper (Mr. T. Small) Narrows Light Station, Boston Harbor. I come to you because I think you alone have the right and authority to alleviate the situation as you know this is an isolated fog station (one man) and he also receives additional salary to partly make his job more palatable but its a lonesome life and I respectfully result your careful consideration of my idea which I have arrived at after much thought - that is that the Keeper of this light station whoever he may be - be allowed two days per month "shore leave" and I think that's the right name for it - and it seems to me it could be done without much additional expense by sending one of the employees at the Chelsea depot each month, excepting the keeper's vacation month, that would be 11 months he would have this 2 days shore leave and it would an act of yours that would teem with common sense and humanity.

Respectfully,

/s/ Wm. J. Sleep
85 Water Street, Charlestown, Mass.

November 13, 1928.
Bureau of Lighthouses, Washington

EMF
To Superintendent of Lighthouses, Chelsea, Mass., for remark and return

HBB
H. B. BOWERMAN
Acting Commissioner

PERSONNEL CLASSIFICATION BOARD FORM [illegible]LD QUESTIONNAIRE
(To be filled out in accordance with the ins[illegible]ons given in P. C. B. Forms Nos. 15 and 16)

Bureau No. [illegible] Sheet No. 2(b)52

Space reserved for the use of the Board

1. Small Tom
(Surname) (Given name) (Initial)

2. Department Commerce
3. Bureau Lighthouse
4. Field service Lighthouse Service
5. (a) Field station Narrows Light Station
(b) Subdivision Second District
(c) City or town Fort Warren, Boston State Mass.

6. Pay roll title Light Keeper
7. Customary office title Keeper
8. Present administrative allocation 1920-1920 1680.00
9. Present gross rate of pay $ ----
10. Deduction for allowances $ 1680.00
11. Net rate paid in cash $ ----

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
☐ House ☐ Room { ☐ Furnished ☐ Heat ☐ Fuel ☐ Uniform Meals per day: ☐ 1 ☐ 2 ☐ 3
☐ Unfurnished ☐ Light ☐ Laundry ☐ Subsistence or rations in kind

13. Describe any other allowance, privilege, or perquisite of value

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost
Uniform - $20.00

15. (a) Regular hours of work: From ---- m. to ---- m. (b) How many hours per week excluding unusual or irregular overtime work? By regular hours.
Summer ---- Winter ---- (c) If not a full time and all-the-year-round position, state number of hours per day ----;
number of days per { week / month / year } ---- (d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty ----

16. (a) Rate of pay for overtime ---- (b) Amount of overtime pay in last 12 months ----

17. (a) Does the employee in any way direct or supervise other employees? ---- (b) If so, in what way? (See Form 16 before answering) ----
(c) How many? ----

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering.)
Work largely routine but is carried out in accordance with instructions set forth in Instructions to Employees and by specific oral and written instructions from the Superintendent; works without close observation of his superior but is subject to periodical inspections by the Superintendent without previous notice.
George L. Eaton Superintendent

20. What is the name, official position, and sheet number of the employee's immediate superior?
Sheet No. 2(a)1

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	5	6	7	8	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe): ----

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
2 years active lighthouse keeper.

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each distinct duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column at the left opposite each paragraph indicate the approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time

See attached sheets

There not being room enough in this space for a description of my duties in my own way I have written them on separate sheets and attached to this form.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

Tom Small
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

This station has never had an asst. keeper and one is not recommended. Others have fulfilled position satisfactorily and the above man is doing the same. He has exaggerated his work to a great extent. The hours of fog for this station last year was but 296 hours. There are a number of stations in this district with more apparatus and buildings to care for by one keeper than at this station. He accepted the place (relieving his brother) knowing fully the conditions. He has requested a transfer and his request will be considered when vacancy exists. This is one of the best paid stations and this is on account of conditions, isolation, etc. It is one of the smallest stations in the district.

6 years.

26. How long have the employee's duties been substantially as described above?

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

September 29, 1928 — Edward J. Curran — Chief Clerk
(Date) (Signature of Preparing Officer) (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ____. In my judgment the compensation of this position should be in a range from $1620 to $1920.

September 29, 1928 — Geo. E. Eaton — Superintendent.
(Date) (Signature of head of field office or station) (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ____. In my judgment the compensation of this position should be in a range from $____, to $____

____, 1928 — ____ — ____
(Date) (Signature of head of bureau or his representative) (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

GEE-RMC

August 24, 1928.

Tom Small,
Keeper, Narrows Light Station.

1. The Superintendent takes pleasure in commending you for the excellent condition of your station at the time of inspection on August 23, 1928.

2. A copy of this letter has been sent to the Commissioner of Lighthouses and the fact that you have been commended will be made a part of your official history in the service.

Superintendent.

COPY FOR COMMISSIONER OF LIGHTHOUSES

GHB-EJC

August 20, 1923.

Tom Small,
Keeper, Narrows Light Station:

1. Receipt is acknowledged of your letter of the 13th instant, with further reference to conditions surrounding your position as Keeper at the above station, the comparison of duties, facilities, salary, etc., at Deer Island Light Station with those at your station, and your suggestion in regard to an assistant being furnished you by the government.

2. In regard to your comparing the duties and salary at the above named station with your own, you are advised that Deer Island has an incandescent oil vapor light, a revolving lens and a fog bell, while the Narrows has but a fixed lens with a wick lamp and a fog bell. It is on this account that the difference of $60 per year in salary is paid the Keeper at Deer Island and it is also on this account that an assistant is authorized.

3. It is very doubtful at this time as to whether or not the Bureau would authorize an assistant keeper at your station; the records of this office showing that there has never been an assistant. You are also advised that in the event the Bureau should authorize an assistant, your wife would not be permitted to live at the station.

4. In view of the circumstances in your case, this office would consider your transfer to some other station in the event of a suitable vacancy. It is not possible to state the salary which you would receive as it might be necessary for you to accept less salary than what you are at present receiving or whatever the salary would be for the equivalent step in the range of pay of new position to the step in range of your present position.

5. You are further advised that you are at present receiving more salary than any other keeper or assistant at a shore station in this district.

6. A copy of your letter above referred to, together with copy of this reply, have this day been forwarded to the Commissioner of Lighthouses for his information.

Superintendent.

COPY FOR COMMISSIONER OF LIGHTHOUSES:

Copy of letter from Mr. Small, herewith.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
AUG
16
1928
2ND DIST. CHELSEA, MASS.

Narrows Light Station
(Station, Depot, or Vessel)

August 13, 1928., 192

Superintendent of Lighthouses,
Chelsea,
Mass.

Sir:

Referring to Superintendent's letter of August 10th. To be specific, my allusion to the possibility of transfer as the Keeper of Nobska Point or anywhere else was only as a secondary measure out of the present difficulty, casual rumor having reached me that a vacancy was probable at that station. Had absolutely no thought of questioning the assignment, having every confidence in your fairness dealing with matters of this nature.

The only point that I would care to make an issue of is the one I mentioned first: that an assistant keeper should be placed at this station. I would recommend it at this time until a more efficient way of handling the station is put into effect.

Six years ago I was the opportune man for this job, time has made a change. Until the school question came up the present arrangement was fairly satisfactory both to the Government and myself. It is a mans right if not duty to have children, they must attend school and most important of all are entitled to a home. A real home means more than simply food and shelter, this is generally accepted and I think that the Government should recognize it. It means my wifes absence from the station beginning this September.

I have managed the station satisfactory only by my wife acting unofficially and without pay as assistant keeper, same as the man did before me. As the services of these two women have been free to the Government for the last ten years to my knowledge I think that no objection should be raised now to putting on another man with pay. At least, if an objection is sustained, the courtesy of an explaination would do much to promote better understanding.

Consider Deer Island, less than two miles from the Narrows, practically the same class in so far as duty and facility go, even less isolated because of a telephone. Two men attend this station and if I am correctly informed the Keeper receives more salary than I. Is it expected of me to carry on the same duty which the Government recognizes it takes two men for at less salary?

I am not complaining of overwork nor would a small raise in salary be a cureall. I am faced with indefinite continuous duty without relief on an isolated fog signal station. This situation has been met before and the arrangement at Deer Island now is the answer.

As to a man taking the duty alone indefinitely would not say that it can't be done for if necessary I would be equil to the occasion but rather think if the circumstances were understood the Government would not require anything so unreasonable.

I knew the conditions thoroughly before coming here, some of them I have bettered, the school difficulty is somthing which is high time the Government remedied. The Service can drop me and no doubt find without difficulty a couple without children, yet I am unwilling to believe this is the spirit or in the best interest.

Since this matter has been brought to the attention of the Commissioner of Lighthouses I respectfully request that this letter or a copy thereof be forwarded as a statement of my case.

Respectfully,

Tom Small

Keeper

GEE-HL

August 10, 1928

Tom Small,
Keeper, Narrows Light Station:

1. When you called at the office I inferred from your conversation that you were desirous of transferring to a station having school facilities and you made particular reference to Nobska Point, and I informed you that the present assistant at Nobska was formerly a keeper who was transferred there as an assistant in order that he might secure the advantages of better school facilities. In view of his long and efficient services, it is very possible that he will be favorably considered for the position of keeper of Nobska. Mr. Scharff the Assistant at Nobska has had much more Lighthouse service than you and also served in other Government branches.

2. You are advised that the salary you are now receiving is $240 more per annum than that received by the principal keeper at Nobska and your present position makes you one of the highest paid keepers in this district, but you should remember that this is due to the fact that your station is considered partly isolated and this difference in pay is to compensate you for the inconvenience and other conditions existing and you should not expect to be transferred to a shore station at your existing salary.

3. It is my belief that when you were transferred from Boston Light to the Narrows, which was at your request, you knew and had knowledge of all conditions existing at the Narrows, as you succeeded your brother thereat. However, you will receive the same consideration as others for any vacancies occuring in this district.

4. A copy of your letter, together with my reply, have this day been forwarded to the Commissioner of Lighthouses for his information.

EATON
Superintendent.

Copy for Commissioner of Lighthouses:

Copy of letter from Mr. Small herewith.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Chief Clerk
Asst. Clerk
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
AUG 9 1928
2nd DIST. CHELSEA, MASS.

Narrows Light Station.
(Station, Depot, or Vessel)

August 6, 1928., 192

Superintendent of Lighthouses,
Chelsea,
Mass.

Sir:

In view of conversation at your office on August 1st., I left with increasing conviction that something was decidely wrong. I am trying to rear a future United States citizen, the penalty for so doing and for creditable service seems to be a reduction in both salary and rating.

I have on previous occasions had my faith in the Government shaken but upon reflection that the Government was founded a long time ago it must be basicly good to have held together so long. Going on this assumption I have fought its enemies, starved and suffered innumerable hardships. Possibly the Bureau of Lighthouses don't consider these things, anyway this is not a statement rendered as a reminder of past services which were clearly a duty. There is something badly out of balance, I was one of the many who did not quibble with their own affairs when the time came to carry a rifle, besides it is the only Government we have, before condeming it for injustice I seek more information.

I would appreciate it if you explained to me why an assistant keeper cannot be placed at the Narrows. I realize that there are very definite limits to your office but would like to know if the man heading the Bureau is familar with the conditions.

I have a very good reason with reference to the future for asking these two questions and not simply to try your patience. Should you think that my standing in the Service warrents this trouble would esteem it a favor.

Respectfully,

Tom Small

Keeper

RIC:MMF

July 19, 1928.

Tom Small, Keeper,
Narrows Light Station, Mass.,
(Thru Superintendent of Lighthouses, Chelsea, Mass.)

The Bureau has read with interest a report of assistance rendered by you on June 29 to the disabled motor yacht SWAN OF NEW YORK, which was in danger of being stranded near the light station, and is pleased to commend you for your assistance on this occasion, which will be recorded as a part of your official history.

E. C. GILLETTE
Acting Commissioner of Lighthouses.

Copy to 2nd Supt.

Original forwarded and noted on service record 7/20/28 PHC

HL

July 5, 1928

Commissioner of Lighthouses:

Subject: Tom Small, Keeper Narrows Light Station, commendation.

1. Herewith is copy of letter received from Tom Small, Keeper, Narrows Light Station, Mass., reporting assistance rendered to a motor yacht, which was in danger of stranding.

2. It is recommended that Mr. Small receive the Commissioner's commendation for his action.

EATON
Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

To Be + recommended

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES JUL 3 1928 2nd DIST. CHELSEA, MASS.

Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

Narrows Light Station
(Station, Depot, or Vessel)

June 30, 1928., 192

Superintendent of Lighthouses,
Chelsea,
Mass.

Sir:

Report assistance given disabled steel motor yacht, Swan of New York, night of June 29th.

Was awakened about 11.30 P.M. by distress signals, saw vessel apparently helpless in danger of stranding south side west end of bar too close for anchor to hold, wind strong S.W. ebb tide. Got away boat, was alongside her quarter about six minutes later, a coast guard patrol boat showed up at this time but the position was so tight he could not manover to get a line quickly.

Carried out lines to patrol boat twice before vessel was out of danger.

Respectfully,

Tom Small

Keeper

RLC:NMF

August 15, 1927.

SUPT. OF LIGHTHOUSES
AUG
17
1927
2nd DIST. CHELSEA, MASS.

Mr. Tom Snell, Keeper,
Narrows Light Station.
(Thru Superintendent of Lighthouses, Chelsea, Mass.)

The Bureau has read with interest a report forwarded by the Superintendent regarding assistance rendered by you on August 2, 1927, in floating a stranded fishing vessel during thick fog, and is pleased to commend you for the assistance rendered by you on this occasion which will be recorded as a part of your official history.

G. R. PUTNAM

Commissioner of Lighthouses.

Copy to Superintendent of Lighthouses, Chelsea, Mass.

Orig. forwd 8-17-27
to Narrows
Lo.

4

TAL-HL

August 5, 1927

Commissioner of Lighthouses:

Subject: Tom Small, Keeper, Narrows Light Station, commendation.

Herewith is copy of letter received from Tom Small, Keeper Narrows Light Station, and it is believed action rendered is worthy of commendation by the Commission and same is recommended.

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

SUPT. OF LIGHTHOUSES
AUG
4
1927
2nd DIST. CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

Narrows Light Station
(Station, Depot, or Vessel)

August 2, 1927., 192

Superintendent of Lighthouses,
37 Marginal St.,
Chelsea,
Mass.

Sir:

Gave assistance this date in floating stranded Provincetown fishing vessel Elmer S. Struck bar before daylight about 300 yards east of station, thick fog. Stated bell was heard.

This is the second vessel within two weeks to strand on the same spot. Schooner Alva, New Bedford, was ashore on 20th last month in almost exactly the same position.

Respectfully,

Tom Small
Keeper

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

BUR. OF LIGHTHOUSES
AUG 1 1928
NEW HAVEN, CONN.

July 1, 1928.

Mr. Tom Small,

Through the Chief, Bureau of Lighthouses.

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1560

To: $1680

11—9564

2

Ent Rec

TAL-HL

February 17, 1927

Tom Small,
Keeper, Narrows Light Station:

This office appreciates action taken as reported by your letter of February 14, and you are informed that this has been made a matter of your official history in the Second Lighthouse District. Copy of your letter has been forwarded to the Commissioner of Lighthouses for the files thereat, as well as to the McKie Lighter Co. of East Boston, and Ross Tow Boat Co. of Boston.

Superintendent.

Copy for Commissioner of Lighthouses:
No further action contemplated.

Superintendent.

TAL-HL

February 17, 1927

McKie Lighterage Co., 100 Border St., E.Boston

Ross Tow Boat Co., 28 T. Wharf, Boston.

Sirs:

Herewith is copy of letter received from Mr. Tom Small, Keeper of Narrows Light Station, Boston Harbor, Mass., regarding services rendered in salvaging hard pine lost by the McKie Lighter Co., of East Boston, while en route to Lynn, Mass.

Respectfully,

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Narrows Light Station
(Station, Depot, or Vessel)

SUPT. OF LIGHTHOUSES 2nd DIST. FEB 17 1927 CHELSEA, MASS.

Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

Superintendent of Lighthouses,
Chelsea, Mass.,

February 14, 1927.

Sir:

Submit following report to forward to partys concerned if the Superintendent sees fit.

On Friday noon February 11th noted some new hard pine lumber adrift coming up Black Rock Channel on the beginning of the flood tide. Saved what I could until it began coming so fast could not handle it alone.

Sent my wife for help to Lovells Island, returning with Corp. Frank E. Hamel U.S.A. Fort Standish, he being the only man available. We worked until 12 midnight, stopping only long enough to attend the light and notify the Harbor Master.

We salvaged on a rough estimate 3150 feet, clear, new, planed hard pine 10inby 3in by 30 feet.

The next day Saturday Feb. 12th it blew hard N. W. and could do nothing more than hold the lumber, lashed, on the top of the bar.

Sunday Feb. 13th planned to carry lumber down to the low water and float it to Lovells Island on the flood tide for safe keeping. Had just started doing this when tow boat Sadie Ross hailed me, stating had been sent down to look up lumber as had been lost by McKey Lighter Co., of East Boston from a lighter enrout to Lynn.

Explained to master of tow boat the service regulations regarding no claims of salvage and warned him of danger of loss if wind come off easterly. He stating that he would report the matter and assured me that there would be a boat down for property in the morning on the high water. Therefore I did not move the lumber from top of bar, altho the glass was rising, figured I could hold it until until high water which was at 9.49 A. M.

Monday the wind was strong S.E. to E.S.E. accompanyed by snow. Had lumber afloat and held until two hours after high water when it was impossible for me to stay with it any longer as the raft broke up. From daylight until 11.30 o'clock Monday morning there was ample opportunity for a tow boat to take my lines to leeward and save property but they failed to show up at all.

Respectfully,
Tom Small
Keeper

cc. Ack etc
send copies to McKey Lighter Co
Co. E. Barker - Ross Towboat Co
& Bur. - In letter in Jan. file.

Form A-21

Tom Small

102

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

BUREAU OF LIGHTHOUSES
JUL 13 1925
1st 2nd DIST. BOSTON, MASS.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1500 per annum to $ 1560 per annum, effective July 1, 1925.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

EDW. T. GARDNER.
Acting Chief of Appointment Division.

11—6074

H
2nd

Tom Small 102

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

SUPT. OF LIGHTHOUSES
FEB 5 1925
2ND DIST. U.S.

January 31, 1925.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

J. GARDNER
Acting Chief of Appointment Division.

Position: Keeper.

Salary: $1500.

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

EK

2d

Tom Small

102

SE

November 29, 1922.

Commissioner of Lighthouses.

Subject: Tom Small, Keeper - Change in Salary.

Reference: Notice of Change in Salary, dated Nov. 21, 1922.

The effective date of Change in Salary referred to above was November 29, 1922.

Superintendent.

SE

SE

1 incl.

November 24, 1922.

Mr. T. Small,
2nd Asst. Keeper,
Boston L.S.
(Through Keeper)

1. Referring to the Superintendent's letter dated November 15th.

2. Herewith is notice of change in your salary.

3. Your pay as Keeper of the Narrows Light will commence on the day you take charge of that station.

Superintendent.

GEB-SE

November 15, 1922.

Mr. T. Small,
2nd Asst.Keeper, Boston L.S.
(Through Keeper)

1. Referring to your letter dated November 13th.

2. The Superintendent has this date made recommendation to Washington to have you transferred and promoted to the position of Keeper of Narrows Light Station. You will take charge of that station when the Keeper is transferred to Palmer Island Light Station, which will probably be within a week.

3. Your pay as Keeper of Narrows Light will commence November 24th even though you take charge of that station before that date.

COPY TO: MASTER, TENDER AZALEA:
You will make this transfer when you take Mr. Small to Palmer Island Light.

Superintendent.

Superintendent.

COPY TO: KEEPER, NARROWS L.S. For his information and guidance.

GEE-SE

Second

Boston, Mass. November 15 22

Transfer and promotion.

Tom Small Massachusetts

Keeper $840. per annum

Narrows Light Station, Mass. Salaries of Keepers of Lighthouses

November 24, 1922, xxxxxxxxxxxxxxxxxxxxxxxxxxxx

Keeper $660. per annum.

Boston Light Station, Mass.

\- - - -

Arthur A. Small November 23, 1922.

Transfer.

None.

Mr. Small is a capable employee and deserving of this promotion. Quarters are provided for families of keepers at this station.

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
2d DIST.
NOV 15 1922
RECEIVED
BOSTON, MASS.

SECOND DISTRICT

Boston Light
(Station, Depot, or Vessel)

November 13, 1922

Superintendent of Lighthouses.
2d District Boston, Mass.

Sir:

I would accept the position of Keeper of Narrows Light Station if it was offered me.

Thanking you for the consideration I am.

Respectfully,

T. Small

Through Keeper
J. L. Hart.

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

1922 NOV 21 PM 2 47

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

Mr. Tom Small, November 21, 1922.

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $660 per annum to $840 per annum, effective November 24, 1922, or as soon thereafter as you enter on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

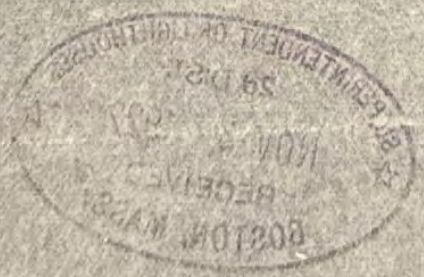
Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C

2nd



Orig. mailed 11/24

mvic

for

✓ Asst. Kpr. Brant Pt.
✓ " " Gay Hd.
✓ 2nd Asst. Kpr. Boston
✓ Keeper, Workshops (Home & Station)

GEE-SE

November 11, 1922.

1. Please advise if you would accept transfer to the position of Keeper of Narrows Light Station if it was offered you.

2. This light is located on steel piles on a sand spit in Boston Harbor close to Lovells Island and Georges Island, Fort Warren. Quarters are provided for a small family of not more than a man, wife and one child.

3. There is a fog bell on the station struck by clockwork.

4. The base pay is $940. a year and the $240. bonus in addition. $60. a year longevity pay is also allowed in addition to those entitled to it.

5. An immediate reply is requested.

Superintendent.

Small, Tom

102

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Boston Light
(Station, ~~Depot, or Vessel~~)

March 9, 1920.

LIGHTHOUSE INSPECTOR 1st DIST. U.S.

MAR 11 1920

Sir:

Mr. Tom Small Second asst reported for duty at this station at 11 AM today.

Hart
Keeper.

SI

March 8, 1920.

Keeper, Boston L.S.

1. Mr. Tom Small has been appointed to the position of Second Assistant Keeper at your station, and has this date been ordered to report for duty as soon as possible. His address is c/o Keeper, Narrows Light Station.

2. Please inform the office the date that Mr. Small reports for duty.

Superintendent.

MAR 15 1920 10 ... M.

LIGHT
MAR 5 1920
HOUSE

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

March 2, 1920.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

MAR 8 1920

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper - 2nd Asst. Kpr. in the Lighthouse Service at a salary of Six Hundred and Sixty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. _____) issued by the Secretary of the First Civil Service District.

By direction of the Secretary:

Respectfully,

S
C

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Albert S. Smith.

Legal Residence: Massachusetts.

Second District.

(See reverse side.)

11—5080

Oath 3/8/20 (Sent to Bur. 3/12)
Duty 3/9/20
Pers. Ques. Sheet sent to Bur. 3/12

SI

February 25, 1920.

Mr. Tom Small,
c/o Keeper, Narrows L.S.

Sir:

1. You have this date been nominated to the position of Second Assistant Keeper, Boston Light.

2. You will notified when to report for duty.

Respectfully,

Superintendent.

Form 73

EWS-SI

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Boston, Mass. (City.) February 25 (Date.), 1920.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, Tom Small

Legal residence, Massachusetts

Position, Keeper

Salary, $660 per annum-

Location, Boston Light Station, Mass.

Appropriation, Salaries of Keepers of Lighthouses.

Effective March 3, 1920, {[1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, ---

Former salary, ---

Location, ---

Rank on eligible list, 3 Rating, Asst.Lighthouse Keeper Percentage, 85.4, Other eligibles considered: John A. Perry, Jr., C- Edward D. Martell, FR.

Previous incumbent, Albert S. Smith

Services terminated, February 8, 1920.

Reason, Resignation.

Members of family in Government Service, Brother, A.A.Small in Lighthouse Service.

Remarks: Quarters are provided for families of keepers at this station. Mr. Small appeared at this office and showed clear record in previous employment. He has had no previous Government service. He served in the U.S. Navy from July 20, 1917, to August 7, 1919.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19

Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

[1] Strike out the clause which does not apply.

11—2314

Form

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT HOUSES FEB 19 1920

EWS-SI

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

Boston, Mass., February 17, 1920.

LIGHTHOUSE INSPECTOR 2ND DIST. BOSTON, MASS.

COMMISSIONER OF LIGHTHOUSES,
Washington, D. C.

No reply has been received from the Bureau to communication (Form 73) from this office dated January 16, 1920, on the subject of probational appointment of Tom Small as Keeper, Nantucket (Great Point) Light Station.

FEB 23 1920

Superintendent.

JEH-EBD

Bureau of Lighthouses, Washington, D. C.
February 19, 1920.

Returned to the Superintendent of Lighthouses, Boston, Mass., with statement that it does not appear that the nomination above referred to has been received by the Bureau. You are therefore requested to forward duplicate thereof for submission to the Department.

Acting Commissioner

To be forwarded in duplicate. Indicate in blank space inclosed in parentheses character of the communication, that is, whether letter, indorsement, Form 80, Form 97, etc.

11—6363

WBJ

January 13, 1920.

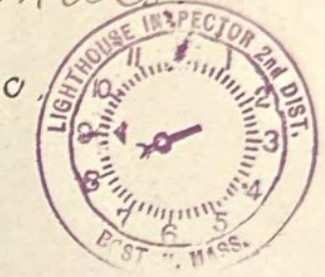
Mr. Tom Small,
c/o Keeper, Narrows Light Station:-

1. Please advise by return mail if you desire to be considered for position of Assistant Keeper, Nantucket (G.P.) Light Station, salary $720 per annum, plus the usual bonus. Quarters are furnished at this station.

Superintendent.

Narrows Light Station
Boston Harbour Mass.

January 15, 1920.



JAN 16 192

Superintendent of Lighthouses
Boston Mass.

Sir:

Replying to the consideration of position of Assistant Keeper, Nantucket (G.P.) Light Station.

I wish to state that I will accept the offer. Am standing by for further orders.

Respectfully,

Tom Small

Address:
Care,
Keeper Narrows Light.

GEE-WBJ

January 16, 1920.

Mr. Tom Small,
c/o Keeper, The Narrows Light Station:-

1. You have this date been nominated for probationary appointment to the position of Assistant Keeper, Nantucket Light Station, effective on or about February 11, 1920.

2. You will receive word before that date as to exactly when and where to report.

Superintendent.

EWS-SI

February 9, 1920.

Mr. Tom Small,
c/o Keeper, Narrows L.S.

1. Please advise this office if you desire to be appointed to the position of Second Assistant Keeper, Boston Light Station, at $660. per annum, plus the usual bonus of $20. per month.

2. If so, when your papers are received from Washington covering your appointment to the position of Assistant Keeper, Nantucket (Great Point) Light Station at $720. per annum, you will be nominated to the above position at Boston Light.

3. The office will notify you when the papers are received, and you will report immediately to Boston Light. It will, therefore, not be necessary for you to report to Nantucket Light, providing you accept the position at Boston.

For and in the absence of the Superintendent.

1st Asst. Superintendant.

Boston Mass.,
February 9, 1920.

Superintendent 2d District
Light-house Service,
Boston Mass.



FEB 10 1920

Sir:

Will accept the consideration for position of Assistant keeper, at Boston Light. Salary as stated $660. per annum plus the usual bonus. I am,

Respectfully,

Tom Small

Hold for other corr.

GEE-MEH

February 21, 1920.

To: Commissioner of Lighthouses.

Subject: Form 84, dated Feb. 17.

1. It is requested that Form 84, dated Feb. 17, in regard to nomination of Tom Small for Keeper of Nantucket (Gt.Pt.) L. S., be ignored, as it has been learned that Form 73 in his case was inadvertently retained in the office of the District Civil Service Secretary in Boston.

2. The nomination will be canceled, as Small prefers to be considered for Asst. Keeper at Boston L. S.

Eaton

Superintendent.

SMALL	TOM	-----	Sept. 30	1897	Mass, 10	Suffolk	South Boston	
			M	W			x	
Birthplace: Brockton, Mass.				70				x

					U.S.Army-(not verified)
Enlisted	Private			2----15	Troop B-1st Texas Cav.
Hon.Disch.				7----17	do.
Enlisted	Apprentice Seaman			7-20-17	U.S.Navy - (not verified)
Hon.Disch.	Quartermaster,2/c(G)			8-7-19	do.
				(not verified)	U.S.Public Health Service,
Employed	Attendant	480.pa.	480.pa.	9-15-19	Gallups Isl.Boston Hbr.
Term.				12-8-19	do.
					Com.,2nd LH Dist.,Chelsea,
Prob.Appt.	2nd Assistant Keeper	660.pa.	660.pa.	3-9-20	Mass. - Boston LH.
Pro.	Keeper	840.pa.	840.pa.	11-29-22	Narrows LH.
Readj.		1080.pa.	1080.pa.	7-1-24	do.
Inc.in pay		1500.pa.	1500.pa.	2-1-25	do.
Inc.in pay		1560.pa.	1800.pa.	7-1-25	do.
Act.5-28-28		1680.pa.	*1920.pa.	7-1-28	do.
L.W.O.P.	(Sta. destroyed by fire)			6-7-29	do.
R.T.D.	Class. Laborer	---	4.48pd.	6-11-29	Chelsea Depot.
Trans.	Additional Keeper	1380.pa.	*1620.pa.	6-16-29	Cape Ann LH.
Res.wo.prej.				9-26-29	do.
Temp.Appt.	Assistant Keeper	1500.pa.	**1560.pa.	10-11-29	Duxbury Pier LH.
Term.				10-30-29	do.
Reins.	Assistant Keeper	1500.pa.	**1560.pa.	10-31-29	do.
Trans.	do.	1320.pa.	*1560.pa.	12-9-29	Plymouth LH.
Trans.	1st Assistant Keeper	1440.pa.	*1680.pa.	10-16-30	do.
Trans.	Assistant Keeper	1500.pa.	**1560.pa.	2-1-31	Duxbury Pier LH.
Trans.& Pro.	Keeper (1620-1980)	1620.pa.	**1680.pa.	6-1-31	Deer Island LH.
A. Trans. Reorg. Plan No. II, 6-9-39				7-1-39	Treasury - Coast Guard,
					Boston, Mass.
Trans.	1st Assistant Keeper (Range: 1500-1860)	1500.pa.	**1560.pa.	12-1-39	Hog Island Shoal LH.

* $240 pa. allowed for family quarters. **$60 pa. allowed for Kpr's quarters.

0

Seaman & quartermaster

Form 439
TREASURY DEPARTMENT
DIVISION OF APPOINTMENTS

File No. 2470

Name S M A L L, Mr. TOM

BORN: September 30, 1897

Service COAST GUARD (L.H.S.)

This file belongs in the Division of Appointments, Treasury, and has been charged to YOU. Please do not transfer to anyone or retain it for more than 5 days without notifying the Appointments Division File Room, EXT. 844-2382

U. S. GOVERNMENT PRINTING OFFICE 2—16323

DEPT. STOCK FORM 2249
REV. 1-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

39169

PAGE:

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Date May 30, 1941

Name: Small, Tom

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No.:

Nature of Recommendation

Change in status - civilian to military.

	FROM	TO
Position	Keeper	Boatswain's Mate, 1c.
Grade	Field (Range $1620-1980)	No change in pay and allow-
Salary	$1620 p.a. plus $60 p.a. Qtrs.	ances, Sec. 7, Act of August 5, 1939, applies.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Boston, Mass.	Boston, Mass.
Post of Duty	Duxbury Pier Lt. Sta., Mass.	Duxbury Pier Lt. Sta., Mass.
Appropriation	Civilian Employees, C. G.	Pay and allowances, C. G.
Allotment		

FIELD [X] DEPRTMTL. [ ] FIELD [ ] DEPRTMTL. [ ]

EFFECTIVE May 30, 1941.

Remarks:

The change indicated is pursuant to the Act of August 5, 1939.

Justification:

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Regular

DATE OF BIRTH: 9-30-1897

LEGAL RESIDENCE: Mass.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? Yes

SUBJECT TO RETIREMENT ACT? Lighthouse Act 620-18

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

JUN 3 1941

INTERLEAVED-PATD.

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL RECOMMENDATION

PAGE: 7498

TO DIRECTOR OF PERSONNEL

Date November 27, 1939.

Name: Small, Tom

From: U.S.Coast Guard (BUREAU OR DIVISION) Bureau No:

AMENDED

Nature of Recommendation

Transfer

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1620-1980)	Field (Range $1500-1860)*
Salary	$1620 p.a. plus $60 p.a.Qtrs.	$1500 p.a. plus $60 p.a.Qtrs.*
Bureau or Div. Organizational Subdivisions	U.S.Coast Guard	U.S.Coast Guard
Headquarters	Boston, Mass.	Boston, Mass.
Post of Duty	Deer Island Lt.Sta., Mass.	Hog Island Shoal Lt.Sta.,R.I.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

APPROPRIATION: Reg.

DATE OF BIRTH: 9-30-1897

LEGAL RESIDENCE: Mass.

SEX: M RACE: W

NATURE OF POSITION — NEW | ADDTL. IDENT.

VICE VACANCY | VICE *

EFFECTIVE E.O.D.

Remarks: Travel from Deer Island Lt.Sta., Mass., to Hog Is. Shoal Lt. Station, R.I. necessary in interest of Government, not for convenience of employee is authorized, with per diem of $3.50 in lieu of subsistence, chargeable to symbol No. 29. Travel by privately owned automobile at the rate of 4¢ a mile, if more economical and advantageous to the United States than travel by commercial carrier, authorized. If travel is by privately owned automobile, a statement certifying that such travel is more economical and advantageous than travel by commercial carrier must be attached to the voucher.

Justification:

*No change will be made in this employee's total or gross compensation or grade during the present fiscal year owing to the prohibition in Section 10b of the Reorganization Act of 1939 on changes in compensation. For record purposes, however, recommendation is submitted pursuant to Comp.Gen. B-5212 of August 22, 1939, to the Federal Security Agency.

This amends Form 2249 dated November 27, 1939, by including Travel.

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

N. R. STILES,
Commander, U.S.Coast Guard,
Assistant Personnel Officer.
(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY 12-7-39

INTERLEAVED-PATD.

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Tom Small Sex Male

Present address 54 Middlesex St Squantum Mass Date of birth 1897

Give below all places of residence during the past FIVE years

From-- (Month and year)	To-- Month and year)	Number and Street	City and State
Oct. 1934	Oct. 1939	54 Middlesex St	Squantum, Mass

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? No (Yes or no)

If so, give details in space provided below.

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition

No Reply Received From F. B. I.
Apparently No Criminal Record.

Have you ever been fingerprinted? Yes Where? Naval Training Sta. Great Lakes Ill.

When? 1917 If for the Civil Service, what position?

I hereby swear (or affirm) that the above statements are complete and accurate in every detail.

Tom Small
Customary payroll signature of employee

Subscribed and sworn to before me this 14th day of October 1939

James L. Mansmann
Notary Public

My commission expires My Commission Expires June 13, 1941

My Commission Expires June 13, 1941

TREASURY DEPARTMENT
United States Coast Guard

1940 DEC 27 AM 11 00

CP 75

December 26, 1940.

REPORT OF EFFECTIVE DATE OF CHANGE IN POSITION
OR PAY STATUS OF CIVILIAN EMPLOYEE

Director of Personnel,
Treasury Department,
Washington, D. C.

Name Tom Small

Nature of Action Change in status and post of duty - increase in grade and salary

Effective date of change December 3, 1940

	FROM	TO
Position	Keeper	Keeper
Pay	$1500-p.a.	$1620 p.a.
Salary Range	$1500-1860	$1620-1980
Valuation of Quarters	$60 p.a.	$60 p.a.
Station	Hog Island Shoal Lt.Sta., R.I.	Duxbury Pier Lt. Sta., Mass.

Remarks: This change is reported in accordance with Department approval dated (perforated in Form 2249) 11-5-40.

By direction of the Commandant,

Very truly yours,

R. J. Gross,
Chief, Civilian Personnel.

TREASURY DEPARTMENT
U. S. Coast Guard
Commander, Boston District
Boston, Massachusetts.

Date 13 December, 1940.

CHANGE IN DESIGNATION, PAY, OR STATUS OF EMPLOYEE

Name Tom Small

Nature of action Transfer

Effective date December 3, 1940.

U. S. COAST GUARD (4)
REC'D DEC 16 1940 By
ANS'D

1940 DEC 28 PM 1 02

	FROM:	TO:
Position	~~First Assistant~~ Keeper	Keeper
Pay	$1500 p.a.($1500-$1860)	$1620 p.a. ($1620-$1980)
Station	Hog Island Shoal L. S.	Duxbury Pier L. S.

Remarks: This change is reported in accordance with Department letter ~~Dated~~ approved 11-5-40.

O. C. [illegible],
By direction.

HEADQUARTERS - U. S. COAST GUARD - WASHINGTON , D.C. December 27, 1940.

Submitted to the Director of Personnel, Treasury Department, for information.

By direction of the Commandant,

Very truly yours,

F. W. Perry
F. W. PERRY,
Acting Chief, Civilian Personnel.

DEPT. STOCK FORM 2249
REV. 6-40

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL RECOMMENDATION

PAGE: 60400

TO DIRECTOR OF PERSONNEL

Date November 5, 1940.

Name: Small, Tom

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No: 1311

Nature of Recommendation

Change in status and post of duty - increase in grade and salary

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1500-1860)	Field (Range $1620-1980)
Salary	$1500 p.a. plus $60 p.a. Qtrs.	$1620 p.a. plus $60 p.a.Qtrs.
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	U. S. Coast Guard
Headquarters	Boston, Massachusetts	Boston, Massachusetts
Post of Duty	Hog Island Sheal Lt.Sta.,R.I.	Duxbury Pier Lt.Sta.,Mass.
Appropriation	Civilian Employees, C.G.	Civilian Employees, C.G.
Allotment		
Field or Deptl.	Field	Field

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 9-30-1897

LEGAL RESIDENCE: Mass.

SEX: M | RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE: *

*Markus Peiffer (Retired)

EFFECTIVE *Remarks:* E.O.D.

Travel from Bristol, Rhode Island, to Duxbury, Massachusetts, necessary in interest of Government, not for convenience of employee is authorized, with per diem of $3.50 in lieu of subsistence chargeable to symbol No. 29. Travel by privately owned automobile at the rate of 4¢ a mile, if more economical and advantageous to the United States than travel by commercial carrier, authorized. If travel is by privately owned automobile, a statement certifying that such travel is more economical and advantageous than travel by commercial carrier must be attached to the voucher.

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

DATE OF OATH

Justification:

This is a regular position in the authorized complement of the station, and it is necessary that it be filled in order that the essential work of the Service may be carried on.

Consideration given all other eligible employees
Certified as to sufficiency of Appropriated Funds

N. R. STILES,
Commander, U. S. Coast Guard,
Assistant Personnel Officer.

(BUREAU OR DIVISION HEAD)

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY: 11-5-40

INTERLEAVED-PATD.

FORM 2249

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

3472 1

DATE: 27 November, 1939

BUREAU NO. Lt. #1587

PERSONNEL RECOMMENDATION

TO DIRECTOR OF PERSONNEL

Name: Small, Tom

From: U. S. Coast Guard
(BUREAU OR OFFICE)

Nature of Recommendation

Transfer

	FROM	TO
Position	Keeper	Keeper
Grade	Field (Range $1620-1980)	Field (Range $1500-1860)*
Salary	$1620 p.a. plus $60 p.a. Qtrs.	$1500 p.a. plus $60 p.a. Qtrs.*
Bureau	U. S. Coast Guard	U. S. Coast Guard
Office	Boston, Massachusetts	Boston, Massachusetts
Unit		
Division		
Section		
Sub-Section		
Headquarters	Boston, Massachusetts	Boston, Massachusetts
Post of Duty	Deer Island Lt. Sta., Mass.	Hog Island Shoal Lt. Sta.,R.I.
Appropriation	Sal., Kprs. of Lhs.,Coast Guard	Sal., Kprs. of Lhs.,Coast Guard
Allotment		
	FIELD [X] DEPRTMTL. [ ]	FIELD [X] DEPRTMTL. [ ]

EFFECTIVE: E.C.D.

Remarks: * No change will be made in this employee's total or gross compensation or grade during the present fiscal year owing to the prohibition in Section 10b of the Reorganization Act of 1939 on changes in compensation. For record purposes, however, recommendation is submitted pursuant to Comp. Gen. B-5212 of August 22, 1939, to the Federal Security Agency.

JOURNAL PAGE: B 227

DATE OF BIRTH: 9-30-97

LEGAL RESIDENCE: Massachusetts

VETERANS' PREFERENCE:

NATURE OF POSITION NEW:

ADDITIONAL IDENTICAL:

VICE VACANCY:

VICE: Mahlon Burdge

CIVIL SERVICE AUTHORITY:

DATE OF OATH:

SUBJECT TO RETIREMENT ACT? Lighthouse Act 6-20-18

Justification:

Consideration given all other eligible employees in Bureau or Office of undersigned.
Certified as to Sufficiency of Appropriated Funds.

C. H. JONES,
Captain, U. S. Coast Guard,
Chief Personnel Officer.

Bureau or Office Head

(FOR USE OF DIRECTOR OF PERSONNEL, TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

11-29-39

DATE

© PATENTED

75

TREASURY DEPARTMENT
U. S. Coast Guard

U. S. COAST GUARD
REC'D DEC 6 1939

District BOSTON

Date 4 December, 1939

CHANGE IN STATUS OF EMPLOYEE

Name SMALL, Tom

Nature of Action Transfer

Effective Date 1 December, 1939

	FROM	TO
Position	Keeper	Keeper (~~1st Assistant~~)
Pay	$1620 per annum in pay range $1620-1980 p.a., plus $60 p.a. allowance for quarters.	$1500 per annum in pay range * $1500-1860 p.a., plus $60 p.a. allowance for quarters.
Station	Deer Island Light Station, Mass.	Hog Island Shoal Light Station, Rhode Island.

Remarks This change is reported in accordance with Department Notice dated 27 November, 1939 and approved 29 November, 1939.

Geo. E. Eaton,
By direction.

HEADQUARTERS 1st Indorsement 11 December, 1939

Submitted to the Director of Personnel, Treasury Department, for information as to the effective date of the change. *On account of the prohibition in Section 10b of the Reorganization Act of 1939, no change will be made in this employee's compensation during the present fiscal year.

By direction,

C. H. JONES,
Chief Personnel Officer.

July 1, 1939. Lighthouse Districts No. First and Second

consolidated with Boston Coast Guard District,

Headquarters Boston, Mass.

See U. S. Coast Guard General Order No. 37, dated June 20, 1939.

7/1/39 Transferred from Bureau of Lighthouses, Department of Commerce, and consolidated with United States Coast Guard, under terms of Plan No. 2 of Reorganization Act of 1939, approved by Congress April 3, 1939.

File received - FEB 9 1940

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION

Tom Small — (Name)

Mass — (Legal Residence)

STATUS

11—8040

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
Keeper	Prob	$660	L.H. Boston L.S. Mass	Nov 9/20
"	Trans.	840	" Narrows " "	Nov 24/22
"	Read Pay	1080	" " " "	July 1/24
"	"	1500	" " " "	July 1/25
"	Incr Comp	1560	" " " "	July 1/26
"	COMPENSATION Act. May 28 '28	1680	" " " "	JUL 1 1928
Keeper	Transfer	1380	L.H. — At Large — 2d Dist.	June 16, 1929.
	RESIGNED CLOSE OF Pending Resignt		Sept. 25, 1929	
Keeper	Resignt	1500	L.H. — Duxbury Pier	Oct. 11, 1929
Keeper	Resignt (Eff date amended)	1500	LAST DAY OF SERVICE Nov. 6, 1929 " " "	Nov. 7 1929
Keeper	Trans.	1320	L.H. — Plymouth L.S.	Dec 9, 1929
"	"	1440	" Minots Ledge L.S.	Oct. 16, 1930
"	Transfer	1500	" Duxbury Pier L.S.	Feb. 1, 1931.
"	Transfer	1620	" Deer Island L.S. 2nd Dist.	June 1, 1931

PERSONNEL CLASSIFICATION BOARD FORM NO. [redacted] FIELD QUESTIONNAIRE
(To be filled out in accordance with the [redacted]tions given in P. C. B. Forms Nos. 15 a[redacted])

Bureau No. 1332 Lt [redacted] Sheet No. 2(b)52

Space reserved for the use of the Board

1. Small (Surname) Tom (Given name) (Initial)
2. Department Commerce Vacated 6/16/29
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Narrows Light Station
(b) Subdivision Second District
(c) City or town Fort Warren, Boston State Mass.
6. Pay roll title Light Keeper
7. Customary office title Keeper
8. Present administrative allocation $1620-1920
9. Present gross rate of pay $ 1680.00
10. Deduction for allowances $ ----
11. Net rate paid in cash $ 1680.00

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
☐ House ☐ Room { ☐ Furnished ☐ Unfurnished } ☐ Heat ☐ Light ☐ Fuel ☐ Laundry ☐ Uniform ☐ Subsistence or rations in kind Meals per day: ☐ 1 ☐ 2 ☐ 3

13. Describe any other allowance, privilege, or perquisite of value

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost Uniform - $60.00

15. (a) Regular hours of work: From [redacted] m. to [redacted] m. (b) How many hours per week excluding unusual or irregular overtime work? No regular hours.
Summer Winter (c) If not a full time and all-the-year-round position, state number of hours per day;
number of days per { week / month / year }
(d) If certain hours of availability for duty, outside of regular working hours, are required, state hours and type of such duty

16. (a) Rate of pay for overtime (b) Amount of overtime pay in last 12 months

17. (a) Does the employee in any way direct or supervise other employees? No (b) If so, in what way? (See Form 16 before answering)
Does it
(c) How many?

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering)
Works largely upon his own responsibility but is governed by general directions set forth in Instructions to Employees and by specific oral and written instructions from the Superintendent; works without close observation of his superior but is subject to periodical inspections by the Superintendent without previous notice.

20. What is the name, official position, and sheet number of the employee's immediate superior? George E. Eaton Superintendent
Sheet No. 2(a)1

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	5	6	7	X 8	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe):

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent?
2 years asst. lighthouse keeper.

10—1856

23. TO THE EMPLOYEE: Describe in de[illegible]e work you do. Put each distinct duty, task, or process in [illegible]rate paragraph. Explain first those that require most of your time. Explain occasional[illegible] last. In the column at the left opposite each paragraph e[illegible] approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
	See attached sheets
	There not being room enough in this space for a description of my duties in my own way I have written them on separate sheets and attached to this form.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

Tom Small
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

This station has never had an asst. keeper and one is not recommended. Others have fulfilled position satisfactorily and the above man is doing the same. He has exaggerated his work to a great extent. The hours of fog for this station last year was but 494 hours. There are a number of stations in this district with more apparatus and buildings to care for by one keeper than at this station. He accepted the place (relieving his brother) knowing fully the conditions. He has requested a transfer and his request will be considered when vacancy exists. This is one of the best paid stations and this is on account of conditions, isolation, etc. It is one of the smallest stations in the district.

26. How long have the employee's duties been substantially as described above? 6 years.

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

September 29, 1928 (Date) — Edward J. Curran (Signature of Preparing Officer) — Chief Clerk (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ——. In my judgment the compensation of this position should be in a range from $1620 to $1920.

September 29, 1928 (Date) — Geo. E. Eaton (Signature of head of field office or station) — Superintendent. (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ——. In my judgment the compensation of this position should be in a range from $1620 to $1920.

OCT -8 1928 (Date) — J. S. CONWAY (Signature of head of bureau or his representative) — Acting Commissioner of Lighthouses (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

AMENDED. Date

June 1, 1931.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective June 1, 1931 (change of station and duties).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

JUL 28 1931

EDW. J. GARDNER

Chief of Appointment Division.

From: $1500 per annum.

To: $1620 per annum.

Service and grade: Field.

Appropriation (unit):

APPOINTMENT DIVISION
ENTERED ON JOURNAL
AUG 1 1931
SHEET NO. 3196
DEPARTMENT OF COMMERCE

2

CARDED

GOVERNMENT PRINTING OFFICE 11—9051

SECOND ENDORSEMENT

1931 JUL 22 CHIEF CLERK

DEPARTMENT OF COMMERCE 1931 JUL 22 PM 4 APPOINTMENT DIVISION

GEE-RMC

1931 JUL 15 PM 3 45

Office of Superintendent, 2nd District,
Chelsea, Mass., July 14, 1931

1. Returned to the Commissioner of Lighthouses, with the following report on the above matter.

2. Nomination, Form 73, recommending the transfer and promotion of Tom Small from Assistant Keeper, Duxbury Pier Light Station to the position of Keeper, Deer Island Light Station, was forwarded to the Bureau May 25, 1931. This transfer was recommended effective as of June 1, to fill vacancy caused by the resignation of Merrill B. King, recommended effective at the close of May 31, said resignation being submitted at the request of this office in view of circumstances of which the Bureau was previously advised.

3. This district wired the Bureau on June 4, requesting to be advised as to the status of the resignation of Merrill B. King and also the appointment of Tom Small. No reply being received to this wire, a second message was sent on June 6, to which reply was received that the resignation of Merrill B. King had been accepted by the Department but that Small's appointment had not yet been approved due to loss of papers and nomination was being resubmitted to the Department, this district to be advised when same was approved. Wire was received on June 11 advising approval in this respect.

4. As arrangements had already been made by King to leave the station at the close of May 31, the date on which his resignation was recommended effective, this naturally would leave the station with only one man. As Deer Island Light Station is one of the important light and fog signal stations in Boston Harbor which all traffic passes and is a flashing I.O.V. light with two keepers, during the present foggy weather the services of two men were absolutely necessary to maintain the station, and as the immediate filling of the Keeper's position involved the protection of life and property, Mr. Small was allowed to enter on duty as of June 1, pending receipt of Department authority.

5. In view of the emergency which existed in connection with the filling of the above position, it is respectfully requested that Department approval of action taken be obtained.

Eaton

EATON
Superintendent.

JUL 22 1931

RC:EMF Bureau of Lighthouses, Washington, D. C., July 21, 1931.

Submitted to the Secretary of Commerce in accordance with Department letter of June 27 requesting a report in this matter and recommending approval of paragraph 5 if practicable.

W P Harman

W. P. HARMAN,
Acting Commissioner of Lighthouses.

OK D

June 27, 1931.

Commissioner of Lighthouses:

The Department is in receipt of the bureau's report of June 20, 1931, giving June 1 as the effective date of the transfer of Tom Small from the position of assistant keeper of Duxbury Pier Light Station at $1500 per annum to keeper at $1620 per annum of Deer Island Light Station.

The recommendation for Mr. Small's transfer was not approved by the Department until June 9, the date of the notice addressed to him. Information is, therefore, requested under what authority this change was made effective prior to the Department's approval.

(SIGNED) E. W. [illegible]

JUL -1 1931

Chief Clerk.

A:T

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

GEE-RMC

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1931 JUN 19 PM 4:02

1931 JUN 22 PM 4:51

CHIEF CLERK

To Dept

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

June 18, 1931.

DEPARTMENT OF COMMERCE
JUN 22 1931
APPOINTMENT DIVISION

Commissioner of Lighthouses.

Subject: Transfer Tom Small from assistant keeper Duxbury Pier Light Station to keeper Deer Island Light Station, effective date.

Reference: Department Notice of Change in Compensation dated June 9, 1931.

1. The Bureau is advised that the effective date of the above transfer is June 1, 1931.

GEO. E. EATON
Superintendent

Bureau of Lighthouses, Washington

JUN 20 1931

Submitted to Secretary of Commerce for his information
For the Commissioner:

Chief, Personnel Division

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

June 9, 1931.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective upon entrance on duty (change of station and duties).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

JUN 10 1931

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1500 per annum.

To: $1620 per annum.

Service and grade: Field.

Appropriation (unit):

CARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
JUN 13 1931
SHEET NO. 3058
DEPARTMENT OF COMMERCE

2
N

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
GEE-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

DEPARTMENT OF COMMERCE MAY 29 1931 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE MAY 28 1931 APPOINTMENT DIVISION

LIGHTHOUSES 1931 MAY 26 PM 3:59

CHIEF CLERK 1931 MAY 27 PM 2:37

Chelsea, Mass., May 25, 19 31
(City) (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and Promotion. To fill Pending Vacancy

Name, Tom Small 11 yrs Service

Position, Keeper

Location, Deer Island Light Station.

Effective, June 1, 1931.

Legal residence, Massachusetts

Proposed salary, $1620 per annum.

Proposed range, $1620-1980

Appropriation, Salaries, Keepers of Lighthouses.

[1] ~~the actual date of entrance on duty,~~ or as soon thereafter as he enters on duty.

DEPARTMENT OF COMMERCE JUN - 9 1931 APPOINTMENT DIVISION

Former position, (Assistant) Keeper

Location, Duxbury Pier Light Station.

Former salary, $1500 per annum.

Former range, $1440-1800

Rank on eligible list, -- Rating, -- Percentage, -- , Other eligibles considered:

Previous incumbent, Merrill B. King (Lt.#1307) 1740 Services terminated, May 31, 1931.

Reason, Resigned. - Pending

Returned Rec. 5/28/31 for signature.

Members of family in Government service, None

Date of birth, September 30, 1897.

Remarks:

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19-----

Direct

Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

May 27, 1931

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JUN 9 - 1931 DEPARTMENT OF COMMERCE

Chief Clerk

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

LIGHTHOUSES
1931 APR 7 PM 3 48

DEPARTMENT COMMERCE
APR 10 1931
APPOINTMENT DIVISION

SUPT. OF LIGHTHOUSES
2nd DIST.
APR 1931
CHELSEA, MASS.

CHIEF CLERK

DEPARTMENT OF COMMERCE
Bureau of Lighthouses
Washington

1931 APR 10 PM 3 42

April 2, 1931

Superintendent of Lighthouses: **Chelsea, Mass.**

It is requested that the information indicated in the item checked below be furnished the Bureau promptly, with the return of the attached papers, if any.

NAME AND DESIGNATION **Tom Small, Keeper**

(1) Give date of entrance on duty, of transfer, or of resignation
(2) Furnish personal history sheet
(3) Furnish oath of office
(4) Furnish civil service form 375 in triplicate
(5) Submit form SS 66, showing last day served by temporary appointee
(6) Furnish standard form 13 in quadruplicate (abstract of official recor
(7) Furnish documentary evidence of date of birth as prescribed in civil service form 2473, attached.
(8) Submit inclosed nomination through the District Civil Service Secreta
(9) Miscellaneous

Effective date of transfer authorized Feb. 1, 1931, or eod.

For the Commissioner:
R.J. Gross
Chief, Personnel Division.

WHC

CARDED

District Second Date April 6, 1931

Returned to Commissioner of Lighthouses:

With advice that above transfer was effective February 1, 1931. Reference notice of change of compensation issued by Appointment Division dated January 20, 1931, stating Feb. 1, 1931, as effective date.

For and in the absence of the Superintendent.

Edw. J. Curran
~~Superintendent of Lighthouses~~
Chief Clerk.

DCC

APR 9 1931

Bureau of Lighthouses, Washington

Submitted to Secretary of Commerce for his information

W. P. Hamman
Acting Commissioner of Lighthouses

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

January 20, 1931.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective February 1, 1931 (change of station and duties).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

F. A. DELONG JAN 20 1931

Acting Chief of Appointment Division.

From: $1440 per annum.

To: $1500 per annum.

Service and grade: Field.

Appropriation (unit):

CARDED

APPOINTMENT DIVISION
ENTERED ON JOURNAL
JAN 24 1931
SHEET NO. 2940
DEPARTMENT OF COMMERCE

2
E

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
GEE-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1931 JAN 14 PM 3 39

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

DEPARTMENT OF COMMERCE JAN 16 1931 APPOINTMENT DIVISION

CHIEF CLERK

1931 JAN 15 PM 3 19

Chelsea, Mass., (City) January 13, 1931. (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with increase in salary. Legal residence, Massachusetts

Name, Tom Small

Position, Assistant Keeper

Location, Duxbury Pier Light Station.

Effective, February 1, 1931

To fill vacancy

DEPARTMENT COMMERCE JAN 20 1931 APPOINTMENT DIVISION

Proposed salary, $1500 per annum Same pay

Proposed range, $1440-1740 1800 (Bu)

Appropriation, Salaries, Keepers of Lighthouses.

[1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Former position, 1st Assistant Keeper

Location, Minots Ledge Light Station.

Former salary, $1440 per annum

Former range, ~~$1380-1680~~ 1440-1740 (Bu)

Rank on eligible list, -- Rating, -- Percentage, -- , Other eligibles considered:

Previous incumbent, Markus Peiffer (Lt.#1312) 1560 Services terminated, January 31, 1931.

To be

Reason, Transferred to Cape Poge Light Station.

Members of family in Government service, None

Date of birth, September 30, 1897.

Remarks: The filling of above position is necessary for protection of life and property. (Ref. Bureau's unnumbered circular letter dated Nov. 3, 1930). Quarters are not provided at this station for families of keepers.

Selection regular, subject to the action of the

U. S. Civil Service Commission, , 19----

Direct

Secretary, Civil Service District.

F. E. Eaton

Superintendent.

1-16-31

BUREAU OF LIGHTHOUSES

WASHINGTON

January 15, 1931

Submitted to the Secretary of Commerce, approved.

APPOINTMENT DIVISION SECRETARY AUTOMATIC JAN 20 1931 DEPARTMENT OF COMMERCE

Action O. K.

Chief Clerk

W. P. Hartmann

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

October 16, 1930.

M. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective October 16, 1930 (change of station and duties).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

OCT 28 1930

F. A. DELONG

Acting Chief of Appointment Division.

From: $1320 per annum.

To: $1440 per annum.

Service and grade: Field.

Appropriation (unit):

APPOINTMENT DIVISION ENTERED NOV 1 1930 2876 ON JOURNAL DEPARTMENT OF COMMERCE

CARDED

2

E

GOVERNMENT PRINTING OFFICE 11—9051

Form 73
GEE-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1930 OCT 18 PM 12 CO

1930 OCT 22 AM 10

CHIEF CLERK

DEPARTMENT OF COMMERCE OCT 22 1930 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE OCT 27 1930 APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Chelsea, Mass., (City) October 16, 1930 (Date)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with increase in salary

Legal residence, Massachusetts

Name, Tom Small

Proposed salary, $1440 per annum

Position, 1st Assistant Keeper

Proposed range, $1380-~~1680~~ 1740

Location, Minots Ledge Light Station

Appropriation, Salaries, Keepers of Lighthouses.

Effective, October 16, 1930

[1] the actual date of entrance on duty, ~~or~~
~~a date subsequent to the date of entrance on duty~~.

Former position, Assistant Keeper

Former salary, $1320 per annum

Location, Plymouth Light Station

Former range, $1260-~~1560~~ 1620

Rank on eligible list, -- Rating, -- Percentage, -- , Other eligibles considered:

Previous incumbent, Samuel Perry - (LT.#1328) 1380 Services terminated, October 15, 1930

Reason, Transferred to Plymouth Light Station

D.L. 9/23/30 - Auth. Transfer of Small to Minots Ledge L.S. & if he refused, he would be subject to dismissal.

Members of family in Government service, None

Date of birth, September 30, 1897.

Remarks: Mr. Small entered on duty prior to receipt of Department authority as this case was considered an emergency involving the protection of life and property. Quarters are provided at this station for families of keepers.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19-----

Direct

Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

October 21, 1930.

Submitted to the Secretary of Commerce, approved, the Bureau concurring with the Superintendent as to the proposed transfer involving an emergency involving the proper safeguarding of life and property. Attention in connection with this recommendation is invited to Department letter of September 23, 1930, approving the Bureau's recommendation that Mr. Small be transferred to Minots Ledge Light Station.

Action O. K.

Chief Clerk

OCT 27 1930 DEPARTMENT OF COMMERCE

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

September 23, 1930.

Commissioner of Lighthouses:

For the reasons given in the Second Superintendent's letter of September 6, 1930, the Department has approved the bureau's recommendation of September 15, 1930, that authority be granted to transfer Tom Small, keeper at $1320 per annum of Plymouth Light Station, Massachusetts, to the position of first assistant keeper at Minots Ledge Lighthouse.

By direction of the Secretary:

Respectfully,

CARDED

SEP 24 1930

EDW. J. GARDNER

Chief of Appointment Division.

AHH

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

DEPARTMENT OF COMMERCE
SEP 20 1930
APPOINTMENT DIVISION

CHIEF CLERK
1930 SEP 15 PM 3 17

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

DEPARTMENT OF COMMERCE
SEP 16 1930
APPOINTMENT DIVISION

September 15, 1930.

SUBJECT: Letter of September 6, 1930, from 2nd Superintendent relative to charges preferred against Tom Small, (Asst.) Keeper, Plymouth Lighthouse.

Submitted to the Secretary of Commerce. The Bureau concurs with the Superintendent and recommends the action proposed in Paragraph 9.*

* Asks with trans. to station where, if he accepts same stays, he will suffer a reduction of 60 yrs. Has had approx. 9 years service.

C. P. Harman
Acting Commissioner of Lighthouses.

RG:LRF

9/16/30 JJA

Action O. K.
Chief Clerk

Sat

APPOINTMENT DIVISION
NECESSARY
ACTION TAKEN
SEP 22 1930
DEPARTMENT OF COMMERCE

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.
GEE*MEH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Hydr
Radio M
Engr. Constrn
Mar. Engr.
Personnel
Finance
Law & Prop.
Chief Clerk
Adm. Assist.
Dep. Commr.
Commissioner

LIGHTHOUSES
1930 SEP 8 AM 9 22

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

September 6, 1930

Commissioner of Lighthouses.

Subject: Tom Small, Assistant Keeper, Plymouth Lighthouse, charges preferred.

1. Forwarded herewith for the Bureau's consideration are copies of recent correspondence between this office, the Keeper of PlymouthLighthouse, and his Assistant, including charges preferred by theKeeper against his Assistant and countercharges preferred by the Assistant against the Keeper.

2. The first intimation this office had regarding any difficulty existing between the above two employees was on August 13, 1930, when letter was received from the Keeper in which it was stated that the Assistant refused to obey certain official orders, especially in regard to making proper entry in the Record of Absence Book before leaving thelight station as well as completing the entry upon return. Upon receipt of said communication a letter was immediately forwarded the assistant directing him to obey, with proper deference and respect, all lawful orders of his superior. The Keeper was also accordingly directed to report any further disobedience on the part of his Assistant.

3. On August 16 another letter was received from the Keeper advising that the Assistant left the station at 8 A.M. on August 14 and did not return until 10:30 P.M. the following day. This leave was taken without the permission of the Keeper, neither was Form 76 (Request for Leave) submitted, this being the second time unauthorized leave was taken, the Assistant leaving the station at 6:30 A.M. and returning at 6 P.M. on July 28. Form 76 covering both these periods were not received at this office until August 20, not approved by the Keeper.

4. A second letter received the same day from the Keeper advised that the Assistant upon receipt of office letter directing him to obey lawful orders, et cetera, invited the Keeper to fight the matter out for reporting him to the Superintendent, using profane and abusive language. The Keeper refusing to do so proceeded about his duties, and shortly after the Assistant still in a fighting mood requested Forms 76 to cover the leave already taken by him.

5. Upon receipt of the above information charges were preferred by this office against the Assistant Keeper, as per copy attached, and reply was made thereto as per copy also attached. Accompanying the Assistant's reply to the charges were countercharges preferred by him against the Keeper, copy of which was forwarded the Keeper for report. Copy of said charges and Keeper's reply are also attached.

6. The Keeper's charges against the Assistant are believed to be fully substantiated in all respects, while those of the Assistant against the Keeper certainly are not. For its information, the Bureau is advised that Plymouth Lighthouse is one of the best kept atations in this district, and one to which it is seldom necessary to send workmen tomake repairs, all such repairs being made by the Keeper himself who has done much during his period of service to improve the station.

7. Regarding the fog signal engine which the Assistant claims in his charges was allowed by the Keeper to remain dismantled from July 7 to August 20, 1930, the Superintendent has personal knowledge that this engine was dismantled by the Assistant during the absence of the Keeper while on authorized leave, and the Assistant ordered piston rings for same when spare rings were on hand at the station but through ignorance he did not realize this fact until the new rings had been delivered at the station.

8. Assistant Keeper Small was formerly Keeper of the Narrows Lighthouse in this district where he kept an excellent station until it was completely destroyed by fire, while he was burning paint on the tower. This accident deprived him of his position as Keeper. However, he was given employment as laborer at Chelsea Depot, then appointed Additional Keeper for a short period until his transfer to the position of Assistant Keeper of Duxbury Pier Lighthouse, and upon his own request was finally transferred to his present position of Assistant Keeper of Plymouth Lighthouse. It appears that this man having been Keeper for so long at the Narrows Lighthouse feels too capable to take orders from a superior, and it is therefore not for the interests of the Service to allow these two men to remaintogether at the same station.

9. In view of the above facts it is recommended that authority be granted to transfer Assistant Keeper Small from Plymouth Lighthouse to the position of 1st Assistant Keeper at Minots Ledge Lighthouse, and should Small refuse to accept this transfer that he be dismissed from the Service.

10. Early action on the above matter is respectfully requested.

GEO. E. EATON
Superintendent

copy-meh

REGISTERED MAIL

CHR*MEH

LIGHTHOUSES
1930 SEP 8 AM 9 22

August 19, 1930

Tom Small, Assistant Keeper,
Plymouth Lighthouse,
(Through the Keeper)

1. The following charges, relative to your conduct as Assistant Keeper at PlymouthLighthouse, have been preferred against you by the Keeper, all in violation of the Regulations for this Service:

a) Continual disobedience of orders given you by the Keeper in not carrying out routine work of station, such as making proper entries in Record of Absences of Keepers from station, hanging lantern curtains during the daytime period.

b(Leaving the station without authority of the Keeper, and without applying for leave of absence, Form 76, from 8:00 o'clock A.M. on August 14, 1930 until 10:30 P.M. on August 15, 1930, as well as your absence from 6:30 A.M. to 6 P.M., July 28.

c) Use of profane and abusive language toward the Keeper for reporting your disobedience of orders to the Superintendent.

d) Your invitation to the Keeper to fight out your differences in the back yard, thereby influencing him to violate the Lighthouse Service Regulations.

2. You will be allowed a period of three days to answer the above charges in writing, and your answer hereto must be expressed in temperate language, free from any counter-charges, and relate specifically to the matters referred to in the charges. If you have any counter charges to make, they may be put in a separate letter. All correspondence is to be forwarded throughthe Keeper.

/sgd/ Geo. E. Eaton
Superintendent

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt. ✓
1st Asst. Supt.
Chief
Asst.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
AUG
23
1930
CHELSEA, MASS.

SECOND DISTRICT

Plymouth Light Station
(or the Depot or Vessel)

August 21, 1930, 192

SEP 8 1930

9
23

Superintendent of Lighthouses.
Chelsea, Mass.

Sir:

Relative to charges preferred against me by Keeper of Plymouth Light Station.

A. Laxity in making entries in Form 303 mostly due to inaccessibility of book which is habitually kept in keepers quarters among personal effects.

The Keeper suggested curtains be hung, as I understood for benefit of summer residents up till Labor Day. This resulted in a misunderstanding as I had just done a paint job in tower. The matter being further discussed the suggestion was obeyed on following morning. No direct order was given at any time.

B. Form 76 on dates mentioned in charges should be found in files of your office, approved under signature of Keeper.

C. At no time have I used profane or abusive language toward the keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

2

(Station, Depot, or Vessel)

, 192

My voice may have been hard, reverting to military habit under stress of excitement. The only statements I can recollect of making to the Keeper on that occasion were: "Davis you've gone too far." "You never finished anything in your life." "I'll finish this job for you."

D. The invitation is still cordial but unaccepted. It is directed to Mr Davis personally, not to the Keeper as vested with Government authority.

Respectfully.

Tom Small
Assistant Keeper.

This letter is not approved of
H. O. Davis
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
AUG
23
1930
CHELSEA, MASS.

LIGHTHOUSES
1930 SEP 8 AM 9 23

SECOND DISTRICT

Plymouth Light Station.
(Station, Depot, or Vessel)

August 22, 1930, 192-

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

I charge the Keeper of Plymouth Light Station with the following violations of the Regulations and of conduct unbecoming to an officer in the service.

(A.) Setting a bad example by:

1. Continual neglect of making proper entries in Form 303, especially for absences at night.

2. Neglect of signing Watch Book, sometimes for weeks.

3. Urging a subordinate to make improper entries in Form 303 and to neglect duty by sleeping on watch.

(B) Neglect of duty and inefficency by:

1. Allowing outside interests to interfear unduly with station work and routine.

2. Habitually sleeping on watch.

3. Allowing fog signal engine to remain disassembled from July 7. to August 20, 1930.

4. Disordly collections of junk, litter and

rubbish allowed to collect about station between probable dates of inspection.

5. Failure to adhere to own instructions regarding leaving station unattended.

6. Failure to notify Assistant on leaving Station.

7. Violation of Article 18: Keeper boasts of his dirty hands and ridicules Assistant for ordinary cleanliness in this respect.

8. Habitual neglect of such duties as to fill oil and fuel tanks when watch is relieved. Constant failure to fill alcohol containers in tower Neglect to fill oil tank on light, causing same to be out.

(C) Oppression of subordinate by:

1. Persisting in petty practices calculated to infuriate a subordinate as: pollution of drinking water, constantly belittling subordinates work and taking credit for same

2. Attempts to dictate whom subordinate may choose for friends, speak to or associate with on and off Government Reservation.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

(3)

LIGHTHOUSES
1930 SEP 8 AM 9 23
SECOND DISTRICT

(Station, Depot, or Vessel)

....., 192

4. Assumes attitude that Regulations are for Assistant only and that Assistant should do heft of station work, leaving Keeper free to devote his time to outside interests. Any subordinate resenting this arrangement is subject to a persistant campaign toward his riddance. The Keeper has been so successful in the past as to be cock-sure on this occasion.

I recommend and urge that the Superintendent investigate this matter, make inquery from preceeding subordinates, and people living in the vicinity of the Reservation who have some inkling of the conduct thereon.

Respectfully
Tom Small
Assistant Keeper.

This letter is not approved of
H. A. Davis
Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1930 SEP 8 AM 9

SUPT. OF LIGHTHOUSES AUG 28 1930 2D DIST. CHELSEA, MASS.

SECOND DISTRICT 23

Plymouth Lt. Station
(Station, Depot, or Vessel)

August 27, 1930

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

Superintendent of Lighthouses:

Herewith is report on charges preferred against me by the Asst. Keeper at this Station.

A.

1. Form 303 is always signed by me day or night at all times and form 76 is forwarded to your Office for all leave exceeding 6 hours.

2. Watch book is kept signed up by the Keeper but not by the Asst. Keeper.

3. The subordinate has been urged and begged to keep form 303 signed up and not neglect his Light or Signal by sleeping on watch.

B.

1. Outside interests donot interfer with Lighthouse duties in any respect and long working hours, with great interest, are put in the Station work by me, such as can be seen by visiting the Station.

2. I have never slept on watch or made any habit of same without a responsible person for a relief.

3. The Fog Signal engine No 1. was disassembled by the Asst. Keeper during my two weeks vacation. When I returned the parts were strewn over the Signal House and in a dirty condition with oil and carbon. Some correspondence had been taken up with the Office in regards to rings. New rings at the time were in the top of the Signal house with other spare parts. When I returned to the Station and got other more important things attended to, such as cleaning clockworks and No. 2. motor tuned up, I started to assemble No. 1. motor and had her running Aug. 15, with new rings and in good condition. The Asst. Keeper did not help to assemble the motor or have anything to do with it as he kept away from the Signal House.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

Plymouth Lt. Sta.
(Station, Depot, or Vessel)

Aug. 27, 1930

4. No junk or litter has been kept around Station between any probable dates, only lumber from old barn that was necessary to use in new garage, at the time of taking down old building.

5. This Station has not been left unattended to my knowledge unless it was during my absence and the Asst. Keeper was supposed to be here.

B.

6. The Asst Keeper has always been notified on my leaving the Station, in some cases when he was not in the house and around the Station I have asked his wife to deliver the message for me.

7. I do not boast of dirty hands or redicule the Asst. Keeper for ordinary cleanliness., but I have called to his attention that it is necessary to clean oil and grease from crank case of air commpressors and othe parts of motor or motors on the Station and that the oil will not soil his hands.

8. Oil and fuel tanks are kept filled at all times. Alcohol containers in tower should not be filled when they are hot by the Keeper who lights up, but by the Keeper who extinguishes the Light in the morning, as there is some danger of fire. Mr. Small wishes the containers filled his way. The light has never been out through any neglect on my part to fill oil tank.

C.

1. No petty practices are calculated to infuriate a subordinate and no drinking water has been polluted by me. It seems that Mr. Small has gone a little to far in making any such statement as this is a criminal offence. All work done on this Station is credited to both Keepers as can be seen in the Journal.

2. No dictation has been made as to whom subordinate may choose for friends or to associate with, on or off Government Property.

3. No attitude is assumed that the Regulations are not for both the Keepers and Assts. and the heft of the work is

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

Plymouth Light Station
(Station, Depot, or Vessel)

Aug. 27, 1940

not done by Mr. Small as he is in no condition to do so. Most of the time he stays out with friends playing cards half of the night then is supposed to stand a good watch the remainder.

In regards to work about Station he has no interests and that leaves everything for me to do.

Respectfully,
F. R. Davis Keeper

copy-mch

DEPARTMENT OF COMMERCE
Lighthouse Service

Second District

Plymouth Lt. Stat.

August 22, 1930.

Superintendent of Lighthouses:

I wish to report that on the night of the 21st instant the Asst. Keeper reported to me that the light went out at 10 P.M., reason he gave, no oil in tank.

As it is my turn this month to keep the tank filled, I at once knew he was making a false statement. This tank is filled every 3 days, to a filling mark on the tank, without fail. In the morning the tank was measured and found to be over half full.

I have made an entry in my Journal to correspond with this letter. If the Light was out I have no way of knowing what the cause was or the duration of time.

Respecfully,

/sgd/ F A Davis Keeper

copy-meh

DEPARTMENT OF COMMERCE
Lighthouse Service

Second District

Plymouth Lt. Sta.

Aug. 31 1930

Superintendent of Lighthouses:

I wish to report that on August 30, 12 mid. I was relieved from watch by the Asst. Keeper. We had thick fog and No. 1 motor running in A 1 condition. At 8 A:M. Aug. 31 when I relieved the watch again he informed me that the motor had run for one hour without pumping water during his watch.

He has been previously instructed that in such a case he was to call me or shift motors, that by nomeans run a motor unless she is properly functioning, in which he failed to do.

I also found the Signal house floor covered with oil, grease, and water and in a very dirty condition. He makes a practice of leaving the Signal House in this condition, making it dangerous moving around the flywheels in case any one would slip and fall into them.

It is hoped that a change will remedy conditions at an early date.

Respectfully,

F A DAVIS

Keeper

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

RMC

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1929 DEC 13 PM 3 42

CHIEF CLERK
1929 DEC 14 PM 4 31

DEPARTMENT OF COMMERCE
DEC 16 1929
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

December 12, 1929.

Commissioner of Lighthouses.

Subject: Transfer of Tom Small, to position of Assistant Keeper, Plymouth Light Station.

Reference: Notice of Change in Compensation, Appointment Division, dated December 2, 1929.

1. The Bureau is advised that the effective date of Mr.Small's transfer is December 9, 1929.

For and in the absence of the Superintendent.

Edward J. Curran
Chief Clerk.

U. S. REPORT DATA ENTERED
DEC 14 1929

CARDED

Bureau of Lighthouses, Washington

Submitted to Secretary of Commerce for his information

H. B. Bowerman
Acting Commissioner of Lighthouses

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

December 2, 1929.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective December 9, 1929, or upon entrance on duty (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

DEC 7 1929
EDW. J. GARDNER

Chief of Appointment Division.

From: $1500 per annum.

To: $1320 per annum.

Service and grade:

Appropriation (unit): Field.

CARDED

APPOINTMENT DIVISION ENTERED DEC 14 1929 DEPARTMENT OF COMMERCE ON JOURNAL 2526

2
E

GOVERNMENT PRINTING OFFICE 11—9051

Form 73

GEE-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1929 NOV 23 PM 3:54

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second - DISTRICT.

5 CHIEF CLERK 29 DEC

DEPARTMENT OF COMMERCE DEC 6 1929 APPOINTMENT DIVISION

DEPARTMENT OF COMMERCE DEC 2 1929 APPOINTMENT DIVISION

Chelsea, Mass., (City) November 22, (Date) 1929

AM 11 28

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer with decrease in salary. **Legal residence,** Massachusetts.

Name, Tom Small — Request

Proposed salary, $1320 per annum. Same Step

Position, (Assistant) Keeper

Proposed range, $1260-1560

Location, Plymouth Light Station, Mass.

Appropriation, ~~Salaries,~~ Keepers of ~~Lighthouses.~~

Effective, December 9, 1929. [1] ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, (Assistant) Keeper.

Former salary, $1500 per annum.

Location, Duxbury Pier Light Station.

Former range, $1440-1740

Rank on eligible list, -- Rating, -- Percentage, -- , Other eligibles considered:

Previous incumbent, Markus Peiffer 1380 (LT#1339) Services terminated, December 8, 1929.

Reason, Transferred Duxbury Pier LH. (Landing)

Members of family in Government service, None.

Date of birth, September 30, 1897.

Remarks: A letter from Mr. Small, indicating his desire for transfer to this position, which involves a reduction in pay, is enclosed. Action recommended is not in violation of Section 2, Civil Service Rule I. Quarters are provided at this station for families of keepers.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 19----

For and in the absence of the Superintendent.

Edward J. Curran
Chief Clerk.

Direct.
Secretary, Civil Service District.

8/12-2-29

Inclosure

BUREAU OF LIGHTHOUSES
WASHINGTON

NECESSARY ACTION TAKEN DEC 5 1929 DEPARTMENT OF COMMERCE

NOV 30 1929

Submitted to the Secretary of Commerce, approved.

Acting Chief Clerk

W R Harmans
Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

LIGHTHOUSES
1929 NOV 23 PM 3-54

46 Court St.,
Plymouth Mass.
November 9, 1929.

SUPT. OF LIGHTHOUSES
NOV 12 1929
2nd DIST. CHELSEA, MASS.

Superintendent of Lighthouses,
Chelsea, Mass.

Sir:

The assistant keeper at Gurnet Light Station has approached me regarding a transfer of positions.

A trade of this nature would be agreeable to me and I am ready to move as soon as convenient to all parties concerned.

Please advise me if the Superintendent authorizes this action.

Respectfully

Tom Small

Assistant Keeper

Airways
Surveys
Constrn.
Commun.
Weather
Clerical
Adm. Offcr.
Air Engr.
Chief Engr.
Hydro.
Radio
Engr. Constrn
Mar. Engr.
Personnel
Finance
Law & Prop.
Adm. Assist.
Dep. Commr.
Commissioner

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Small, Tom

POSITION Keeper.

BUREAU BUREAU OF LIGHTHOUSES

STATION 2nd Dist.

CIRCULAR #11----9/15/23

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt. per annum to be Added	Subtracted
840	240	1080	CR	164.25	1244.25	LHS	5	1380	Yes	120	

CIRCULAR #13----11/13/23

approv $1500

GRADE RECOMMENDED 7

RANGE OF COMPENSATION RECOMMENDED FROM $1500 TO $1740

PERSONNEL CLASSIFICATION BOARD FORM NO. 1
(To be filled out in accordance with detailed instruction sheet, Form No. 2)

Sheet No. 31.
2—12758

DO NOT WRITE IN THIS SPACE

a			
b			
c			
d			

1. Small (Surname) Tom (Given name) (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station Second Lighthouse District
   (b) Subdivision Narrows Light Station
   (c) City or town Boston State Mass.
6. Pay-roll title Keeper
7. Customary office title Keeper

8. (a) Number of regular working hours of the position, per day about 15; per week 105
   (b) If this is not a full-time position, state percentage of time employed per day ---; or per week ---
   (c) If night work, wholly or in part, state the hours: From 1/3 of time from sunset m. to to sunrise. m.
9. If this is not an all-year-round position, state approximate number of days employed each year ---
   During what months ---
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation ---
11. Present rate of pay, exclusive of bonus $ 840 per annum; bonus, $ 240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 840 per annum; bonus, $ 240 per annum.
13. If the employee receives overtime pay, state the rate None
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☒ Quarters; ☐ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☒ Fuel; ☒ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum
    45 cents per diem commutation of rations, $164.25
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment Uniform; annual cost, $ 20.00
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☒ 8
    (b) High school; years ☐ 1 ☒ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ---; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind ---; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ---; number of lessons ---; number completed ---

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.)	Percentage of total time given to each task
1. Operating the light every night from sunset to sunrise; operating fog signal during thick or foggy weather.	50
2. Cleaning and caring for grounds, quarters, light and fog signal apparatus.	25
3. Painting buildings and light tower and making minor repairs as necessary.	15
4. Going for mail and supplies.	10

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.)

Works largely upon his own responsibility but is governed by general directions set forth in the printed Instructions to Employees and by specific oral and written instructions from the Superintendent; works without close observation of his superiors, but is subject to periodical inspections by the Superintendent and 1st Assistant Superintendent without previous notice.

20. Do the duties involve direction or supervision of the work of other employees? No.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

21. How long have the employee's duties been substantially as described above? Since November 29, 1922.

22. I hereby certify that to the best of my knowledge and belief the answers to the foregoing questions are correct.

May 31, 1923. (Date) Geo. E. Eaton (Signature of Preparing Officer) Supt. of Lighthouses (Title)

23. I have read the foregoing and I agree to it except as follows:

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy		X	
Initiative (originality and resourcefulness)	X		
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)	X		

EDUCATIONAL TRAINING		
	Essential	Desirable But Not Essential
College		
High School		X
Common School	X	

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ 900 to $ 1080.

May 31, 1923. (Date) Geo. E. Eaton (Signature of head of field office or station) Supt. of Lighthouses. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

Standard Form No. 8
(Approved by the President, May 22, 1925)

RMC

CHIEF CLERK 1929 NOV 14 AM 7 28

SUPT. OF LIGHTHOUSES NOV 12 1929 2nd DIST. CHELSEA, MASS.

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

DEPARTMENT OF COMMERCE NOV 14 1929 APPOINTMENT DIVISION

Commerce
(Department or Establishment)

Lighthouse Service, 2nd District.
(Bureau or Office)

I, Tom Small, do
(Name in full, printed or typed)

solemnly swear (~~or affirm~~) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So HELP ME GOD.

Tom Small
(Signature of Appointee)

U. S. REPORT DATA ENTERED

Subscribed and sworn to before me this 9th day of November, A. D. 1929

at Plymouth, Mass.
(City or place) (State)

[SEAL]

CARDED

Harry R. Talbot
Notary Public
Comm Expires Aug 24-1930

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

Position to which appointed Reinstatement - Assistant Keeper, Duxbury Pier LH

Date of entrance on duty November 7, 1929.

GOVERNMENT PRINTING OFFICE 10—1689

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

AMENDED

October 11, 1929.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of One Thousand Five Hundred dollars per annum

effective October 11, 1929, and to continue for a period not to exceed thirty days pending reinstatement.

Nature of appointment: Temporary.

Civil Service authority: Secretary, First Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

CARDED
NOV 9 1929
EDW. J. GARDNER

Chief of Appointment Division.

C

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: Chester J. Wheeler.

Legal Residence: Massachusetts.

APPOINTMENT DIVISION ENTERED NOV 5 1929 ON JOURNAL DEPARTMENT OF COMMERCE 2447

11-8657

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

LIGHTHOUSES

(To be filled in immediately after the last day temporary employee serves, signed by the proper official and forwarded to the Secretary of Commerce.)

1929 NOV 8 AM 11 38

1929 NOV 11 PM 12 01 CHIEF CLERK

DEPARTMENT OF COMMERCE NOV 11 1929 APPOINTMENT DIVISION

Name of employee Tom Small

Designation Asst. Keeper - temporary pending reinstatement *Compensation* $1500 per annum.

Place of employment Duxbury Pier Light Station.

Last day served November 6, 1929.

For and in the absence of the Superintendent.

Edward J. Curran

APPOINTMENT DIVISION ENTERED NOV 16 1929 ON JOURNAL DEPARTMENT OF COMMERCE 2498

COPY FOR COMMISSIONER OF LIGHTHOUSES

CARDED

Chief Clerk, 2nd Lighthouse District.
(Official title.)

Date November 7, 1929.

Lighthouse Service.
(Bureau or service.)

11—2876

The following is record of Mr. Small's previous Government Service:

Appointed March 9, 1920, 2nd Assistant Keeper, Boston Light Station.
Transferred November 29, 1922, Keeper, Narrows Light Station.
June 7, 1929 - Narrows Light Station destroyed by fire - Mr. Small carried in leave without pay status, from June 8 to June 15, inclusive.
June 16, 1929, transferred to position of Additional Keeper, Quarters Cape Ann Light Station.
September 25, 1929, resigned, Additional Keeper.

STANDARD FORM NO. 6
(Approved by the President March 28, 1924)

PERSONAL HISTORY

(Statement to be prepared by appointee in his own handwriting)

DEPARTMENT OF COMMERCE 1929 OCT 31 1929 APPOINTMENT DIVISION
LIGHTHOUSES OCT 29 AM 11 53

Bureau, division, or office Commerce, L.H.S. 2d District

1. Name in full Tom Small

2. Legal (voting) residence Mass. 10 (State and Congressional District) Suffolk (County) So Boston (City or town)

3. Where born? Brockton, Mass. (State or foreign country) (City or town) When born? Sept. 30. 1897. (Month—Day—Year)

4. If foreign, state whether naturalized or alien

5. Indicate sex, marital condition, and race by check, thus: √

SEX		MARITAL CONDITION				RACE. (If other, state which)	
Male ✓	Female	Single	Married ✓	Divorced	Widowed	White ✓	Colored

6. A complete record of your past civil service for the United States Government:

BRANCH OF SERVICE AND PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
			Month	Day	Year	Month	Day	Year
See note attached.								

7. Military and naval record. If any, check (√) to indicate branch and other information and give dates of enlistment and discharge:

None	Army ✓	Navy ✓	Marine Corps	Coast Guard	War Veteran	Pensioner	Veterans' Bureau beneficiary

Enlisted Feb. 1915 Discharged July 1917.
Organization Troop B. 1st Texas Cavalry

Enlisted July 20. 1917 Discharged Aug 7. 1919
Organization U.S.S. New Hampshire

8.

EDUCATION (Circle number of years)	Common school ✓	High school	College	Degrees, if any
	1 2 3 4 5 6 7 (8)	1 (2) 3 4	1 2 3 4	

9. State special qualifications

10. Name, relationship, and address of person to be notified in case of emergency:

A. A. Small (Name) Brother (Relationship)

Palmer Island Light Station (Post office address) New Bedford Harbor Mass.

I certify that the foregoing answers are correct to the best of my knowledge and belief.

Tom Small
(Name as usually written and which will be used as official signature)

Oct. 11. 1929. (Date)

Present address 744 4th St. So Boston Mass.

10—1659 GOVERNMENT PRINTING OFFICE

Standard Form No. 8
(Approved by the President, May 22, 1925)

RMC

DEPARTMENT OF COMMERCE
OCT 31 1929
APPOINTMENT DIVISION

CHIEF CLERK LIGHTHOUSES
1929 OCT 30 PM 2 202
1929 OCT ... AM 11 53

OATH OF OFFICE

Prescribed by Section 1757, Revised Statutes of the United States

Commerce
(Department or Establishment)

Lighthouse Service, 2nd District
(Bureau or Office)

I, Tom Small, do
(Name in full, printed or typed)

solemnly swear (~~or affirm~~) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So HELP ME GOD.

Tom Small
(Signature of Appointee)

C. S. REPORT DATA
ENTERED

Subscribed and sworn to before me this 11th day of October, A. D. 1929

at Chelsea, Massachusetts
(City or place) (State)

[SEAL]

Edward J. Curran
Chief Clerk, 2nd Lighthouse District.

CARDED

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

Temporary appointment, pending reinstatement for period not to exceed thirty days

Position to which appointed Assistant Keeper, Duxbury Pier Light Station

Date of entrance on duty October 11, 1929.

GOVERNMENT PRINTING OFFICE 10—1689

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 31, 1929.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Assistant Keeper

in the Lighthouse Service

at a salary of One Thousand Five Hundred dollars per annum

effective upon entrance on duty.

Nature of appointment: Reinstatement.

Civil Service authority: Certificate No. 28969,

APPOINTMENT DIVISION ENTERED NOV 2 1929 ON JOURNAL DEPARTMENT OF COMMERCE

Classification allocation:

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

GOVERNMENT PRINTING OFFICE

Appropriation (unit): Field.

Vice: Yourself.

Legal Residence: Massachusetts.

11-8657

Form 1788—Oct., 1928

No. 28969

CERTIFICATE AUTHORIZING REINSTATEMENT

UNITED STATES CIVIL SERVICE COMMISSION

DEPARTMENT OF COMMERCE
NOV 1 1929
APPOINTMENT DIVISION

Washington, D. C., October 31, 1929

To the Secretary of Commerce

Sir:

Certification is hereby made that the following reinstatement is authorized by the Commission under Civil Service Rule IX:

Tom Small of _____
(Residence)

FORMER STATUS	STATUS AUTHORIZED
Department of Commerce (Department)	Department of Commerce (Department)
Lighthouse Service (Bureau or office)	Lighthouse Service (Bureau or office)
Keeper (Position, grade, and salary)	Assistant Keeper (Position, grade, and salary)
$1380 per annum	$1500 per annum
Field (City in which formerly employed)	Duxbury Pier Light Station, Massachusetts (City in which to be employed)
September 25, 1929, resigned W.O.P. (Date and manner of separation)	October 19, 1929 (Date of request)

Very respectfully,

L. H. Fisher
Assistant Secretary.

NOTE.—The certificate as issued is subject to the provisions of the act making appropriations for the department, bureau, or establishment.

6—3058 GPO

Form A-30

NOT TO BE ACCEPTED AS AUTHORITY FOR INVESTIGATION OPERATIONS UNLESS ACCOMPANIED BY OFFICIAL CREDENTIALS

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 17, 1929.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Keeper

in the Lighthouse Service

at a salary of One Thousand Five Hundred dollars per annum

effective upon entrance on duty, and to continue for a period not to exceed thirty days pending reinstatement.

Nature of appointment: Temporary.

Civil Service authority: Secretary, First Civil Service District.

Classification allocation:

By direction of the Secretary:

Respectfully,

CARDED
OCT 21 1929
EDW. J. GARDNER

Chief of Appointment Division.

C
2

Appropriation (unit): Field.

Vice: Chester J. Wheeler.

Legal Residence: Massachusetts.

APPOINTMENT DIVISION ENTERED
OCT 19 1929
ON JOURNAL
DEPARTMENT OF COMMERCE
2472

11-8687

Standard Form No. 15
Approved by the President March 10, 1926

REQUEST FOR REINSTATEMENT

Department of Commerce

(Department, bureau, or office)

WASHINGTON, D. C., October 19, 1929

(To be executed by department in which reinstatement is proposed and sent to department or office where person was formerly employed)

To: The Civil Service Commission

With a view to the reinstatement of Tom Small, date of birth September 30, 1897, who resides at _____ it is requested that the information called for in the first indorsement hereon be furnished this department:

FORMER STATUS:	STATUS TO BE AUTHORIZED:
Department of Commerce (Department)	Department of Commerce (Department)
Lighthouse Service (Bureau or office)	Lighthouse Service (Bureau or office)
Keeper at $1380 per annum (Position, grade, and salary)	Assistant Keeper at $1500 per annum (Position, grade, and salary)
At Large, Second District (City in which formerly employed)	Duxbury Pier Light Station, Massachusetts (City in which to be employed)
September 25, 1929, resignation (Date and manner of separation)	None (Members of family in civil service)*

MILITARY OR NAVAL RECORD

(Signature) _____

(Official title) _____

Inclosure.

* State names, degree of relationship, and where employed.

NOTE.—The reverse side of this request must be properly executed in all cases. If reinstatement is proposed in the same department or office where formerly employed, the same officer may sign the basic communication and First Indorsement. If former service was in a different department, the First Indorsement must be signed by the proper official of the department where formerly employed.

10—1730

REQUEST FOR REINSTATEMENT

of Tom Small

FIRST INDORSEMENT

(To be executed by department or office where person was formerly employed)

Department of Commerce (Department), October 19, 1929 (Place and date)

Returned to

1. Total length of service from March 9, 1920, to September 25, 1929
2. How many days sick leave were taken during last year of employment? State number of occasions when such leave was taken
3. What was his latest efficiency rating? Not rated
4. What was the reason for his leaving the service? Yes
5. If he resigned, was such resignation entirely of his own initiative and volition? Yes
6. Is he unqualifiedly recommended for further Government employment?
7. If removed on charges or permitted to resign in lieu of removal, give resumé of charges, or reasons, or attach copy:

(Signature)

(Title)

SECOND INDORSEMENT

(To be executed by department or office in which reinstatement is proposed)

Department of Commerce (Department), October 19, 1929 (Date)

TO THE U. S. CIVIL SERVICE COMMISSION:

Certificate for the reinstatement of the person named in the basic communication is requested, such reinstatement being desirable for the following reasons:

1. State what particular need he can fill that can not just as well be filled by promotion or appointment from a register:

Prior Government service.

Certificate of Medical Examination is herewith.

2. State any other reasons favoring reinstatement

By direction of the Secretary:

OCT 21 1929

EDW. J. GARDNER

(Signature)

(Title) Chief of Appointment Division

Enclosure

G

GOVERNMENT PRINTING OFFICE 10—1730

Form A-32

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

September 26, 1929.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

The Department has accepted without prejudice, your resignation from the position designated below, effective at the close of business on September 25, 1929.

CARDED

Bureau ..... Lighthouses

Position ..... Keeper

Allocation .....

Salary ..... $1380 per annum

Station ..... At Large

By direction of the Secretary:

SEP 30 1929

Respectfully,

EDW. J. GARDNER

Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED OCT 5 1929 2454 ON JOURNAL DEPARTMENT OF COMMERCE

U. S. GOVERNMENT PRINTING OFFICE: 1928

C
2

Form 93

EJC-RMC

LIGHTHOUSES

1929 SEP 24 PM 3:43

CHIEF CLERK

1929 SEP 26 PM 3 35

NOTICE OF RESIGNATION ~~EXCHANGE~~

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE SEP 26 1929 APPOINTMENT DIVISION

OFFICE OF LIGHTHOUSE ~~INSPECTOR~~, Superintendent Second DISTRICT,

Chelsea, Mass., Sept. 23, 1929

THE COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Tom Small ✓ Position, Keeper (Additional) ✓

Legal residence, Massachusetts Station, Quarters at Cape Ann Light Station. ✓

Salary, $1380 per annum ✓
(Range $1320-1620)

The acceptance of this resignation is recommended effective at the close of September 25, 1929. ✓

This employee has not ✓ taken leave in excess of the accrued rate.

Remarks: It is recommended that attached resignation be accepted without prejudice. ✓

For and in the absence of the Superintendent.

Edward J. Curran

Chief Clerk.

9-26-29 ✓

Inclosure

BUREAU OF LIGHTHOUSES

WASHINGTON

SEP 26 1929

Submitted to the Secretary of Commerce, approved.

11—4623

APPOINTMENT DIVISION NECESSARY ACTION TAKEN SEP 27 1929 DEPARTMENT OF COMMERCE

W. P. Kerman

Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SEP 20 1929 DIST. CHELSEA, MASS.

LIGHTHOUSES 1929 SEP 24 PM 3:43

Supt.
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk ✓
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

SECOND DISTRICT

Plymouth Light Sta.
(Station, Depot, or Vessel)

September 19, 1929.

Superintendent of Lighthouses.
Chelsea, Mass.

Sir:—

I tender my resignation from the Lighthouse Service, effective September 25th 1929.

Respectfully,
Tom Small
Additional Keeper

Form A-38

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

June 16, 1929.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your compensation has been changed as indicated below, effective June 16, 1929 (change of station).

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary.

Respectfully,

Chief of Appointment Division.

From: $1680 per annum.

To: $1380 per annum.

Service and grade: Field.

Appropriation (unit):

CARDED

APPOINTMENT DIVISION ENTERED JUL 6 - 1929 ON JOURNAL 2351 DEPARTMENT OF COMMERCE

R
2

GOVERNMENT PRINTING OFFICE 11—9051

Form 72
EJC-RMC

LIGHTHOUSES
1929 JUN 19 PM 3 37

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT

Chelsea, Mass., June 16, 1929
(City) (Date)

1929 JUN 24 PM

DEPARTMENT OF COMMERCE APPOINTMENT DIVISION JUN 28 1929 RECEIVED FOR DISPATCH

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and demotion.

Name, Tom Small (Also cancels separation from service submitted 6/10/29, at request. See "Remarks")

Position, Keeper (Additional)

Location, Quarters at Cape Ann Light Station.

Effective, June 16, 1929.

[1] the actual date of entrance on duty, ~~or assumption of duties~~

Former position, Keeper

Location, Narrows Light Station.

Legal residence, Massachusetts

Proposed salary, $1380 per annum.

Proposed range, $1320-1620

Appropriation, Salaries, ~~Keepers of~~ Lighthouses.

Former salary, $1680 per annum.

Former range, $1620-1920

Rank on eligible list, -- Rating, -- Percentage, -- , Other eligibles considered:

Previous incumbent, Joseph T. FitzGibbons - (Lt.#1300) Services terminated, June 15, 1929.
- appt being written.

Reason, Resigned.

Members of family in Government service, None

Date of birth, September 30, 1897.

Remarks: A letter from Mr. Small indicating his desire for transfer to this position, which involves a reduction in pay, is enclosed. Action recommended is not in violation of Section 2, Civil Service Rule I. Quarters are provided for families of keepers at this station. Mr. Small entered on duty prior to receipt of Dept. authority as this case was considered an emergency involving the protection of life and property.

Selection regular, subject to the action of the U. S. Civil Service Commission, 19

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JUL 3 1929 DEPARTMENT OF COMMERCE

6/25/29 June 26 — Direct.

Secretary, Civil Service District.

F. W. Reals
Superintendent.

Inclos.

BUREAU OF LIGHTHOUSES
WASHINGTON

June 21, 1929.

Submitted to the Secretary of Commerce, approved. The Bureau concurs with the Superintendent's statements in the attached letter of June 18 that it was necessary to assign this keeper to duty at the Cape Ann Light Station on June 16, in order to safeguard life and property. Inclosed is a letter from Mr. Small indicating his desire for this transfer. It is recommended that the notice of separation of Keeper Small effective at the close of June 7, 1929, submitted by the Superintendent under date of June 10, be cancelled as indicated in paragraph two of the attached letter.

Action O. K.

H. D. King
Acting Commissioner of Lighthouses.

Chief Clerk

[1] Strike out the clause which does not apply.

11—2314

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

EJC-HL

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES
1929 JUN 19 PM 3 37

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

June 18, 1929

Commissioner of Lighthouses:

Subject: Transfer - Tom Small, former keeper Narrows Light Station.

Reference: District's Form 93, dated June 10, 1929, covering this man's separation.

1. At the time of destruction of the Narrows Light Station by fire on June 7, 1929, notice of separation of the keeper at the close of that date was forwarded the Bureau, there being no vacancy in position of keeper in this district to which Mr. Small could be transferred at that time.

2. A vacancy, however, has since occurred in the position of Additional Keeper with quarters at Cape Ann Light Station, and, as Mr. Small was eager to accept any position, regardless of a reduction in salary, nomination for his transfer to this position is attached herewith in lieu of notice of his separation which it is requested be canceled.

3. Mr. Small was allowed to enter on duty prior to receipt of Department authority as this case was considered an emergency, there not being sufficient time to select an eligible from the register maintained at this office and instruct him in his new duties in time to commence relieving other keepers while on annual leave.

Superintendent.

Form 73
EJC-RMC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

Chelsea, Mass., (City) October 9 (Date) 19 29

DEPARTMENT OF COMMERCE OCT 18 1929 APPOINTMENT DIVISION

1929 OCT 16 PM

CHIEF CLERK

DEPARTMENT OF COMMERCE OCT 16 1929 APPOINTMENT DIVISION

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Reinstatement

Name, Tom Small

Position, (Assistant) Keeper

Location, Duxbury Pier Light Station.

Effective, October 11, 1929.

Legal residence, Massachusetts

Proposed salary, $1500 per annum.

Proposed range, $1440-1740

Appropriation, Salaries, Keepers of Lighthouses.

[1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Former position, Keeper (Additional)

Location, Quarters at Cape Ann Light Station.

Former salary, $1380 per annum

Former range, $1320-1620

Rank on eligible list, -- Rating, -- Percentage, --, Other eligibles considered:

Previous incumbent, Chester J. Wheeler-(LT. #1312) Services terminated, October 10, 1929.

Reason, Transferred to 1st District.

Members of family in Government service, None

Date of birth, September 30, 1897

Remarks: Mr. Small will enter on duty prior to receipt of Department authority as this case is considered an emergency involving the protection of life and property. (See letter herewith) No quarters are provided at this station for families of keepers.

Selection regular, subject to the action of the U. S. Civil Service Commission, ____, 19____

APPOINTMENT DIVISION NECESSARY ACTION TAKEN NOV 2 1929 DEPARTMENT OF COMMERCE

For and in the absence of the Superintendent.

Edward J. Curran
Chief Clerk.

Secretary, Civil Service District.

Inclosure

BUREAU OF LIGHTHOUSES
WASHINGTON

October 15, 1929.

Submitted to the Secretary of Commerce, approved. Inclosed is a letter dated October 9 from the Superintendent and medical certificate. It is certified that the assignment of this employee to duty before receipt of Department authority was necessary in order to safeguard life and property.

ACTION INITIATED

Approved: O. K.

Oct 19 1929

W P Harman
Acting Commissioner of Lighthouses.

Chief Clerk

10-17-29

[1] Strike out the clause which does not apply.

11—2314

LIGHTHOUSES
1929 OCT 12 PM 4 C6

O 1st Ind. October 11,1929.

From: Secretary,First Civil Service District,Boston,Mass.
To: Commissioner of Lighthouses,Washington,D.C.

1. Respectfully forwarded. The temporary employment pending reinstatement of Mr.Tom Small as keeper at $1500 per annum is hereby authorized subject to the conditions that his eligibility for reinstatement will be determined by the Civil Service Commission, that no permanent status will be given until a certificate of reinstatement has been issued by the Commission, and that he accepts the temporary appointment on these conditions.

E.L.REYNOLDS,
District Secretary.

Airways
Surveys
Constrn.
Commun.
Weather
Clerical
Adm. Offcr.
Air Engr.
Chief Engr.
Hydro.
Radio
Engr. Centers
Mar. Engr.
Personnel
Finance
Law & Prop.
Adm. Assist.
Dep. Commr.
Commissioner

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

EJC-RMC

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES
1929 OCT 12 PM 4 06

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

October 9, 1929.

Commissioner of Lighthouses.
(Through Secretary, 1st Civil Service Dist.)

Subject: Reinstatement, Tom Small.

1. Recommendation is made that Tom Small, formerly additional keeper, this District, be reinstated in position of assistant keeper, as per nomination, herewith.

2. Mr. Small on account of his very satisfactory previous record in the Lighthouse Service, is considered well qualified for reinstatement. It will be noted, as per attached Form 73, that it is recommended that he be reinstated in the 2nd step of the salary range for the position, which was step he was in at time of resignation. This recommendation is made in view of the length and satisfactoriness of his service, and also in view of the fact that he had made request, previous to his resignation, for consideration for transfer to the above position in event of vacancy. Shortly after his resignation had been submitted, and after recommendation had been made for filling the vacancy caused by such resignation, it became known that there would be vacancy at Duxbury Pier Light Station, to which he could have been transferred if still in the Service. In view of above conditions, it is recommended that appointment at proposed salary of 2nd step in range, be approved. The following is a statement of Mr. Small's previous service:

Appointed March 9, 1920, 2nd Assistant Keeper, Boston Light Station.
Transferred November 29, 1922, Keeper, Narrows Light Sta.
June 7, 1929 - Narrows Light Station destroyed by fire
Mr. Small carried in leave without pay status, from June 8 to June 15, inclusive.
June 16, 1929, transferred to position of Additional Keeper, Quarters Cape Ann LH.
Sept. 25, 1929, resigned, Additional Keeper.

3. Inasmuch as it is necessary to make Mr. Small's appointment an emergency one, the attached Form 73 is being forwarded through the Secretary, First Civil Service District, and his authority requested for temporary appointment of Mr. Small, in above position, pending the issuance of reinstatement certificate by the Civil Service Commission.

4. Report of medical examination is forwarded, herewith, in accordance with Civil Service Circular No. 31, dated May 31, 1927.

For and in the absence of the Superintendent.

Edward J. Curran

Chief Clerk

IN REPLYING ADDRESS
COMMISSIONER OF LIGHTHOUSES
AND REFER TO DATE OF THIS LETTER
AND FILE NO.

RLC EJD

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

5

1929 JUN 24 PM 4 11

CHIEF CLERK DEPARTMENT OF COMMERCE JUN 25 1929 DEPARTMENT DIVISION

June 21, 1929.

Secretary of Commerce.

1. In reference to Department letter of June 17 requesting that consideration be given to the employment in some other District of this Service of Tom Small, whose services as Keeper at Narrows Point Light Station in the Second Lighthouse District have been recommended for discontinuance:

2. The Department's attention is invited to the Superintendent's nomination of June 18, which is being separately submitted this date, covering the transfer of Keeper Tom Small to the position of Additional Keeper at Cape Ann Light Station in the Second District. It is proposed to consider Mr. Small in a leave without pay status from June 8 to June 15, inclusive.

H. D. King

Acting Commissioner of Lighthouses.

File already prepared for Dawes.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

LIGHTHOUSES
1929 JUN 19 PM 3 37

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Supt. ✓
1st Asst. Supt.
Chief Clerk
Asst. Supt.
Draftsman
Junior Engr.
1st Clerk
2nd Clerk
3rd Clerk
4th Clerk
5th Clerk
Messenger
Depot Kpr.

SUPT. OF LIGHTHOUSES
JUN 15 1929
2ND DIST. CHELSEA, MASS.

SECOND DISTRICT

So. Boston, Mass.
(Station, Depot, or Vessel)

June 15, 1929

Superintendent of Lighthouses,
Chelsea, Mass.

I hereby request transfer to the position of Additional Keeper, with quarters at Cape Ann Light Station.

Tom Small

Keeper.

June 17, 1929.

Chief Clerk, Bureau of Lighthouses:

It is noted that Tom Small, whose separation from the position of keeper at $1680 per annum at Narrows Light Station (Second Lighthouse District) is recommended because of the destruction of the station by fire, has had over nine years of service.

Before presenting the Bureau's recommendation to the Department for approval, information is respectfully requested as to whether or not Mr. Small's services cannot be utilized in another district.

JUN 18 1929
EDW. J. GARDNER

C-E

Chief of Appointment Division.

Form 93'
EJC-RMC

6/13/29 let 2d

Separation
NOTICE OF ~~RESIGNATION OR DEATH~~

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

CHIEF CLERK
1929 JUN 14 PM 3 11
DEPARTMENT OF COMMERCE JUN 15 1929 APPOINTMENT DIVISION

Superintendent
OFFICE OF LIGHTHOUSE ~~INSPECTOR~~, 2nd DISTRICT,

Chelsea, Mass., June 10, 1929

THE COMMISSIONER OF LIGHTHOUSES:

copy of Notice of Separation
Herewith is transmitted ~~the resignation~~ of the following-named employee:

Name, Tom Small — Position, Keeper

Legal residence, Massachusetts — Station, Narrows Light Station.

Salary, $1680 per annum.

This separation
~~The acceptance of this resignation~~ is recommended effective at the close of June 7, 1929.

This employee has not taken leave in excess of the accrued rate.

Remarks: In view of the above station being completely destroyed by fire on June 7, 1929, and there being no vacancy in position of Keeper in this District, to which he could be transferred at this time, Mr. Small is being separated as of the close of above date.

Employed continuously as Keeper since Mar 9 1920.

ACTION INITIATED
6/12/29 C.

6/12/29

F. E. Eaton
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

JUN 13 1929

Submitted to the Secretary of Commerce, approved.

11—1623

H. D. King
acting Commissioner of Lighthouses.

COPY

[redacted]

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
CHELSEA, MASS.

EJC-RMC

LIGHTHOUSES
1929 JUN 11 AM 3-51

OFFICE OF SUPERINTENDENT, 2D DISTRICT
37 MARGINAL STREET
CHELSEA, MASS.

June 10, 1929.

Mr. Tom Small,
769 Broadway,
South Boston, Mass.

1. In view of the fact that your station (Narrows Light Station) was completely destroyed by fire on June 7, 1929, and there being no vacancy in position of Keeper, in this District, to which you could be transferred at this time, notice is hereby given you of your separation from this Service at the close of June 7, 1929. Check covering your salary from June 1 to 7, inclusive, is herewith.

[redacted]

Superintendent.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Tom Small,

Through the Chief, Bureau of Lighthouses.

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

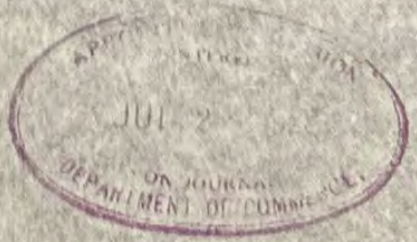
From: $1560

To: $1680

11—9564

2





RLC:EMF

DEPARTMENT OF COMMERCE
JUL 20 1928
APPOINTMENT DIVISION

July 19, 1928.

Tom Small, Keeper,
Narrows Light Station, Mass.,
(Thru Superintendent of Lighthouses, Chelsea, Mass.)

The Bureau has read with interest a report of assistance rendered by you on June 29 to the disabled motor yacht SWAN OF NEW YORK, which was in danger of being stranded near the light station, and is pleased to commend you for your assistance on this occasion, which will be recorded as a part of your official history.

E. C. GILLETTE

Acting Commissioner of Lighthouses.

CARDED

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by_____

Mailed_____ by_____

RLC:EMF

August 15, 1927.

DEPT. OF COMMERCE
AUG 23 1927
APPOINTMENT DIVISION

Mr. Tom Small, Keeper,
Narrows Light Station.
(Thru Superintendent of Lighthouses, Chelsea, Mass.)

The Bureau has read with interest a report forwarded by the Superintendent regarding assistance rendered by you on August 2, 1927, in floating a stranded fishing vessel during thick fog, and is pleased to commend you for the assistance rendered by you on this occasion which will be recorded as a part of your official history.

CARDED

G. R. PUTNAM

Commissioner of Lighthouses.

LIGHTHOUSES---Secretary's files.

Exact copy as signed by [illegible]
[illegible] by [illegible]

LGJ

DEPARTMENT OF COMMERCE
AUG 20 1923
APPOINTMENT DIVISION

August 17, 1923.

Sir:

Referring to report of assistance rendered by you on August 1, 1923, in towing a disabled motor craft and occupants to safety, the Department is pleased to commend you for the assistance rendered on this occasion which will be noted on the records as part of your official history.

Respectfully,

S. B. DAVIS

Acting Secretary of Commerce.

Tom Small, Keeper,
Narrows Light Station, Massachusetts.
(Through Commissioner of Lighthouses).

S. B. DAVIS

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by

(COPY)

LGJ

MAR 7 - 1923

Sir:

Referring to report of assistance rendered by you on February 20, 1923, in rescuing a man from a rowboat, which was caught in a heavy ice flow and drifting towards the sea, the Department is pleased to commend you for the services rendered, which will be noted on the records as part of your official history.

Respectfully,

(Signed) HERBERT HOOVER

Secretary of Commerce.

Tom Small, Keeper,
Narrows Light Station, Mass.
(Through Commissioner of Lighthouses).

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by HERBERT HOOVER.

Mailed MAR -8 1923 by Bureau

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

Acting Chief of Appointment Division.

APPOINTMENT DIVISION ENTERED FEB 4 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Position: Keeper.

Salary: $1500.

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

FEB 3 - 1925

By

24

CARDED

J

(COPY)

August 18, 1925.

DEPARTMENT OF COMMERCE
AUG 19 25
ACTING SECRETARY

Tom Small, Keeper,
Narrows Light Station, Mass.
(Through Superintendent of Lighthouses, Boston, Mass.)

The Bureau is in receipt of your report dated August 12th forwarded by the Superintendent, regarding assistance rendered to a disabled Navy hydroplane in towing it to safety and summoning aid. The Bureau is pleased to commend you for the assistance rendered on this occasion, and to include the matter in the records as part of your official history.

(Signed)
Acting Commissioner of Lighthouses.

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by.....

Mailed.....by.....

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1500 per annum to $ 1560 per annum, effective July 1, 1925.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER.
Acting Chief of Appointment Division.

11—8074

FILED

H
2nd

APPOINTMENT DIVISION ENTERED JUL 6 1925 ON JOURNAL DEPARTMENT OF COMMERCE

(CROSS REFERENCE)

Ronald Tom In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 1080, effective July 1, 1924.

For authorization see letter dated JUL 15 1924 File No. 1095/21.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1922 DEC 1 AM 9 15

DEPARTMENT OF COMMERCE
DEC 7 1922
APPOINTMENT DIVISION

OFFICE OF SUPERINTENDENT, 2D DISTRICT
CUSTOMHOUSE
BOSTON, MASS.

November 29, 1922.

SE

Commissioner of Lighthouses.

Subject: Tom Small, Keeper - Change in Salary.

Reference: Notice of Change in Salary, dated Nov. 21, 1922.

Narrows 5

1922 DEC 7 AM 9 07

The effective date of Change in Salary referred to above was November 29, 1922.

CARDED

Bureau of Lighthouses, Washington

DEC 4 - 1922

Superintendent.

U. S. REPORT DATA ENTERED

EK

Submitted to Secretary of Commerce for his information.

J. S. CONWAY
Acting Commissioner

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 21, 1922.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $660 per annum to $840 per annum, effective November 24, 1922, or as soon thereafter as you enter on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C

2nd



CARDED

R. I. REPORT DATA ENTERED

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

GEE-SE

1922 NOV 17 AM 8

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT.

1922 NOV 20 AM 11 26

Boston, Mass., November 15, 1922
(City.) (Date.)

DEPARTMENT OF COMMERCE
NOV 20 1922
APPOINTMENT

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and promotion.

Name, Tom Small — Legal residence, Massachusetts

Position, Keeper — Salary, $840. per annum

Location, Narrows Light Station, Mass. — Appropriation, Salaries of Keepers of Lighthouses

Effective November 24, 1922, ~~xxxx

JEH-EK

MAR 16 1921

Sir:

This Department is in receipt of information that the crew of Coast Guard Station No. 26, Hull, Massachusetts, went to the assistance on February 24, 1921, of the second assistant keeper of Boston Light Station, whose boat had capsized, taking him to the hospital for treatment and assisting in the recovery of the boat, and desires to express its appreciation of the service rendered. The Department would be pleased to have you extend its appreciation in this matter to the crew of Coast Guard Station No. 26,

Respectfully,

Secretary of Commerce.

The Secretary of the Treasury,
Washington, D. C.

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by

Mailed MAR 17 1921 by

Tom Small

Fill

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

LIGHT HOUSES MAR 15 1920

MAR 15 1920 9 58 AM

APPOINTMENTS MAR 15 1920

CHIEF CLERK

1920 MAR 16 AM 10 14

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, Tom Small

do solemnly [1] swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So HELP ME GOD.

Tom Small

(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 8th day of March, A. D. 1920.

(Affix official seal here)

[4] (*Name*) E. W. Sawyer

(*Official title*) Chief Clerk

APPOINTMENTS 1920 MAR 16 AM 11 27

My commission expires

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$660 per annum	Boston Light Station, Mass.
Former [5] ---	----	----

(The above should be filled in by the district officer before sending to appointee)

RECEIVED REPORT DATA

Office of Lighthouse ~~Inspector~~ Superintendent, Second District

Boston, Mass. (Address), March 12, 1920. (Date)

The above-named appointee entered upon duty on March 9, 1920. (Date)

CARDED

Geo E Eaton

Superintendent, 2nd District.

(Signature, followed by title)

[1] Insert here "swear" or "affirm," as the case may be.

[2] Insert here "sworn to" or "affirmed," as the case may be.

[3] The oath may be taken any time after the date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a lighthouse inspector or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of lighthouse inspectors and other employees in the Lighthouse Service designated by them, who are not required to have a seal.

[5] Give this information in all cases where new oath is required.

Failure to fill out this oath properly will result in its return for correction.

11—044

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

March 2, 1920.

Mr. Tom Small,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Six Hundred and Sixty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. ____) issued by the Secretary of the First Civil Service District.

By direction of the Secretary:

CARDED

Respectfully,

S
C

(SIGNED) CLIFFORD HASTINGS
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Albert S. Smith.

Legal Residence: Massachusetts.

(See reverse side.)

Second District.

11—5080

U. S. REPORT DATA
ENTERED

Form 73

MAR 1 1920 9 AM

NOMINATION

EWS-SI

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT MAR 1 1920

OFFICE OF LIGHTHOUSE INSPECTOR, Second DISTRICT.

Boston, Mass. (City.), February 25 (Date.), 1920.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

Name, Tom Small — Legal residence, Massachusetts

Position, Keeper — Salary, $660 per annum-

Location, Boston Light Station, Mass. — Appropriation, Salaries of Keepers of Lighthouses.

Effective March 3, 1920, {the actual date of entrance on duty, or as soon thereafter as he enters on duty.

APPOINTMENTS 1920 MAR 2 AM 10 1920 MAR 2

Former position, --- — Former salary, ---

Location, ---

Rank on eligible list, 3 Asst.Lighthouse Rating, Keeper Percentage, 85.4, Other eligibles considered:
John A. Perry, Jr., C- Edward D. Martell, FR.

Previous incumbent, Albert S. Smith — Services terminated, February 8, 1920.

Reason, Resignation.

Members of family in Government Service, Brother, A.A.Small in Lighthouse Service.

Remarks: Quarters are provided for families of keepers at this station. Mr. Small appeared at this office and showed clear record in previous employment. He has had no previous Government service. He served in the U.S. Navy from July 20, 1917, to August 7, 1919.

Selection regular, subject to the action of the U. S. Civil Service Commission, Feb 28, 1920

B. L. Dalrone
Secretary, 1st Civil Service District.

Geo. E. Eaton
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON
MAR 1 - 1920

Submitted to the Secretary of Commerce, approved.

1920 MAR 1 PM 4 20

Acting Commissioner

[1] Strike out the clause which does not apply.

11—2314

MAR 15 1920 9 58 AM

APPOINTMENT MAR 15 1920

LIGHT HOUSES MAR 15 1920

DEPARTMENT OF COMMERCE

CHIEF CLERK 5

1920 MAR 16 AM 10 15

PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee: Mr. Tom Small

2. Position to which appointed: Keeper

3. Bureau or Service: Lighthouse, District: Second

4. Place of duty: Boston Light Station, Mass.
(City, town, station, or vessel.)

5. Salary: $660 per annum-

6. Appropriation from which paid: Salaries of Keepers of Lighthouses.

7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———," stating Department, Bureau or Service, position, and salary, if known).

From Assistant Lighthouse Keeper examination Oct. 15, 1919.

PART II.

CARDED

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)

Mr Tom Small

2. How do you intend to write your name on the pay roll? (This should agree with signature to your oath of office.)

Tom Small

3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)

Massachusetts (State or Territory.) Suffolk (County.) Boston (City or town.) 10th (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

5. What is your race? (Answer "white," "colored," or "Mongolian.") White

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6. Where were you born? Brockton Mass.

7. When were you born? September (Month.) 30 (Day.) 1897 (Year.)

8. If foreign born, state when and where naturalization papers were taken out

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") single

10. Give name and address of person whom you would like to have notified in case of accident.

Mr Arthur Small (Name.) Keeper Narrows Light Boston Harbor Mass. (Number and street.)

(City or town.) (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") Yes If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
Arthur Small	Narrows Light Boston Harbor Mass.	Position Keeper Department or office U.S.L.H.S.	Brother	Married.
		Position Department or office		
		Position Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") No If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.)

13. Do you hold any State or municipal office? (Answer "yes" or "no.") No If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") Yes If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
U.S.S. New Hampshire	July 20, 1917	Aug. 7, 1919.	Demobilization

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
Troop B, 1st Tex. Cavalry	Feb. 1915.	July 1917	Demobilization.

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") No. If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.

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17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") No. If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

Student Amarillo High School, Amarillo Texas.

19. What education have you received? (State the grades of schools you have attended, and, if you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1910; Columbia University, LL. B., 1913.)

~~Public and~~ three years High School education. and graduated grammer school. Graduated grammer school in Clark County, Nevada.

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

Seaman and Quartermaster.

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes. If not, state the name and address of the person who wrote them for you.

Date, March 8, 1920.

Witness (in case signature is by mark):

(Signature) Tom Small

(Present address) C/o Keeper Narrows Light
(Number and street.)

Bretow Harbour Mass.
(City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded March 12, 1920

(Signature) Geo E Eaton

(Official title) Superintendent, 2nd District.

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