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 AM10:35
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
Spencer, Tolman, W.		1879 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: 1945 MA

State of Residence (upon entry into service):

Other Identifying Information (Parent's Names, CSC Number, etc.)
Also went by Henry M. Bailey

Researcher Signature: Kylie

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (MA)	From: 1917	To: 1941
(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: 2-303434122 99

Attendant Signature:

CMRS Search Request Number(s):

Remarks:

25 JAN 2 PM 2:46:34

SCREENING NOTES

- ☒ Reviewed and Nothing Removed KW
- ☐ 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

Employee Name: Spencer Tolman W **DOB:** 1879 MA S152
Lighthouse 1917-1941 MA DOD: 1945 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: possible CG service	Area: _____	positive	negative
ARCIS: _____	Area: _____	positive	negative

Notes: _____

Form 439
TREASURY DEPARTMENT
DIVISION OF APPOINTMENTS

ret
1941

File No. 2520

Name S P E N C E R, Mr. TOLMAN W.

BORN: March 5, 1879

Service COAST GUARD (L.H.S.)

U. S. GOVERNMENT PRINTING OFFICE 2—16322

DEPT. STOCK FORM 2249
REV. 1-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PERSONNEL RECOMMENDATION

51761

FILE

TO DIRECTOR OF PERSONNEL

Date August 29, 1941.

Name: Spencer, Tolman W.

From: U. S. Coast Guard (BUREAU OR DIVISION) Bureau No.: 1349

Nature of Recommendation

Retirement, disability

	FROM	TO
Position	Keeper	
Grade	Field (Range $1380-1740)	
Salary	$1500 p.a. plus $240 p.a.Qtrs.	
Bureau or Div. Organizational Subdivisions	U. S. Coast Guard	
Headquarters	Boston, Mass.	
Post of Duty	Tarpaulin Cove Lt.Sta., Mass.	
Appropriation	Civilian Employees, C.G.	
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

EFFECTIVE *Remarks:* Close September 30, 1941.

The annual rate of retired pay is $875.00

Justification:

Total service: 23 years, 10 months, and 6 days.

Computation: ($1467.50 x years 23.8500 ÷ 40) $875.

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: Reg.

DATE OF BIRTH: 3-5-1879

LEGAL RESIDENCE: Mass.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act 3-4-25

DATE OF OATH

(FOR USE OF DIRECTOR OF PERSONNEL. TREASURY DEPARTMENT)

DATE APPROVED BY THE SECRETARY

9-4-41

INTERLEAVED-PATD

Form 4

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

COMMANDER,
~~Superintendent of lighthouses,~~

Date 31 March, 1941.

BOSTON District

BOSTON, MASS.
(City)

I hereby apply for disability retirement from active duty in the ~~Lighthouse~~ Coast Guard Service effective October 1, 1941, on the basis of service shown hereon.

Tolman W Spencer
(Name)

Mailing Address

Vineyard Haven, Mass.

Keeper, Tarpaulin Cove Light Station
(Designation)

Commander, Boston District.
OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~

City Boston, Mass., *Date* 29 April, 1941.

COMMANDANT, U. S. COAST GUARD,

Submitted to ~~Commissioner of Lighthouses, Washington, D. C.~~, recommending retirement at $875.00 per annum, effective at the close of 30 September, 1941.

It is certified that the record of service and pay shown on Page 2 is correct as shown by the records of this office, and that all Government service shown has been verified.

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

BUREAU OF LIGHTHOUSES, *Washington, D. C.*,

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Name Tolman W. Spencer Date of birth March 5, 1879

Designation Keeper, Tarpaulin Cove Light Station.

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment							
Lighthouse Service and Coast Guard.	Nov.	25	1917	Sept.	30	1941	
Total service	23 years, 10 months, 6 days.						

Does applicant receive or has he applied for a pension from the Government under any law? No. If so, give number of pension certificate or of claim:

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? No. If so, give number of claim:

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No.

If so, state the compensation received:

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Number Days in Pay Status (P. D. or P. H. personnel)	Rate of Pay	Pay Received
	Month	Day	Year	Month	Day	Year			
Keeper	Oct.	1	1936	June	30	1937	-----	1440pa.	1080.00
	July	1	1937	June	30	1938		1440pa.	1440.00
	July	1	1938	June	15	1939		1440pa.	1380.00
	June	16	1939	June	30	1939		1500pa.	62.50
	July	1	1939	June	30	1940		1500pa.	1500.00
	July	1	1940	June	30	1941		1500pa.	1500.00
	July	1	1941	Sept.	30	1941		1500pa.	375.00

Total compensation for last five years of active service $7337.50.

Average compensation for last five years of active service $1467.50.

Annual rate of retired pay ($ 1467.50 × years 23.85 ÷ 40) = $875.00.

(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

Form 2523
TREASURY DEPARTMENT
U. S. Coast Guard

CERTIFICATE OF MEDICAL EXAMINATION, DISABILITY RETIREMENT, CIVILIAN PERSONNEL

(Act of March 4, 1925) Birth: 3-5-79

BOSTON DIST. RECEIVED APR 7 1941 U.S. COAST GUARD

NAME OF CLAIMANT Tolman W. Spencer DESIGNATION Keeper Boston Dist.

Height 71 inches Weight 144 lbs. pounds. Complexion Dark

Color of eyes Brown Color of hair Grey

Here give a complete personal description, together with permanent marks and scars other than those described below in physical examination: right index finger absent.

Description of duties of position (to be filled in by district commander): Employee takes care of a 4th order IOV light, mounted on a brick tower approximately 50 feet high, winds clock-driven apparatus, etc., necessitating the climbing of stairs twice a day. He must also keep the pressure of the pump up in the IOV apparatus. He is responsible for the proper upkeep and maintenance of the station, including painting, cleaning and repairing.

Claimant makes the following statement in regard to the origin, nature, and extent of the alleged disability: During the last three years claimant has lost fifty pounds in weight, has lost strength in proportion, and tires very easily. He has difficulty in buttoning his clothes.

U. S. COAST GUARD
REC'D JUN 2 1941 BY
MEDICAL SECTION

PHYSICAL EXAMINATION

Visual acuity (uncorrected): R. E. 20/20 L. E. 20/20

With correction in spectacles: R. E. 20/30 L. E. 20/30

Accommodation: Reads Jaeger No. none at 13 inches, without correction.

Reads Jaeger No. 2 at 13 inches, with correction.

Central color vision (binocular) Normal (Name method used) Color plates

Inspection Normal

Pupils Normal Pupillary reaction Normal

Hearing: Whispered voice (unaccentuated) heard with R. E. at 20 ft., L. E. at 20 ft.

Appearance of right drum Normal, left drum Normal

Is there any disease of the middle or internal ear or mastoid? No. If so, specify

[OVER]

16—17606

Condition of nose and sinuses Normal

Condition of mouth and throat, including tonsils and teeth Complete dentures

Bones, joints, muscles, including atrophies Normal. Right index finger amputated.
(Express limitation of motion, if any, in degrees and joint involved)

Respiratory system Normal

Cardiovascular system:

(a) Heart Normal

(1) Murmurs None (2) Arrhythmias None

(b) Pulse rate: (1) Sitting 72 (2) After exercise Not done (3) 2 minutes after exercise --

(c) Blood pressure: (1) Sitting—Syst. 170 Diast. 90 (2) After ex.—Syst. Diast.

(d) Condition of blood vessels Moderate degree of arteriosclerosis - general.

Evidence of thyroid or other endocrine disturbance None

Abdomen and gastro-intestinal system, including hernia Normal. No hernia.

Genito-urinary system:

Urinalysis—Sp. gr. 1.004 Reaction Acid Albumin 0 Sugar 0

Sediment microscopic (required when albumin or sugar is found)

Reflexes, motor disturbances, etc.:

(a) Station Normal (e) Gait Studied

(b) Tremor Coarse general muscular (f) Coordination Difficult for fine work

(c) Patellar reflexes Decreased. (g) Peripheral circulation Normal

(d) Other motor disturbances Mask-like face

Alcohol No Drugs No Syphilis No Epilepsy No

Other neurological findings None

General impression Completely and permanently disabled for useful and efficient service.

Here describe fully nature of disability: 1. Paralysis agitans, advanced 1237

2. Arteriosclerosis, general 0135

Is disability to perform duty of a permanent character? Yes.

Is it indicated that applicant may recover from disability and be fit for restoration to active duty? No. Do you recommend reexamination with this in view? No.

I HEREBY CERTIFY that upon examination I find the above-named claimant to be disabled for useful and efficient service by reason of the disability above described, which is not due to vicious habits, intemperance, or willful misconduct on his part.

The examining physician must be in the Federal Service

U.S.Marine Hospital, Vineyard Haven, Mass.
(Place of examination)

T. H. Rose
(T. H. Rose)
(Examining surgeon)

April 5, 1941
(Date)

P. A. Surgeon, Medical Officer in Charge, Marine Hospital, Vineyard Haven, Mass.
(Title and branch of medical service)

U. S. GOVERNMENT PRINTING OFFICE 16—17606

APPLICANT OR EMPLOYEE MUST FILL THE FOLLOWING

Name (in full) Tolman W Spencer Sex Male

Present address Woods Hole Mass Date of birth Mar 5, 1879

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
Jan 6 1934	Jan 1, 1939	Tarpaulin Cove Light Station	Gosnold Mass

Give, in your own handwriting, the information requested below

Have you ever been arrested for any reason whatsoever? Yes (Yes or no)

If so, give details in space provided below.

Date of Arrest	Age	Charge	Court and Location	Judge	Disposition
Apr 6, 1892	13	Truancy	New Bedford Mass	Borden	1 year at a Truant School

No Reply Received From F. B. I.
Apparently No Criminal Record.

Have you ever been fingerprinted? No Where?

When? If for the Civil Service, what position?

I hereby swear (or affirm) that the above statements are complete and accurate in every detail.

U. S. COAST GUARD

Tolman W Spencer
Customary payroll signature of employee

Subscribed and sworn to before me this 9th day of October 1939.

Frances B. Coffin
Notary Public

My commission expires My Commission Expires Oct. 8, 1944

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

Coleman W. Spencer (Name) Mass. (Legal Residence)

DATE OF BIRTH 3-5-1879 STATUS

11—8940

DESIGNATION	ACTION	SALARY	BUREAU—SERVICE—STATION	DATE OF EFFECT
2nd Asst Keeper	Prob. appt.	456	L.H. Race Pt. L.S. Mass.	Nov. 25, 1917
Keeper	Prob.	660	" " " " "	Nov. 1, 1918
"	Incr.	720	" " " " "	June 11, 1919
"	Trans.	840	" Duxbury Pier L.S. "	Sept. 27, 1920
"	Prom.	900	" " " " "	Nov. 25, 1922
"	Readj. of Pay	1140	" " " " "	July 1, 1924
"	Act. Dec 6/24	1500	" " " " "	Feb. 1, 1925
"	Incr.	1560	" " " " "	July 1, 1925
"	Trans.	1320	" Garfield Cove L.S.	Oct 5, 1925
"	COMPENSATION Act. May 28, 1928	1440	" " " "	JUL 1 1928
"	INCREASE IN COMPENSATION	1500	" " " "	JUN 16 1939

Form A-38

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

June 16, 1939.

Mr. Tolman W. Spencer
Through the
Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective June 16, 1939.

A new appointment will not be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

CARDED

JUL 13 1939

OLIVER C. SHORT
Director of Personnel.

DIVISION OF PERSONNEL
REFERRED ON JOURNAL
JUN 24 1939
SHEET NO. 39-145
DEPARTMENT OF COMMERCE

From:
$1440
To:
$1500
Service and grade:

Appropriation (unit):
Field

2.
C.

FOR BASIS OF THIS ACTION SEE
LETTER DATED 6/15/39
IN FILE F248-8

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

Mr. Tolman W. Spencer,
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: $1320
To: $1440

11—9564

2

APPOINTMENT DIVISION
JUL 2
DEPARTMENT OF COMMERCE

CARDED

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 5, 1925.

Mr. Tolman W. Spencer,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1560 per annum to $ 1320 per annum, effective October 5, 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,

OCT 8 1925

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

K
2 11—8074

CARDED

APPOINTMENT DIVISION ENTERED OCT 12 1925 ON JOURNAL DEPARTMENT OF COMMERCE

Form 73
GEE-EJC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES 1925 OCT 1 PM 12

CHIEF CLERK 1925 OCT 3 AM 10

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Boston, Mass. (City.) September 29th (Date.) 19 25

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer, with reduction in salary.

Name, Tolman W. Spencer — Legal residence, Massachusetts.

Position, Keeper — Salary, $1320 per annum (1260-1500)

Location, Tarpaulin Cove Light Station, Mass. — Appropriation, Salaries, Keepers of Lighthouses.

Effective October 5, 1925. — {the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty~~.

Former position, Keeper — Former salary, $1560 (1500-1740) per annum

Location, Duxbury Pier Light Station, Mass.

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

OCT 1 1925 DEPARTMENT OF COMMERCE

Previous incumbent, Frank A. Davis — Services terminated, October 4, 1925.

Reason, Res Transferred.

Members of family in Government Service, None

Date of birth, March 5, 1879.

Remarks: A letter from Mr. Spencer 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 1. Quarters are provided for families of keepers at this station.

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

Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

OCT 2 - 1925

Submitted to the Secretary of Commerce, approved.

10-3-25

APPROVED: Walter Brace
ACTING SECRETARY OF COMMERCE

Acting Commissioner of Lighthouses.

1 Strike out the clause which does not apply.

11—2314

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Spencer, Lolinan H. 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
900	240	1140	CR	164. 25	1304. 25	LHS	6	1140	yes	60	

CIRCULAR #13----11/13/23

approv-$500

GRADE RECOMMENDED 7

RANGE OF COMPENSATION RECOMMENDED FROM $1500 TO $1740

L CLASSIFICATION BOARD FORM NO. 1
illed out in accordance with detailed
nstruction sheet, Form No. 2)

Sheet No. 27.
2—12758

DO NOT WRITE IN THIS SPACE

	a		
	b		
	c		
	d		

1. Spencer (Surname) Tolman (Given name) W. (Initial)
2. Department Commerce
3. Bureau Lighthouses
4. Field Service Lighthouse Service
5. (a) Field Station Second Lighthouse District
   (b) Subdivision Duxbury Pier Light Station
   (c) City or town Plymouth 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 1/2 of time from sunset m. 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 $ 900 per annum; bonus, $ 240 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 900 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 oiling for tower and light and fog signal apparatus.	25
3. Painting tower and making minor repairs as necessary.	15
4. Preparing meals and 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? Yes.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

Has direct supervision of one assistant keeper and lays out and directs his work.

21. How long have the employee's duties been substantially as described above? Since September 27, 1920.

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

May 31 (Date), 1923. F. E. Reaton (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 $1020 to $1260

May 31 (Date), 1923. F. E. Reaton (Signature of head of field office or station) Supt. of Lighthouses. (Title)

GOVERNMENT PRINTING OFFICE 2—12758

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPT. OF LIGHTHOUSES
SEP
23
1925
2nd DIST. BOSTON, MASS.

LIGHTHOUSES
1925 OCT 1 PM 12

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

Plymouth Mass Sept. 22, 1925

Superintendent of Lighthouses.
Boston Mass.

Respectfully wish to be considered for a transfer to Tarpaulin Cove Light, as keeper.

T W Spencer keeper

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Tolman W. Spencer,

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

H
2nd

CARDED

APPOINTMENT DIVISION ENTERED JUL 1925 ON JOURNAL DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

M. Tolman W. Spencer,

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,

EDW. J. GARDNER.

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

CARDED

EK

2d

(CROSS REFERENCE)

Spencer Tolman K In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 1140, effective July 1, 1924.

For authorization see letter dated JUL 15 1924 File No. 1095/21.

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

M R. Tolman W. Spencer, December 1, 1922.

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 840 per annum to $ 900 per annum, effective November 25, 1922, (including $60 per annum longevity pay).

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.

APPOINTMENT DIVISION ENTERED DEC 4 1922 ON JOURNAL DEPARTMENT OF COMMERCE

G
G

2nd

CARDED

U. S. REPORT DATA ENTERED

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SE

1922 NOV 29 PM 3 57

1922 NOV 28 AM 9 03

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Boston, Mass. (City.), November 27 (Date.), 1922

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Allowance of longevity pay.

Name, Tolman W. Spencer — Legal residence, Massachusetts

Position, Keeper — Salary, $900. per annum

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

Effective November 25, 1922, {the actual date of entrance on duty, or ~~as soon thereafter as he enters on duty~~}

Former position, Keeper — Former salary, $840. per annum

Location, Duxbury Pier Light Station, Mass.

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

Previous incumbent, Himself — Services terminated, --

Reason, ---

Members of family in Government Service, None.

Remarks: On November 24, 1922, Mr. Spencer will have completed five years' continuous service in the Lighthouse Service, and it is recommended that he be granted longevity pay of $60. per annum, effective November 25, 1922.

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

12/1/22

Secretary, Civil Service District.

Geo E Eaton
Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

NOV 28 1922

Submitted to the Secretary of Commerce, approved.

APPROVED:
ACTING SECRETARY OF COMMERCE.

J. S. CONWAY
Acting Commissioner of Lighthouses.

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

11—2314

August 8, 1921.

Commissioner of Lighthouses:

The Department has approved the Bureau's recommendation of August 4, that no further action be taken in the case of Tolman W. Spencer, Keeper of Duxbury Pier Light Station, Massachusetts, who was reprimanded by the Superintendent on January 27, 1921 for neglect of duty, it being noted that his conduct during the last six months has been satisfactory.

By direction of the Secretary:

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

C-P.

In replying address
Commissioner of Lighthouses

and refer to date of this letter
and file No.

Hol-EK

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

January 31, 1921.

LIGHTHOUSE INSPECTOR 2nd DIST. BOSTON, MASS. 1921 AUG 3 PM 3 LIGHTHOUSES

FEB 3 1921

CHIEF CLERK 47

APPOINTMENTS

1921 AUG 5 PM 4 39

T. W. Spencer,
reprimand.

Superintendent of Lighthouses, Boston, Mass.

1921 AUG 6 AM 10 29

1. Referring to letter of reprimand, dated January 27, 1921, addressed to T. W. Spencer, Keeper, Duxbury Pier Light Station.

2. You are requested to submit further report at the end of six months in regard to this employee.

Rdy Aug 4 ok & Dpt

Acting Commissioner of Lighthouses.

- - - - - - - - - - - -

Lighting.
Engr. Corps.
Insp. Engr.
[redacted]
Accounts.
Contracts
Chf. Clk.
Dep. Comm.
Comm'r.

GEE-MMB

Boston, Mass., August 2, 1921.

Returned to the Commissioner with the recommendation that the above matter be considered closed as the employee's services have been satisfactory during the last six months.

Superintendent.

APPOINTMENTS RECEIVED AUG - 8 1921 DEPARTMENT OF COMMERCE

Bureau of Lighthouses, Washington.
AUG 4 1921

EK

Submitted to Secretary of Commerce recommended for approval.

Commissioner.

1921 AUG 8 AM 9 58 APPOINTMENTS

APPROVED:

Assistant Secretary of Commerce.

In replying address
Commissioner of Lighthouses

and refer to date of this letter
and file No.

DEPARTMENT OF COMMERCE
BUREAU OF LIGHTHOUSES
WASHINGTON

Hol-EK
Inclosures.

January 31, 1921. 1921 FEB 1 AM 9 08

Subject: Copy 2d Supt's. letter, Jan. 27, 1921, reprimanding T. W. Spencer, Keeper, Duxbury Pier Light Station.

Submitted to the Secretary of Commerce for his information. The Second Superintendent has been instructed to submit further report in this case at the expiration of six months.

1921 FEB 3 AM 10 1921 FEB 2 PM 3 58

File

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BOSTON, MASS.
GEE-MH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1921 JAN 29 AM 8 50

OFFICE OF SUPERINTENDENT, 2d DISTRICT.
OFFICE OF INSPECTOR, 2D DISTRICT
CUSTOMHOUSE
BOSTON, MASS.
January 27, 1921.

1/31/21 Wrote 2d Supt
1/31/21 2nd to Dept

Dftsm
Insp. 2. Dist.
Asst. Insp.
Inspected
Accounts
Contract
Cert. Clk.
Supt. 2d Dist.
Supt.

noted WC 1/29/21
COP Dept
Keeper, Duxbury Pier Lt. Station:

1. Referring to your reply of January 22, 1921, to charges of January 17, 1921.

2. Your duty as an employee of the Lighthouse Service is governed by the Regulations, and not by what has been told you was the custom of former keepers.

3. The Regulations require that either the keeper or assistant must always be present on duty, and the only variation from this rule should be when either keeper takes the other ashore or goes ashore to bring him off to station.

4. It appears that your absence from the station was neither for this nor any other official purpose but merely for your personal pleasure, and was therefore a neglect of duty.

5. Length of service is not a valid excuse for violation of the Regulations, with the requirements of which you should make yourself thoroughly familiar.

6. You are informed that you are severely reprimanded for your action, and warned that a repetition of the offence will result in a recommendation for drastic action.

7. A copy of these charges and reprimand will be forwarded to the Commissioner of Lighthouses to become part of your official record.

Eaton

Superintendent.

- - - - - - -

Boston, Mass., January 27, 1921.

Forwarded to the Commissioner for his information.

Eaton

Superintendent.

COPY-MEH

LIGHTHOUSES

DEPARTMENT OF COMMERCE
Lighthouse Service

1921 JAN 29 AM 8 50

Second District
Duxbury Pier Light Station
Plymouth, Mass.,Jan.22d,1921.

Superintendent of Lighthouses,

Boston, Mass.

In answer to your letter of January 17th, 1921, received today, in regards to my neglect of duty on December 25th, 1920.

I have been informed it has been the custom of keepers and their assistant keepers while at this station to leave it unattended for a few hours and go ashore, always being able to return before sunset.

If my neglect of duty as charged appears larger than the past three years honest service, I am holding the wrong position.

(Signed) Spencer

Keeper.

COPY-MEH

GEE-MEH

REGISTERED

LIGHTHOUSES

1921 JAN 29 AM 8 50

January 17, 1921.

Keeper, Duxbury Pier Lt. Station:

1. Referring to your report of January 13, 1921, in explanation of the article which appeared in the Boston Post of December 28, 1920, in regard to your attempt to reach the light station from Plymouth on December 25, 1920.

2. It appears from your own statement that on December 25, 1920, you left the station at 9 A.M. and arrived back there at 8.30 P.M., and that your purpose in leaving the station was "to eat Christmas dinner" with your family. The records of this office show that on December 25 the Assistant Keeper was absent on leave, and that the station was unattended during your absence except from 6.45 P.M. until your return, when the Keeper of Plymouth Light Station and members of the Coast Guard were attending the light.

3. You are therefore charged with neglect of duty, and upon receipt of this letter you will forward to the office any reasons you may have to offer why you should not be recommended for discharge for violation of Article 103, page 36, Instructions to Employees, 1915, as follows:

> "Either the keeper or an assistant must always be present on duty. At stations having no assistant, the keeper must arrange for some competent person to take charge during his absence, which should not extend beyond sunset, except in an emergency or unless authorized by the inspector."

(Signed) Eaton

Superintendent.

COPY-MEH

DEPARTMENT OF COMMERCE
Lighthouse Service

LIGHTHOUSES
1921 JAN 29 AM 8. 50

Second District
Duxbury Pier Light Station
Plymouth, Mass., Jan.13th,1921.

Superintendent of Lighthouses,

Boston, Mass.

This report is to rectify clipping from The Boston Post of Dec. 28th, 1920.

I left station at 9 A.M. Dec. 25th, returned 8.30 P.M. Dec. 25, 1920, went to eat Christmas dinner with my family, started to return from Plymouth at 1.30 P.M., fresh northerly wind with tide running out. I tried to row to windward along the Plymouth shore.

When I tried to get to the Cordage Works Channel so I could have a better chance to make the run for the station, the tide left me stranded in a small channel. Could not get ashore, neither could I get down the harbor. Waited until 6 P.M. before I could get out. When reached the channel near the point of Long Beach, the tide was running in so strong I could nto make much headway towards the light.

My wife, seeing no light at the station after sunset, telephoned the Gurnet Coast Guard. Some of the crew came and lighted the wick lamp and placed it in the lens. After notifying the Gurnet, Mrs. Spencer engaged Mr. R. J. Torrance, with his motor boat, to come to the station. They picked me up off the Point of Long Beach and landed me at the station 8.30 P.M.

I took the wick lamp out and put the vapor lamp in the lens again; light on full 8.55 P.M. The light was lighted about 7 P.M. There was no one at the station when I went ashore. There was a light breeze when I started ashore. I intended to have returned by 3 P.M. Without the help of the motor boat, I would either tried to make a landing on the outside of Long Beach or Manomet Beach and waited until the tide turned.

(Signed) T. W. Spencer

Keeper

FAITHFUL WIFE SAVES HUSBAND

Lighthouse Keeper, Drifting to Sea, Rescued

Boston Post Dec 28

PLYMOUTH, Dec. 27.—Tolman Spencer, keeper of the Duxbury Pier Lighthouse, had a narrow escape from being driven to sea last Saturday evening and was rescued from a tempestuous sea mainly through the persistency of his wife, according to a story that reached here today for the first time.

Spencer came to town about 3 o'clock Saturday afternoon and after a while started to row back to the lighthouse against a cold northwest gale that was kicking the sea into furious rolls. Spencer's wife, emerging from a local theatre later in the afternoon, observed that the red light in the pier lighthouse was not on.

Mrs. Spencer called up the Gurnet Coast Guard station, asking for aid in investigating the reason for the failure of the light to appear. Captain Flynn assigned some of his men to row into the bay to try to find Spencer. Upon their failure to find any trace of him Mrs. Spencer called on Police Captain John Armstrong. He detailed Officers George Bell and Robert Torrence to seek the missing man.

Mrs. Spencer insisted on going with the men in their boat, saying, "I'll find him before I come back."

It was shortly after 5 o'clock and the shadows lay heavily upon the waters of the harbor, and it was biting cold, but the woman braved the rough elements equally well with the men. After a time they espied a man in a dory working with might but without progress against a head wind and head tide. The man in the dory was heading down toward the mouth of the harbor, and it was plain that he was bending every energy to avoid being driven to sea.

Cheered on by the woman the men in the boat steered toward the dory and soon came alongside. Relaxing his grip on the oars Spencer fell back in the boat exhausted. He was taken to the lighthouse.

LIGHTHOUSE INSPECTOR 2nd DIST.
1921 JAN 29 AM, MASS.
JAN 31 1921

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1920 OCT 2 AM 8 37

SI

OFFICE OF SUPERINTENDENT, 2D DISTRICT
CUSTOMHOUSE
BOSTON, MASS.

APPOINTMENTS

September 29, 1920.

1920 OCT 4 PM 4 29

1920 OCT 4 PM 3 10

To: Commissioner of Lighthouses.

Subject: Tolman W. Spencer, Keeper - Change in Salary.

Reference: Notice of Change in Salary, dated September 20, 1920.

CANCELED

The effective date of Change in Salary referred to above was September 27, 1920.

Bureau of Lighthouses, Washington
OCT 2 1920
1920 OCT 2 PM 2 58

Submitted to Secretary of Commerce for his information.

Superintendent.

Acting Commissioner

U. S. REPORT DATA ENTERED

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

September 20, 1920.

M
r. Tolman W. Spencer,
Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 720. per annum to $ 840. per annum, effective September 27, 1920.

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,

CARDED

(SIGNED) H. M. CROSS

Chief of Appointment Division.

Acting

APPOINTMENT DIVISION RECEIVED SEP 22 1920 DEPT. OF COMMERCE

8. 1. REPORT DATE ENTERED

8
2nd district

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

GEE-SI

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second LIGHTHOUSES DISTRICT,

Boston, Mass. (City.) September 18 (Date.) 19 20.

COMMISSIONER OF LIGHTHOUSES:

1920 SEP 20 AM 8 47

Action recommended, Transfer and promotion.

Name, Tolman W. Spencer — Legal residence, Massachusetts

Position, Keeper — Salary, $840 per annum.

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

Effective September 27, 1920, {'the actual date of entrance on duty, ~~or as soon thereafter as recommended duty~~

Former position, Keeper — Former salary, $720 per annum.

Location, Race Point Light Station, Mass.

APPOINTMENT DIVISION NECESSARY ACTION TAKEN SEP 21 1920 DEPARTMENT OF COMMERCE.

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

Previous incumbent, Frank A. Davis — Services ~~terminated~~, September 26, 1920.

Reason, Transfer.

Members of family in Government Service, None.

Remarks: Mr. Spencer is a capable employee and deserving of this promotion.

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

Secretary, Civil Service District.

Superintendent.

BUREAU OF LIGHTHOUSES
WASHINGTON

SEP 20 1920

1920 SEP 20 AM 11 34

Submitted to the Secretary of Commerce, approved.

Acting Commissioner of Lighthouses.

1 Strike out the clause which does not apply.

11—2314

(COPY)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Office of Superintendent, 2D District
Customhouse
Boston, Mass.

June 11, 1919.

To: Commissioner of Lighthouses:

Subject: Effective Dates; Notices of Change in Salary.

1. Following are effective dates of Notices of Change in Salary issued by Appointment Division:

NAME	NOTICE DATE	EFFECTIVE DATE
Clarence H. Smith	6-2-19	6-11-19
Tolman W. Spencer	6-4-19	6-11-19

(S) EATON
Superintendent.

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 4, 1919.

r. Tolman W. Spencer,
M

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper of the Lighthouse Service has been changed, from $660. per annum to $720. per annum, effective June 11, 1919, or as soon thereafter as you enter upon duty at the increased rate of pay.

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.

M
G
Second

CARDED

APPOINTMENT DIVISION JUN 5 - 1919 DEPT. OF COMMERCE

JUN 4 - 1919

C. S. REPORT DATA ENTERED

Form 73

WBJ

NOMINATION

MAY 31 1919 9 33 A

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHT HOUSES MAY 31 1919

OFFICE OF LIGHTHOUSE INSPECTOR, Second DISTRICT,

Boston, Mass., May 28, 1919.
(City.) (Date.)

THE COMMISSIONER OF LIGHTHOUSES:

APPOINTMENTS 1919 JUN 3 PM

Action recommended, Promotion

Name, Tolman W. Spencer — Legal residence, Massachusetts

Position, Keeper — Salary, $720 per annum

Location, Race Point Light Station, Mass. — Appropriation, Salaries of Keepers of Lighthouses

Effective June 11, 1919 — {'the actual date of entrance on duty, xx / xxxx

Form 111

MMB

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHT NOV 25 1918 HOUSES

5

NOV 25 1918 09 AM

I, Tolman W. Spencer

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.

Tolman W Spencer

(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 30th day of

Nov, A. D. 1918

(Affix official seal here)

[4] (Name) M S Somers

(Official title) Notary Public.

My commission expires My commission expires Dec. 31, 1920

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present 2nd. Asst. Kpr.	$660 per A.	Race Point Light Station
Former [5] " " "	$456 " "	" " " "

(The above should be filled in by the district officer before sending to appointee)

CARDED

Office of Lighthouse Inspector, Second District

Boston, Massachusetts. (Address), Nov. 22, 1918 (Date)

The above-named appointee entered upon duty on November 1, 1918 (Date)

R K Goodwin

(Signature, followed by title) Superintendent.

[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

GE[illegible]AL APPOINTMENT—FIXED

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 9, 1918.

M[illegible]r. Tolman W. Spencer,

the Commissioner of Lighthouses.

Through

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper in the Lighthouse Service at a salary of Six Hundred and Sixty dollars per annum, effective November 1, 1918.

By promotion from second assistant keeper at $456 per annum.

APPOINTMENT DIVISION NOV 1 1918 DEPARTMENT OF COMMERCE

CARDED

By direction of the Secretary:

OR BASIS OF THIS ACTION SF[illegible] LETTER DATED 10/16/18 1095/2

Respectfully,

(Signed) Clifford Hastings.

R[illegible]
Ho[illegible]

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

New position. (By increase in compensation.)

Vice:

Legal Residence: Massachusetts.

Per

LIGHT
NOV 30 1917
HOUSES

PERSONAL QUESTION SHEET

DEPARTMENT OF COMMERCE
OFFICE OF THE SECRETARY
WASHINGTON

March 5, 1913.

CHIEF CLERK
NOV 30 1917

APPOINTED
DEC 1 19..

To the Chiefs of Bureaus of the Department of Commerce:

For the purpose of enabling the Department to maintain a complete record of its officers and employees, you are requested to have every person hereafter appointed or employed in your Bureau, immediately upon his entrance on duty, answer each of the questions in Part I of this form and sign the same. The information given in Part I should be reviewed and approved in accordance with instructions. The information in Part II should be supplied as indicated and the form forwarded to the Department.

William C. Redfield
Secretary.

CANCELLED

PART I.

(Part I should be filled out by the appointee or employee; but, if he is unable to write legibly, another person may write the answers at his dictation. In either case the statement should be signed by the appointee or employee. If he is unable to write, he may sign by mark in the presence of one witness. If he is unable to answer any question, he should indicate that fact.)

1. What is your full name? (Do not use initials, but spell out each name and state whether Mr., Miss, or Mrs. Example: Mr. John Richard Doe. If name itself is merely a letter, it should be so stated.)

Mr Tolman Wamsley Spencer

2. How do you intend to write your name on the pay roll? (***This should agree with signature to your oath of office.***) Tolman W. Spencer

3. What is your present legal (voting) residence? (Give city or town, State or Territory, county, and Congressional district.)

Falmouth	Mass	Barstable	16
City or town.	State or Territory.	County.	Congressional district.

4. What is your race? (Answer "white," "colored," or "Mongolian.") Indian

5. Where were you born? Gay Head, Dukes County, Mass.

6. When were you born? March (Month.) Fifth (Day.) 1879 (Year.)

11—1434

7. Give name and address of person whom you would like to have notified in case of accident.

Mr John T Booker (Name.) ____ (Number and street.)

Mashpee (City or town.) ____ Mass (State or Territory.)

8. Are there any members of your family, besides yourself, in the civil service of the United States? (If so, give below their names, relationships, the Departments and Bureaus or Services in which they are employed, and the positions they occupy.)

Name.	Relationship.	Department.	Bureau or Service.	Position.
Josiah Haskins	Cousin	U.S.L.S.S.	Coast Guard	Surfman
Theodore Haskins	"	"	"	"

9. If you were appointed through a civil service examination, state, as near as you recollect, the name and date of the examination. If not so appointed, state how you entered the service. (Examples: "By reinstatement," or "by transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

Asst Lighthouse Keeper Oct. 1, 1917

10. Have you any physical disabilities? (If so, describe briefly. If you have defective eyesight, state whether corrected by glasses.)

One finger missing

11. Have you ever held any other position in the civil service of the United States? (If so, give below the Department and Bureau or Service in which you served, the position held, the salary you received, and the dates of your appointment and separation from the service.)

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
None	—	—	—	—	—

12. Do you hold any State or municipal office? (If so, state name of such office and compensation attached.)

None

13. Were you in the military or naval service of the United States during the Civil or Spanish-American War? (If so, give the information called for by the blanks below.)

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
None	—	—	—

14. If you served in the military or naval service of the United States at any time other than during the Civil or Spanish-American Wars, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
None			

15. Are you the widow or orphan of an honorably discharged soldier or sailor? (If so, give the information called for by the blanks below.)

Name under which service was rendered No

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

17

16. What was your occupation prior to entering the United States civil 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 11, 12, 13, and 14.)

Motor Truck driver for Falmouth Coal Co.

17. What education have you received? (Indicate the grades of schools you have attended, and, in case 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., 1900; Columbia University, LL. B., 1903.)

Seventh

18. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil Engineer," or "Translator," or "Interpreter," or "Draftsman," or "Carpenter.")

Have done some carpentering.

19. What, if any, civil service examinations have you passed? (Give names and dates as near as you recollect.)

Asst. Lighthouse Keeper Oct. 1, 1917.

20. Were the answers to the foregoing questions written by you? (If not, state the name and address of the person who wrote them for you.)

Yes

21. State the date upon which the above blanks were filled. Nov. 24, 1917

Witness:

In case signature is by mark.

(Signature) Johnson W Spencer

P. O. Address: FALMOUTH, MASS.
City or town.

King St.
Number and street.

State or Territory.

(Where the appointee is to be employed outside of the District of Columbia the information given in Part I should be reviewed and approved by the officer in immediate charge before forwarding to the Bureau. Where he is to be employed in the District of Columbia, Part I should be reviewed and approved by the officer who executes Part II.)

Reviewed, approved, and forwarded November 27, 1917

(Signature) R H Goddard

(Official title) Inspector, 2nd District.

11—1434

PART II.

(Part II should be executed by the executive officers of the various Bureaus of the Department, or, at their direction, by some official who can give the information desired. If unable to answer any question, indicate that fact.)

1. State the Bureau or Service, place, and district in which the person who answered the foregoing questions is employed:

Lighthouse Service (Bureau or Service.) | Race Point Light Station, Mass. (Place (city, town, station, or vessel.)) | Second (District.)

2. To what position has he been appointed? Second Assistant Keeper

3. State the date of appointment. November 20, 1917.

4. State the date the appointment was effective. (If appointment was made to take effect on date of oath, so state.)

November 25, 1917.

5. State the date of the oath. November 24, 1917.

6. State the date the employee entered on duty. November 25, 1917.

7. What is his salary? $456 per annum-

8. From what appropriation is he paid? Salaries of Keepers of Lighthouses, 1918.

9. Is the position excepted, competitive, or unclassified under the civil service rules? Competitive.

10. If classified, state the date of classification. May 6, 1896.

11. In what manner did the employee enter the service? (Examples: "From stenography and typewriting examination;" or "without examination;" or "by reinstatement;" or "by transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

Selected from Civil Service Eligible Register.

12. Is the employee required to give bond? No.

13. When the legal residence given in answer to question 3, Part I, differs from that given in the certificate of appointment, the discrepancy should be explained.

—

14. If foreign born, state when and where naturalization papers were taken out.

—

Reviewed, approved, and forwarded to the Department.

(Signature) W. H. Goodwin

(Official title) Inspector, 2nd District.

Date: November 27, 19 17.

11—1434

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

DISBURSING DEC 7 1917

LIGHT NOV 30 1917 HOUSES

CHIEF CLERK DEC 7 1917

I, Tolman W. Spencer,

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.

Tolman W Spencer
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 24 day of Nov, A. D. 1917

(Affix official seal here)

[4] (Name) Geo M Kenn

(Official title) Notary Public

My commission expires Dec 14, 1917

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Second Assistant Keeper-	$456 per annum-	Race Point Light Station, Mass.
Former [5] --	--	--

(The above should be filled in by the district officer before sending to appointee)

OFFICE OF LIGHTHOUSE INSPECTOR, Second DISTRICT

Boston, Mass. (Address), November 27, 1917. (Date)

CARDED.

The above-named appointee entered upon duty on November 25, 1917. (Date)

R W Goddard
(Signature, followed by title) Inspector.

[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—944

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

November 20, 1917.

Mr. Tolman W. Spencer,

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, Second Assistant Keeper in the Lighthouse Service at a salary of Four Hundred and Fifty-six 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 local Civil Service Board for the Second Lighthouse District.

By direction of the Secretary:

Respectfully,

CARDED.

(SIGNED) W. S. GILCHRIST

C
M

Acting Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Llewellyn D. Rogers.

Legal Residence: Massachusetts.

(See reverse side.)

APPOINTMENT DIVISION ENTERED NOV 20 1917 BUREAU DEPT. OF COMMERCE

11—508.

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

APPOINTMENT DIVISION
NECESSARY
ACTION TAKEN
NOV 20 1917
DEPARTMENT OF COMMERCE

RECEIVED
NOV 13 1917
FIRST C. S. DIST.

LIGHT
NOV 19 1917
HOUSES

CHIEF CLERK
NOV 20 1917

OFFICE OF LIGHTHOUSE INSPECTOR, Second DISTRICT,

Boston, Mass. (City.), November 12 (Date.), 191

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment-

Name, Tolman W. Spencer-

Legal residence, Massachusetts-

Position, Second Assistant Keeper-

Salary, $456 per annum-

Location, Race Point Light Station, Mass.

Appropriation, Salaries of Keepers of Lighthouses, ~~1918~~.

Effective November ~~18~~ 20, 1917, {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

APPOINTMENTS
NOV 20 1917

Former position, --

Former salary, --

Location, --

Rank on eligible list, 1 Rating, Asst. Lighthouse Keeper Percentage, 85.0, Other eligibles considered:
Victor G. Gallison, C- John F. Sweeney, C-

Previous incumbent, Llewellyn D. Rogers- Services terminated, November 15, 1917.

Reason, Promotion-

Members of family in Government Service, None-

Remarks: Quarters are provided for families of keepers at this station. Mr. Spencer was not required to appear at this office owing to distance, but his vouchers showed clear record in previous employment. He has had no previous Government (Civil) service.

Selection regular, subject to the action of the U. S. Civil Service Commission, NOV 17 1917, 191

B. L. Jackson
Secretary, 1st Civil Service District.

Goddard
Inspector.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

NOV 19 1917

Acting Commissioner

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

11—2314

NCG 2661A
Form approved by
Comptroller General U. S.
(April 13, 1934)

DATA SUPPORTING CLAIM FOR PAY AND ALLOWANCES OF PERSONNEL

(MEMORANDUM)

U. S. COAST GUARD

no check

(To be retained by payee, and when payment is made by check, to be used as mailing copy)

1760910 Retired Pay, Former Lighthouse Service, Coast Guard, 1946

Appropriation: ---

Unit Headquarters Retired Roll-Lighthouse

Total years of service ---

Pay period, duty, or grade Retired

Monthly rate of pay $72.91 (Base and longevity)

For pay and allowances—

From 10-1, 19 45, *to* 10-21, 19 45 (Inclusive)

THE UNITED STATES, *Dr.*,

To Tolman W. Spencer, Keeper, Retired, Deceased.
(Name)

---, *U. S. Coast Guard*
(Designation)

(Address)

CREDITS:		NOTATIONS
Subsistence allowance ---$		
Rental or quarters allowance ---		
Pay ---	51.03	
Balance forwarded from --- (Name of unit, noting month of roll or voucher)		
Sundry credits and adjustments ---		
TOTAL CREDITS ---$	51.03	

CHARGES:		
Allotment ---$		
Clothing ---		
Forfeited ---		
Sundry charges and adjustments ---		
TOTAL CHARGES ---$	None	

		NOTATIONS
Total Credits ---$	51.03	
Less—Total Charges, $ None		
Amt. retained		
TOTAL ---$	None	
Net amount to be paid on this voucher ---$	51.03	

REMARKS: Died: 10-21-45. Last paid for period 1-30 September, 1945 on D. O. Vou. No. 147, settled in the September 1945 account of C. L. Herndon, S.D.A. Navy, Symbol No. 55-152.

(Additional statements by Department if deemed necessary)

(ACCOUNTING CLASSIFICATION)
21-125
1200

(Payee will NOT use this space)

Differences ---

Account verified; correct for ---$ 51.03

(Signature or initials) [illegible] 10-25-45

OCT 25 1945

I certify that the foregoing account is true and correct and that payment therefor has not been received; that during the period for which rental allowance is claimed I was not assigned adequate quarters at my permanent station; that, if without dependents, I was not on field or sea duty during the period for which rental allowance is claimed; that, if with dependents, I did not occupy with them any public quarters assigned to me without charge at any station, nor did any of them occupy public quarters assigned to them or to any other officer or his dependents except for brief visits; that the increased allowances for dependents are claimed because of ---
(Here state whether lawful wife, unmarried child or children under 21 years, mother dependent upon officer for support, giving names and addresses of dependents, also ages of minor children)

---

and that, in case of dependent mother, I have contributed to her support during the current period for which allowances are claimed the sum of $---, in cash or its equivalent, without any consideration in return, which contribution is her *chief support*, and each and every statement as set forth in her affidavit dated ---, 19---- {attached hereto / filed with voucher} for ---, 19---- (Month) is true and correct, and so remains at this time, except

---
(Here state fully changes occurring between date of last affidavit and signing of this voucher)

---, 19---- (MEMORANDUM—DO NOT SIGN) ---, --- (Official designation)
(Date) (Name)

I certify that I have examined the foregoing account; that the statements contained therein have been compared with the records of the United States Coast Guard and found correct except as otherwise indicated; that the officer named is entitled to the amount of pay and allowances herein approved; and that during the period for which rental allowance is claimed on this voucher, the above-named officer was not assigned adequate quarters at his permanent station.

Approved for $ 51.03

Date 25 October, 19 45

(MEMORANDUM—DO NOT SIGN) ---
Commanding, District Commander.

U.S. GOVERNMENT PRINTING OFFICE 16—29661-1

C. L. HERNDON, Lieut. Comdr., U.S.C.G.
Allotment Disbursing Officer

OCT 31 1945

CERTIFICATE OF SETTLEMENT

GENERAL ACCOUNTING OFFICE

Claim No. 2037766

WASHINGTON, March 1, 1946
(Date)

PAID BY
O. F. McGLOW
S. D. A.
(Navy)
Symbol No. 55-040

CERTIFICATE No.
1276205

Paying Officer will please show this CERTIFICATE NUMBER on the check used in payment hereof, and insert the check number in space provided below.

Sarah E. Spencer, widow, as payer of the funeral expenses of Tolman W. Spencer, deceased,
Greenwood Avenue Ext.,
Vineyard Haven, Massachusetts.

SPENCER, Tolman W.

I CERTIFY there is due from the United States to the above-named claimant(s), payable from the appropriation(s) indicated, the sum of—

FIFTY-ONE AND 03/100 Dollars ($ 51.03)

on account of
compensation due the estate of Tolman W. Spencer, deceased, retired keeper, United States Coast Guard, during the period October 1 to 21, 1945. (U.S. Coast Guard, PA-AE, CG-51)

1760910 Retired Pay, Former Lighthouse Service, Coast Guard, 1946

To: Disbursing Officer,
Coast Guard Headquarters.

MEMORANDUM

3741178

MAR - 7 1946

51.03

Copy for Administrative Office

Form 73

NOMINATION

WLLC.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Second DISTRICT,

Boston, Mass. (City.), November 12 (Date.), 191 7

RECEIVED NOV 13 1917 FIRST C. S. DIST. LIGHTHOUSES NOV 19 1917

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment-

Name, Tolman W. Spencer-

Hydrog.
Engr. Cons.
Mar. Engr.
Personnel
Accounts.
Contracts
Obr. Cls.
Dep. Comr.
Comar.

Legal residence, Massachusetts-

Position, Second Assistant Keeper-

Salary, $456 per annum-

Location, Race Point Light Station, Mass.

Appropriation, Salaries of Keepers of Lighthouses, 1918.

Effective November 15, 1917, (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, 1 Rating, Asst. Lighthouse Keeper Percentage, 85.0, Other eligibles considered:
Victor G. Gallison, C- John F. Sweeney, C-

Previous incumbent, Llewellyn D. Rogers- Services terminated, November 15, 1917.

Reason, Promotion-

Members of family in Government Service, None-

Remarks: Quarters are provided for families of keepers at this station. Mr. Spencer was not required to appear at this office owing to distance, but his vouchers showed clear record in previous employment. He has had no previous Government (Civil) service.

Selection regular, subject to the action of the U. S. Civil Service Commission, NOV 17 1917, 191

B. L. Jackson
Secretary, 1st Civil Service District

Inspector.

BUREAU OF LIGHTHOUSES
WASHINGTON

NOV 19 1917

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11-2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
NOV 21 1917
HOUSES

November 20, 1917.

Mr. Tolman W. Spencer,

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, Second Assistant Keeper in the Lighthouse Service at a salary of Four Hundred and Fifty-six 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 local Civil Service Board for the Second Lighthouse District.

By direction of the Secretary:

Respectfully,

O
K

Acting Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Llewellyn D. Rogers.

Legal Residence: Massachusetts.

(See reverse side.)

11—598.

Hol[redacted]K
Inclosures.

January 31, 1921.

Subject: Copy 2d Supt's. letter, Jan. 27, 1921, reprimanding T. W. Spencer, Keeper, Duxbury Pier Light Station.

Submitted to the Secretary of Commerce for his information. The Second Superintendent has been instructed to submit further report in this case at the expiration of six months.

Hol-EK

January 31, 1921.

T. W. Spencer,
reprimand.
8/9/21, Dept. letter approving recmo. below
+ Dept. (no copy retained)
Superintendent of Lighthouses, Boston, Mass.

1. Referring to letter of reprimand, dated January 27, 1921, addressed to T. W. Spencer, Keeper, Duxbury Pier Light Station.

2. You are requested to submit further report at the end of six months in regard to this employee.

Acting Commissioner of Lighthouses.

- - - - - - - - - - - - - - - - - -

(COPY)EK

GEE-LMB

Boston, Mass., August 2, 1921.

Returned to the Commissioner with the recommendation that the above matter be considered closed as the employee's services have been satisfactory during the last six months.

(Signed) Eaton.
Superintendent.

Bureau of Lightnouses, Washington
AUG 4 - 1921

EK.
Submitted to Secretary of Commerce recommended for approval.

Commissioner.

PERSONNEL CLASSIFICATION BOARD FORM NO. 14—FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

Bureau No. Lt. 1349 Sheet No. 2(b)69

Space reserved for the use of the Board

1. Spencer (Surname) Tolman (Given name) T. (Initial)

2. Department Commerce
3. Bureau Lighthouse Service
4. Field service Lighthouse Service
5. (a) Field station Tarpaulin Cove Light Station
(b) Subdivision Second District
(c) City or town Woods Hole State Mass.

6. Pay roll title Light Keeper
7. Customary office title Keeper
8. Present administrative allocation $1380-1680
9. Present gross rate of pay $ 1680.00
10. Deduction for allowances $ 240.00
11. Net rate paid in cash $ 1440.00

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 ☒ Fuel ☒ Light ☐ Uniform ☐ Laundry ☐ 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 - $50.00

15. (a) Regular hours of work: From No regular hours m. to m. (b) How many hours per week excluding unusual or irregular overtime work?
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)
(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 on 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 without previous notice George E. 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)
						X																		

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?
Carpenter.

10—1853

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 enter 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	
60%	Operating Light, go into the tower 15 minutes before sunset to have light ready to operate at sunset. Visit the light between 8 P.M. and 9 P.M. and again 12 mdt. to 1 a.m. be ready to extinguish at sunrise. Fog signal when needed - Start the bell, then watch the weather, Wind up the weights to the bell machine every 4 or 5 hours while in operation.
25%	Cleaning and caring - lens wiped off, floors and stairs swept daily, fog signal machine to be kept in order, floor swept.
10%	All brass in tower and dwelling polished once a week. Windows in lantern to wash, white paint inside of tower to wash; lawn to mow, outside of tower brickwork. Barn, bell tower and oil house have to be whitewashed annually. Motor launch #64 and Dory #26 to be kept painted and in order.
5%	Going for mail and supplies - To Woods Hole about twice a week. In summer it takes 4 or 5 hours to make the round trip. In winter about 6 hours.

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.

Tolman W. Spencer
(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.

I concur in the above statement.

26. How long have the employee's duties been substantially as described above? 8 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 $1380 to $1680

September 29, 1928 (Date) — (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 $1380, to $1660

OCT -8 1928

____, 1928 (Date) — J. S. CONWAY (Signature of head of bureau or his representative) — Acting Commissioner of Lighthouses. (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928

10—1850

Form A-38

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

June 16, 1939.

Mr. Tolman W. Spencer
Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective June 16, 1939.

A new appointment will not be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

OLIVER C. SHORT
Director of Personnel.

From: $1440

To: $1500

Service and grade:

Appropriation (unit):
Field

2.
C.

JUL 15 1939

STANDARD FORM NO. 6
(Approved by the President 8/28/24)
Revised Dec. 5 [redacted]29

PERSONAL HISTORY STATEMENT

(To be prepared by appointee in own handwriting)

COMMANDER, BOSTON DISTRICT

Department or Establishment UNITED STATES COAST GUARD. Date Oct. 5, 1939

1. Name in full (Mr.) Miss, or Mrs.) Spencer (Surname) Tolman (Given name) Wamsley (Middle name)
2. Present address Post Office Box 9 (Number) (Street) Woods Hole (City) Mass (State)
3. Legal (voting) residence Dukes County (State and Congressional District) Gosnold (County) Mass (City or town)
4. Where born 15 (State or foreign country) Gay Head (City or town) When born March 5, 1879 (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	Indian

Indian

7. Number and ages of dependents domiciled with you Wife age 58
8. A complete record of your past service for the United States Government other than military or naval: None

BRANCH OF SERVICE	PLACE OF EMPLOYMENT	POSITION	SALARY	DATE APPOINTED			DATE SEPARATED		
				Month	Day	Year	Month	Day	Year
USLHS	Tarpaulin Cove Light	Keeper	$125. month	Nov 26	26	1917			

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 None	
	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?

No

(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 No Discharged
Rank Rank
Organization Organization

Enlisted Discharged
Rank Rank
Organization Organization

[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.) None

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
Charles L Gifford Cow Comut 3 4	Laborer	2 years
Roach Mill New Bedford Mass	Shipping Room forman	6 --
T L Swift. Falmouth Mass	Truck Driver	3 --

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 Sarah E Spencer

Relationship Wife Post office address Woods Hole Mass or Naushon Telephone 13-15-12

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

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

U. S. GOVERNMENT PRINTING OFFICE 10—1930

Copy of this form has not been furnished Department.

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

COMMANDER,
~~Superintendent of Lighthouses,~~

Date 31 March, 1941.

BOSTON District

BOSTON, MASS.
(City)

disability Coast Guard

I hereby apply for retirement from active duty in the ~~Lighthouse~~ Service effective October 1, 1941, on the basis of service shown hereon.

Tolman W. Spencer
(Name)

Mailing Address

Vineyard Haven, Mass.

Keeper, Tarpaulin Cove Light Station
(Designation)

Commander, Boston District.
OFFICE OF ~~SUPERINTENDENT OF LIGHTHOUSES~~

City Boston, Mass., *Date* 29 April, 1941.

COMMANDANT, U. S. COAST GUARD,

Submitted to ~~Commissioner of Lighthouses~~, Washington, D. C., recommending retirement at $875.00 per annum, effective at the close of 30 September, 1941.

It is certified that the record of service and pay shown on Page 2 is correct as shown by the records of this office, and that all Government service shown has been verified.

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

BUREAU OF LIGHTHOUSES, *Washington, D. C.*,

Submitted to the Secretary of Commerce, recommending approval.

Commissioner of Lighthouses.

FOR USE OF DEPARTMENT

11—10551

Form 9

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RETIREMENT UNDER ACT OF JUNE 20, 1918, AS AMENDED

(In case of disability retirement, execute medical certificate on Form 9a)

Name Tolman W. Spencer Date of birth March 5, 1879

Designation Keeper, Tarpaulin Cove Light Station.

RECORD OF ALL ACTIVE GOVERNMENT SERVICE

(Including military, naval, and civilian service. Each department, branch, or independent office in which applicant served in a civilian capacity should be listed separately)

	Beginning			Ending			Remarks
	Month	Day	Year	Month	Day	Year	
Army							
Navy							
Marine Corps							
Civilian employment							
Lighthouse Service and Coast Guard.	Nov.	25	1917	Sept.	30	1941	
Total service	23 years, 10 months, 6 days.						

Does applicant receive or has he applied for a pension from the Government under any law? No. If so, give number of pension certificate or of claim:

Does applicant receive or has he applied for compensation under the War Risk Insurance Act? No. If so, give number of claim:

Does applicant receive or has he applied for compensation under the Federal Compensation Act, as amended? No.

If so, state the compensation received:

STATEMENT BY FISCAL YEARS OF BASIC PAY RECEIVED DURING LAST FIVE YEARS OF ACTIVE SERVICE IMMEDIATELY PRECEDING EFFECTIVE DATE OF RETIREMENT

(Compute service on basis of 30 days a month. Do not include periods of leave without pay, rations, quarters, or other allowance)

Designation	Beginning			Ending			Number days in pay status (P. D. or P. H. personnel)	Rate of pay	Pay received
	Month	Day	Year	Month	Day	Year			
Keeper	Oct.	1	1936	June	30	1937	-------	1440pa.	1080.00
	July	1	1937	June	30	1938		1440pa.	1440.00
	July	1	1938	June	15	1939		1440pa.	1380.00
	June	16	1939	June	30	1939		1500pa.	62.50
	July	1	1939	June	30	1940		1500pa.	1500.00
	July	1	1940	June	30	1941		1500pa.	1500.00
	July	1	1941	Sept.	30	1941		1500pa.	375.00

Total compensation for last five years of active service $7337.50.

Average compensation for last five years of active service $1467.50.

Annual rate of retired pay ($ 1467.50 × years 23.85 ÷ 40) = $875.00.
(Not exceeding 30)

U. S. GOVERNMENT PRINTING OFFICE 11—10551

8-25-41

U. S. COAST GUARD
REC'D MAY 2 1941

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

OFFICE OF COMMANDER
BOSTON DISTRICT

BOSTON, MASS.

30 April, 1941.

From: Commander, Boston District.
To: Commandant.

Subject: Tolman W. Spencer, Keeper, Tarpaulin Cove Light Station; request for retirement.

Reference: (a) Application Form 9.

Inclosure: (A) Reference (a).

1. Inclosure (A) is forwarded herewith covering recommendation for retirement on account of physical disability in the case of the subject-named man.

2. Headquarters' attention is invited to the fact that the effective date of subject employee's proposed retirement is recommended as of at the close of 30 September, 1941, inasmuch as he has sufficient annual and sick leave to carry him through to that date. Headquarters' is also advised that subject employee has been disabled for active duty since 23 March, 1941, and is now at the U. S. Marine Hospital, Brighton, Mass.

O. A. LITTLEFIELD
By direction.

OFFICE OF THE CHIEF MEDICAL OFFICER

COAST GUARD HEADQUARTERS

Date 3 June, 1941.

Memorandum for- Chief Personnel Officer.

Subject: Lighthouse Keeper Tolman W. Spencer, physical condition.

Inclosure: 1. Certificate of Medical Examination, 15 April, 1941.

1. The medical evidence contained in inclosure 1 has been reviewed and found satisfactory. It is recommended that subject named man be retired for physical disability.

Carl Michel

CARL MICHEL,
Medical Director.

DEPT. STOCK FORM 2249
REV. 1-41

UNITED STATES TREASURY DEPARTMENT
WASHINGTON, D. C.

PAGE:

TO:

Date Prepared: August 29, 1941.

Name: Spencer, Tolman H.

From: U. S. Coast Guard

Bureau No.: 1349

Retirement, disability

	FROM	TO
Position	Keeper	
Grade	Field (Range $1380-1740)	
Salary	$1500 p.a. plus $24 p.a.Qtrs.	
Bureau or Div.	U. S. Coast Guard	
Organizational Subdivisions		
Headquarters	Boston, Mass.	
Post of Duty	Tarpaulin Cove Lt.Sta., Mass.	
Appropriation	Civilian Employees, C.G.	
Allotment		

FIELD ☒ DEPRTMTL. ☐ FIELD ☐ DEPRTMTL. ☐

EFFECTIVE: Close September 30, 1941.

Remarks:

The annual rate of retired pay is $875.00

Justification:

Total service: 23 years, 10 months, and 6 days.

Computation: ($1467.50 x years 23.85[illegible] ÷ 40) $875.

CIVIL SERVICE OR OTHER LEGAL AUTHORITY

APPROPRIATION: Reg.

DATE OF BIRTH: 3-3-1879

LEGAL RESIDENCE: Mass.

SEX: M RACE: W

NATURE OF POSITION

NEW | ADDTL. IDENT.

VICE VACANCY | VICE

HAS C. S. COMM. ALLOWED VETERAN'S PREFERENCE? No

SUBJECT TO RETIREMENT ACT? Lighthouse Act 3-4-25

DATE OF OATH

H. R. STILES,
Commander, U. S. Coast Guard.
Assistant Personnel Officer.

DATE APPROVED BY THE SECRETARY: SEP - 2 1941

BUREAU SUSPENSE AND FILE COPY

HEADQUARTERS

ADDRESS THE COMMANDANT, U. S. COAST GUARD
AND REFER TO No. AP-75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

WASHINGTON

11 September, 1941.

From: Commandant.
To: Commander, Boston District.

Subject: Retirement of Tolman W. Spencer, keeper, close 9-30-41

Inclosure: (A) Form 2249, Department Notice of Retirement.

1. The inclosure is approval of retirement under the Lighthouse Service Retirement Law.

2. In order to preclude the possibility of overpayment, it is requested that Headquarters be advised as early as practicable as to the payroll (stating D. O. Voucher Number, name of disbursing officer, and symbol number) on which this person was paid for his last (final) actice duty. In furnishing this information, state also the period covered by the final payment and the amount thereof.

N. R. STILES,
By direction.

MAILED
SEP 11 1941

Mailing Address:

Vineyard Haven, Mass.

51

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

OFFICE OF COMMANDER
BOSTON DISTRICT

BOSTON, MASS.

30 September, 1941

File C&B 75

U. S. COAST GUARD (12)
REC'D OCT 1 1941

From: Commander, Boston District.
To: Commandant.

Subject: Tolman W.Spencer, Light Keeper, Tarpaulin Cove Light Station, Mass.; retirement close 30 September,1941.

Reference: (a) Headquarters' letter 11 September, 1941 (CP-75).

1. You are advised that final payment to the above subject man was made on D.O. Voucher No. 1-29661, Accounts G.F.Allen, C.D.O. 101-101, covering the period from 1-30 September, 1941, in the amount of $125.00.

L. H. BAKER,
Chief of Staff.

3-2

Civilian Personnel

TOLMAN W. SPENCER, KEEPER, RETIRED, DECEASED.

Vineyard Haven, Massachusetts.

Pay Rate: $72.91

Died: 10-21-45

(Last active duty station, TARPAULIN COVE LT. STA., MASS.)
(BOSTON DISTRICT)

(PMM)
CG-75

13 December, 1945

File
3-2

General Accounting Office
Claims Division
Washington (25), D. C.

Sirs:

Inclosed is Form No. 1055 executed by Mrs. Sarah E. Spencer claiming the final retired pay due the estate of her husband, Tolman Wamsley Spencer, Keeper, former Lighthouse Service, now U. S. Coast Guard Retired, who died 21 October, 1945.

This claim in the amount of $51.05 has been examined and is approved for payment. The appropriation to be charged is 1760910. Retired Pay, Former Lighthouse Service, Coast Guard, 1946.

Funeral expenses incurred by the claimant have been paid as per attached receipted bill.

By direction of the Commandant.

Very truly yours,

W. HELVESTINE
Lieutenant Commander, USCGR
Ass't. Chief, Military Morale Division

Incl
1. Form No. 2661
2. Form No. 1055
3. Funeral Bill

U. S. COAST GUARD
MAIL SECTION (2)
MAILED DEC 13 1945

BCJ:erb Return to 2-4

(PMM)
CG-75

3 December, 1945

Mrs. Sarah E. Spencer
Box 172
Vineyard Haven, Mass.

My dear Mrs. Spencer:

Headquarters acknowledges receipt of your letter advising of the death of your husband, Tolman Wamsley Spencer, Keeper, former Lighthouse Service, now U. S. Coast Guard Retired, on 21 October, 1945. Please accept my sincere sympathy.

At the time of death there was due the estate of your husband final retired pay in the amount of $51.03. This retired pay ceases at death and there is no law providing for the continuance of payment of any part to dependents. The forms necessary to effect settlement of the final retired pay are herewith inclosed.

If there will be no legal representative to administer the estate, the next of kin or the person who paid, or will pay the funeral expenses should execute the inclosed Form No. 1055, claim for the final pay, in the presence of two witnesses, taking care to answer all questions as checked by pencil mark. If a representative is appointed a copy of the Court Order showing the appointment should be attached to Form No. 1055. If the funeral expenses have been paid, a bill receipted by the undertaker who conducted the services should be forwarded. Otherwise the undertaker should sign the inclosed waiver form. This information is necessary to support the claim for the final retired pay.

When the inclosed forms have been completed, they should be returned in the inclosed pre-addressed envelope, which requires no postage.

By direction of the Commandant.

Very truly yours,

W. HELVESTINE
Lieut. Comdr., USCGR
Acting Chief, Military Morale Division

U.S. COAST GUARD
MAIL SECTION (2)
DEC - 4 1945
FILED

Incls.
1. Form No. 1055
2. Waiver
3. Envelope (1)

BSJ:mdk return to 2-4

(PMM)
CG-75

3-2 3-2

File 3-2

13 December, 1945

Mrs. Sarah E. Spencer
Greenwood Avenue Ext.
Vineyard Haven, Massachusetts

My dear Mrs. Spencer:

Your claim for the final retired pay due the estate of your husband, Tolman Wamsley Spencer, Keeper, former Lighthouse Service, now U. S. Coast Guard Retired, has been approved for payment by this office and forwarded to the General Accounting Office for settlement.

As the Coast Guard has no further jurisdiction in the settlement of this claim it is suggested that in the event of undue delay you contact the Claims Division, General Accounting Office, Washington, D. C.

By direction of the Commandant.

Very truly yours,

W. HELVESTINE
Lieutenant Commander, USCGR
Ass't. Chief, Military Morale Division

Incl

U.S. COAST GUARD
MAIL SECTION (2)
MAILED DEC 13 1945

Verb return to 2-4

Form 39 A

DCM

CERTIFICATE OF SETTLEMENT

GENERAL ACCOUNTING OFFICE

3-2 File as N

D. O. V. No. 57017

PAID BY
O. F. McCLOW
S. D. A.
(Navy)
Symbol No. 55-040

Claim No. 2037786

WASHINGTON, March 1, 1946 (Date)

3/11/46

CERTIFICATE No.
1278205

Paying Officer will please show this CERTIFICATE NUMBER on the check used in payment hereof, and insert the check number in space provided below.

Sarah F. Spencer, widow, as payer of the funeral expenses of Tolman W. Spencer, deceased,
Greenwood Avenue Ext.,
Vineyard Haven, Massachusetts.

SPENCER, TOLMAN W.

I CERTIFY there is due from the United States to the above-named claimant(s), payable from the appropriation(s) indicated, the sum of—

FIFTY-ONE AND 03/100 Dollars ($ 51.03)

on account of

compensation due the estate of Tolman W. Spencer, deceased, retired keeper, United States Coast Guard, during the period October 1 to 21, 1945. (U.S. Coast Guard, PA-AR, CG-51)

1760910 Retired Pay, Former Lighthouse Service, Coast Guard, 1946

To: Disbursing Officer,
Coast Guard Headquarters.

MEMORANDUM

MAR - 7 1946

5/.03

374178

Copy for Administrative Office

(10) DISBURSING OFFICER

SCHEDULE OF CERTIFICATES OF SETTLEMENT PAYABLE FROM CURRENT APPROPRIATIONS

7 MAR 1946

Navy (Department or establishment) | Coast Guard (Bureau or office) | (Date paid)

By Disbursing Officer, Coast Guard Headquarters, Washington, D. C.

Period March 1946 (Month or quarter ended) | Symbol No. 55-040

Bureau Schedule No. 294584 | Date March 4, 1946

DISBURSING OFFICER'S VOUCHER NO.	CERTIFICATE NO.	PAYEE	APPROPRIATION	AMOUNT
edb 57017	1278205	Sarah E. Spencer, etc.	1760910	51.03

The Certificates of Settlement listed hereon, payable from current appropriations, are transmitted herewith for payment to the payees named therein.

16—66-3 U. S. GOVERNMENT PRINTING OFFICE

FILE
I.K.Z.

(FA-AR)
CG-51

25 October, 1945

General Accounting Office
Claims Division
Washington 25, D. C.

Re: Tolman W. Spencer, Keeper, Retired, Deceased.

Gentlemen:

The following information relative to the pay account of the retired civilian employee named above is furnished for use in the settlement of claim for final pay in his case:

Date of death 21 October, 1945

Gross pay to date of death . . . . . $ 51.03

Federal Tax withheld and disposed of $ None

Other deductions $_____ $ 00.00

Net amount due on death. . . . . $ 51.03

Last paid to and including 30 September, 1945, on D.O. Voucher No. 147, settled in the September, 1945 account of C. L. Herndon, S.D.A. (NAVY), Symbol No. 55-152

Appropriation to which chargeable: 1760910 Retired Pay, Former Lighthouse Service, Coast Guard, 1946

Application for payment of amount due the deceased (Standard Form 1055) is being furnished next of kin.

Very truly yours,

OCT 30 1945

C. L. HERNDON
Lieut. Commander, USCG
Allotment Disbursing Officer

KBH:ghb

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

File in Spencer's folder

REPORT OF CHANGE IN PERSONNEL

SPENCER	Tolman	W	--	Keeper
(Surname)	(First name)	(Middle initial)	(Service No.)	(Rank or rating)

Cuttyhunk Lifeboat Station	Cuttyhunk, Mass	30 September 1941.
(Unit)	(Place)	(Date)

Retired from active duty in the Coast Guard Service on account of physical disability this date.

AUTHORITY: Boston District letter to Tolman W. Spencer, Keeper, Tarpaulin Cove Light Station, dated 15 September, 1941.(75).

Alvin E. Newcomb
Alvin E. Newcomb
(Commanding)

CBM.
(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)
SPENCER	TOLMAN	W.	Civilian	Keeper

(Unit)	(Place)	(Date)
TARPAULIN COVER LIGHT STATION	BOSTON DISTRICT	15 September, 1941.

RETIRED ON ACCOUNT PHYSICAL DISABILITY AT $975.00 PER ANNUM EFFECTIVE CLOSE 30 SEPTEMBER 1941

AUTHORITY:

Fm. 2249, approved 9-4-41.

(Commanding)

O. A. LITTLEFIELD
By direction.
(Title)

SPACE BELOW IS FOR HEADQUARTERS' USE ONLY

LAW	PERSONNEL RECORDS		
	STATISTICS	CORRESPONDENCE	RECORDS

U. S. GOVERNMENT PRINTING OFFICE 0

15 September, 1941.

From: Commander, Boston District.
To: Tolman W. Spencer, Keeper, Tarpaulin Cove Light Station
(VINEYARD HAVEN, MASS.)

Subject: Disability retirement.

Reference: (a) Personnel Notification.

Inclosure: (A) Reference (a).

1. Inclosure (A) is forwarded you herewith covering your retirement from active duty in the Coast Guard Service on account of physical disability, effective at the close of 30 September, 1941.

O. A. LITTLEFIELD
By direction.

Copy to:
Off. in Charge, Cuttyhunk Sta.

7 May, 1941.

From: Commander, Boston District.
To: Tolman W. Spencer, Keeper, Tarpaulin Cove Light Station.
(CO Medical Officer, U. S. Marine Hospital, Vineyard Haven, Mass.

Subject: Disability retirement; request for.

Reference: (a) Your letter 31 March, 1941.

1. In accordance with the request contained in reference (a), you are advised that you have been recommended for retirement on account of physical disability, effective at the expiration of your unused accrued annual and sick leave at the close of 30 September, 1941.

2. Upon receipt of approval from Headquarters, you will be further advised.

O. A. LITTLEFIELD
By direction.

Copy to:
Off.in Chg. Cuttyhunk Sta.

30 April, 1941.

From: Commander, Boston District.
To: Commandant.

Subject: Tolman W. Spencer, Keeper, Tarpaulin Cove Light Station; request for retirement.

Reference: (a) Application Form 9.

Inclosure: (A) Reference (a).

1. Inclosure (A) is forwarded herewith covering recommendation for retirement on account of physical disability in the case of the subject-named man.

2. Headquarters' attention is invited to the fact that the effective date of subject employee's proposed retirement is recommended as of at the close of 30 September, 1941, inasmuch as he has sufficient annual and sick leave to carry him through to that date. Headquarters' is also advised that subject employee has been disabled for active duty since 23 March, 1941, and is now at the U. S. Marine Hospital, Brighton, Mass.

O. A. LITTLEFIELD
By direction.

Vineyard Haven Mass
April 27, 1941

Commander Boston District

I would like to have my retirement checks mailed to the following address

Tolman W Spencer
Vineyard Haven
Mass

S. C. G. GUARD

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

Vineyard Haven Mass

March 31, 1941

Commander, First District – U S. Coast Guard

Boston, Mass

Dear Sire

I wish to be retired on disability.

Very Respectfully Yours.

Tolman W. Spencer – Keeper, Tarpaulin Cove Light

Gosnold Mass

Post Office Address

Vineyard Haven Mass

22 April, 1941.

From: Commander, Boston District.
To: Tolman W. Spencer, Keeper, Tarpaulin Cove Light Station.
C/O Medical Officer, U. S. Marine Hospital, Vineyard Haven, Mass.

Subject: Disability retirement; request for.

Reference: (a) Your letter 31 March, 1941.
(b) Certificate of Medical Examination.

Inclosure: (A) Form 9; Application for Retirement.

1. As a result of the medical examination taken by you at the U. S. Marine Hospital, Vineyard Haven, Mass., a report of the findings indicate that you have been found physically disabled for useful and efficient service.

2. It is requested that you sign three copies of inclosure (A) at the places indicated by a pencil cross and return all copies to this office in order that proper action may be taken towards recommending your retirement.

3. It is also requested that you advise this office of the address to which you desire your retirement check mailed in the event recommendation for your retirement is approved at Headquarters.

O. A. LITTLEFIELD
By direction.

2 April, 1941.

From: Commander, Boston District.
To: Tolman W. Spencer, Keeper, Tarpaulin Cove Light Station (VINEYARD, MASS.)

Subject: Disability retirement; request for.

Reference: (a) Your letter 31 March, 1941.

Inclosure: (1) Form 2523 - Certificate of Medical Examination.

1. In accordance with the request contained in reference (a), you are directed to report to the Medical Officer in Charge, U. S. Marine Hospital, Vineyard Haven, Mass., for a physical examination to determine whether or not you are found physically disabled for useful and efficient service.

2. In this connection, three copies of inclosure (1) are forwarded you herewith, which will be presented to the Medical Officer for report of the findings as a result of the examination, and return to this office.

3. This letter may be presented to the Medical Officer as your authority for the required examination.

O. A. LITTLEFIELD
By direction.

Copy to:
Off. in Chg. Cuttyhunk Sta.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

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

Cuttyhunk
COAST GUARD STATION

Cuttyhunk, Mass.

29 April 1941.

Boston District

From: Officer in Charge, CUTTYHUNK STATION.
To : Commander, Boston District.

Subject: Tarpaulin Cove Light Station; occupation of dwelling by family of BENT, Leroy F.(210-643) Surfman., temporary keeper.

1. Information obtained this date, indicates that keeper Tolman W.Spencer, of Tarpaulin Cove Light Station, absent on account of sickness status, visited the light station this date, and began packing his personal belongings. Surfman Bent, through the kindness of the keeper, has been allowed to use such of the furnishings and cooking utinsils as became necessary during his temporary duty at that unit.

2. Due to Mr. Spencers' expected retirement at which time he will remove all of his personal belongings, it will be necessary for Surfman Bent to provide cooking utinsils and bedding.

3. It is requested that authority be granted Surfman Bent to obtain the necessary articles of bedding and cooking utinsils from his home in New Bedford,Mass., also to ocupy the station dwelling with his wife and child.

4. This man is considered the most proficient Surfman, attached to this unit, in regards to light station duties, and takes a great interest in the work. He has been attached to Tarpaulin Cove Light Station since 19 March 1941. during which time he has done considerable painting and other necessary work about the station. During that time, he has not been absent from the station for a period longer than six hours at any time, having had no regular liberty. It is believed that he should be granted authority to occupy the dwelling and have his wife and child with him, until such time as a permanent keeper is appointed or the station made automatic.

5. Tarpaulin Cove Light Station, being located on Naushon Island about ten miles from this unit and approximately six miles from Woods Hole, Mass., with no facilities for transportation other than by boat, which can not be depended on, on many occasions, due to weather conditions, makes it necessary for the keeper to obtain supplies for at least a week at a time.

Alvin E. Newcomb.
Alvin E.Newcomb CBM.

Answered by telephone
Permission denied. DAL 5-8-41

75

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

Cuttyhunk
COAST GUARD STATION
Boston District

Cuttyhunk, Mass.
24 March, 1941.

From: Commander, Boston District.
To: Officer in Charge, CUTTYHUNK STATION.

Subject: Tolman W. Spencer, Keeper, Tarpaulin Cove Light Station; application for medical treatment.

Reference: (a) Your letter 22 March, 1941.

Inclosure: (1) Forms 207.

1. In connection with reference (a), you are advised that application for medical treatment in the case of the subject-named man has been submitted to the Medical Officer in Charge, U. S. Marine Hospital, Brighton, Mass., by this office.

2. A supply of inclosure (1) is forwarded you herewith for use in connection with applications for medical treatment covering civilian employees.

O. A. LITTLEFIELD
By direction.

Alvin E. Newcomb

Alvin E. Newcomb CBM.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

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

Cuttyhunk

COAST GUARD STATION
Boston District

Cuttyhunk, Mass.

22 March 1941.

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

Subject: SPENCER, Tolman W. (Keeper) Tarpaulin Cove Light Station. admission to U.S.Marine Hospital, Brighton, Mass. information relative to.

1. Subject man departed Tarpaulin Cove Light Station at 8.30 AM. 20 March 1941., on five days annual leave of absence. due to return 25 March 1941.

2. Subject man advised this unit this date, that he had been to a doctor at Vineyard Haven, Mass. and that the doctor recommended that he be admitted to the U.S.Marine Hospital, Brighton, Mass. without delay, for a serious throat infection. He was advised to proceed to the hospital this date.

3. Information is requested as to the proper procedure in this case, there being no forms for medical treatment other than form 2522 on hand at this unit.

4. The U.S.Marine Hospital, Brighton, Mass., is being advised of this case by letter this date, with the request that he be admitted and necessary papers will be forwarded as soon as possible.

Alvin E. Newcomb.
Alvin E.Newcomb CBM.

Form 207
LIGHTHOUSE SERVICE

TREASURY DEPARTMENT
U. S. COAST GUARD

(SEE INSTRUCTIONS AND REGULATIONS ON BACK)

APPLICATION FOR MEDICAL EXAMINATION AND TREATMENT OF SICK OR DISABLED EMPLOYEES IN THE LIGHTHOUSE SERVICE

Commander
Office of the ~~Superintendent of Lighthouses~~, Boston District.

Customhouse, Boston, Massachusetts.
(Place)

24 March, 19 41.

TO THE MEDICAL OFFICER IN CHARGE,

U. S. PUBLIC HEALTH SERVICE,
U. S. Marine Hospital,
Brighton, Massachusetts.

SIR:

The bearer, Tolman W. Spencer, Keeper
(Name and title of applicant for medical relief)
is a beneficiary of the U. S. Public Health Service:

1. An officer or member of the crew of a vessel belonging to the Lighthouse Service (including lightship), i. e., the -----
(Name of vessel)

or—

2. A lightkeeper or an assistant lightkeeper on duty at Tarpaulin Cove Light Station
(Name of station)

You are requested to examine this applicant and to furnish him with such medical relief as may be required. The signature and description of the applicant appear below.

Signature of employee to be examined _____

_____

Nativity native born Age 62 years. Height _____ feet _____ inches.

Color of eyes _____ Color of hair _____

Distinguishing marks _____

*Date of original appointment in the Lighthouse Service November 25, 1917.

†Date of certificate by the Public Health Service that person named passed physical examination, ---, 19____

(Official title)
O. A. LITTLEFIELD, Lieut.-Comdr., U.S.C.G.,
Personnel Officer, Boston District.
(Official title of certifying officer)

*Fill in only if person to be examined is a lightkeeper or assistant lightkeeper.

†Fill in only in case of lightkeeper or assistant lightkeeper when the date of original appointment in the Lighthouse Service is subsequent to August 27, 1916.

(OVER)

11—5992

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

9 May, 1940.

From: Commander, Boston District.
To : Keeper Tolman W. Spencer - TARPAULIN COVE LIGHT STATION.

Subject: Uniform clothing; former Lighthouse Service.

Reference: (a) Your letter, 6 May, 1940.

1. Replying to reference (a), you are advised that persons not inducted into grades or ratings of the Coast Guard will continue to wear uniform clothing as prescribed in "Regulations for Uniforms", former Lighthouse Service, until further instructions are issued by Headquarters. When such instructions are received, you will be advised accordingly.

O.A.LITTLEFIELD,
By direction.

TREASURY DEPARTMENT

UNITED STATES COAST GUARD

Tarpaulin Cove Light

COAST GUARD STATION

May 6, 1940

BOSTON DISTRICT
RECEIVED
MAY 8 1940
U.S. COAST GUARD

Commander, First District
US Coast Guard

Please inform me. What kind of a uniform a light house keeper, should ware?
Who is too old to inlist in the U.S. Coast Guard.

Respectfully
Tolman W. Spencer
Keeper

SPENCER TOLMAN WAMSLEY	Mar. 5	1879	Mass. 16	Barnstable	Falmouth	
	M	W				x
Birthplace: Gay Head, Mass.		70				x

					Com.,2nd LH Dist.,Chelsea,
Prob.Appt.	2nd Assistant Keeper	456.pa.	456.pa.	11-25-17	Mass. - Race Point LH.
Inc.in pay		660.pa.	660.pa.	11-1-18	do.
Pro.	1st Assistant Keeper	720.pa.	720.pa.	6-11-19	do.
Pro.	Keeper	840.pa.	840.pa.	9-27-20	Duxbury Pier LH.
Inc.in pay		900.pa.	900.pa.	11-25-22	do.
Readj.		1140.pa.	1140. pa.	7-1-24	do.
Inc.in pay		1500.pa.	1500.pa.	2-1-25	do.
Inc.in pay		1560.pa.	1560.pa.	7-1-25	do.
Trans.	Keeper	1320.pa.	1320.pa.	10-5-25	Tarpaulin Cove LH.
Act.5-28-28	(Range: 1380-1740)	1440.pa.	*1680.pa.	7-1-28	do.
Inc.in pay		1500.pa.	*1740.pa.	6-16-39	do.
A. Trans. Reorg. Plan No. II, 5-9-39				7-1-39	Treasury - Coast Guard, Boston, Mass.

* $240 pa. allowed for family quarters.

0

23yrs., 6mos., 4das. to close 7/28/41.

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

PERSONAL HISTORY STATEMENT

(To be filled in by appointee in own handwriting)

COMMANDER [redacted] DISTRICT
UNITED STATES COAST GUARD,

Department or Establishment _____ **Date** Oct. 5, 1939

1. Name in full (Mr.) Miss, or Mrs.) Spencer (Surname) Tolman (Given name) Wamsley (Middle name)
2. Present address Post Office Box 9 (Number) Woods Hole (Street) Mass (City) (State)
3. Legal (voting) residence 15 (State and Congressional District) Gosnold (County) Mass (City or town)
4. Where born Gay Head (State or foreign country) Dukes (City or town) When born March 5, 1879 (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	Indian

7. Number and ages of dependents domiciled with you Wife age 58
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
USLHS	Tarpaulin Cove Light	Keeper	$125. month	Nov	26	1917			

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 None	
	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?
No
(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 No Discharged _____ Enlisted _____ Discharged _____
Rank _____ Rank _____ Rank _____ Rank _____
Organization _____ Organization _____ Organization _____ Organization _____

[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.) None

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
Charles L Gifford, Cotuit, Mass	Laborer	2 years
Roach Mills, New Bedford Mass	Shipping Room, forman	6 "
T L Swift, Falmouth Mass	Truck Driver	3 "

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 Sarah E Spencer

Relationship Wife Post office address Woods Hole, or Nauson, Telephone 13-15-12

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

Tolman W. Spencer
(Name as usually written and which will be used as official signature)

U. S. GOVERNMENT PRINTING OFFICE 10—1930

Form A-38

DEPARTMENT OF COMMERCE
DIVISION OF PERSONNEL
WASHINGTON

June 16, 1939.

Mr. Tolman W. Spencer

Through the Commissioner of Lighthouses.

You are advised that your compensation has been changed as indicated below, effective June 16, 1939.

A new appointment will not be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

OLIVER C. SHORT
Director of Personnel.

From: $1440

To: $1500

Service and grade:

Appropriation (unit): Field

2.
C.

FORWARDED:

GEO. E. EATON
Superintendent.

PERSONNEL CLASSIFICATION BOARD FORM NO. 14—FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

[redacted] Bureau No. 14 Sheet No. 2(b)60

Space reserved for the use of the Board

1. Spencer (Surname) Tolman (Given name) V. (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Carpenter Cove Light Station
(b) Subdivision Second District
(c) City or town Woods Hole State Mass.

6. Pay roll title Light Keeper
7. Customary office title Keeper
8. Present administrative allocation $1200-1600
9. Present gross rate of pay $ 1600.00
10. Deduction for allowances $ 240.00
11. Net rate paid in cash $ 1360.00

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 ☒ Fuel ☒ Light ☐ Uniform ☐ Laundry ☐ 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
Gallon - $3.00

15. (a) Regular hours of work: From 24 regular hours m. to m. (b) How many hours per week excluding unusual or irregular overtime work?
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)
(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 on his own responsibility but is governed generally by rules 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 without previous notice

George R. Hoton - Superintendent.

20. What is the name, official position, and sheet number of the employee's immediate superior? None No. 8(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?
Carpenter

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each [redacted] duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column [illegible] opposite each paragraph enter 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	
60%	Operating Light, go into the tower 15 minutes before sunset to have light ready to operate at sunset. Visit the light between 8 P.M. and 9 P.M. and again 12 mdt. to 1 a.m. be ready to extinguish at sunrise. Fog signal when needed - Start the bell, then watch the weather, Wind up the weights to the bell machine every 4 or 5 hours while in operation.
25%	Cleaning and caring - lens wiped off, floors and stairs swept daily, fog signal machine to be kept in order, floor swept.
10%	All brass in tower and dwelling polished once a week. Windows in lantern to wash, white paint inside of tower to wash; lawn to mow, outside of tower brickwork. Barn, bell tower and oil house have to be whitewashed annually. Motor launch #64 and Dory #26 to be kept painted and in order.
5%	Going for mail and supplies - To Woods Hole about twice a week. In summer it takes 4 or 5 hours to make the round trip. In winter about 6 hours.

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.

Tolman W. Spencer
(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.

I concur in the above statement.

26. How long have the employee's duties been substantially as described above? 8 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 $1260 to $1680

September 29, 1928 (Date) — [illegible] (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 $----------, to $----------

----------, 1928 (Date) — ---------- (Signature of head of bureau or his representative) — ---------- (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1928 10—1856

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

DIST. OF LIGHTHOUSES
AUG
1
1928
1ST DIST. CHELSEA, MASS.

July 1, 1928.

Mr. Tolman W. Spencer,

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: $1320

To: $1440

11—9564

2

E x C
Rom C

Tolman W. Spencer

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES DIST. BOSTON
OCT 9 1925
1925 OCT 8 PM 3 54

102

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

October 5, 1925.

Mr. Tolman W. Spencer,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 1560 per annum to $ 1320 per annum, effective October 5, 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,

Chief of Appointment Division.

F
2 11—8074

Original mailed T. Spencer 10-9-25

Form 73
GEE-EJC

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Boston, Mass. (City.) September 29th (Date.) 19 25.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer, with reduction in salary.

Name, **Tolman W. Spencer** Legal residence, **Massachusetts.**

Position, **Keeper** Salary, **$1320 per annum (1260-1500)**

Location, **Tarpaulin Cove Light Station, Mass.** Appropriation, **Salaries, Keepers of Lighthouses.**

Effective **October 5, 1925.** {[1] the actual date of entrance on duty, ~~or~~ ~~as soon thereafter as he enters on duty~~.

Former position, Keeper Former salary, **$1560 (1500-1740) per annum**

Location, **Duxbury Pier Light Station, Mass.**

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

Previous incumbent, Frank A. Davis Services terminated, **October 4, 1925.**

Reason, **Transferred.**

Members of family in Government Service, None

Date of birth, March 5, 1879.

Remarks: A letter from Mr. Spencer 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.

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

copy -ejc

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

Duxbury Pier Light
(Station, Depot, or Vessel)

Plymouth, Mass., Sept. 22, 1925.

Superintendent of Lighthouses,

Boston, Mass.

Respectfully wish to be considered for a transfer to Tarpaulin Cove Light as Keeper.

(Signed) T. W. Spencer,
Keeper.

GEB-HJ.

September 21, 1925

T. W. Spencer,
48 Summer St.,
Plymouth, Mass.

Please inform this office as soon as possible whether or not you would care to be considered for transfer to Keeper of Tarpaulin Cove Light Station. The pay of this position is $1260. Also inform the office if you would care to be considered for the position of Keeper of Nantucket (Great Point) Light Station. The pay of this position is $1380.

Eaton

Superintendent.

Tolman W. Spencer 102

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS-LIGHTHOUSE SERVICE

SUPT. OF LIGHTHOUSES
JUL
13
1925
2nd DIST. BOSTON, MASS.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 25, 1925.

Mr. Tolman W. Spencer,

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,

WM. J. GARDNER
Acting Chief of Appointment Division.

11—8074

H
2nd

Tolman W. Spencer 102

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

SUPT. OF LIGHT HOUSES
FEB 5 1925
3RD DIST. BOSTON, MASS.

January 31, 1925.

Mr. Tolman W. Spencer,

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,

EDW. J. GARDNER.

Acting Chief of Appointment Division.

Position: Keeper.

Salary: $1500.

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

EK

2d

Tolman W. Spencer 102

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
2d DIST.
DEC 5 1922
RECEIVED
BOSTON, MASS.

1922 DEC 4 PM 4 05

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

M r. Tolman W. Spencer, December 1, 1922.

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 840 per annum to $ 900 per annum, effective November 25, 1922, (including $60 per annum longevity pay).

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.

C
C

2nd

Orig. mailed 12/5
HD

SCr

SE

November 27, 1922.

Keeper, Duxbury Pier L.S.

The Superintendent has this date made recommendation to Washington that you receive longevity pay of $60. a year beginning November 25, 1922, as on November 24th you will have completed five years' continuous service in the Lighthouse Service.

Superintendent.

SE

Second

Boston, Mass. November 27 22

Allowance of longevity pay.

Tolman W. Spencer Massachusetts

Keeper $900. per annum

Duxbury Pier Light Station, Mass. Salaries of Keepers of Lighthouses

November 25, 1922, xx

xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

Keeper $840. per annum

Duxbury Pier Light Station, Mass.

- - -

Himself --

None.

On November 24, 1922, Mr. Spencer will have completed five years' continuous service in the Lighthouse Service, and it is recommended that he be granted longevity pay of $60. per annum, effective November 25, 1922.

Superintendent.

T. H. Spencer

102

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

SUPERINTENDENT OF LIGHTHOUSES 2nd DIST. Boston Mass.

Duxbury Pier Light

(Station, ~~Depot, or Vessel~~)

Plymouth Mass. Nov 12th, 1921

Superintendent of Lighthouses.

NOV 14 1921

Boston Mass.

Respectfully inform you that my household goods
were moved, from the Race Point Light Station, on Nov. 10th 1921.

Spencer. Keeper

W

ALE

T. N. Spencer

182

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Race Point
(Station, Depot, or Vessel)

Nov 10, 1921

SUPERINTENDENT OF LIGHTHOUSES 2D DIST. Boston Mass.

NOV 14 1921

Superintendent
Boston

I respectfully report Mrs. Spencer's household effects, were moved today by Mr. Carr of Provincetown leaving Settle legs and bed springs, he could not get on board

Respectfully Lowther Keeper

T. W. Spencer

102

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

LIGHTHOUSES

1921 AUG 8 PM 4 22

August 8, 1921.

SUPERINTENDENT OF LIGHTHOUSES 2nd DIST. Boston Mass.

AUG 12 1921

Commissioner of Lighthouses:

Eyeres.
Engr. Comm.
Mgr. Engr.
[redacted]
Accounts.
Contracts
Chf. Clk.
Sec. Comm.
Comm.

The Department has approved the Bureau's recommendation of August 4, that no further action be taken in the case of Tolman W. Spencer, Keeper of Duxbury Pier Light Station, Massachusetts, who was reprimanded by the Superintendent on January 27, 1921 for neglect of duty, it being noted that his conduct during the last six months has been satisfactory.

By direction of the Secretary:

Clifford Harding

Chief of Appointment Division.

C-P.

AUG 9 - 1921

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

(COPY)

T. W. Spencer

102

DEPARTMENT OF COMMERCE

BUREAU OF LIGHTHOUSES

WASHINGTON

LIGHTHOUSE INSPECTOR 2nd DIST. BOSTON, MASS.

January 31, 1921.

FEB 3 19

In replying address
Commissioner of Lighthouses

and refer to date of this letter and file No.

T. W. Spencer,
reprimand.

Superintendent of Lighthouses, Boston, Mass.

1. Referring to letter of reprimand, dated January 27, 1921, addressed to T. W. Spencer, Keeper, Duxbury Pier Light Station.

2. You are requested to submit further report at the end of six months in regard to this employee.

J. S. Conway

(Signed) - - - - - - - - -
Acting Commissioner of Lighthouses.

CEE-188B

Boston, Mass., August 2, 1921.

Returned to the Commissioner with the recommendation that the above matter be considered closed as the employee's services have been satisfactory during the last six months.

Eaton

Superintendent.

GEE-MEH

C & LR

102

January 27, 1921.

Keeper, Duxbury Pier Lt. Station:

1. Referring to your reply of January 22, 1921, to charges of January 17, 1921.

2. Your duty as an employee of the Lighthouse Service is governed by the Regulations, and not by what has been told you was the custom of former keepers.

3. The Regulations require that either the keeper or assistant must always be present on duty, and the only variation from this rule should be when either keeper takes the other ashore or goes ashore to bring him off to station.

4. It appears that your absence from the station was neither for this nor any other official purpose but merely for your personal pleasure, and was therefore a neglect of duty.

5. Length of service is not a valid excuse for violation of the Regulations, with the requirements of which you should make yourself thoroughly familiar.

6. You are informed that you are severely reprimanded for your action, and warned that a repetition of the offence will result in a recommendation for drastic action.

7. A copy of these charges and reprimand will be forwarded to the Commissioner of Lighthouses to become part of your official record.

Eaton

Superintendent.

- - - - - - - -

Boston, Mass., January 27, 1921.

Forwarded to the Commissioner for his information and files of the Bureau.

Eaton

Superintendent.

gv

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Duxbury Pier Light
(Station, Depot, or Vessel)

Plymouth Mass. Jan 22d, 1921

JAN 27, 1921

Superintendent of Lighthouses
Boston, Mass.

In answer to your letter of January 17th, 1921.
Received today. In regards to my neglect of duty
on December 25th, 1920
I have been informed, it has been the custom
of keepers and their assistant keepers, while at this
station, to leave it unattended, for a few hours

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
SECOND DISTRICT



(Station, Depot, or Vessel) JAN 27 1921

, 19

and go ashore. Always bring able to return before sunset.

If my neglect of duty as charged, apears larger than the past three years honest service, I am holding the wrong position.

Spencer.

Keeper.

d/e.
Sent me
as personal
letter - putting
files - in their case.

No 8 Chestnut st.
Plymouth Mass.
January 21 1921

Captain George Eaton
Dear Sir

I would like to explain to you why Mr Robert Torrance, sent this bill to you instead of my paying it.

When I engaged Captain Torrance to take me to find my husband Christmas night I expected to pay him myself. I had left my pocket, took at home, but I asked him, how

much he was going to
charge me, "He said what
ever I wanted to pay him, I
told him I would come and
pay him the next morning,
when I went to pay him he
would not accept my money
saying he had talked with
Captain Glynn of the Coast
Guard, and he had advised
him to put in a good big
bill to the Lighthouse Dept
and learn them a lesson
to give the men a decent boat
with power instead of a rowing
boat. That is why the bill
came to the Dept as I expected

to pay it from the first.

Resp'fully Yours

Mrs Tolman W Spurr

no 8 Chestnut st

Plymouth

Mass,

GEE-MEH

REGISTERED

January 17, 1921.

Keeper, Duxbury Pier Lt. Station:

1. Referring to your report of January 13, 1921, in explanation of the article which appeared in the Boston Post of December 28, 1920, in regard to your attempt to reach the light station from Plymouth on December 25, 1920.

2. It appears from your own statement that on December 25, 1920, you left the station at 9 A.M. and arrived back there at 8.30 P.M., and that your purpose in leaving the station was "to eat Christmas dinner" with your family. The records of this office show that on December 25 the Assistant Keeper was absent on leave, and that the station was unattended during your absence except from 6.45 P.M. until your return, when the Keeper of Plymouth Light Station and members of the Coast Guard were attending the light.

3. You are therefore charged with neglect of duty, and upon receipt of this letter you will forward to the office any reasons you may have to offer why you should not be recommended for discharge for violation of Article 103, page 36, Instruction to Employees, 1915, as follows:

> "Either the keeper or an assistant must always be present on duty. At stations having no assistant, the keeper must arrange for some competent person to take charge during his absence, which should not extend beyond sunset, except in an emergency or unless authorized by the inspector."

Eaton

Superintendent.

GEE-MEH

Jan. 14, 1921.

Keeper, Duxbury Pier Lt. Station:

1. Referring to Superintendent's letter of January 4 in regard to newspaper clipping in The Boston Post of December 28, 1920.

2. This office has never received from you report in explanation of this clipping that you were directed to make on letter paper instead of Form 65.

3. This explanation should be submitted at once.

Eaton

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Dupont 4.17 P.M. 2

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

Plymouth Mass. Jan 13th, 1921

LIGHTHOUSE INSPECTOR 2nd DIST.
BOSTON, MASS.
JAN 17, 1921

Superintendent of Lighthouses
Boston Mass.

This report is to rectify clipping from, The Boston Post, of Dec. 28th 1920. I left Station at 9 AM Dec. 25th returned 8.30 P.M. Dec. 25, 1920. Went to eat Christmas dinner with my family. Started to return from Plymouth, at 1.30 P.M. Fresh Northerly wind with tide running out. I tryed to row to windward along the Plymouth shore. When I

2

ESS ALL COMMUNICATIONS TO
RINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

(Station, Depot, or Vessel)

JAN 17 1921

JAN 17, 1921

tryed to get to the Cordage works channel, so I could have a better chance to make the run for the Station. The tide left me stranded in a small channell. Could not get ashore neither could I get down the harbor. Waited until 6 P.M. before I could get out. When reached the channel near the point of Long Beach. the tide was running in so strong I could not make much headway towards the light. My wife seeing no light at the Station, after sunset. Telephoned the Gurnett

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

(Station, Depot, or Vessel) BOSTON, MASS.

JAN. 17, 1929

Coast Guard. Some of the crew came and lighted the wick lamp and placed it in the lenz. After notifying the Gurnett. Mrs. Spencer, engaged, Mr R.J. Torrance, with his motor boat to come to the Station. They picked me up off the Point of Long Beach, and landed me at the Station 8.30 P.M. I took the wick lamp out and put the vapor lamp in the lenz again light on full 8.55 P.M. The light was lighted about 7 P.M. There was no one at the Station when I went ashore.

ESS ALL COMMUNICATIONS TO
INTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

(Station, Depot, or Vessel)

BOSTON, MASS.

JAN 17 1921

19

There was a light breze when I started ashore.
I intended to have returned by 3 P.M.
Without the help of the motor boat, I would either
tryed to make a landing on the outside of Long Beach
or Manomet beach, and waited until the tide turned

T. W. Spencer
Keeper

/ 103F

GEE-MEH

January 5, 1921.

Mr. Robert J. Torrance,
14 Bradford Street,
Plymouth, Mass.

Sir:

1. Referring to your letter of December 31, 1920, in regard to your bill for boat hire.

2. You will have to look to the party who hired you for the trip for your pay.

Copy to Keeper, Duxbury Pier L.S., for his information, together with copy of letter of Robert J. Torrance.

Eaton

Superintendent.

Respectfully,

Eaton

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Plymouth (Gurnet) Light
(Station, Depot, or Vessel)

January 4, 1921

LIGHTHOUSE INSPECTOR 2nd DIST.
BOSTON, MASS.
JAN 4 1921

Lighthouse Dept., Boston, Mass.:-

In answer to letter of the 3rd inst., wish would say. Keepers wife called East Guard Station at 5.45 P.M. Dec. 25th to look for her husband. They called me & left station about 6. P.M. we rowed to Duxbury Pier Light. I lit up at 6.45 P.M. He left there at 8. P.M. Keeper was picked up around 9.15 P.M. as near as I can find out. Wind was N.E. strong, and cold, quite a heavy sea running.

Anderson, Keeper.

Sunset 4.17 P.M.

GEE-MEH

19

Jan. 4, 1921.

Keeper, Duxbury Pier Lt. Station:

1. Referring to your report on Form 65 in explanation of the newspaper clipping sent you on December 29.

2. This report should have been made on a sheet of letter paper and not on the report. Please so render your explanation and also make out a new Form 65.

3. Hereafter submit nothing on the Form 65 except the information called for.

For and in the absence of the Superintendent:

Morse

1st Asst. Superintendent.

Form 65

MONTHLY REPORT OF LIGHT STATION, DEPOT, OR LIGHT VESSEL



DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

FROM Duxbury Pier LIGHT Station, FOR MONTH OF December 1920

JAN 31 1921

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. Fair

2. ILLUMINATING APPARATUS. Good

3. FOG-SIGNAL APPARATUS. Fair

4. OTHER BUILDINGS AND GROUNDS, OR HULL AND MACHINERY.

5. BOATS, AND MISCELLANEOUS REMARKS (state boat numbers). No 51 Poor.

6.

Supplies on hand will last No. of DAYS shown below.	
Water	Full Supply
Coal	4 tons
Provisions	—
Kerosene	6 months
Gasoline	10 Galls
Fuel oil	—
Lubricating oil	7 Galls

11—963

7. 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.	
T. W. Spencer Keeper	Dec 7	9 a.m	Dec. 15	12 m.	Leave of absence
L. P. Drayton Asst Keeper	Dec 18	9 a.m	Dec 27	6 P.M	Leave of absence

This report is to rectify clipping from the Boston Post. Dec. 28. 1920

T W Spencer Keeper Dec 25 9 a.m Dec 25 8.30 P.M To eat dinner with family. Started to return from Plymouth at 1.30 P.M Fresh northerly wind with tide running out I tryed to row to windward along Plymouth shore. When I tryed to get to the cordage works channel. So I could have a better chance to make the run for the light. The tide left me stranded in a small channel. Could ~~could~~ not get ashore neither could I get down the harbor. Had to waite until 6 P.M before I could get out. When I reached the channel at the Point of Beach the tide was running in so strong I could not make much headway towards the light. My wife seeing no light after sunset. Telephoned the Gurnett Coast Guards. Some of the crew came and lighted the wick lamp and placed it in the lens. After notifying the Gurnett mrs Spencer, engaged Mr. Robert Torrence, with his motor boat to come to the station. They picked me up off the Point of Beach and landed me at the light, at 8.30 P.M. I took the wick lamp out and put the vapor lamp in the lens again light on full 8.55 P.M. [I was not in any danger of being carried to sea, but was doing my best try to get to the light.] The light was lighted about 7 P.M. There was no one at Station when I ~~arrived~~ ashore. There was very light breze when I started ashore. Intended to have returned 3 P.M.

TO LIGHTHOUSE INSPECTOR,

Boston Mass

(Sign here) Spencer Keeper
(Keeper or Master.)

Date, January 1st 1921 Plymouth 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 inspector 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 6 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.

6. Absence on account of illness should also be reported under Paragraph 7.

11—963

Plymouth. Mass.
December. 31. 1920.

Superintendent Second District.
U. S. Light House Service.
Custom House. Boston Mass. (Via Keeper
Duxbury Pier Light)
Subject Motor Boat Use.



Sir:

On the night of December 25th. 1920 I was requested by Mrs. Spruce wife of Capt. Spruce keeper of Duxbury pier light to take my boat with one man and run down the bay and search for him as his flight was not burning and she was sure that something had happened to him, as he left early in the afternoon for the flight.

I took my boat and a man

and Mrs. Spencer and went out in the bay and found him and put him aboard the light.

Information is requested as to who is to pay the charges on this trip which amounts to fifty dollars. ($50.)

Respectfully Yours.

Robert L. Torrance

14 Bradford St.,

Plymouth. Mass.

Tolman W Spencer

Keeper

Duxbury Pier Light.

C.C.

Advise keeper to look to the party who hired him for the trip for his pay — copy to Keeper 2 file

GEE-MEH

Dec. 31, 1920.

Keeper, Plymouth (Gurnet) Lt. Station:

1. Referring to your letter of Dec. 30, you are commended for your action.

2. Please advise the time you lighted the lamp and the time (as near as you can) that the keeper was picked up and arrived at the light, also time you left the station and wind and weather conditions.

Eaton

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Plymouth (Gurnet) Light
(Station, Depot, or Vessel)

December 30, 1920

LIGHTHOUSE INSPECTOR 2nd DIST.

DEC 31 1920

Lighthouse Supt., Boston, Mass.

On December 25th, at 6 P. M. I went with the Gurnet Coast Guard Crew, who were short-handed to try and find the Keeper, Duxbury Pier Light, who was reported drifting out to sea. After an hours search for him we went to the light and I took i. o. v. light apart, put in oil light, lit it and stayed there, one hour to see that it burned all right. Keeper Spencer was found a few hours later, in upper harbor in an exhausted condition. Left Assistant to stand my watch until I returned

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SECOND DISTRICT

Plymouth Gurnet Light.
(Station, Depot, or Vessel)

December 2d, 1920

to station at 9. P.M.

Anderson. Keeper.



ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.
GEE-MEH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE NO.

Dec. 29, 1920.

OFFICE OF SUPERINTENDENT, 2D DISTRICT
CUSTOMHOUSE
BOSTON, MASS.



JAN 31 1921

Subject: Clipping from The Boston Post, Dec. 28.

Forwarded to the Keeper of Duxbury Pier Light Station for report on the subject matter of attached clipping. State if the light was left unattended while you went ashore, and also at what time the light was lighted. Return the clipping with your report.

Eaton

Superintendent.

COPY-MEH

Extract from The Boston Post, December 28, 1920.

FAITHFUL WIFE SAFES HUSBAND - Lighthouse Keeper,
Drifting to Sea, Rescued

Plymouth, Dec. 27.-Tolman Spencer, keeper of the Duxbury Pier Lighthouse, had a narrow escape from being driven to sea last Saturday evening and was rescued from a tempestuous sea mainly through the persistency of his wife, according to a story that reached here today for the first time.

Spencer came to town about 3 o'clock Saturday afternoon and after a while started to row back to the lighthouse against a cold northwest gale that was kicking the sea into furious rolls. Spencer's wife, emerging from a local theatre later in the afternoon, observed that the red light in the pier lighthouse was not on.

Mrs. Spencer called up the Gurnet Coast Guard station, asking for aid in investigating the reason for the failure of the light to appear. Captain Flynn assigned some of his men to row into the bay to try to find Spencer. Upon their failure to find any trace of him Mrs. Spencer called on Police Captain John Armstrong. He detailed Officers George Bell and Robert Torrence to seek the missing man.

Mrs. Spencer insisted on going with the men in their boat, saying, "I'll find him before I come back."

It was shortly after 5 o'clock and the shadows lay heavily upon the waters of the harbor, and it was biting cold, but the woman braved the rough elements equally well with the men. After a time they espied a man in a dory working with might but without progress against a head wind and head tide. The man in the dory was heading down toward the mouth of the harbor, and it was plain that he was bending every energy to avoid being driven to sea.

Cheered on by the woman the men in the boat steered toward the dory and soon came alongside. Relaxing his grip on the oars Spencer fell back in the boat exhausted. He was taken to the lighthouse.

T. W. Spencer

102

SI

September 29, 1920.

To: Commissioner of Lighthouses.

Subject: Tolman W. Spencer, Keeper - Change in Salary.

Reference: Notice of Change in Salary, dated September 20, 1920.

The effective date of Change in Salary referred to above was September 27, 1920.

9

Superintendent.

Spencer

102

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTOR 2nd DIST. BOSTON, MASS.

SEP 28 1920

SECOND DISTRICT

Race Point
(Station, Depot, or Vessel)

Sept 26, 1920

Superintendent
Boston

I respectfully report that Mr. Spencer has left all her household effects, packed in one room to be moved, after he is located at Plymouth

Respectfully
Lowther Hunter

W

Spencer

102

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTION 2nd DIST. BOSTON MASS.
SEP 28 1920

SECOND DISTRICT

Race Point
(Station, Depot, or Vessel)

Sept 26, 1920

Superintendent
Boston

I respectfully report that
Jos. Spencer, left this station
today at 3 P.M. for duty at Dunbury
Life Stn.

Respectfully
Lowther Harper

J/W

Sr

GEE-MEH

Sept. 21, 1920.

1st Asst. Keeper, Race Pt. Lt. Station,
(Through the Keeper).

1. Your letter of Sept. 21 in regard to moving to Duxbury Pier L. S.

2. It is suggested that you go to the light and see what household effects of your own you desire to take there. Anything extra that is needed will be furnished by the Service. You should go by train from Provincetown, and after deciding where you intend to live ship your effects there by railroad.

3. The station is now supplied with berths, mattresses, spreads (white or colored), but the exact amount of cooking utensils is not known, as the former keeper had many of his own articles on the station which he has taken with him.

Eaton

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Race Point Light
(Station, Depot, or Vessel)

Sept 21, 1920

LIGHTHOUSE INSPECTOR 2nd DIST. BOSTON, MASS.
SEP 22 1920

Superintendent of Lighthouses
Boston Mass.

I wish to be informed as to the furniture I take to Duxbury Pier Light, also how do I go to the Light?

What arangements am I to make about taking my belongings from Race Point Light Station?

Respectfully forwarded Spencer 1st asst Keeper

Lowther
Keeper

Suggest that he go to Light and see what he desires to take there, and state extra furniture desired, if allowed he should be notified to go

to Provincetown — find
out where he is going to
live — and then ships
his effects there, —

The steamer now is supplied
with berths, Mattresses, Blankets
Spreads white & colored, but
exact amt of cooking articles
is not known, as the other
keeper had many & his
own articles of choice

Yr

11

LIGHTHOUSES

1920 SEP 25



SEP 27 1920

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

September 20, 1920.

M

r. Tolman W. Spencer,
Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 720. per annum to $ 840. per annum, effective September 27, 1920.

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) H. M. CROSS
Chief of Appointment Division.

Acting

Orig. mailed 9/28

S
2nd district

gv

EWS-SI

September 18, 1920.

Mr. T. W. Spencer,
1st Asst. Keeper,
Race Point L.S.
(Through Keeper)

1. You have this date been nominated for the position of Keeper, Duxbury Pier Light, effective on September 27th.

2. On that date you will report at the station and take charge.

Superintendent.

Copy to Keeper, Duxbury Pier L.S.
For his information and guidance.

Superintendent.

EWS-SI

September 15, 1920.

Master, Tender Azalea:

1. On September 27th please transfer Keeper Hill and his furniture from Tarpaulin Cove Light to Brant Point Light, where he will enter on duty as Assistant Keeper.

2. On the same date also transfer the furniture of Mr. Davis, Keeper of Duxbury Pier Light, from Woods Hole Depot to Tarpaulin Cove Light, where he will take charge.

Superintendent.

Copy to Keeper, Tarpaulin Cove L.S.
Duxbury Pier L.S.
Brant Pt. L.S.

For their information and guidance.

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

GEE-SI

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Second DISTRICT,

Boston, Mass., (City.) September 18 (Date.), 19 20.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer and promotion.

Name, Tolman W. Spencer — Legal residence, Massachusetts

Position, Keeper — Salary, $840 per annum.

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

Effective September 27, 1920, {[1] the actual date of entrance on duty, ~~as~~

Former position, Keeper — Former salary, $720 per annum.

Location, Race Point Light Station, Mass.

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

Previous incumbent, Frank A. Davis — Services terminated, September 26, 1920.

Reason, Transfer.

Members of family in Government Service, None.

Remarks: Mr. Spencer is a capable employee and deserving of this promotion.

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

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

LIGHTHOUSE INSPECTOR 2nd DIST.

Race Point Light Station
(Station, Depot, or Vessel)

Sept. 16th, 1920

SEP 17 1920

Superintendent of Light Houses
Boston Mass

Would like to be considered for position
of Keeper of Duxbury Pier Light

Respectfully forwarded
Jacobus
Keeper

Spencer
First Asst.

BNS-MSI

September 13, 1920.

Please inform the office by return mail if you would accept, if offered, the position of Keeper of Duxbury Pier Light Station, base pay $840 per annum and $240 bonus.

1st Asst. Kpr. Cape Cod L. S.
1st Asst. Kpr. Cape Ann L. S.
Asst. Keeper, Plymouth L. S.
2nd Asst. Keeper, Boston L. S.
2nd Asst. Keeper, The Graves.

Eaton

Superintendent.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS
EWS-MEH

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT, 2D DISTRICT
CUSTOMHOUSE
BOSTON, MASS.

September 13, 1920.

1st Asst. Keeper, Cape Cod Lt. Station,

(Through the Keeper)

Please inform the office by return mail if you would accept, if offered, the position of Keeper of Duxbury Pier Light Station, base pay $840 per annum and $240 bonus.

Superintendent.

I do not care for the position as Keeper at Duxbury Pier Light Station

Cobb. 1st Asst

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Cape Ann at St
(Station, Depot, or Vessel)

Sept 16th, MASS., 1920

LIGHTHOUSE INSPECTOR 2nd DIST.
SEP 17 1920

Superintendent Light-house Boston.

Sir:-

I will expt the position as Keeper of Duxbury Pier Light Station.

Respectfully
Griffiths
1st Asst.

Then Keeper,
Howard.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE
SECOND DISTRICT

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

Sept. 16, 1920

SEP 17 1920

Dear Sir:-

Your letter at hand of the 13th. Will state that I do not wish to be Keeper of Duxbury Pier Light Station.

Respectfully
John A. Stuart.
Asst. Keeper

Through Keeper.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SECOND DISTRICT

Boston Light Station
(Station, Depot, or Vessel)

SEP 17 1920

(By Keepers Permission)

Sept. 16, 1920.

Superintendent 2d District,
Boston Mass..

Sir:

Your communication of Sept. 13, relative to the position of Keeper of Duxbury Pier Light Station received. Would not accept such an offer but thanking you for the consideration.

Respectfully

Small
2d Assistant Keeper

Through the Keeper.
J. L. Hart.

WEJ

102

May 28, 1919.

T. W. Spencer, 2nd Asst. Kpr., Race Point L. S.
Through Keeper:

1. You have been nominated for position of First Assistant Keeper, Race Point L. S., effective on or about the 11th proximo.

For and in the absence of the Superintendent:

Chief Clerk.

Form 73

WBJ

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Second DISTRICT,

Boston, Mass., (City.) May 28 (Date.), 1919.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion

Name, Tolman W. Spencer — Legal residence, Massachusetts

Position, Keeper — Salary, $720 per annum

Location, Race Point Light Station, Mass. — Appropriation, Salaries of Keepers of Lighthouses

Effective June 11, 1919 — {'the actual date of entrance on duty, OR as soon thereafter as he enters on duty.

Former position, Second Assistant Keeper — Former salary, $660 per annum

Location, same

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

Previous incumbent, W. F. Cotelle — Services terminated, May 31, 1919

Reason, Resignation

Members of family in Government Service, None-

Remarks: Mr. Spencer is a capable employee, deserving this promotion.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 191

For and in the absence of the Superintendent:

Secretary, Civil Service District.

Chief Clerk.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

{ Strike out the clause which does not apply.

11—2314

102 – May 28

102D

NOTICE OF CHANGE IN SALARY
KEEPERS -- LIGHTHOUSE SERVICE

LIGHT
JUN 6 1919
HOUSES

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

June 4, 1919.

957

r. Tolman W. Spencer,
M

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper of the Lighthouse Service has been changed from $660. per annum to $720. per annum, June 11, 1919, or as soon thereafter as you enter upon duty at the increased rate of pay.

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.

M
G
Second

Not Bu. ✓
Duty. 6/11

Race Pt.
Pat. Quar.

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT NOV 14 1918 HOUSES

NOV 14 1918 9 AM

November 9, 1918.

Mr. Tolman W. Spencer,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper

in the Lighthouse Service

at a salary of Six Hundred and Sixty dollars per annum,

effective November 1, 1918.

By promotion from second assistant keeper at $456 per annum.

Oath 11-20-18
Duty 11-1-18

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.
Chief of Appointment Division.

R
Ho

Appropriation: Salaries, Keepers of Lighthouses.

Vice: New position. (By increase in compensation.)

Legal Residence: Massachusetts.

2nd

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

107

LIGHTHOUSE INSPECTOR 2nd DIST.
BOSTON, MASS.

SECOND DISTRICT

MAR 5 1918

Race Point Light Station
(Station, Depot, or Vessel)

March 1, 1918

Lighthouse Inspector
Boston

I respectfully report, Mr. Spencer second asst., keeper at this station, making fair progress only

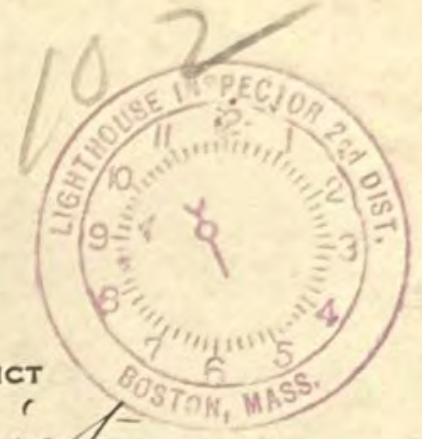
Respectfully
Lowther
Keeper

Probationary
Lowther reports he is
keeping the buildings. Not satisfactory.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BOSTON, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE



107

SECOND DISTRICT

Race Point
(Station, Depot, or Vessel)

FEB 8 1918

Feb 2, 1918

Inspector
Boston

I respectfully report, Mr. Spencer
Second asst., keeper at this station, making
fair progress, but slow

Respectfully
Lowther
Keeper

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BOSTON, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTOR
2d DIST.
DEC 5 - 1917
RECEIVED
BOSTON, MASS.

102

SECOND DISTRICT

Race Point Light Station
(Station, Depot, or Vessel)

Dec 2, 191)

Inspector
Boston

I find Jas. Spencer, 2nd asst. keeper inexperienced, but very willing, and fairly quick to learn

Respectfully
Louther
Keeper

J. A. Spencer

102

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BOSTON, MASS.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTOR
2d DIST.
NOV 27 1917
RECEIVED
BOSTON, MASS.

SECOND DISTRICT

Race Point Light Sta.
(Station, Depot, or Vessel)

Nov. 25, 1917

Inspector
Boston

I respectfully report that Mr. Spencer has reported for duty, as second asst., keeper, 2 P.M. Nov. 25, 1917.

Respectfully
Lowther
Keeper

WLLC.

SET - Incls.

November 23, 1917.

Mr. Tolman W. Spencer,
King Street,
Falmouth, Mass.

Sir:-

Herewith is your Appointment as Second Assistant Keeper, Race Point Light Station, salary $456 per annum, plus ten per cent.

Please execute the inclosed Oath of Office before a Notary Public, seeing that his seal is impressed.

Answer each and every question of Part I of the Personal Question Sheet, following the pencil notations in questions, 1, 2, 9 and 19, date and sign same.

Answer all questions on the Declaration of Appointee, except No. 4, sign same and state your address, and detach the second page.

You should retain the Appointment and second page of the Declaration of Appointee; you should return the Oath of Office, Personal Question Sheet and first page of the Declaration of Appointee to this office as soon as practicable after they have been properly executed.

Please report to the Keeper, Race Point Light Station, for duty as soon as practicable.

In the absence and by direction of the Inspector:

Respectfully,

Savage

Superintendent.

WLLC.

November 23, 1917.

Keeper, Race Point Light Station:

You are advised that Tolman W. Spencer, King St., Falmouth, Mass., have been appointed Second Assistant Keeper at Race Point Light Station, and will report for duty as soon as practicable. Please advise the office as to the time and date of his reporting for duty.

You will also please make a monthly report as to his efficiency and adaptability to the needs of the service during his six months' probationary period.

In the absence and by direction of the Inspector:

Superintendent.

Ne

=9102 Nov 25

102A

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
NOV 21 1917
HOUSES

November 20, 1917.

Mr. Tolman W. Spencer,

Through the Commissioner of Lighthouses.

LIGHTHOUSE INSPECTOR
NOV 22 1917
RECEIVED
BOSTON, MASS.

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, Second Assistant Keeper in the Lighthouse Service at a salary of Four Hundred and Fifty-six 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 local Civil Service Board for the Second Lighthouse District.

By direction of the Secretary:

Duty 11-25-17 ~~11-22-17~~ Respectfully,
Oath 11-24-17.

C
M

Acting Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Llewellyn D. Rogers.

Legal Residence: Massachusetts.

(See reverse side.)

11—598.

WGY-WLLC.

November 13, 1917.

Mr. James J. Brady, Jr.,
32 Sharon Street,
Boston, Mass.

Sir:-

You are informed that a man with a higher rating than yourself, having accepted the position at Race Point Light Station, will be nominated. You will not be charged with this consideration.

In the absence and by direction of the Inspector:

Respectfully,

Superintendent.

WLLC.

November 12, 1917.

Mr. Tolman W. Spencer,
King Street,
Falmouth, Mass.

Sir:-

You have this date been nominated to the position of Second Assistant Keeper, Race Point Light Station.

Please hold yourself in readiness for reporting to duty on or about the 19th instant. You will receive definite orders later.

Respectfully,

Inspector.

WGY-WLLC.

November 12, 1917.

Mr. Maurice A. Babcock,
26 North Street,
Medford Hillside, Mass.

Sir:-

You are informed that a man with a higher rating than you, having accepted the position at Race Point Light Station, will be nominated.

You will be given further opportunity later.

Respectfully,

Inspector.

Form 73

NOMINATION

WLLC.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Second DISTRICT,

Boston, Mass. (City.) November 12 (Date.), 1917.

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment-

Name, Tolman T. Spencer-

Legal residence, Massachusetts-

Position, Second Assistant Keeper-

Salary, $456 per annum-

Location, Race Point Light Station, Mass.

Appropriation, Salaries of Keepers of Lighthouses, 1918.

Effective November 16, 1917, {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, 1 Rating, Asst. Lighthouse Keeper Percentage, 85.0, Other eligibles considered:
Victor G. Gallison, C- John F. Sweeney, C-

Previous incumbent, Llewellyn D. Rogers- Services terminated, November 15, 1917.

Reason, Promotion-

Members of family in Government Service, None-

Remarks: Quarters are provided for families of keepers at this station. Mr. Spencer was not required to appear at this office owing to distance, but his vouchers showed clear record in previous employment. He has had no previous Government (Civil) service.

Selection regular, subject to the action of the U. S. Civil Service Commission, , 191

Secretary, Civil Service District.

Inspector.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

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1 Strike out the clause which does not apply.

11—2314

Form 201

WLLC.

LETTER TO ELIGIBLES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTOR 2d DIST. NOV 12 1917 RECEIVED BOSTON, MASS.

Mr. Tolman W. Spencer,
King St., Falmouth, Mass.

OFFICE OF LIGHTHOUSE INSPECTOR, Second DIST.

Customhouse, Boston, Mass., November 9 1917.

SIR: You are hereby informed that you are being considered for the position of
(State position, location, and whether station is ashore or afloat.)
Second Assistant Keeper, Race Point Light Station, Provincetown, Mass.

Salary: $501.60 per annum.
Quarters: Quarters are provided for families of keepers.
(State whether or not quarters are provided by the Government for the families of keepers at this station, or if quarters can be rented by appointee in the vicinity.)

Fuel: 7 tons of coal- 1 cord of wood-
(State allowance of fuel for domestic purposes, if authorized.)
Rations: 30 cents per day in cash.
(State facts concerning rations for this position.)

This position is also offered to other eligibles, any one of whom may be selected, although all may indicate willingness to accept this position.

Read carefully the Instructions to Eligibles on the other side before returning this letter.

You will, therefore, please advise this office in this connection by answering the questions below and returning this communication at the earliest date practicable.

Respectfully, Goddard
Inspector.

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you? Yes

Do you wish your name restored to the register at this time? Yes

Are you willing to accept the next appointment offered? Yes

Do you wish your name restored to the register at some future time? If so, give date.

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No." Yes If yes, state how many ____; and fill in the following blanks.

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
Thrordore Haskins	Gay Head	Position U.S.L.S.S. Department or office Surfman	Cousin	married
Jerah Haskins	Cuttyhunk	Position U.S.L.S.S. Department or office Surfman	"	"

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

My reasons for declining the position tendered me are as follows: None.

(Signature) Tolman W Spencer.

(Post-office address) Falmouth Mass.

Date, Nov. 10, 1917.

11—749

Form 201

LETTER TO ELIGIBLES

WLC.

Tolman W. Spencer- yes
Victor G. Gallison No
James L. Hart yes
Maurice A. Babcock yes
James J. Brady, Jr. yes
Julius F. Herman- No
William D. Rogers yes
John H. Larsen No
Paul Normand- No

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Second DIST.,

Customhouse, Boston, Mass., November 9, 1917.

SIR: You are hereby informed that you are being considered for the position of
(State position, location, and whether station is ashore or afloat.)
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Are you willing to accept the next appointment offered?.....

Do you wish your name restored to the register at some future time? If so, give date.

.....

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No." ..... If yes, state how many .....; and fill in the following blanks.

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
		Position		
		Department or office		
		Position		
		Department or office		

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

My reasons for declining the position tendered me are as follows: .....

.....

.....

.....

(Signature) .....

(Post-office address) .....

Date, ...

11—749

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
BOSTON, MASS.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSE INSPECTOR
2d DIST.
JAN 7 - 1918
RECEIVED
BOSTON, MASS.

SECOND DISTRICT

Race Point
(Station, Depot, or Vessel)

Jan. 2, 1917

Inspector

I respectfully report Mr. Spencer, second asst., keeper, at this station making very good progress, in learning the lights and running the engines

Respectfully

Gowther

Keeper