

1. 6:00 P.M. Committee Of Ways & Means

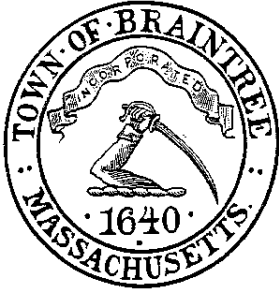
Documents:

[21 MAY 10 BUDGET WM AGENDA.PDF](#)

2. 6:00 P.M. Committee Of Ways & Means

Documents:

[2021 MAY 10 WM MTG.PDF](#)



# Braintree Town Council

## Committee of Ways & Means

One JFK Memorial Drive  
Braintree, Massachusetts 02184

### MEMBERS

Meredith Boericke, Chairwoman  
Charles Ryan, Vice-Chairman  
Donna Connors, Member  
Julia Flaherty, Member  
Steven Sciascia, Member

## AGENDA

**Monday, May 10, 2021**

**Starting Time – 6:00p.m.**

**REMOTE via Zoom Webinar**

*Governor Charles Baker has declared a state of emergency in Massachusetts to support the state's response to COVID-19 (Coronavirus). According to the Town of Braintree's "Temporary Emergency Policy for Remote Participation under the Open Meeting Law Pursuant to Massachusetts Executive Order of March 12, 2020," the Town Council will meet fully remotely for the health and safety of Councilors and the public during the Massachusetts State of Emergency. The Town Council will be using Zoom software to run meetings online for the immediate future. The Town continues to monitor the situation through the Health Department and specific questions should be directed to Public Health Nurse at 781-794-8094 or Marybeth McGrath, Director of Health, at 781-794-8095.*

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89126996265>

Or Telephone: Dial US: +1 312 626 6799

Webinar ID: **891 2699 6265**

International numbers available: <https://us02web.zoom.us/u/kciIGUYrAU>

1. Roll Call
2. Approval of Minutes
  - March 31, 2021
  - April 27, 2021
3. Old Business
  - None
4. New Business
  - 21 020 Mayor: FY2022 Operating Budget or take up any action relative thereto

<u>APPENDIX F</u>	<u>PAGES</u>
400 Department of Public Works	61-78
<u>APPENDIX G</u>	<u>PAGES</u>
436 Sewer Enterprise Fund	1-7
438 Water Enterprise Fund	8-17
<u>APPENDIX I</u>	<u>PAGES</u>
640 Storm Water Enterprise Fund	1-6
  - 21 021 Mayor: FY2022 Budget – Community Preservation Committee or take up any action relative thereto
    - (Presented by the Director of Planning – TABLED to May 12)

- 21 022 Mayor: FY2022 Budget - Continuation of Revolving Funds or take up any action relative thereto

**(Revolving Accounts questions on the date Department Head presents Budget)**

5/4 Library®

5/6 Golf®

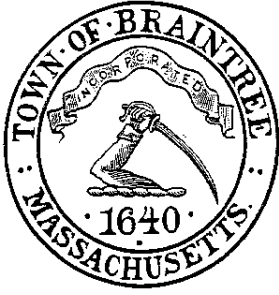
5/10 Department of Public Works® - Recycling

5/12 Dept. of Elder Affairs®

5/12 Municipal Licenses & Inspections®

5/13 Education®

5. Adjournment



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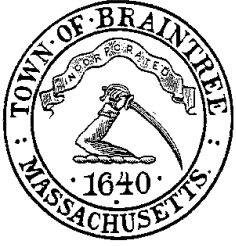
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5/12 Dept. of Elder Affairs®

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### MEMBERS

Meredith Boericke, Chairwoman  
Charles Ryan, Vice-Chair  
Donna Connors, Member  
Julia Flaherty, Member  
Steven Sciascia, Member

# MINUTES

## Tuesday, April 27, 2021

A meeting of the Committee of Ways & Means was held Remote via Zoom Webinar, on Tuesday, April 27, 2021 at 6:00p.m.

Councilor Boericke was in the Chair.

Clerk of the Council, Susan M. Cimino conducted the roll call.

All votes were taken by Roll Call Vote.

Present: Meredith Boericke, Chairwoman  
Charles Ryan, Vice-Chairman  
Donna Connors, Member  
Julia Flaherty, Member  
Steven Sciascia, Member

Also Present: Nicole Taub, Chief of Staff  
Ed Spellman, Director Municipal Finance  
Daryn Brown, Director of Golf  
Melissa SantucciRozzi, Director Planning & Community Development  
Shawn McGoldrick, Town Auditor  
James Arsenault, DPW Director  
Ben Hulke, Assistant DPW Director

### Approval of Minutes

- Minutes of March 2, 2021

**MOTION:** by Councilor Ryan to Approve Minutes of March 2, 2021

**Motion:** by Councilor Ryan to Approve Minutes of March 2, 2021

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- Minutes of March 9, 2021

**MOTION:** by Councilor Ryan to Approve Minutes of March 9, 2021

**Motion:** by Councilor Ryan to Approve Minutes of March 9, 2021

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

### Old Business

- None

### New Business

- **21 016 Mayor: Establishment of New Revolving Fund for Golf Food Services in FY21 or take up any action relative thereto**

Nicole Taub, Chief of Staff stated this is to Establishment of New Revolving Fund for Golf Food Services in FY21. As the Committee remembers this was a suggestion or idea that was raised by Councilor Connors when we were in the budget process for fiscal year 2021 and based on the continued success of the Food & Beverage operations at the Golf Course we felt it an appropriate time to establish a Revolving fund.

The Town took over food and beverage services at the Golf Course on January 1, 2019. Since that time, operations have expanded to include private events in addition to the full service restaurant operating in the club house, the snack shack at the 9<sup>th</sup> hole and the service cart. Food and beverage service is currently funded through the operating budget and includes personnel costs for the Food and Beverage Manager and Part-Time Staff, Food and Beverage Supplies and Operation Expenses. The total appropriation in FY21 was \$274,279.00 and, based on recent demand for private functions, additional funding is likely to be required.

Due to COVID, the earnings report from last spring does not provide a good comparison for revenue; however, earnings from April 1, 2019 through June 30, 2019, totaled \$106,767.74 while revenue from July 1, 2020 through March 31, 2021, totaled \$265,211.64. Based on this data, and current bookings, Food and Beverage is on track to raise approximately \$370,000 in revenue for FY21. These earnings will surpass the expenditures significantly, even if additional funding is required.

Councilor Connors said thank you for making this happen.

Councilor Sciascia asked how the first money gets into the Revolving fund.

Ed Spellman stated the deposits from the sales of the food service will go into a separate fund and continue in there to support this fund.

Councilor Sciascia asked what the fund can be used for.

Nicole Taub stated this fund can be used to support the full operations of the food & beverage program including staff, food and services and contractual expenses that are necessary to support the operation.

Shawn McGoldrick, Town Auditor stated if there were ever excess funds they would stay there for years to come. I do not think you would ever see a massive surplus in a Revolving fund. This could never go into another account unless you closed out a Revolving fund which I have never seen.

Councilor Boericke asked about a Revolving fund and if it is the right way to go and to keep that money not in a revolving.

Shawn McGoldrick, Town Auditor stated you wouldn't want to do a Revolving fund if an account was not self-sustaining. We can all agree this Food & Beverage is self-sustaining. If you wanted to off-set some cost of Golf then you would not want this. However, I do not agree you should use Food & Beverage to offset shortfalls in the Golfs operating. I think they should be stand-alone.

Nicole Taub stated if we do not fund the food & Beverage enough in the operating budget then we would need to go back and request a Supplemental Appropriation throughout the year with Free Cash.

MOTION read by Councilor Ryan for favorable recommendation to the full Council Order 21 016

**MOTION:** That the Mayor be authorized to use a revolving fund in accordance with the provisions of Massachusetts General Laws chapter 44, section 53E1/2 that may be spent by the Mayor, in conjunction with the golf greens superintendent without further appropriation during the fiscal year commencing July 1, 2020, for the collection of fees, revenue and payments generated from food service operations at the golf course collected during fiscal year 2021 to pay for salaries, expenses and contractual services associated with the operation of the golf course food service operations. The Mayor may spend up to \$450,000 in revolving fund monies during fiscal year 2021.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 016

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)



- **21 017 Mayor: Appointment—Melissa SantucciRozzi, Director, Planning and Community Development, or take up any action relative thereto**

Nicole Taub stated before you is a request to approve the appointment of Ms. SantucciRozzi. She brings with her over 20 years of experience in Planning & Community Development. We received a letter from Erin Joyce, Planning Board Chair on behalf of Ms. SantucciRozzi. She states I am in full support of this appointment... I look forward to working with Ms. SantucciRozzi with this appointment.

Melissa SantucciRozzi stated I am excited to have an opportunity to serve in this role for the Town of Braintree. I have been working for the Town since 2004. I am diligent in my thought process and how I approach projects. Communication and collaboration is my primary focus that I have taken in the past 6 months. Working together and lending all our skill sets will help us all get our projects done with staff, developers, residents and integrating the Councilors and neighborhood meetings. It's good to vet information and share information. We have really started to share information with the community. We want to share information and make it accessible to residents. The Master Plan Steering Committee will have a kick-off meeting in May. It will be good to work together with this public participation plan from the beginning. Everyone will be involved from the beginning. The department is listening from criticism from the past and there is always room for doing better and raising the bar. Discussions have started on how to advance Braintree in Life Sciences and Economic Development. I will hit the streets and explain why businesses should come to Braintree. I love what I do and I am passionate about it. I am excited and have received a lot of outreach from people and feel good hard work does pay off.

Councilor Ryan stated that was the best introduction from someone who understands exactly what they are getting into. All points were addressed. I like to promote from within. It is a good thing for the Town of Braintree. I wish you the best of luck. You lived what we have gone through. I support this appointment.

Councilor Sciascia stated I have worked with Ms. Santucci and with the Planning Board and ZBA for years. What we heard loud and clear from the residents is they want a dramatic change about the way the town thinks about Planning and Zoning. The director needs to be able to relate to the residents in a different way than was done in the change. This is a leadership position to move this through the department. There is no managerial experience on her resume. I have concerns and will not support this appointment.

Councilor Connors stated I am also expressing my concerns. Was this job posted?

The zoning was a critical turning point in this town. What changed since then that the residents would feel good about this. I will not be supporting this.

Nicole Taub stated this position was posted. Candidates were interviewed and Ms. SantucciRozzi was by far the most qualified candidate in the pool.

Melissa SantucciRozzi stated we had a different Department Head and a different Administration. I am committed to change the culture in this department. I have begun in the dialogue and the communication in the other departments and continue to do this with residents. I do own a small business and manage that. I respectfully ask you to give me a chance and opportunity to make changes in this department. I am here to provide solutions.

Councilor Flaherty stated the Director of Planning serves and takes direction from the Mayor. I have confidence Ms. SantucciRozzi can make wise decisions to support this town and make decisions for what the residents want. She has a lot of expertise. Given the opportunity she can answer questions the residents have. I have seen her handle developers when they are pushy and wrong. I will support this appointment.

Chairwoman Boericke stated I have personally interacted regarding development in District 5 and found Ms. SantucciRozzi professional and takes all the questions seriously and promptly and with a level of respect that is warranted. Anyone who works for the town is a dedicated public servant. I noticed more information on meetings coming up since you took over as interim. I know you had a lot to do with Liberty/Grove. That was a large undertaking. You have demonstrated you care about the community. I think you know every nook and cranny in Braintree. I think you will do a great job.

Councilor Ryan read the following Motion for favorable recommendation to the full Council:

**MOTION:** Upon the request of his honor, the Mayor, the Town of Braintree, through the Braintree Town Council, and in accordance with Section 3-3 of the Charter of the Town of Braintree to approve the appointment of **Melissa SantucciRozzi as Director of Planning and Community Development.**

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 017

**Second:** by Councilor Flaherty

**Roll Call Vote:** For (3 – Boericke, Flaherty, Ryan), Against (2 – Connors, Sciascia), Absent (0), Abstain (0)

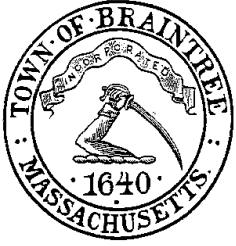
It was unanimously voted to adjourn the meeting at 6:50p.m. by Roll Call Vote.

Respectfully submitted,

Susan M. Cimino  
Clerk of the Council

## Documents provided for Meeting

- 21 016 Mayor: Establishment of New Revolving Fund for Golf Food Services in FY21 or take up any action relative thereto
- 21 017 Mayor: Appointment—Melissa SantucciRozzi, Director, Planning and Community Development, or take up any action relative thereto



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### MEMBERS

Meredith Boericke, Chairwoman  
Charles Ryan, Vice-Chair  
Donna Connors, Member  
Julia Flaherty, Member  
Steven Sciascia, Member

# MINUTES

## Wednesday, March 31, 2021

A meeting of the Committee of Ways & Means was held Remote via Zoom Webinar, on Wednesday, March 31, 2021 at 6:00p.m.

Councilor Boericke was in the Chair.

Clerk of the Council, Susan M. Cimino conducted the roll call.

All votes were taken by Roll Call Vote.

Present: Meredith Boericke, Chairwoman  
Charles Ryan, Vice-Chairman  
Donna Connors, Member  
Julia Flaherty, Member  
Steven Sciascia, Member

Also Present: Nicole Taub, Chief of Staff  
Ed Spellman, Director Municipal Finance  
Marybeth McGrath, Director of Municipal Licenses & Inspections  
Juliana Melchionda, Board of Health  
Mark Dubois, Police Chief  
Karen Shanley, HR Director  
Shawn McGoldrick, Town Auditor  
James Arsenault, DPW Director  
Ben Hulke, Assistant DPW Director

### Approval of Minutes

- Minutes of January 5, 2021

**MOTION:** by Councilor Ryan to Approve Minutes of January 5, 2021

**Motion:** by Councilor Ryan to Approve Minutes of January 5, 2021

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- Minutes of February 23, 2021

**MOTION:** by Councilor Ryan to Approve Minutes of February 23, 2021

**Motion:** by Councilor Ryan to Approve Minutes of February 23, 2021

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

### Old Business

- None

### New Business

- **21 009 Mayor: Appointment of Kimberly Kroha to the Planning Board or take up any action relative thereto**

**MOTION:** by Councilor Ryan to Table Order 21 009

**Motion:** by Councilor Ryan Table Order 21 009

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- **21 012 Council President: Chapter 134 of the Acts of 2008 – Extension or take up any action relative thereto**

Robert Brinkmann, Deputy Assessor stated this act provides full property tax relief to any reservists or member of the National Guard for the amount of time that they are called into active duty and deployed to a foreign country. If you were called into duty and serving overseas for half the year, you would only pay half of whatever your property taxes are. This rarely happens thankfully for their sake but it is a nice added benefit for their sacrifice and service. I have been here 10 years now and we have processed a total amount of \$17,309.87 in four fiscal years. It is a good opportunity to help those on active duty. It was the first of its kind and I give credit to former Councilor Clifford and other members to adopt this.

Councilor Ryan read the following Motion for Order 21 012 for favorable recommendation to the full Council:

**MOTION:** BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BRAINTREE THAT THE TOWN VOTE TO EXTEND CHAPTER 134 OF THE ACTS OF 2008 OF THE MASSACHUSETTS GENERAL LAWS THROUGH FISCAL YEAR **2024** AT WHICH TIME THE TOWN COUNCIL MAY VOTE TO EXTEND CHAPTER 134 OF THE ACTS OF 2008.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 012

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- **21 013 Mayor: Appointment of Juliana Melchionda to the Board of Health or take up any action relative thereto**

Chairwoman Boericke thanked Ms. Melchionda for taking this on what I can imagine is cosmic heartache. Nicole Taub stated this appointment is truly special. As everybody knows we tragically lost Laurie Melchionda last year and to come before you to ask for the appointment of her daughter, Juliana Melchionda for stepping up to take her place on the Board of Health. Her resume is very impressive with a true passion for the patients she serves as a nurse at Mass General with a specialty in Cardiac.

Juliana Melchionda stated it truly is an honor to continue the work my mom set out to do every day. Marybeth McGrath, Director of Municipal Licenses & Inspections I am thrilled Mayor Kokoros has made this appointment with your approval. I worked for years with Laurie and look forward to working with Juliana.

Council members welcomed Juliana in this role and expressed their support.

Councilor Ryan read the following Motion for favorable recommendation to the full Council:

**MOTION:** Upon the request of his honor, the Mayor, the Town of Braintree, through the Braintree Town Council, and in accordance with Section 3-3 of the Charter of the Town of Braintree to approve the appointment of Juliana Melchionda to the Board of Health.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 013

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

- **21 014 Mayor: FY21 Supplemental Appropriations (#2) or take up any action relative thereto**

Nicole Taub stated her and Ed Spellman worked with the Department Heads to identify unspent monies that would not be used this fiscal year. We also reviewed previously authorized, but unspent, capital items and additional available funds have been identified.

The Mayor's office has identified areas within the operating budget that require additional funds to eliminate a deficit in spending through March 4, 2021. The goal is to utilize funding transfers to cover expenses throughout the fiscal year. The Mayor's office has been monitoring potential budget deficits, including police and fire overtime, and wish to remedy these existing shortfalls now as opposed to waiting until the end of the fiscal year.

The total supplement request is valued at \$1,053,911.81, broken down as follows:

- Police Overtime--\$336,253.54
- Fire Overtime--\$323,399.28
- Fire Stipends--\$10,000.00
- Snow & Ice--\$255, 829.00
- Vacation Buy Back- -\$73,884.29
- Sick Leave Buy Back--\$54,545.70

Councilor Connors asked what is the total will we be coming back for a Supplemental Appropriation by the end of this fiscal year.

Ed Spellman stated this request currently is through March 8, 2021. We will be back for approximately \$700,000 for Police/Fire OT.

Councilor Connors asked Human Resources about the retirements and if they were planned or unplanned. Karen Shanley, HR Director stated one person in public safety retired due to becoming 65 and we could plan for that. All other retirements we were unaware of. I do have several resignations that have not been paid out yet. Accrued vacation time has to be paid out.

Councilor Boericke asked about Snow & Ice. This is a 50% over budget. Should we budget more?

Ed Spellman, Director of Municipal Finance stated there is an article we pass each year that allows towns to carry a deficit for Snow & Ice into the next fiscal year. We always pay that in our current fiscal year. That would have to be factored into the next budget to cover that deficit. It would have to be paid for and that would take away from other funds to pay it. Going forward I would like to try to increase that number for Snow & Ice when times stabilize.

James Arsenault, DPW Director stated using our own personnel to snow plow will bring the cost down significantly.

Councilor Connors asked about the change in the Veterans benefits.

Karen Shanley stated that line is less because you have to have below a certain amount of money in your bank account and assets. It is governed by how much money you have. Our new Veteran's agent is really great at outreach.

Councilor Ryan read the following Motions for Order 21 014 for favorable recommendation to the full Council:

### **1. Police Department**

**Motion:** That the sum of \$54,757.31 be transferred from Finance / Principal on Debt Program 50 / Principal on Debt Account; \$37,000 be transferred from Finance / BSBA Principal on Debt Program 53 / Principal on Debt Account; \$29,310 be transferred from Finance / BSBA Interest on Debt Program 53 / Interest on Debt Account; \$15,000 be transferred from Department of Public Works / Street Lighting Program 09 / Street Lighting Account; \$900 be transferred from Department of Elder Affairs / Equipment Maintenance Program 02 / Gasoline Account; \$70,910 be transferred from Library / Current Topics Program 05 / Librarians Account; \$8,456 be transferred from Library / Administration Program 05 / Casual Employees Account; \$12,000 be transferred from Library / Building Maintenance Program 02 / Lighting Account; \$10,000 be transferred from Planning and Community Development / Administration Program 01 / Planning Administration Account; \$27,257 from Planning and Community Development / Planning Program 04 / Staff Planner Account; \$148.23 be transferred from Municipal Licenses and Inspections / Inspection Code Enforcement Program 05 / Building Inspector Account; \$20,175 be transferred from Municipal Licenses and Inspections / Administration Program 01 / Part Time Clerical Account; \$4,840 be transferred from Police / Administration Program 01 / Medical Payments Account; \$9,000 be transferred from Police / Administration Program 01 / Staff Development Account; \$15,000 be transferred from Police / Patrol Bureau Program 04 / Staff Development Account; \$4,500 be transferred from Police / Harbormaster Program 09 / Harbormaster Account; \$15,000 be transferred from Police / Patrol Bureau Program 04 / Matron Account; \$2,000 be transferred from the Police / Patrol Bureau Program 04 / Meals – Prisoners Account, for a total of \$336,253.54 be transferred to the Police Department Overtime Accounts and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected thereby.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 014 (1)

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

### **2. Fire Department**

**Motion:** That the sum of \$28,989.77 be transferred from the Municipal License and Inspections Department / Inspection Code Enforcement Program 05 / Building Inspector Account; \$1,500 be transferred from the Fire Department / Fire Prevention Program 07 / Fire Prevention Line; \$30,000 be transferred from the Fire / Capital Program 1504 / FY15 Highlands Repairs and Bathroom Line; \$5,201.30 be transferred from the Fire / Capital Program 1510 / FY17 Fire Vehicle Replacement Account; \$65,113.72 be transferred from the Fire / Capital Program 1544 / FY17 Firefighting Boat Account; \$240.70 be transferred from the Fire / Capital Program 1906 / FY19 Fire Radio Repeater Account; \$7,828.40 be transferred from the Fire / Capital Program 1657 / FY17 Fire Vehicle Replacement; \$7,370.82 be transferred from the Fire / Capital Program 1906 / FY19 Fire Extractor Replacement; \$14,734.75 be transferred from the Fire / Capital Program 1906 / FY19 Prevention SUV Replacement; \$9,817.08 to be transferred from the Town Council / Capital Program 1604 / Furniture Account; \$20,000 be transferred from the Town Council / Capital Program 1633 / Light Contract Consultant Account; \$4,534.99 be

transferred from the Mayor / Capital Program 0000 / Recycling Comm. Account; \$3,405 be transferred from the Mayor / Capital Program 1604 / Furniture Account; \$4,554 be transferred from the Finance / Capital Program 0960 / Data Processing Account; \$10,972.43 be transferred from the Finance / Capital Program 1806 / Town Hall Security Account; \$109,136.32 be transferred from the Finance / Principal on Debt Program 50 / Principal on Debt Account, for a total of \$323,399.28 to be transferred to the Fire Department overtime accounts, and further, that the Director of Municipal Finance be authorized to allocate said sums to and among the various line items affected.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 014 (2)

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

### **3. Fire Department**

**Motion:** That the sum of \$5,000 be transferred from the Fire / Capital Program 1421 / FY14 Fire C-5 Account to the Fire / Fire Suppression Program 04 / EMS Coordinator Account.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 014 (3)

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

### **4. Fire Department**

**Motion:** That the sum of \$154 be transferred from the Fire / Capital Program 1421 / FY14 Fire C-5 Account; \$2,734.30 be transferred from the Fire / Capital Program 1421 / FY14 Fire Flash Account; and \$2,111.70 be transferred from the Fire / Capital Program 1510 / FY17 Fire Vehicle, for a total of \$5,000.00 be transferred to the Fire / Fire Suppression Program 04 / Grant Writer-Procurement Officer Account.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 014 (4)

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

### **5. Public Works Department**

**Motion:** That the sum of \$7,639.37 be transferred from Finance / Principal on Debt Program 50 / Principal on Debt Account; \$49,990 be transferred from Finance / Capital Program 1544 / Electronic Archiving Account; \$1,156 be transferred from Town Clerk / Capital Program 1504 / FY15 Electronic Tabulators Account; \$1,476 be transferred from Town Clerk / Capital Program 1806 / Handicap Accessible Voting Booth; \$740.55 be transferred from Planning and Community Development / Capital Program 1544 / Town Green Universal Account; \$12,000 be transferred from Municipal Licenses and Inspections / Capital Program 1504 / Licensing Permit Software Account; \$75,000 be transferred from Department of Public Works / Capital Program 0000 / Daugherty Gym Floor Account; \$1,915 be transferred from Department of Public Works / Capital Program 1504 / FY16 Highway Roller; \$600 be transferred from Department of Public Works / Capital Program 1504 / FY15 Automated Defibrators Account; \$2 be



transferred from Department of Public Works / Capital Program 1906 / FY19 AFI Infield Groomer Account; \$6,643.47 be transferred from Library / Capital Program 1504 / Children's Room Account; \$375 be transferred from Department of Elder Affairs / Capital Program 1421 / Carpet Replacement Account; \$831 be transferred from Department of Elder Affairs / Capital Program 1421 / FY14 Study for Addition Account; \$281 be transferred from Department of Elder Affairs / Capital Program 1806 / Storage Shed Account; .72 be transferred from Schools / Capital Program 1666 / School Roof Repair Account; \$97,178.89 be transferred from Department of Public Works / Environmental Affairs and Waste Collections Program 12 / Recycling Processing Account, for a total of \$255,829 to be transferred to the Department of Public Works / Snow and Ice Program 11 / Contract Services Account.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 014 (5)

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

#### **6. Human Resources**

**Motion:** That the sum of \$73,884.29 be transferred from Human Resources / Veterans Benefit Program 06 / Veterans Benefits Account, to the Human Resources / Administration Program 01 / Vacation Buy Back Account.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 014 (6)

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

#### **7. Human Resources**

**Motion:** That the sum of \$7,402.23 be transferred from Human Resources / Veterans Benefit Program 06 / Veterans Benefits Account; \$18,293 be transferred from Finance / Interest on Debt Program 51 / Bond Interests Account; \$22,821.11 be transferred from Department of Public Works / Environmental Affairs and Waste Collections Program 12 / Recycling Processing Account; \$6,029.36 be transferred from State Assessments / State Assessment and Charges Program 820 / Charter School Tuition Account, for a total of \$54,545.70 to be transferred to the Human Resources / Administration Program 01 / Sick Leave Buy Back Account.

**Motion:** by Councilor Ryan for favorable recommendation to the full Council Order 21 014 (7)

**Second:** by Councilor Connors

**Roll Call Vote:** For (5–Boericke, Connors, Flaherty, Ryan, Sciascia), Against (0), Absent (0), Abstain (0)

It was unanimously voted to adjourn the meeting at 6:50p.m. by Roll Call Vote.

Respectfully submitted,

Susan M. Cimino  
Clerk of the Council

## **Documents provided for Meeting**

- 21 009 Mayor: Appointment of Kimberly Kroha to the Planning Board or take up any action relative thereto
- 21 012 Council President: Chapter 134 of the Acts of 2008 – Extension or take up any action relative thereto
- 21 013 Mayor: Appointment of Juliana Melchionda to the Board of Health or take up any action relative thereto
- 21 014 Mayor: FY21 Supplemental Appropriations (#2) or take up any action relative thereto

## FY2022 BUDGET REVIEW SCHEDULE

<u>Dept. #</u>	<u>Department/Programs</u>	<u>DATE*</u> <u>(May)</u>	<u>TIME*</u> <u>(PM)</u>	<u>PRESENTERS</u>
	FY2022 Revenue Forecast Overview	4	6:00	Nicole Taub
161	Town Clerk	4	6:30	James Casey
152	Human Resources	4	7:00	Karen Shanley
610	Library <sup>®</sup>	4	7:30	Terri Stano
111	Town Council	4	8:00	Susan Cimino
350	Blue Hill Regional High School	5	6:00	Michelle Resendes
610	Golf <sup>®</sup>	6	6:00	Daryn Brown
151	Law	6	6:30	Nicole Taub
121	Mayor's Office	6	7:00	Nicole Taub
133	Finance Programs	6	7:30	Edward Spellman
400	Public Works Department <sup>®</sup>	10	6:00	James Arsenault
436	Sewer	10	7:00	James Arsenault
438	Water	10	7:30	James Arsenault
640	Storm Water	10	8:00	James Arsenault
220	Fire	11	6:00	James O'Brien
210	Police	11	7:00	Mark DuBois
541	Department of Elder Affairs <sup>®</sup>	12	6:00	Sharmila Biswas
241	Municipal Licenses and Inspections <sup>®</sup>	12	6:15	Marybeth McGrath
175	Planning and Community Development	12	6:30	Melissa SantucciRozzi
300	Education <sup>®</sup>	13	6:00	Frank Hackett
	<b>Departmental Call Backs</b>	<b>17/19</b>	<b>6:00</b>	
	<b>TOWN COUNCIL/ANNUAL TOWN MEETING</b>	<b>June 1</b>	<b>7:00</b>	

\*Dates and Times are tentative and are subject to change.

All participants are requested to appear at least 30 minutes prior to their scheduled time.

<sup>®</sup>Includes Revolving Fund Accounts

**21 020**

MOTIONS FOR TOWN COUNCIL APPROVAL OF FISCAL YEAR 2022  
OPERATING BUDGET

1. That the Town of Braintree raise and appropriate the sum of \$145,617,216 to provide for all of the expenses for the maintenance and operation of the Town's several departments and programs for the fiscal year 2022 and that the several sums herein set forth are hereby approved for the several purposes and are subject to the source of funding for said expenditures as outlined on the attached Exhibit A, specifically, that the sum of \$93,499 be transferred from Golf Course receipts, the sum of \$250,000 be transferred from the Overlay Surplus account, the sum of \$9,700 be transferred from the Waterways Improvement fund, the sum of \$22,000 be transferred from the Sale of Cemetery Lots, the sum of \$857,525 be transferred from Water and Sewer receipts, the sum of \$38,251 be transferred from Stormwater receipts, the sum of \$1,834,500 to be transferred from the American Rescue Plan Act account, and the balance to be raised in the tax levy, which shall include \$2,659,954 from the debt exclusion.
  
2. That the Town of Braintree appropriate the sum of \$2,000,455 to provide for all of the expenses for the maintenance and operation of the Town's Golf Course and related programs for the fiscal year 2022 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, and that the sum of \$2,000,455 be raised in the Golf Course receipts.
  
3. That the Town of Braintree appropriate the sum of \$21,615,898 to provide for all of the expenses for the maintenance and operation of the Town's Water and Sewer Division and related programs for the fiscal year 2022 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, that the sum of \$103,694 be transferred from the Water Sewer Rehabilitation Fund and the balance of \$21,512,204 be raised in the Water and Sewer receipts.
  
4. That the Town of Braintree appropriate the sum of \$1,074,266 to provide for all of the expenses for the maintenance and operation of the Town's Stormwater Division and related programs for the fiscal year 2022 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, and that the sum of \$1,074,266 be raised in the Stormwater receipts.

5. That the Town of Braintree appropriate the sum of \$505,099 to provide for all of the expenses for the maintenance and operation of the Town's Cable Television Public, Education and Government Access and related programs for the fiscal year 2022 and that the several sums herein set forth are hereby approved for the several purposes as outlined on the attached Exhibit A, specifically, and that the sum of \$505,099 be raised in the Cable Franchise Fees receipts.
6. Pursuant to General Law Chapter 44, Section 31D, the town is authorized to incur a liability in excess of the amount appropriated for snow and ice for fiscal year 2022.

# EXHIBIT A

General Fund-Revenue and Budget Summary  
Enterprise Funds-Revenue and Budget Summary

21 021

MOTIONS FOR TOWN COUNCIL APPROVAL OF FISCAL YEAR 2022  
COMMUNITY PRESERVATION COMMITTEE BUDGET

- C1.** In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 and the recommendation of the community preservation committee, that the sum of \$150,000 be appropriated from the community preservation fund to the community housing reserve for acquisition, creation, preservation, or support of **community housing** or the rehabilitation or restoration of community housing that is acquired or created as provided in Massachusetts General Laws chapter 44b, section 5.
- C2.** In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 and the recommendation of the community preservation committee, that the sum of \$150,000 be appropriated from the community preservation fund to the open space reserve for the acquisition, creation, or preservation of **open space** or the rehabilitation or restoration of open space that is acquired or created as provided in Massachusetts General Laws chapter 44b, section 5.
- C3.** In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 s and the recommendation of the community preservation committee, that the sum of \$150,000 be appropriated from the community preservation fund to the historic resources reserve for the acquisition, preservation, rehabilitation, or restoration of **historic resources** as provided in Massachusetts General Laws chapter 44b, section 5.
- C4.** In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 and the recommendation of the community preservation committee, that the sum of \$427,595 be appropriated from the community preservation fund to the community preservation **budgeted reserve** as provided in Massachusetts General Laws chapter 44b, section 5.

- C5.** In accordance with the provisions of Massachusetts General Laws chapter 44b, section 5 and the recommendation of the community preservation committee, that the sum of \$46,189 be appropriated from the community preservation fund to the fiscal year 2022 administrative operating fund as provided in Massachusetts General Laws chapter 44b, section 5 said funds to be expended under the direction of community preservation committee and by the director of planning and community development.



21 022

MOTION FOR CONTINUATION OF REVOLVING FUNDS

- R1.** That, in accordance with the provisions of Chapter 44, Section 53E1/2 of the General Laws, the Town of Braintree hereby sets the maximum amount that may be spent during fiscal year 2022 beginning on July 1, 2021 for the revolving funds established by ordinance for certain departments, boards, committees, agencies or officers, as follows:

<b>Revolving Fund</b>	<b>Department, Board, Committee, Agency or Officer</b>	<b>FY2022 Spending Limit</b>
Elder Affairs Services and Activities	Department of Elder Affairs	\$30,000
Immunization	Board of Health	\$50,000
Library Materials	Library Trustees	\$45,000
Library Room Rental	Library Trustees	\$5,000
Recycling Materials	Mayor, in conjunction with Recycling Coordinator	\$2,000
Household Hazardous Waste	Mayor, in conjunction with Recycling Coordinator	\$50,000
Full Day Kindergarten	School Committee	\$925,000
Pro Shop	Mayor, in conjunction with Director of Golf Operations	\$200,000
Food and Beverage	Mayor, in conjunction with Director of Golf Operations	\$450,000