TO MAIL COOLICITE MERCHAIN OF LEDINGTON 20, 2020

Under the Rules and Procedures of the Winthrop Town Council, President Gill called the Town Council Meeting to order at 7:00 PM at the Cummings School

PLEDGE OF ALLEGIANCE

Vice President Varone called the Pledge of Allegiance

ROLL CALL

Councilor DelVento-Present Present Councilor Powers-Present Councilor Letterie-Present Councilor Boncore-Present Councilor Sanford-Present Councilor Calla-Present Councilor Mael Vice President Varone-Present Present Council President Gill-

MINUTES

Motion by Vice President Varone to accept the circulated Minutes of February 5, 2013 2nd. by Councilor Letterie Passed Unanimously

PRESENTATION

Dawn Sullivan of the Parks Committee comments on the Pico Park Project that was the first park to be rejuvenated when the Parks Committee was formed last year. It will be updated with new equipment come this spring. Another renovation is the tennis court, it will now be a street hockey court with new fencing, along with new asphalt being laid and new basketball nets for the basketball court. This park was being used, unsafe and is now safe and beautiful right along the beach. Fundraising is in the beginning phases. A memorial brick project has begun. These bricks are not only for Pico Park, you may buy towards your neighborhood park which will be used in the future. On May 11 is the "First Annual" Family Fun Night with proceeds going to the Parks Committee. If you would like to contact the Parks Committee you can e-mail windth-

CITATION

Alex Alexanian is given a citation for his service with the Town for over the past 40 years.

Council President Gill requests a recess of the regular council meeting at to convene a special joint meeting between the Town Council and the Board of Library Trustees. The purpose of the meeting is to nominate and elect a Library Trustee to fill the vacancy due to the resignation of Alex Alexanian as Trustee.

Motion by Councilor Powers to Open the Special Joint Meeting of the Town Council 2^{nd} by Councilor Letterie Passed Unanimously

Roll Call for Library Trustees is called. The quorum is present.

Library Chairman Trustee James Mattarazzo nominates Ron Bergman to fill vacant position as Library Trustee until the next regular election.

2nd by Councilor DelVento

No Further Nominations

Nominations Closed, Council President Gill casts a single vote for Ron Bergman with no objections.

2nd by Vice President Varone Passed Unanimously

Recess for Pictures-7:12PM

Council President Gill calls Regular Meeting back to order-7:22PM

PUBLIC COMMENT

Superintendent Macero updates on the Winthrop Middle School issues with the air quality. Dept. of Public Health did an inspection and felt there were no health issues, but there are some "comfort" issues. The air is not circulating as much as it should. Uni-vents were turned off, these should always be on. Actual report came back on Jan. 23, 2013 with "recommendations" not "requirements." The school has put together an "air quality action plan" to go over with faculty and students with all schools to make them aware of how to keep the air cleaner. Council has questions that are answered by Superintendent Macero to satisfaction.

Guy Brandenstein discusses the blizzard and the good job our departments did. Would like Council to look into a By Law or Ordinance to have a "cooling off" period on votes for a time period of approx. 5yrs. prior to a vote being brought back into discussion.

Council President Gill expands on all comments of the efforts of our department heads, directors and the state during the blizzard. (See Attached Letter)

CORRESPONDENCE

- -Letter from Jeanne Maggio in reference to the Sr. Citizen Volunteer Work Program (see attached).
- -Jeanne Maggio goes over paperwork and time frame of this lottery for the Sr. Volunteer Work Program.
- -Letter from Dave Hubbard commending are departments on the blizzard.
- -Received letter from DOR in reference to the Schedule A that the town is overdue is submitting their form.
- -Town Mgr. McKenna, CFO Tim Gordon and Dick Hingston acknowledge the receipt of this letter but inform the council that this form has been submitted. They did receive the later in October stating the tardiness of the Sch. A but at this time with the transition of the departments, Mr. McKenna needed to make sure that several items were completed prior to submitting this form. These items were difficult to complete as the financial department was still in transition. Mr. McKenna spoke to our DOR representative who knew our transitions and told the town had submitted completed Sch. A.
- -Tim Gordon: We have received a "verbal" confirmation of free cash, it is approx. \$740,000.00.
- Auditors are in process of completing their field of work. Should be done next week and then go into the process of getting their feedback about the audit. Would like to discuss a "free cash" policy that would set the tone of the town moving forward for stability.
- -Dick Hingston confirms our financial situation being stable and we should be able to get financial information at much quicker pace.

PUBLIC HEARING

\$32,816.47 From Debt Service to DPW

Council DelVento notes that the Finance Committee met on this amount and since the MWRA paid off our Fire Engine this money is now available to pay off the final payment of the front loader. Close Public Hearing

PUBLIC HEARING

\$15,000.00 From Library personnel to Building Maintenance –Stipend Electrician

Council DelVento notes that the Finance Committee met on this amount and since there is excess money in this library account, it can be utilized to pay this stipend as a DPW employee uses his electrician's license. Close Public Hearing

COMMITTEE REPORTS

Councilor DelVento: Finance Committee met on Feb. 14, 2013 (See Attached Minutes)

Councilor Boncore: Rules and Ordinance and Public Safety Committees had a joint meeting on Feb. 12, 2013 (See Attached Minutes) Next Rules and Ordinance Meeting is February 26, 2013.

Councilor DelVento believes that the actual motion on the medical marijuana hardship registration was actually tabled until the next rules meeting of Feb. 26, 2013.

Councilor Boncore states it was tabled indefinitely as he did not want it at the meeting on Feb. 26, 2013 as this meeting will be involving the Sanitary Inspections.

Councilor DelVento: Committee on Committee's met on Feb. 13, 2013 with several of our town's committee chairpersons to discuss the involvement of all the Committee' working together. The importance of this meeting is that the Committee's get together to co-ordinate their e-mails, meeting minutes, etc. so that each Committee is aware of what all each other's current involvement with the Town is.

TOWN MANAGERS REPORT

Discusses a meeting that they were invited to by the Airport Hazards Committee with Susan Condon the Commissioner of the Dept. of Public Health about an extensive study by the Airport Hazards Committee that has been being funded by the state in reference to the air quality. This study began in 2003 and the data collected over 6 years is finally coming to an end and all the data will be reviewed. Experts will be analyzing this study. There has never been such an in-depth study of this nature about air quality. This will have quite a bearing on how policy will be developed with respect with the airport. The issue will be peered reviewed then released to the public then Massport will implant an action plan for the best air quality. Council President Gill enthused with this project and its involvement with the Town of Winthrop.

Councilor Boncore questions if the Town had anyone at this meeting to provide Winthrop's point of view of this study and its results. Mgr. McKenna and other Winthrop Representatives made this same point to the Airport Hazards Committee that we want to be involved in the outcome of this study. We were insured that we would be. If there are air quality problems, these will be addressed and policies will be implemented.

Councilor Mael questions the cost of the effect the airport has on our town and how effective this study will be. Mgr. McKenna will watch when report is issued and will keep council informed.

Mgr. McKenna acknowledges the resignation letter from Larry Holmes. A process will begin to replace Mr. Holmes vacancy. Councilor DelVento is concerned on our veteran services not being interrupted with Mr. Holmes vacancy. Councilor Calla would like Mr. Holmes to be recognized for his past services with a citation.

Mgr. McKenna states that the Library Director position will be posted. Councilor Mael believes it was split with Revere but Mgr. McKenna states that plan with Revere had not worked out and feels at this time the position should be filled. Mgr. McKenna acknowledges the blizzard and the good work done by our departments. A financial report was issued on the cost of the storm (see attached). We learned through this storm of the equipment failures and how we have to work to have our equipment up to better standards.

Mgr. McKenna submitted to the Council a Capital Improvements Plan that reviews requests his office has received for consideration within a 5-year process. Would like Council to review this plan and develop a priority agenda for these needs.

Motion by Vice President Varone to refer this Capital Improvement Plan be sent to the Managers Capital Improvement Plan and be sent to the Council Capital Improvement Committee for review. suggestions.

2nd by Councilor Letterie

Discussion: Town Mgr. McKenna reiterates this plan is only a proposal not a final draft.

Passed Unanimously

Council President requests this review of the Capital Improvement Plan be completed by the next meeting. Councilor Sanford acknowledges request.

Mgr. McKenna updates on the running tote board of the water and sewer liens. The adjusted rate received from the MWRA will be assessed approx. 3%. CFO TIM Gordon discusses the water and sewer liens on how to avoid these costs as well as others.

OLD BUSINESS

Motion by Councilor Boncore to have the Council Clerk publish notice of a Public Hearing... (See attached motion)

To amend the following section of 13.04 of the Winthrop Town Bylaws, water sewer system in the following way... (See attached motion)

No Second Needed as Coming From Committee

Passed Unanimously

Motion by Councilor Boncore that the Town Council pass a measure declaring a temporary moratorium shall be established... (See attached motion)

No 2nd Needed as Coming From Committee

Passed Unanimously

Motion by Councilor DelVento on the following Motions from the 2-14-2013 Finance Committee Meeting... (See attached)

Motion by Councilor DelVento that the Council vote to transfer \$4,130.00 from Town Council Reserve Fund to the Recreation Service Account for the purpose of a prior year bill... (See attached motion) No Second Needed As Coming out of Committee

Discussion: Councilor Powers reflects on the Council's Practice of not paying past years bills as these bills have to be submitted on time. Town Mgr. McKenna agrees but yet why should anyone suffer due to the departments not submitting this invoice in a timely manner? He wants to clear the current past invoice's and move on to harder disciplinary actions in the future to the departments for not submitting bills in a timely manner.

Council President Gill calls a vote for a 5 minute recess at 9:05 PM- Not Opposed Return to Regular Session from Recess at 9:12PM

Motion by Councilor Powers to postpone this Motion Until the next Meeting 2nd by Councilor Sanford Passed Unanimously

Motion by Councilor DelVento that the Council vote to transfer \$2,110.00 from Town Council Reserve Fund to the Recreation Service Account for the purpose of a prior year bill... (See attached motion) No Second Needed As Coming out of Committee

DiscussionMotion by Councilor Powers to postpone this Motion Until the next Meeting

2nd by Councilor Sanford

Passed Unanimously

Motion by Councilor Powers to suspend the Rules and Return to Public Hearing for the item of the \$27,600.000

2nd by Councilor Sanford

Passed Unanimously

\$27,600.00 From the Town Council Reserve to the Town Clerk's budget to support the Special Election in April and June of 2013 resulting in the resignation of Senator Kerry. The allocation should be as follows:

\$26,200 to Election Personnel

0116151-512005

\$ 1,400 to Supplies

0116152-542005

Discussion-Councilor DelVento updates that the State Auditor believes at this time the state is responsible for this expense. If by chance the State does reimburse the town, these funds will be transferred back into the Town Council Reserve Fund.

Public Hearing Closed

OLD BUSINESS

Motion by Councilor DelVento to transfer \$27,600.00 From the Town Council Reserve to the Town Clerk's budget to support the Special Election in April and June of 2013 resulting in the resignation of Senator

Kerry. The allocation should be as follows:

\$26,200 to Election Personnel

0116151-512005

\$ 1,400 to Supplies

0116152-542005

No Second Needed as Coming From Committee

Passed Unanimously

Councilor Letterie asks CFO Tim Gordon what the updated council reserve is?

CFO Tim Gordon: \$95,914.00

NEW BUSINESS

Motion by Council President Gill to suspend Rule 8(g) as follows... (See attached motion)

2nd by Vice President Varone

Discussion-Council President Gill explains the purpose of the motion is a time frame of evaluation of employees.

Passed Unanimously

Motion by Council President Gill that the Senior Citizen Property Tax Work-Off Abatement-(See attached motion)

Amendment to Original Motion by Council President Gill to refer this motion to the Finance Committee for review.

2nd by Councilor Letterie

Discussion-Councilor Mael, not just different options but all options?

-Council President Gill- Yes

Jean Maggio expresses concern of the time frame that the Seniors have to do their paperwork.

- -Councilor Boncore-there should be more Seniors involved in this lottery
- -Councilor Mael-do we want to increase original amount?
- -Councilor Calla-is this a job and lower their taxes?
- -Council President Gill-they work for less than minimum wage, now we might increase this amount. We can decrease wages or increase hours worked. It is not necessarily a wage.

Amendment to the First Amendment of the Original Motion by Council President Gill to refer this motion to the Finance Committee for review to be completed by next Town Council Meeting of 3-5-2013 2nd by Councilor Letterie

Passed Unanimously

Councilor DelVento requests a Finance Committee Meeting prior to the Rules and Regulations Committee on 2-26-2013 at 6:30 to discuss this Senior Tax Abatement.

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(See attached motion) 2nd by Councilor Mael

Discussion-Councilor DelVento believes that the town departments are consolidated but this potential action by the councilors is not in compliance with the Charter, section 6.1

- -He is not disagreeing but believes this motion should be introduced at the Spring Forum.
- -Councilor Mael's states his original attempt is to remove the maintenance budgets from all departments and make one Maintenance Department. When the budget season comes to an end for all departments they will submit all their maintenance bills to a Maintenance Department as a true expense so the citizens of the town will feel more confident in our maintenance expenses.
- -Councilor Powers does not believe this motion is calling for particular plan, just asking the Manager to develop a plan to consolidate maintenance to one department.

Amendment to Original Motion by Council President Gill that this motion be referred to the Town Manger and Superintendent of Schools for their review.

2nd by Councilor Letterie

Discussion-Councilor Powers has no problem with this and had all intentions of involving the Superintendent of Schools. This is just a starting point on how to better utilize our department's maintenance.

- -Councilor Mael notes that the Superintendent had asked to be involved.
- -Councilor DelVento understands intent not sure of mechanism. A year ago the Council voted to consolidate town services and facility manager with the School Department. He believes this agreement covers this motion.
- -Town Manager has the ability to move maintenance money out without a vote.
- -Town Manager McKenna agrees that with the consolidation we are learning. There are still multiple layers of examination of consolidation to be discussed. He is more than willing to work with the Superintendent with the maintenance issues and see if changes are needed to better serve the trust of the community.

Passed Unanimously

PUBLIC COMMENT

Guy Brandenstein comments on the public's trust

Motion by Councilor Powers to go into Executive Session at 9:50PM 2nd by Councilor Sanford Passed Unanimously

Roll Call for Executive Session-All Councilors Present-Councilor Calla recuses herself from Executive Session Council will return to Regular Session for Adjournment Only Regular Session Resumed

ADJOURNMENT

Motion to Adjourn by Councilor DelVento 2nd By Councilor Powers
Passed Unanimously
Meeting Adjourned at 10:25 PM

A DVD of this meeting is available from WCAT Public Documents used in the meeting are available at Town Managers Office. Documents Used in this Meeting:

Hand Written Notes Committee Openings Documents Roll Call Log Written Motions / Verbal Motions

> Respectfully submitted, Town Council Clerk Denise Quist



TOWN of WINTHROP

RULES AND ORDINANCE AND PUBLICE SAFETY MEETING MINUTES

Joint Meeting of Rules and Ordinance and Public Safety was held February 12, 2013 at the Cummings School.

Called to Order:

7:04 PM

Present Members:

Chair-Phil Boncore Chair-Larry Powers Paul Varone Nick DelVento

Also in Attendance:

Peter Gill
Craig Mael
Chief Delehanty
Steve Calla
Marylou Osborne
Jim Soper

1) Vacant Building Ordinance-Fee Structure Review:

It was determined that the Fees were published on June 9, 2011 and passed by the Council on November 15, 2011. No Further Action Taken

2) Recommendation to Add New Section to Town Code of Ordinances-Meter Tampering:

Two people spoke for, one spoke against adding Sec. 13.04.110

Motion by Paul Varone 2nd by Phil Boncore Passed 2-1

Motion by Nick DelVento to update the rest of section 13.04 2nd by Paul Varone
Passed Unanimously

3) Medical Marijuana Hardship Registration:

Heated discussion followed by motion:

Motion by Nick DelVento to table.

2nd by Larry Powers

Passed Unanimously

4) Medical Marijuana Dispensary Temporary Moratorium:

Motion by Nick DelVento to approve temporary ban until 180 days after the state issues its rules.

2nd by Larry Powers

Passed Unanimously

Meeting Adjourned- 9:11 PM

Winthrop Town Council

Finance Committee

Committee Meeting February 14, 2013, Harvey Hearing Room

Comm. Present: Chair N. DelVento, R. Sanford, and J. Letterie

Also Present: J. McKenna, T. Gordon, C. Mael, S. Driscoll, B. Flavin, and K. Charvis.

Meeting called to order at 7:00 pm.

Agenda: Funding Transfers as requested by Town Manager for:

MAPC Membership Library to DPW Transfer Debt Service Transfers

2012 Park and Recs unpaid bills

Funding for Special US Senate Election by Town Clerk

Blizzard 2013 Storm Cost discussion

BlueWave Energy proposal

MAPC Transfer \$5,000.00: J. McKenna explained the Towns membership in the MAPC and the benefits to the Town. The MAPC assists with the Shannon Grant, ELTA local Planning Board assistance, and advocacy for local legislative initiatives.

Motion by R. Sanford, second by J. Letterie: "To transfer \$5,000 from Council reserve Account 0111052-576100 to the Town Manager Conference / Training Account 0111252-576050 for the purpose of paying the annual MAPC membership fee or take any other relative hereto."

Passed Unanimous

Library to DPW Transfer \$15,000: Presented by J. McKenna that the recent custodian hire in the DPW has been, at times, doing work which requires an electrician's license. This custodian is the holder of a Massachusetts Electricians license. The transferred monies will be used as a stipend for the time that electrical work is performed. The money is available to be transferred from the Library Personnel account as there is currently a vacancy at the Library and these funds will not be needed there.

Questions and discussion of how the stipend will be paid.

Motion by J. Letterie, second by R. Sanford: "To transfer \$15,000 from the Library Personnel Account 0161051-511100 to the DPW Building Maintenance Personnel Account 0119251-511100 for the purpose of funding a stipend for an electrician hired by DPW/Building Maintenance or to take any other action relative hereto.

Passed Unanimous

Debt Service Principle to DPW Supplies and Equipment \$32,816.47: J. McKenna detailed the extra monies left in the Debt Service Principle (Fire Engine Principle) that was to be used to pay-off the debt service on financed fire equipment. The MWRA has modified their agreement with the Town and made this payment. These funds are now available to purchase or finance other equipment and will be used to pay off the DPW front-end loader.

Motion by: J. Letterie, second by R. Sanford: "To transfer \$32,816.47 from Debt Service Principle (Fire Engine Principle) Account 0171052-591150 to DPW Supplies and Equipment Account 0142052-542005 for the purpose of funding the final payment for the DPW front-end loader or to take any other action relative hereto."

Passed Unanimous

Note: This action must be advertised as per Winthrop Town Charter prior to a vote.

<u>Debt Service Principle to Treasure/Collector \$6,183.53:</u> J. McKenna detailed the extra monies left in the Debt Service Principle (Fire Engine Principle) that was to be used to pay-off the debt service on financed fire equipment. The MWRA has modified their agreement with the Town and made this payment. These funds are now available to complete the improvements being made in the relocation of the Treasurer's Office

Motion by: J. Letterie, second by R. Sanford: "To transfer \$6,183.53 from Debt Service Principle (Fire Engine Principle) Account 0171052-591150 to the Treasure / Collector (Contract Services) Account 0114552-544350 for the purpose of moving and improvements to the Treasures Office or to take any other actions necessary to carry out the project."

2012 Park and Recs unpaid bills \$4,130 and **\$2,110**: Presented by Sean Driscoll that \$4,130 was needed to cover the expense of unpaid bills related to the Park and Recreations Spring 2012 Lacrosse program. It was explained that although the Lacrosse program was successful the program occurred in the late part of FY 2012 and through a structural deficit in the park and Recs budget these bills were not able to be paid in FY 2012. He also explained that the Summer 2012 Science program held in June 2012 was also unable to be paid in FY 2012 although the funds were collected in to fund the program.

Motion by: J. Letterie, second by R. Sanford: To transfer \$4,130 from Town Council reserve Account 0111052-576100 to the Recreation Purchased Services Account 6715-520000 for the purpose of paying prior year bills relative to Spring 2012 Lacrosse Program or take any other action relative hereto.

Passed Unanimous

Motion by: J. Letterie, second by R. Sanford: To transfer \$2,110 from Town Council reserve Account 0111052-576100 to the Recreation Purchased Services Account 6715-520000 for the purpose of paying prior year bills relative to Summer 2012 activities or take any other action relative hereto.

Passed Unanimous

Funding for Special US Senate Election by Town Clerk of \$27,600 (\$26,200 for Election Personnel and \$1,400 for Supplies). Documentation presented of the Governor ordering a special election on April 30 and June 25, 2013 to fill the vacancy in the U S Senate. There may be State funding or re-imbursement for this election. If that should occur the monies will be deposited into the General Fund and if the Council chooses can be transferred into Council Reserve when the funding is recognized by the Town.

Motion by: "J. Letterie, second by R. Sanford: To transfer \$27,600 from Town Council reserve Account 0111052-576100 to the Town Clerk's budget, \$26,200 in Account 0116151-512005 Election Personnel and \$\$1,400 in Account 0116152-542005 to support the US Senate special elections of April 30 and June 25, 2013."

Passed Unanimous

<u>Blizzard 2013 Storm Cost discussion</u> Tim Gordon and Jim McKenna handed out a snow and ice cost estimate for FY 2013 to date. The information on exact costs and potential reimbursements is being developed. They will be presenting more information to the Council as to status of the Snow and Ice budgets as well as equipment needs.

BlueWave Energy proposal Jim McKenna handed out an updated proposal and proposed contract related to the 20 year BlueWave solar energy proposal (this information was also emailed to the Council). It was determined that the cost and terms should be presented in executive Session as it was pending negotiations.

Motion to adjourn at 8:30 pm by R. Sanford, second J. Letterie, unanimous vote.

Submitted by Councilor Nicholas DelVento, Chairman

Motions from Finance Committee for Council action on February 19, 2013:

Motion by Councilor DelVento to transfer \$5,000 from Council reserve Account 0111052-576100 to the Town Manager Conference / Training Account 0111252-576050 for the purpose of paying the annual MAPC membership fee or take any other relative thereto."

No 2nd Needed as Coming from Committee Passed Unanimously

Motion by Councilor DelVento to transfer \$15,000 from the Library Personnel Account 0161051-511100 to the DPW Building Maintenance Personnel Account 0119251-511100 for the purpose of funding a stipend for an electrician hired by DPW/Building Maintenance or to take any other action relative hereto.

No 2nd Needed as Coming from Committee

Discussion

Passed Unanimously

Motion by Councilor DelVento to transfer \$32,816.47 from Debt Service Principle (Fire Engine Principle) Account 0171052-591150 to DPW Supplies and Equipment Account 0142052-542005 for the purpose of funding the final payment for the DPW front-end loader or to take any other action relative hereto.

No 2nd Needed as Coming from Committee

Passed Unanimously

Motion by Councilor DelVento to transfer \$6,183.53 from Debt Service Principle (Fire Engine Principle) Account 0171052-591150 to the Treasurer / Collector (Contract Services) Account 0114552-544350 for the purpose of moving and improvements to the Treasurers Office or to take any other actions necessary to carry out the project.

No 2nd Needed as Coming from Committee

Passed Unanimously

To transfer \$27,600 from Town Council reserve Account 0111052-576100 to the Town Clerk's budget, \$26,200 in Account 0116151-512005 Election Personnel and \$1,400 in Account 0116152-542005 to support the US Senate special elections of April 30 and June 25, 2013.

No 2nd Needed as Coming from Committee

Passed Unanimously