

TOWN COUNCIL MEETING MINUTES OF MARCH 3, 2015

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 Harvey Hearing Room

PLEDGE OF ALLEGIANCE

Councilor Boncore leads the Pledge of Allegiance

Moment of Silence for the passing of Superintendent Macero's Father

ROLL CALL

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

MINUTES

Motion by Councilor Letterie to accept the Town Council Minutes of the February 17, 2015, as circulated

2nd. By Councilor DelVento

Passed Unanimously

Motion by Councilor Letterie to accept the Town Council Minutes of the February 24, 2015, Special Meeting as circulated

2nd. By Councilor DelVento

Passed Unanimously

APPOINTMENTS

Per Section 9-6 and 2-10, President Gill appoints the following to the Ordinance Review Committee:

Joseph Boncore, Chairman	Tom Reilly
Karin Chavis	David Stasio
Heather Engman	Paul Varone
Mike Power	Carla Vitale-Town Clerk

Motion by Councilor Letterie to approve all President Gill's Ordinance Review Committee appointments, except Joseph Boncore

2nd by Councilor Sanford

Passed Unanimously

Motion by Councilor Letterie to approve President Gill's appointment of Joseph Boncore as Chairman of the Ordinance Review Committee

2nd by Councilor Boyajian

Passed Unanimously (Councilor Boncore, abstains)

Council President Gill recognizes Chairman Joe Boncore, Heather Engman and David Stasio to the Ordinance Review Committee in the audience

PUBLIC HEARING

Transfer \$45,000 from Town Managers Salary Reserve Line to Fire Dept. Personnel Line

Opposition-None

Favor-None

Public Hearing Closed

Transfer \$29,791 from the Harbor Enterprise Fund to Fund Change Order to the Ferry Procurement
Opposition-None
Favor-Town Manager McKenna discusses Concession and GPS Electronic Costs of this motion
Discussion
Public Hearing Closed

PUBLIC COMMENT

Joseph Boncore, Chairman of the Ordinance Review Committee discusses this committee and invites citizens to come forward with any recommendations.

CORRESPONDENCE

Judie VanKooiman-Those Who Can, For Those In Need- 2nd Annual Uplift Yourself with Laughter CPYC 3-28-15 7:00PM

COMMITTEE REPORTS

Economic Development- Meeting February 17, 2017 -See Attached Minutes

Finance Committee- Meeting to 6:00 PM February 17, 2015 Town Council Chambers

Appropriate \$650,000 Purpose of Sidewalk Improvements to Cottage Hill / Pico Beach -Positive Recommendation
Transfer \$45,000 from Town Managers Salary Reserve Line to Fire Dept. Personnel Line-Positive Recommendation
Transfer \$29,791 from the Harbor Enterprise Fund to Fund Change Order to the Ferry Procurement- No Recommendation

Rules & Ordinance Committee-Meeting February 24, 2015-See Attached Minutes

Resident Parking Fee
Resident Parking Ordinance
Review and discuss Town Charter
Siemen's Street Light Audit

TOWN MANAGERS REPORT

-Town Manager congratulates Jake Letterie on being award Championship of the Statewide Oratorical Contest
-Arbors Grand Tour dated for March 5, 2105 at 5:00 PM
-Budget Process Continues
-CFO, Tim Gordon gives update on Bond Information
-Discussion on current cost for Snow Removal and State Funds Available

SCHOOL DEPARTMENT UPDATE

-School Department Budget Hearing Scheduled for March 9, 2015
-Snow has not seemed to delay the Middle High School construction schedule
-SBAC Meeting discusses color choices of new Middle High School
-Continued success with athletics and their participation in tournaments

OLD BUSINESS

No Recommendation from the Economic Development on the Grover's Ave Metered Parking or Parking Meter
Appropriation of \$12,0000
Town Manager McKenna withdraws both motions

Motion by the Finance Committee that the Town Council transfer \$45,000.00...(See Attached Motion)
No 2nd Needed
Passed Unanimously

Motion by Councilor DelVento that the Town Council transfer \$29,791.00 from the Harbor Enterprise Fund....
(See Attached Motion)
2nd by Councilor Sanford
Discussion

Motion to Amend by Vice President Mael that the transfer of \$29,791.00 be divided- \$10,000 from Free Cash, \$10,000 from Council Reserve and \$9,791.00 from the Harbor Enterprise Fund

2nd by Councilor Boncore

Discussion

Roll Call Vote

Councilor Calla Absent

Councilor Sanford- No

Councilor Boncore- Yes

Councilor Varone- Yes

Councilor Letterie- No

Councilor Boyajian- No

Councilor DelVento No

Vice President Mael Yes

Council President Gill- No

Not Passed

Main Motion as Amended

Passed 7-1 (Vice President Mael-No)

Amended Main Motion from the Finance Committee that \$400,000 is appropriated for the purpose of financing sidewalks...(See Original Motion of \$650,000)

No 2nd Needed

Discussion

Motion to Amend Amendment by Councilor DelVento to delete \$400,000 and replace with \$650,000 on original motion...(See Attached Original Motion)

2nd by Councilor Boyajian

Passed 7-1 (Councilor Letterie- No) Including a majority of the Finance Committee

Motion by the Rules & Ordinance that the Town Council approve and direct the Town Manager and Town Council President to enter into an energy audit agreement(See Attached Motion)

No 2nd Needed

Passed Unanimously

Motion by Rules & Ordinance to delete Chapter 10.48 resident parking sticker program and replace with attached new motion (See Attached Motion)

No 2nd Needed

Motion by Councilor Letterie to waive reading (See Attached-Reading)

2nd by Councilor Sanford

Passed Unanimously

Main Motion

Passed Unanimously

Motion by Rules & Ordinance that the Town Council vote to amend the following changes to the Town Fee Schedule to reflect changes made to Chapter 10.48... (See Attached Motion with Fee Schedule)

No 2nd Needed

Motion by Councilor Boncore to amend current temporary issued placard from the Harbormaster Fee from \$0.00 to \$10.00

2nd by Councilor Sanford

Passed Unanimously

Motion by Councilor DelVento to amend current business placard for both employees and patron's fee from \$0.00 to \$10.00
No 2nd

Amendment Fails

Main Motion as Amended

Passed 7-1 (Vice President Mael-No)

Per request of President Gill, the following clarification of "public comment" at Town Council meetings and "Executive Authority" was presented by Rules and Ordinance Committee

A. Public Comment at Town Council Meetings

In accordance with an opinion from Kopelman and Paige,

- Public Comment is "to afford"...opportunity for residents and taxpayers to address the council-Charter 2.6
- The "public comment" portion of a council meeting is meant for comment only, by the public only.
- Council deliberation, discussion of response is not appropriate under public comment (Rule 2)
- Any councilor desiring to make public comment must relocate to the audience and disclose that he (she) is speaking as resident and/or taxpayer, not in his (her) roll as a councilor.

B. "Executive Authority" Charter Section 3-1

Discussion of opinion form Kopelman and Paige,

- Paragraph 1 "CP will be responsible.....implemented and enforced"
- Paragraph 2 "Supervision of the administration.....manager"
- Paragraph 10 "CP shall be the primary interface.....administrative service"

NEW BUSINESS

Motion by Councilor DelVento that per order of the Town Council, the following streets be designated one-way for a temporary period of time....(See Attached Motion)

Motion by Councilor Letterie to amend the list to include Dix St from Woodside to Plumber
2nd by Councilor Sanford
Passed Unanimously

Motion by Councilor DelVento to amend the list to include Lowell St. from Loring Rd. to Emerson
2nd by Councilor Sanford
Passed Unanimously

Main Motion as Amended
Discussion
Passed Unanimously

Special Town Council Meeting, regarding one-way streets will be scheduled for March 10, 2015 at 7:00 PM

Councilor Boncore schedules Rules & Ordinance Meeting on March 10, 2015 at 7:15 PM

Motion by Councilor Mael that if the snow to the curb is cleared, they be allowed to park in street.
2nd by Councilor Boncore
Discussion

Motion to amend by Councilor DelVento that there be 15' required from curb to parked vehicle

Chief Delehanty comments this is up to the Director of the DPW to lift any bans or allow any parking, there will still be issues if people are allowed to do this at this particular time with the remaining snow still on streets and sidewalks.

**President Gill comments this is in violation of the current parking ban.
Continued Discussion**

**Motion to move the question
Roll Call Vote
6-2 Question Not Moved**

Discussion Re-opened

Town Manager McKenna states it is the law of the DPW Director to lift any parking or ban.

All agree this should be discussed by TSAC

TC Council rules participation from audience, no objection

**Mike Power (P6)- Important for TC to realize it is still very difficult to drive down his street (Almont St.)
Dawn Manning (P3)-Concerned with parking ban time frame.**

**Main Motion by Vice President Mael
Not Passed**

NEW BUSINESS

**Motion by Vice President Mael to request that the Town Manager develop a plan to enable the Town Clerks Office to provide digital document management services....(See Attached Motion)
2nd by Councilor Boyajian
Discussion**

**Motion by Councilor Boncore to refer this motion to the Finance Committee
2nd by Councilor Letterie
Passed Unanimously**

Councilor Boncore requests that a Certificate of Appreciation be given to the outgoing Exalted Ruler of the Winthrop Lodge of Elks, Fran Minichello and the outgoing president of the Sons of Italy Joseph Boncore .

PUBLIC COMMENT

Dawn Manning (P3)-Concerns on truck weight, hazardous materials and emergency response time information.

Tom Reilly (P5) Comments on the Ordinance Review Committee

Craig Mael (P4) Comments on Public Comment

PUBLIC RELATIONS

**March 5, 2015 Arbors Grand Opening
March 9, 2015 Winthrop Planning Board Meeting- Public Hearing on 17 Walden St., SDOD
March 12, 2015 Neighborhood Meeting 7:00 PM Harvey Hearing Room to discuss the SDOD on 60 Hermon St.
March 13, 2015 Music Matters
March 17, 2015 Massport will present the Centerfield Project at the Town Council Meeting
March 24, 2015 Town Council Spring Forum**

EXECUTIVE SESSION

The Council anticipates going into Executive Session to discuss strategy with respect to litigation and contract negotiation. Discussion of these matters in an open meeting could have detrimental effect on the litigation and contract negotiation process.

Matters to be discussed: Contract negotiation update and litigation update

Motion by Councilor Sanford to enter into Executive Session and return to open session for adjournment only
2nd by Councilor Boyajian

Roll Call:

Councilor Calla	Absent
Councilor Sanford-	Yes
Councilor Boncore-	Yes
Councilor Varone-	Yes
Councilor Letterie-	Yes
Councilor Boyajian-	Yes
Councilor DelVento	Yes
Vice President Mael-	Yes
Council President Gill-	Yes

Enter into Executive Session 9:15 PM

Return to Open Session to Adjournment only

ADJOURNMENT

Motion to Adjourn by Councilor Letterie

2nd By Councilor DelVento

Passed Unanimously

Meeting Adjourned at 9:42 PM

A DVD of this meeting is available from WCAT / www.youtube.com
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 OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

James McKenna
Town Manager

MOTION

Submitted By: James McKenna, Town Manager

Date: 1/14/15

TEXT OF MOTION

Motion 1- Ordinance: Grovers Ave parking lot shall be metered parking during the months of May through September during the hours of 8:00am to 6:00pm daily. A metered charge of \$.25 per 15 minutes shall be charged. Violators of the Ordinance shall be subject to a parking enforcement penalty of \$40.00.

Motion 2- Funding: I move that the Town Council appropriate \$12,000 from the Capitol Stabilization Reserve Account for the purposes of procuring a pay and display meter for the Grovers Ave parking lot.

; or take any action relative to thereto.

1-20-15

Motion by Councilor DelVento to refer to the Economic Development Committee

2nd by Councilor Calla

Passed Unanimously

2-17-15-ECONOMIC DEVELOPMENT CONTINUES THIS MOTION FOR 2 WEEKS

3-3-15-No Recommendation from Economic Development

3-3-15

Town Manager McKenna withdraws Motion 1 and Motion 2



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

James McKenna
Town Manager

MOTION

Submitted By: James McKenna, Town Manager

Date: 2/12/15

TEXT OF MOTION

Motion - I move that the Town Council transfer \$45,000 from Town Manager's Salary Reserve line (0111252-511109) to Fire Department Personnel line (0122051-511100) for the purpose of settling FY15 labor contracts; or take any action relative to thereto.

Vote: _____

Council President: _____

Date: _____

Town Manager: _____

CFO: _____

2-17-15

MOTION BY COUNCILOR BONCORE TO REFER TO THE FINANCE COMMITTEE AND ADVERTISE FOR A PUBLIC HEARING ON 3-3-15

2ND BY COUNCILOR LETTERIE

PASSED UNANIMOUSLY

3-3-15

Public Hearing Opened

No Comment

Public Hearing Closed

Motion by Finance Committee

No 2nd Needed

Passed Unanimously



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

James McKenna
Town Manager

MOTION

Submitted By: James McKenna, Town Manager

Date: 2/12/15

TEXT OF MOTION

Motion - I move that the Town Council transfer \$29,791 from The Harbor Enterprise Fund 752 to fund change orders to the Ferry procurement; or take any action relative to thereto.

Vote: _____

Council President: _____

Date: _____

Town Manager: _____

CFO: _____

2-17-15

**MOTION BY COUNCILOR BONCORE TO REFER TO THE FINANCE COMMITTEE AND ADVERTISE FOR A
PUBLIC HEARING ON 3-3-15
2ND BY COUNCILOR BOYAJIAN
PASSED UNANIMOUSLY**

3-3-15

**Public Hearing Opened
No Comment
Public Hearing Closed**

**Motion by Councilor DelVento
2nd by Councilor Sanford
Discussion
Passed 7-1 (Councilor Mael No)**



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

James McKenna
Town Manager

MOTION

Submitted By: Town Manager

Date: 1/14/15

Subject: Cottage Hill and Pico Beach areas Sidewalk Improvement

TEXT OF MOTION

That \$650,000 is appropriated for the purpose of financing sidewalk improvements in the Cottage Hill surrounding area and Pico Beach surrounding area, including all costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Town Manager is authorized to borrow \$650,000 and issue bonds or notes of the Town under Chapter 44 of the General Laws; or any other enabling authority; that the Treasurer with the approval of the Town Manager is authorized to borrow and apply for any grants or aid available for the project or for the financing thereof, which grants and/or aid shall be expended for the project in addition to the amount appropriated and borrowed under this order; and that the Town Manager is authorized to acquire by purchase, eminent domain or otherwise, such rights, titles and easements as they may be necessary for such purpose, to abandon such rights, titles and easements as are no longer required, to expend all funds available for the project and to take any other action necessary or convenient to carry out the project.

1-20-15

Motion by Councilor DelVento to refer to the Finance Committee and advertise for a Public Hearing at the 2-17-15 Town Council Meeting
2nd by Councilor Sanford
Passed Unanimously

2-17-15

Motion by Councilor DelVento
2nd by Councilor Boyajian
Discussion

Motion by Councilor Boncore to refer this motion back to the Finance Committee to review for a favorable recommendation.

2nd by Councilor Boyajian
Passed Unanimously

3-3-15

Motion to Amend by the Finance Committee to reduce the amount of appropriation to \$400,000.00
No 2nd Needed

Discussion

Motion to Amend by Councilor DelVento to delete \$400,000.00 and replace with \$650,000.00 and on 4th line of main motion to delete \$400,000.00 and replace with \$650,000.00

2nd by Councilor Boyajian

Passed 7-1 (Councilor Letterie-No) Including a majority of the Finance Committee

Main Motion Passed Unanimously



TOWN OF WINTHROP OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

James McKenna
Town Manager

MOTION

Submitted By: James McKenna, Town Manager

Date: 2/12/15

TEXT OF MOTION

Motion - I move that the Town Council refer the Siemens streetlight audit contract to the Rules and Ordinance Committee

Vote: _____

Council President: _____

Date: _____

Town Manager: _____

CFO: _____

2-17-15

MOTION BY COUNCILOR LETTERIE TO REFER TO RULES AND ORDINANCE

2ND BY COUNCILOR SANFORD

PASSED UNANIMOUSLY

3-3-15

MOTION TO AMEND BY RULES & ORDINANCE THAT THE TOWN COUNCIL APPROVE AND DIRECT TOWN COUNCIL PRESIDENT AND TOWN MANAGER TO ENTER INTO AN ENERGY AUDIT AGREEMENT

TEXT of MOTION

That the Town Council vote to amend Chapter 10.48 of the Town Ordinances regarding the Resident Parking Program as follows;

or take any action relative to thereto.

Vote: _____

Date: _____

1-20-15

**MOTION BY COUNCILOR DELVENTO TO REFER TO RULES&ORDINANCE
2ND BY COUNCILOR LETTERIE
PASSED UNANIMOUSLY**

2-17-15-RULES AND ORDINANCE MEETING SCHEDULED FOR 2-24-15

3-3-15

**MOTION BY THE RULES& ORDINANCE TO DELETE CHAPTER 10.48 RESIDENT PARKING STICKER
PROGRAM AND REPLACE WITH ATTACHED NEW MOTION
NO 2ND NEEDED
PASSED UNANIMOUSLY**

3-3-15

**MOTION BY COUNCILOR LETTERIE TO WAIVE READING (SEE ATTACHED)
2ND BY COUNCILOR SANFORD
PASSED UNANIMOUSLY**

TEXT of MOTION

That the Town Council vote to amend the following changes to the town fee schedule to reflect the changes made to Chapter 10.48 of the Town Ordinances regarding the Resident Parking Program

; or take any action relative to thereto.

Vote: _____

Date: _____

1-20-15

**MOTION BY COUNCILOR LETTEKE TO REFER TO THE RULES AND ORDINANCE
2ND BY COUNCILOR SANFORD
PASSED UNANIMOUSLY**

2-17-15-RULES AND ORDINANCE MEETING SCHEDULED FOR 2-24-15

3-3-15

**MOTION BY RULES & ORDINANCE
NO 2ND NEEDED
DISCUSSION**

**MOTION BY COUNCILOR BONCORE TO AMEND CURRENT TEMPORARY ISSUED PLACARD FROM THE
HARBORMASTER FEE OF \$0.00 TO \$10.00**

**2ND BY COUNCILOR SANFORD
PASSED 7-1 (COUNCILOR MAEL-NO)**

**MOTION BY COUNCILOR DELVENTO TO AMEND CURRENT BUSINESS PLACARD FOR BOTH EMPLOYEES
AND PATRONS FEE FROM \$0.00 TO \$10.00**

**NO 2ND
NOT PASSED**

**MAIN MOTION AS AMENDED
PASSED 7-1 (COUNCILOR MAEL-NO)**

Chapter 10.48 - RESIDENT PARKING STICKER PROGRAM

10.48.010 - Designation of residential parking sticker area.

- A. The traffic safety advisory committee shall recommend to the town manager and town council designated areas as residential parking sticker areas in which only vehicles displaying a valid residential parking sticker or visitor permit may be parked. The town council makes final determination of adoption of designated areas as residential parking sticker areas in which only vehicles displaying a valid residential parking sticker or visitor permit may be parked.
- B. Definition of Residential Parking Sticker Area. Residential parking sticker area shall mean any area designated by the town council for residential parking. Areas may be designated for residential parking in any area regardless of zoning. The residential parking sticker program will be in effect town-wide from one a.m. to five a.m., Monday through Sunday, including Holidays.

(Ord. of 4-25-07, § 271.1)

10.48.020 - Town-wide resident sticker regulations.

The tax collector shall oversee the residential sticker program. The program requires that residents, who own a vehicle, and individuals moving into the Town of Winthrop with a vehicle, register their vehicle in the town or have their registration changed to read that the vehicle is principally garaged in Winthrop.

- A. Resident parking stickers shall be valid for a designated one year period and shall expire on the last day of the calendar year. The location for the distribution of the resident sticker shall be the Office of the Tax Collector, Revenue Collections, , Town Hall; the specific date(s) for the annual distribution will be announced in the local newspapers and the local Winthrop Cable Access Television (WCAT) station(s).. No more than one residential parking sticker shall be issued per motor vehicle.
- B. A vehicle on which is displayed a valid residential sticker in the designated location on the vehicle shall be permitted to stand, park or stop on all town public streets and town owned municipal parking lots respectively. The provisions of this bylaw establishing a residential parking sticker area shall not relieve any person from the duty to observe other and more restrictive provisions of other bylaws prohibiting or limiting the stopping, standing or parking of vehicles at specific times.
- C. A new resident moving into Winthrop must obtain a residential parking sticker or appropriate placard prior to parking his or her vehicle on any town public street or town owned municipal parking lot. In addition, any Winthrop resident having been issued a new registration or purchasing a new vehicle with the same registration must obtain a new residential parking sticker or appropriate placard prior to parking his or her vehicle on any town public street or town owned municipal parking lot..
- D. A resident parking sticker shall not guarantee or reserve a parking space.
- E. The following vehicles are not eligible under this bylaw:
 - 1. Taxi cab and vehicles bearing livery plates;

2. Taxi cab and vehicles bearing taxi plates;
 3. Any vehicle bearing commercial plates;
 4. Any bus or camper that exceeds twenty-five (25) feet in length;
 5. Any vehicle bearing dealer plates;
 6. Any vehicle bearing repair plates;
 7. Any trailer not attached to a vehicle with a residential parking sticker;
 8. Vehicles not displaying a resident parking sticker that are being repaired or awaiting owner pick-up during the designated residential sticker hours.
- F. Residential parking stickers and visitor passes are valid from January 1 to December, 31. Stickers and visitor passes bearing an expiration date of June 30, 2015 shall instead expire on December 31, 2015 to allow for the change from fiscal year issuance to calendar year issuance

(Ord. of 4-25-07, § 271.2)

10.48.030 - Applying for a residential sticker.

- A. Each applicant shall submit proof of residency and current motor vehicle registration issued by the Commonwealth of Massachusetts Registry of Motor Vehicles affirming that the Town of Winthrop is the applicant's residence or that the vehicle is principally garaged in the Town of Winthrop. Such proof shall be submitted along with the Town of Winthrop's application for a resident parking sticker supplied by the revenue collections department for review and a self-addressed stamped envelope. A self-addressed, stamped envelope shall not be required for applications submitted online or in person after the new permits are released. Any two of the following documents will be accepted as proof of residency:

1. A valid drivers license with correct address;
2. A valid motor vehicle registration with correct address;
3. A real estate tax bill, municipal water bill or utility bill, with the applicant's name;
4. An rental or lease agreement for rental where applicant resides;
5. Such other proof acceptable to revenue collections department.

If applying via the online system, applicants shall provide both their driver's license number and registration number(s) as proof of residency and vehicle eligibility.

- B. Applications are accepted:
1. Online at the link provided on the Town of Winthrop's official website.
 2. By mail only from October through December of each year;
 3. Walk-ins only after the release of new residential parking stickers are in effect, or after January 1.
- C. The tax collector shall ensure that all residents have paid their motor vehicle excise tax and parking tickets.
- D. Once proof of residency and payment of motor vehicle excise and parking tickets is assured by the tax collector, the resident parking sticker shall be issued.

1. Issuance of residential parking stickers from online and mail-in applications, received from October through December, will be mass mailed by the tax collector in December of that year (effective January 1). Walk-in applicants will receive stickers at the time of application after the new stickers are released;
- E. The resident sticker shall be affixed to the lower right-hand side of the driver's side front window in a manner as not to interfere with the vision of the operator while still visible to enforcement officers.
- F. There is no charge for a replacement sticker if the original residential parking sticker or fragments thereof including the sticker number are returned. If the original sticker is not returned, the application will be processed as a new sticker, the applicable fee shall be charged, and proof that the original vehicle is not still on the road with the original sticker must be supplied. If a sticker was issued to the registration number listed on the application within the same permit year.

(Ord. of 4-25-07, § 271.3)

10.48.040 - Visitor placard.

- A. Only one qualified member per household, who provides proper identification, may be given one visitor placard. The Visitor Placard may be requested at the time the permit application is filed, or at the Revenue Collections Department, Town Hall..
- B. Visitor placards cannot be used on any vehicle owned and operated by the resident of the household or on a vehicle excluded in the bylaw as stated in Section 10.48.020(E).
- C. Visitor placards are to be used only while visitors are actually visiting a residential household and are only valid in the vicinity of the address to which they are issued.
- D. Visitor placards do not exempt the vehicle from any other provisions of the Town bylaw, rules or regulations.
- E. A vehicle with a visitor placard cannot be parked without moving for more than twenty-four (24) hours upon any public way or public municipal parking lot.
- F. Visitor placards must be returned to the resident at the conclusion of the visit.
- G. Visitor placards cannot be used for more than three consecutive days in a row or in repeated non-consecutive use deemed by the enforcement officers.
- H. Visitor placards cannot be copied, sold, transferred or altered in any way. Any person who violates this policy will be subject to a fine for each offense.
- I. Visitor placards shall be displayed according to the instructions printed on the placard.
- J. The Town of Winthrop reserves the right to revoke visitor placard privileges at any time if any conditions of the Town of Winthrop bylaws is violated.

(Ord. of 4-25-07, § 271.4)

10.48.050 - Placard replacements.

If a visitor placard is lost, stolen or damaged, a replacement visitor placard can be obtained only through the revenue collections department. To obtain a replacement visitor placard, you will need to show proof of residency. The fee for placard replacement shall be charged according to the applicable fee schedule.

(Ord. of 4-25-07, § 271.4(a))

10.48.060 - Temporary placard—

- A. Temporary placards can be obtained at the Winthrop Police Department only for special circumstances while the town hall is closed for business.
- B. A limited number of temporary placards can be obtained at the Winthrop Harbormaster office during the boating season by boaters who lawfully keep their vessel in Winthrop waters, who will be on the water for a period of time exceeding the time allowed by state laws and regulations for parking at the public landing. These permits are only valid in the area designated for such parking.
- C. A temporary placard may be issued by the revenue collections department under the following circumstances:
 - 1. A new resident who moved to the town within the 30 day period prior to the application date. The new resident must provide proof of residency in the form of a lease or other valid real-estate document.
 - 2. A resident who is eligible for a resident sticker but chooses not to have one, but needs to park their vehicle on the street for a limited amount of time due to construction activity, such as, but not limited to resurfacing of a driveway.
 - 3. A resident who has a valid resident parking sticker on their vehicle, but the vehicle to which the sticker is issued is under repair.
 - 4. A resident under the tax collector's list of exceptions when a placard is a more appropriate option than a sticker.
- D. Once a temporary placard is granted, it is the responsibility of the person issued the placard to be vigilant to safeguard the placard from theft and loss. In the event a temporary placard is lost or stolen, a new application will need to be filed and the designated fee will need to be paid in order to obtain a replacement
- E. The expiration date shall be clearly printed on the temporary placard by the issuing authority at the time of issue.
- F. Placards shall be displayed according to the instructions printed on the placard.

(Ord. of 4-25-07, § 271.5)

10.48.070 - Special consideration.

- A. Visitors may submit requests for "special consideration" via the Internet at the Town of Winthrop's Official Website. Special consideration is reviewed and approved by the Town of Winthrop's Chief of Police or his or her designee.
- B. Upon the chief's review and approval, he or she will post a list of special considerations within dispatch at the Winthrop Police Department for police personnel and parking enforcement officers.
- C. The Chief of Police or his or her designee may, at his or her discretion, issue a special consideration placard. Such placard may be issued after the Chief's review and approval of the application and is intended for use only on vehicles bearing a registration type not prohibited by section 10.48.020E of this ordinance. The special consideration placard is only to be issued for use on a vehicle owned or operated by a Winthrop resident that, due to circumstances not anticipated by the Town in the

drafting of this ordinance, cannot otherwise obtain a resident permit where the lack of a permit causes an undue hardship on the applicant. Such a permit shall be valid for no more than one year, but nothing shall prohibit a resident from reapplying, or the Chief or his or her designee from reissuing upon expiration.

(Ord. of 4-25-07, § 271.6)

10.48.071 Special consideration- Medical Personnel. Visiting Nurses or Family Caretaker

- A. Visitors may submit requests for "special medical consideration" to the Chief of Police; who shall review the special consideration request.
- B. Upon the Chief's review and approval, a special placard, red in color, will be issued for a period of time not to exceed one year. The Chief of Police has complete and sole discretion regarding approval and time period of issuance.
- C. It is the responsibility of the person receiving said placard to return the same to the Chief of Police who will maintain a record of said placards and provide a copy to the parking clerk.
- D. Revocation of Special consideration placard is subject to 10.48.120 of this Code.

10.48.72- Law Enforcement or Official State Vehicles

Citizens of this Town who are employed as public safety officers of the Commonwealth, may submit requests for "special consideration" to the Chief of Police; who shall review the special consideration request.

- A. Upon the Chief's review and approval, a special placard, will be issued for a period of time not to exceed one year. The Chief of Police has complete and sole discretion regarding approval and time period of issuance;
- B. It is the responsibility of the person receiving said placard to return the same to the Chief of Police who will maintain a record of said placards and provide a copy to the parking clerk;
- C. Revocation of Special consideration placard is subject to 10.48.120 of this Code.

10.48.080 - Business placard.

- A. A business that has employees who are required to work beyond the start time of the resident sticker program may apply for a limited number of Business placards. The following must be provided to the tax collector each year for review and approval:
 - 1. A letter on business letter head requesting such special consideration;
 - 2. A list of employees requiring the placards
 - 3. A copy of each employee's valid motor vehicle registration
 - 4. A point of contact and phone numbers for each business.

5. Employees may be added to the list throughout the year by providing the required information.
 6. The business owner must notify the tax collector in writing within seven days upon an employee's separation from the business so he or she may be removed from the list. The permit issued to the employee's vehicle must be returned.
- B. A business that has patrons who stay for an extended time frame, which would go beyond the start time of the resident sticker program may apply for the ability to issue temporary placards to their patrons to be valid only while the patrons and their vehicles are remaining at the business location. The following must be provided to the tax collector each year for review and approval:
1. A letter on business letter head requesting such a special consideration;
 2. A specific number of business placards needed, which the business is responsible for administering for that year. Businesses must submit a written request if the original number of placards to be administered is exhausted in order to receive a new supply.
 3. Such business would need to have no or limited parking for their patrons to be considered for business placards.
 4. Businesses must submit a written list to the tax collector on a monthly basis of all placards issued. This list shall include the business name, address, placard numbers, vehicle registrations, owner's names, and the dates for which the placards were valid. Such list must be submitted no later than the fourteenth of the following month.

(Ord. of 4-25-07, § 271.7)

10.48.090 - Special exception for resident parking sticker.

Subject to the following circumstances, a resident parking sticker may be obtained and deemed as a special exception:

1. A full-time student who lives in the town while attending an area school. In addition to the regular application requirements, the student shall provide written proof from the school that he or she is enrolled full-time in an area college and if the vehicle is not registered in Massachusetts, a copy of the Non-Resident Driver Statement required to be filed with their school by MGL c.90 §3
2. An active-duty member of the United States military who lives in the town while in the area on a duty assignment. In addition to the regular application requirements, the applicant shall also provide a copy of their orders assigning them to this area.
3. A resident in accordance with the tax collector's list of exceptions.

(Ord. of 4-25-07, § 271.7(a))

10.48.100 - Sticker and permit fees.

The tax collector, with the approval of the Winthrop Town Council and the town manager, shall determine the fee for a residential parking sticker, visitor placards, special placard, business placard, and the replacement of such, due to damage or loss.

(Ord. of 4-25-07, § 271.8)

10.48.110 - Penalty provision.

- A. It shall be unlawful and a violation of these regulations for any person to park, stand or stop a vehicle on any public street or municipal parking lot covered by this bylaw without a valid residential sticker, visitor placard, special placard, business placard, or special consideration. Said violation shall be punishable by a fine as prescribed in the Town of Winthrop Code, Title 10: Vehicles and Traffic, Chapter 10.32, Parking Fines.
- B. It shall be unlawful and a violation of these regulation for a person to falsely represent themselves as eligible for a residential parking sticker or to furnish false information to the tax collector or designee. Such violation shall be punishable by a fine of three hundred dollars (\$300.00) in accordance with the Town of Winthrop Code, Title 1, General Provisions [MGL c. 40, § 21].
- C. It shall be unlawful and a violation of these regulations for a person holding a valid resident parking sticker to permit the use of such sticker on a vehicle other than that for which the sticker was issued. Such violation shall be punishable for a fine of three hundred dollars (\$300.00) in accordance with the Town of Winthrop Code, Title 1, General Provisions [MGL c. 40, § 21].
- D. It shall be unlawful and a violation of these regulations for a person to copy, produce or otherwise use a facsimile or counterfeit a residential parking sticker, visitor placard, special placard, or business placard. Such violation shall be punishable for a fine of three hundred dollars (\$300.00) in accordance with Title 1, General Provisions [MGL c. 40, § 21].

(Ord. of 4-25-07, § 271.9)

10.48.120 - Revocation of stickers and permits.

- A. The tax collector or his or her designee is authorized to revoke the residential parking sticker or visitor placard or special placard, or business placard of any person found in violations of these regulations and, upon written notification thereof, the person shall surrender the sticker or placard to the Office of the Tax Collector, Revenue Collections, , Town Hall.
- B. Residential parking stickers will automatically be revoked if the resident ceases to qualify under Section 10.48.030.
- C. If the parking sticker or placard is found on a vehicle other than the one so designated at the time of issuance, or the registration number on the parking sticker is different than the one on the vehicle, then the parking sticker or placard shall be automatically revoked for the remaining period of the issue year.

(Ord. of 4-25-07, § 271.10)

10.48.130 - Public notification.

- A. Street Signs. The provisions of this section shall be effective only at such times that official traffic signs are erected at both entrances to the town, as follows: The Revere Street entrance and the Main Street entrance.
- B. Local newspaper: One ad per year.
- C. Notificaton via the town's official website and any applicable social media utilized by the town.
- D. Winthrop Cable Access Television (WCAT).

(Ord. of 4-25-07, § 271.11)

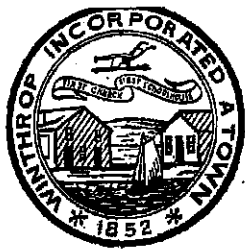
Sticker and Permit Fees under 10.48.100

Permit	Proposed Fee
Resident Parking Sticker (online)	\$0.00
Resident Parking Sticker (by mail or in person)	\$5.00
Visitor Placard	\$10.00
Temporary Placard (Treasurer Issued)	\$5.00
Temporary Placard (Police Issued)	\$0.00
Temporary Placard (Harbormaster Issued)	\$10.00
Special Consideration Placard (Police Issued)	\$0.00
Home Healthcare Placard	\$0.00
Law Enforcement Placard	\$0.00
Business Placard (for employees)	\$0.00
Business Placard (for patrons)	\$0.00

There is no charge for a resident sticker, visitor placard, or temporary placard for residents age 65 or older or to residents who have been issued a valid handicapped placard or plate by the Massachusetts RMV.

The fee for a Resident Parking Sticker or Visitor Placard will be half of the fee listed if the application is filed between October 1 and December 1. Applicants will need to reapply for the next year's sticker at the full fee.

There will be no charge for a Resident Parking Sticker if the applicant previously paid for and received a temporary placard as a new resident, and the temporary placard is returned, prior to expiration, with the sticker application.



TOWN OF WINTHROP

OFFICE OF THE TOWN COUNCIL

MOTION

Submitted By: Vice President Mael

Date: February 26, 2015

TEXT OF MOTION

A motion is made to request that the Town manager develop a plan to enable the Town Clerk's Office to provide digital document management services for citizens beginning July 1, 2015. Included in this request is funding of up to \$15,000.00 for the implementation of the appropriate software, installation and training to come from the Council Reserve or take any other action relative hereto.

Date: _____

Vote: _____

3-3-15

Motion by Vice President Mael
2nd by Councilor Boyajian
Discussion

Motion by Councilor Boncore to refer to the Finance Committee
2nd by Councilor Letterie
Passed Unanimously



TOWN OF WINTHROP

OFFICE OF THE TOWN MANAGER

Town Hall, 1 Metcalf Square, Winthrop, MA 02152 Telephone: 617-846-1077 Fax: 617-846-5458

James McKenna
Town Manager

MOTION

Submitted By: James McKenna, Town Manager

Date: 2/25/15

TEXT OF MOTION

Motion - I move that the Town Council approve the following directive from the Town of Winthrop's Public Safety Committee or take any action relative to thereto.

A number of streets that feed our collective streets remain impassable as two-way streets given substantial snow cover. The result of this has created traffic hazards and difficult navigation for vehicular travel and access to residences throughout the neighborhoods. With agreement from the public safety team, I am requesting the following temporary order:

Per order of the Town Council, the following streets shall be designated one-way for a temporary period of time until the public safety team determines that these streets can return to two-way travel:

- Grovers Ave- From Cliff Ave to Sewall
- Locust Street- From Veterans Road to Cross Street
- Almont Street- From Revere Street to Cross Street
- Paine Street- From Main Street to Wilshire Street
- Court Road- From Pleasant Street to Johnson Ave.
- Loring Road- From Court Road to Circuit Road
- Woodside Ave- From Pleasant Street to Dix Street
- Bay View Ave- From Shirley Street to Grand View
- Triton Ave- From Bay View Ave to Shirley Street

While this list does not include many streets that are still considerably challenging, these are the streets that the public safety team deems that the volume of travel requires this temporary order. Thank you in advance for your cooperation.

3-3-15

MOTION BY COUNCILOR LETTERIE TO AMEND LIST TO ADD DIX ST FROM WOODSIDE TO PLUMBER

2ND BY COUNCILOR SANFORD

PASSED UNANIMOUSLY

MOTION BY COUNCILOR DELVENTO TO AMEND LIST TO ADD LOWELL ST FROM LORING RD. TO EMERSON

2ND BY COUNCILOR SANFORD

DISCUSSION

PASSED UNANIMOUSLY