

## TOWN COUNCIL MEETING MINUTES OF MAY 19, 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

Vice President Mael leads the Pledge of Allegiance

### **Moment of Silence for Robert Capezza**

### ROLL CALL

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

### MINUTES

**Motion by Councilor Sanford to accept the Town Council Minutes of May 5, 2015, as circulated**

**2<sup>nd</sup> by Councilor Boyajian**

**Passed (Councilor Calla abstain)**

### PUBLIC HEARINGS

#### **Public Hearing Opened**

FY 16 Budget

Councilor DelVento discusses the diligence of the Citizens Finance Committee working on this budget as well as Town Manager McKenna and his team

Vice President Mael comments on Library Budget Funding

Councilor Varone discusses Veterans Budget Funding

Mary Alice Sharkey (P1), Member of School Committee discusses the School Budget Funding and the need for an increase in what is proposed.

No Further Comment

**Public Hearing Closed**

#### **Public Hearing Opened**

Transfer \$50,000 from Free Cash for initial funding of Ferry Enterprise Funds

(President Gill reads motion in its entirety)

Town Manager McKenna discusses a business plan for the Ferry Services

Town Councilors discuss the Ferry and the local economic developments for the Town, pros and cons.

No Further Comment

**Public Hearing Closed**

### PUBLIC COMMENT

-Chief Flanagan announces Fund Raising for Fireworks has begun, to send a donation  
Winthrop Fire Works 44 Pauline St., Winthrop, MA

-James Polino (P3) Discusses the 60 Hermon St. Property and announces that Highland Real Estate will not be involved with the marketing of the sale of the building.

### CORRESPONDENCE

-May 31, 2015 Survivors by the Sea-RPM 3.5 Mile Road Race to Benefit Survivors by the Sea 9:00 AM

-Adrianna's Pizza and Café thanks the Town Departments for the assistance and guidance of the smooth opening of their café

-June 12, 2015- Seaside Striders 6:30 PM

## **COMMITTEE REPORTS**

**-Ordinance Review Committee-** will meet every other Tuesday until completed with their schedule  
Next Meeting is Tuesday May 26, 2015

**-Finance Committee-May 19, 2015 6:30PM**

**-FY 16 Budget Overview**

### **Comment on Budget**

Any Councilor that wants to submit an amendment to the budget, please write it out send out to Council members. Any amendment will need amount and account numbers of where funds coming from and where going to.

**-Transfer \$50,000 from Free Cash for initial funding of Ferry Enterprise Funds**

**Above motions were approved with a positive recommendation from the Finance Committee**

Vice President Mael comments on the Ordinance Review Committee and other Committees and this is a good opportunity for people who have thoughts, to get them out in the open.

## **TOWN MANAGERS REPORT**

**-Street Light Conversion Project-**

**-This proposition allows a savings of essentially \$95,000 of street light expense and use the savings to pay down the Investment. At the end of the contract, the Town could save close to 30% of our street light expense**

**-Memorial Day Schedule of Events**

**-Water Leak Survey and Results**

**-Sidewalk Improvements**

**-20 Street Trees Installed**

**-Looking for more donations (\$250 for Trees and Installation)**

**-F250 Utility truck delivered to the DPW**

**-Chapter 90 Funds**

**-Task Force on Parking Review and related Enforcement**

**-Coffee with Cops Program**

**-Considering having a naming contest for the Ferry-K-7<sup>th</sup> will be invited to submit an idea for the name of the Ferry, more information to follow.**

**CFO-Tim Gordon**

**-Reports on Aprils Monthly Financial Report**

## **SCHOOL DEPARTMENT UPDATE**

**Entire week of Sr. Activities**

**New School on budget and on time**

**Drama and Athletic Departments doing well**

**-Superintendent Macero announces that classes are now available for parents that cannot speak English, to learn**

**-Funded by Title III Grant**

**-Vice President Mael discusses 5 District Partnership**

## **OLD BUSINESS**

**-Continuing deliberation re-zoning 60 Hermon St. -President Gill reads motion in its entirety (See Attached)**

**Requires 75% of the vote due to a citizen's petition**

**Councilor Sanford requests to delay in anticipation of Councilor Letterie's presence to allow a full quorum to vote on this issue**

**Motion by Councilor Sanford to continue this issue until Councilor Letterie arrives**

**2<sup>nd</sup> by Councilor Boncore**

**Passed Unanimously**

**-SDOD Petition-10-14 Walden St.-President Gill corrects typo address: Correct address is 11-17 Walden St.**

**President Gill reads recommendation from the Winthrop Planning Board (See Attached)**

**Motion by Councilor Boncore to advertise for a Public Hearing on June 2, 2015 at the Town Council Meeting**

**2<sup>nd</sup> by Councilor DelVento**

**Passed Unanimously**

**Also, on June 2, 2015 will be the FY 16 Budget Vote**

**Motion with a Positive Recommendation from the Finance Committee that the Town Council authorize the transfer of \$50,000 from free cash to fund the enterprise fund known as the "Town of Winthrop, Ferry, Tourism and Culture Fund" .....(See Attached Motion)**  
**No 2<sup>nd</sup> Needed as Coming from Committee**  
**Passed Unanimously**

#### **NEW BUSINESS**

**Motion by Councilor Sanford to advertise for a public hearing and refer to the Finance Committee that the Town Council transfer \$65,000 for funding the repairs of the Town Hall's Cupola .....(See Attached Motion)**  
**2<sup>nd</sup> by Councilor Boyajian**  
**Passed Unanimously**

**Motion by Councilor Boncore to refer to the Finance Committee that the Town Council authorize the use of Retained Earnings in the amount of \$23,000....(See Attached Motion)**  
**2<sup>nd</sup> by Councilor DelVento**  
**Passed Unanimously**

**Motion to refer to the Finance Committee that the Town Council authorize the transfer of \$40,000 (\$20,000 from Free Cash and \$20,000 from the Town Council Reserve)....(See Attached Motion)**  
**Passed Unanimously**

**Motion by Councilor Boyajian to refer to the Finance Committee that the Town Council vote to approve the payment of prior year bills in the aggregate of \$859.31....(See Attached Motion)**  
**2<sup>nd</sup> by Councilor Sanford**  
**Passed Unanimously**

**Motion by Councilor DelVento to refer to the Finance Committee that the Town Council authorize the transfer of \$9,925.00 from Town Managers Contract Settlements...(See Attached Motion)**  
**2<sup>nd</sup> by Councilor Boyajian**  
**Passed Unanimously**

**Motion by Councilor Varone that the Town adopt a sidewalk obstruction permit application and establish a fee of \$30.00...(See Attached Motion)**  
**2<sup>nd</sup> by Councilor Sanford**  
**Passed Unanimously**

**Motion by Councilor Varone to refer to the Rules and Ordinance Committee that the Town Council approve modifying the one hour parking limit to a maximum of 2 hours parking from One Pauline St. through 21 Pauline St.....(See Attached Motion)**  
**2<sup>nd</sup> by Councilor Boyajian**  
**Passed Unanimously**

**Motion by Councilor Boyajian to refer to the Rules and Ordinance Committee that the Town Council approve and modify section 10.32 section 24 to exclude town employees with valid permits from 2 hour restrictions in municipal lots, specifically the old DPW lot and George St.....(See Attached Motion)**  
**2<sup>nd</sup> by Councilor Varone**  
**Passed Unanimously**

**Motion by Councilor Varone that the Town Council renew the Towns contract with Powers and Sullivan, LLC as our Independent Audit Firm for Fiscal Years 2015, 2016, 2017....(See Attached Motion)**  
**2<sup>nd</sup> by Councilor Calla**  
**Passed Unanimously**

**Motion by Councilor DelVento to take a 10 minute recess**  
**2<sup>nd</sup> by Councilor Sanford**  
**Passed Unanimously**

Return to Open Session 9:00 PM

**EXECUTIVE SESSION**

The Council anticipates going into Executive Session to discuss strategy with respect to Non Union Employment Negotiation Discussion of these matters in an open meeting could have detrimental effect on the Non Union Employment Negotiation

Matters to be discussed: Non Union Employment Negotiation

**Motion by Councilor Calla to enter into Executive Session in accordance with rule 7B-2 of the Charter and return to open session to revert back to Old Business and continue deliberation of the rezoning 60 Hermon St. SDOD and Public Comment**

**2<sup>nd</sup> by Councilor Sanford**

**Roll Call:**

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

**Enter into Executive Session 9:00 PM**

Return to Open Session 9:15PM

**Motion that the Town Council approve the petition of the Ocean City Development, LLC to amend the Town of Winthrop Zoning Map....**

**Discussion**

**Councilor Calla discusses that Highland Real Estate will not be involved in any Real Estate Dealings with 60 Hermon St., therefore Councilor Calla would like to be included in the vote of this motion....(See Attached Motion)**

**Discussion**

**Roll Call:**

Councilor Calla	Yes
Councilor Sanford-	Yes
Councilor Boncore-	Yes
Councilor Varone-	No
Councilor Letterie-	Yes (Arrived 9:10 PM)
Councilor Boyajian-	No
Councilor DelVento	Yes
Vice President Mael-	Yes
Council President Gill-	Yes

**Motion Approved and will be referred back to the Winthrop Planning Board**

**7-Yes**

**2-No (Councilor Varone / Councilor Boyajian)**

**PUBLIC COMMENT**

Craig Mael (P4) comments as a resident on the procedure of the SDOD process.

Council President Gill states that the process followed was in compliance with MGL Chapter 40, not a Town of Winthrop Ordinance.

**ADJOURNMENT**

**Motion to Adjourn by Councilor DelVento**

**2<sup>nd</sup> By Councilor Boyajian**

**Passed Unanimously**

**Meeting Adjourned at 9:25 PM**

A DVD of this meeting is available from WCAT / [www.youtube.com](http://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: 4.30.15

### TEXT OF MOTION

Motion - I move that the Town Council authorize the transfer of \$50,000 from free cash to fund the enterprise fund known as "Town of Winthrop Ferry, Tourism and Culture Fund"; or take any action relative to thereto.

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5-5-15

Motion by Councilor Letterie to refer this motion to the Finance Committee for review and to advertise for a Public Hearing

2<sup>nd</sup> by Councilor Sanford

Passed Unanimously

5-19-15

MOTION WITH POSITIVE RECOMMENDATION FROM THE FINANCE COMMITTEE

NO 2<sup>ND</sup> 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:** 5.14.15

**Topic:** Fund 964 Capital Stabilization Fund to repair Town Hall cupola

### TEXT OF MOTION

Motion: I move that the Town Council transfer \$65,000 from the Fund 964, Capital Stabilization Fund for the purpose of funding the necessary repairs to the Town Hall's Cupola; or take any action relative thereto.

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5-19-15

Motion by Councilor Sanford to advertise for a public hearing and refer to the Finance Committee  
2<sup>nd</sup> by Councilor Boyajian

Passed Unanimously



# TOWN OF WINTHROP

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**James McKenna**  
**Town Manager**

### MOTION

Submitted By: James McKenna, Town Manager

Date: 5/13/15

### TEXT OF MOTION

Motion –I move that the Town Council authorize the use of Retained Earnings in the amount of \$23,000 from the Water Enterprise Fund to complete the repairs of the Belle Isle Marsh water main; or take any action relative to thereto.

Vote: \_\_\_\_\_

Council President: \_\_\_\_\_

Date: \_\_\_\_\_

Town Manager: \_\_\_\_\_

CFO: \_\_\_\_\_

5-19-15

MOTION BY COUNCILOR BONCORE TO REFER TO THE FINANCE COMMITTEE  
2ND BY COUNCILOR DELVENTO  
PASSED UNANIMOUSLY





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**James McKenna**  
**Town Manager**

### MOTION

**Submitted By:** James McKenna, Town Manager

**Date:** 5/13/15

### TEXT OF MOTION

Motion: I move that the Town Council authorize the transfer of \$40,000; \$20,000 from free cash And \$20,000 from Town Council Reserve (0111052-576100) to fund the rubberized surface for the Gorman Fort Banks handicap playground project; or take any action relative thereto.

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Vote: \_\_\_\_\_

Council President: \_\_\_\_\_

Date: \_\_\_\_\_

Town Manager: \_\_\_\_\_

CFO: \_\_\_\_\_

5-19-15

Motion to refer to the Finance Committee

Passed Unanimously



# TOWN OF WINTHROP

## OFFICE OF THE TOWN MANAGER

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**James McKenna**  
Town Manager

### MOTION

Submitted By: Town Manager

Date: 5/13/15

### TEXT OF MOTION

Motion: I move that the Town Council vote to approve the payment of prior year bills in the aggregate of \$859.31 from the current year budget for each department as noted:

Department	Type	Account	Total	Fiscal Year
Police	Supplies & Equipment	0121052-542005	603.00	2014
Bldg. Mat.	Supplies & Equipment	0119252-542005	86.81	2014
Bldg. Mat	Supplies and Equipment	0119252-542005	169.50	2014

or take any other action relative hereto.

Vote: \_\_\_\_\_

Council President: \_\_\_\_\_

Date: \_\_\_\_\_

Town Manager: \_\_\_\_\_

5-19-15

CFO: \_\_\_\_\_

MOTION BY COUNCILOR BOYAJIAN TO REFER TO THE FINANCE COMMITTEE  
2ND BY COUNCILOR SANFORD  
PASSED UNANIMOUSLY



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**James McKenna**  
**Town Manager**

### MOTION

Submitted By: James McKenna, Town Manager

Date: 5.14.15

### TEXT OF MOTION

Motion - I move that the Town Council authorize the transfer of \$9,925 from Town Manager Contract Settlements 0111252-511109 to:

Town Accountant Personnel	0113551-511100	\$675.00
MIS Department Personnel	0115551-511100	\$675.00
Town Clerk Personnel	0116151-511100	\$500.00
DPW Personnel	0142051-511100	\$2025.00
Council on Aging Personnel	0154151-511100	\$1350.00
Treasurer/Collector	0114551-511100	\$1850.00
Assessor's Office	0114151-511100	\$675.00
Police	0121051-511100	\$675.00
Fire	0122051-511100	\$500.00
ISD	0124151-511100	\$1000.00

To provide for contract settlements for FY15; or take any action relative to thereto.

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5-19-15

Motion by Councilor DelVento to refer to the Finance Committee

2<sup>nd</sup> by Councilor Boyajian

Passed Unanimously



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## OFFICE OF THE TOWN MANAGER

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**James McKenna**  
**Town Manager**

### MOTION

Submitted By: Town Manager

Date: 5.14.15

Topic: New Permit Application for Sidewalk Obstruction

### TEXT OF MOTION

Motion: I move that the Town adopt a sidewalk obstruction permit application as presented and to a establish a fee of \$30.00 for such permit; further to amend the Town fee schedule to include said fee; or take any other action relative hereto.

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5-19-15

Motion by Councilor Varone  
2<sup>nd</sup> by Councilor Sanford  
Passed Unanimously



# TOWN OF WINTHROP

## PERMIT APPLICATION FOR SIDEWALK OBSTRUCTION

### Applicant Information

NAME: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

### Location

STREET: \_\_\_\_\_

SEASONAL: Yes \_\_\_\_\_ or No \_\_\_\_\_ If yes, specify timeframe from \_\_\_\_\_ to \_\_\_\_\_

Will signage be brought in every evening: Yes \_\_\_\_\_ or No \_\_\_\_\_

DESCRIPTION: Height \_\_\_\_\_ Width \_\_\_\_\_ Material of Signage \_\_\_\_\_

Purpose of Signage \_\_\_\_\_

The applicant herein agrees to conform to all statutes, bylaws, rules, regulations and/or specifications of the Town of Winthrop now or hereafter in force relative to occupying, using or obstructing any portion of the public way. The applicant further agrees to indemnify and hold harmless the Town of Winthrop and its agents from any loss, damage and expense sustained by reason of any act or omission by the applicant. The applicant will be responsible for measuring the sidewalk in front of their business and making sure there is 36 inches of clearance at all times. I agree to pay a fee of \$30.00 to the Town of Winthrop.

APPLICANT's SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed for Approval By:

Police Chief: \_\_\_\_\_ Date: \_\_\_\_\_

Fire Chief: \_\_\_\_\_ Date: \_\_\_\_\_

Town Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Paid: \_\_\_\_\_

\*File the original application in the Town Manager's Office and email copies of signed application to Police, Fire and DPW.



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## OFFICE OF THE TOWN MANAGER

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**James McKenna**  
**Town Manager**

### MOTION

Submitted By: James McKenna, Town Manager

Date: 5.14.15

### TEXT OF MOTION

Motion - I move that the Town Council approve the following recommendation from the Town of Winthrop's Traffic Safety Committee to modify section 10.32 sections 24 to exclude town employees with valid permits from the 2 hour restriction between 7am and 5pm in municipal lots, specifically the old DPW lot and George Street lot; or take any action relative to thereto.

5-19-15

Motion by Councilor Boyajian to refer to Rules and Ordinance

2<sup>nd</sup> by Councilor Varone

Discussion

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: 5.14.15

### TEXT OF MOTION

Motion - I move that the Town Council approve the following recommendation from the Town of Winthrop's Traffic Safety Committee to modify section 10.16.100 –parking limited on certain streets during certain times and any other chapters and sections thereto, by modifying the one hour parking limit to a maximum of 2 hour parking from One Pauline Street thru Twenty One Pauline Street; or take any action relative to thereto.

5-19-15

Motion by Councilor Varone to refer to Rules and Ordinance  
2<sup>nd</sup> by Councilor Boyajian  
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**

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### MOTION

Submitted By: Tim Gordon

Date: 5.14.15

### TEXT OF MOTION

Motion: I move that the Town Council renew the Town's contract with Powers and Sullivan LLC as our Independent Audit firm for Fiscal Years 2015, 2016 and 2017; or take any other action relative hereto.

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Vote: \_\_\_\_\_

Date: \_\_\_\_\_

5-19-15  
MOTION BY COUNCILOR VARONE  
2ND BY COUNCILOR CALLA  
PASSED UNANIMOUSLY





# TOWN OF WINTHROP

## OFFICE OF THE TOWN COUNCIL

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

### MOTION

Submitted By: Councilor Boncore

Date: 4/1/15

Motion: I move that the Town Council approve the Petition of Ocean City Development, LLC to amend the Town of Winthrop Zoning Map so as to include 60 Hermon Street, Winthrop within the SDOD Zoning or take any other action relative thereto

(See the Petition of Ocean City Development dated September 30, 2014, and Recommendation of the Winthrop Planning Board to the Winthrop Town Council dated January 5, 2015)

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#### 4-7-15

Motion by Councilor Boncore

2<sup>nd</sup> by Councilor Letterie

Discussion

Roll Call Vote:

Yes- 5

No- 3

Recuse- 1

#### 5-19-15

Motion Passed Unanimously

Roll Call Vote

7-2 (Councilor Varone-No / Councilor Boyajian-No)

Motion by Councilor Sanford to reconsider question

2<sup>nd</sup> by Councilor Calla

Passed Unanimously

Motion Reconsidered

Roll Call Vote:

Yes-6

No-2

Recuse-1

#### 4-21-15

Motion by Councilor Varone to postpone this matter until the Attorney General renders an opinion as to whether or not this matter has been properly disposed of.

2<sup>nd</sup> by Councilor Boyajian

Discussion-Councilor Varone will accept Attorney General's opinion

Passed Unanimously

#### 5-5-15

Motion by Councilor Boncore to re-submit the petition of Ocean City Development, LLC to the Town Council who will then forward to the Winthrop Planning Board for their review

2<sup>nd</sup> by Councilor Letterie

Roll Call Vote

Yes-6

No-2