

CHARLES C. KOKOROS
President
District 1

LELAND A. DINGEE
At Large

SEAN E. POWERS
At Large

CHARLES B. RYAN
At Large

JOHN C. MULLANEY
District 2



THOMAS M. BOWES
Vice President
District 3

HENRY N. JOYCE
District 4

RONALD E. DENAPOLI
District 5

PAUL "DAN" CLIFFORD
District 6

OFFICE OF THE TOWN COUNCIL

May 1, 2013

MINUTES

A meeting of the Town Council was held in the Horace T. Cahill Auditorium, Braintree Town Hall, on Wednesday, May, 2013 beginning at 7:30p.m.

Council President Kokoros was in the chair.

The Clerk of the Council conducted the roll call.

Present: Charles Kokoros, President
Leland Dingee
Sean Powers
Charles Ryan
John Mullaney
Henry Joyce
Paul Dan Clifford

Not Present: Thomas Bowes, Vice President
Ronald DeNapoli

Others: Dennis Regan, NationalGrid Representative
Joseph Sullivan, Mayor
Peter Morin, Chief of Staff
Edward Spellman, Finance Director
Sharmila Biswas, Director of Elder Affairs
Peter Kurzberg, Superintendent of Schools
Barbara Mello, Grant Writer
Joseph Powers, Town Clerk

CORRESPONDENCE

None

ANNOUNCEMENTS

- 011 13 Council Joyce: Recreation Department – Upcoming Events

APPROVAL OF MINUTES

- **March 19, 2013**

Motion: by Councilor Ryan to approve minutes of April 23, 2013 as amended

Second: by Councilor Joyce

Discussion: Councilor Powers noted that Town Clerk, Joseph Powers, attended meeting and should be added as “Others Present”

Vote: For (7), Against (0), Abstain (2-Bowes, DeNapoli)

CITIZEN CONCERNS/COUNCIL RESPONSE

None

OLD BUSINESS

Committee on Public Works

- **13 009 NationalGrid: Petition – Wildwood Avenue**

Committee Chairman, Councilor Ryan, reported that the Committee recommends favorable action to include staff recommendations.

Motion: by Councilor Ryan to approve Order 13 009 with staff recommendations

Second: by Councilor Powers

Vote: For (7), Against (0), Abstain (2-Bowes, DeNapoli)

Refer to Personnel Issues Committee

- **13 010 Council President: Job Description Review – Town Clerk / Clerk of Council**

Committee Chairman, Councilor Powers, reported that the Council President and the Director of Human Resources, Karen Shanley, have updated the job descriptions for the Town Clerk and the Clerk of the Council to more accurately reflect the duties these positions perform. The Committee recommends favorable action with the following changes to the job descriptions:

Town Clerk

The Committee did not agree that the position should require responsibility as a Parliamentarian and made a motion to remove reference to “Serves as Parliamentarian at Town Council meetings” from the Nature of Work and Essential Function sections of the job description. And, adding a new section before the Knowledge, Skills, and Ability section “Secondary Function” and inserting “Serves as Parliamentarian at Town Council meetings”

Clerk of the Council

Committee recommends to capitalize the first letter in each word of “Requests For Proposals” and add (RFP) after these words along with increasing the time to become a notary public from 90 days to 180 days.

Councilor Dingee asked if the type of Parliamentarian, registered, certified or just knowing the rules should be added to the job description. Councilor Ryan noted that was the reason why it was stricken from Nature of Work and Essential Functions to a new heading of Secondary Duties. It may require some further tweaking. Councilor Powers commented that the Town Clerk position changed from the old government. The Chair may seek advice from the Parliamentarian however, the Chair makes the final ruling. There is a procedure that allows the membership to challenge the ruling.

Councilor Dingee asked if these changes would require further compensation. Council President Kokoros replied no added compensation.

Councilor Ryan made the following motion: “Upon request of the Council President and Pursuant to Section 2-8c of the Town Charter, the Town of Braintree, through the Braintree Town Council, approve the revised job description of the Town Clerk.”

- Motion:** by Councilor Ryan to approve Order 13 010(A)
- Second:** by Councilor Powers
- Vote:** For (7), Against (0), Abstain (2-Bowes, DeNapoli)

Councilor Ryan made the following motion: “Upon request of the Council President and Pursuant to Section 2-8c of the Town Charter, the Town of Braintree, through the Braintree Town Council, approve the revised job description of the Clerk of the Council.”

- Motion:** by Councilor Ryan to approve Order 13 010(B)
- Second:** by Councilor Powers
- Vote:** For (7), Against (0), Abstain (2-Bowes, DeNapoli)

Committee on Ways & Means

- **13 017 Mayor: Notice of Appointment – Fire Chief – James O’Brien**

Committee Chairman, Councilor Clifford, reported that the Committee recommends favorable action.

- Motion:** by Councilor Ryan to approve Order 13 017
- Second:** by Councilor Joyce
- Vote:** For (7), Against (0), Abstain (2-Bowes, DeNapoli)

COMMUNICATIONS AND REPORTS FROM TOWN BOARDS

Mayor Joseph C. Sullivan presented the FY2014 Budget as required under Section 6-3 of the Town Charter. Mayor Sullivan noted the FY2014 Budget request is \$106,663,339, up 4.89% over FY2013. Since 2008, Mayor Sullivan stated that our reserves nearly tripled, from 5% to 14.9% to \$17 million. The financial practices have been commended by the bond rating agencies.

The Mayor noted that the budget continues his commitment to invest in our infrastructure. He is asking the adoption of the local meals tax. He is committed to putting the realized revenue towards the principal and interest of an expanded capital plan.

NEW BUSINESS

Refer to Committee on Ways & Means

- **13 012 Mayor: FY2014 Operation Budget**

Motion: by Councilor Ryan to refer Order 13 012 to Committee

Second: by Councilor Joyce

Vote: For (7), Against (0), Abstain (2-Bowes, DeNapoli)

- **13 013 Mayor: FY2014 Revolving Accounts**

Motion: by Councilor Ryan to refer Order 13 012 to Committee

Second: by Councilor Joyce

Vote: For (7), Against (0), Abstain (2-Bowes, DeNapoli)

- **13 018 Mayor: FY2014 Community Preservation Committee Budget**

Council President Kokoros explained to the membership that, just prior to the meeting; he was notified by the Clerk of the Council that FY2014 Community Preservation Committee Budget was part of the FY2014 of the Budget submitted by the Mayor and, for administrative tracking, he is asking the membership to refer Order 13 018 to Committee.

Motion: by Councilor Ryan to refer Order 13 018 to Committee

Second: by Councilor Powers

Vote: For (7), Against (0), Abstain (2-Bowes, DeNapoli)

ADJOURNMENT

It was unanimously voted to adjourn the meeting at 8:45p.m.

Respectfully submitted,
James M. Casey
Clerk of the Council

Documents provided for Meeting

- April 23, 2013 Minutes
- 13 009 NationalGrid: Petition – Wildwood Avenue
- 13 010 Council President: Job Description Review – Town Clerk / Clerk of Council
- 13 017 Mayor: Notice of Appointment – Fire Chief – James O’Brien
- 13 012 Mayor: FY2014 Operation Budget
- 13 013 Mayor: FY2014 Revolving Accounts
- 13 018 Mayor: FY2014 Community Preservation Committee Budget