

Thomas M. Bowes  
President  
District 3

Shannon L. Hume  
At Large

CHARLES B. Ryan  
At Large

CHARLES C. Kokoros  
District 1

JOHN C. MULLANEY  
District 2



Sean E. Powers  
Vice President  
At Large

Stephen C. O'Brien  
District 4

Michael J. Owens  
District 5

PAUL "DAN" CLIFFORD  
District 6

## OFFICE OF THE TOWN COUNCIL

### - AGENDA -

**December 1, 2015** • Horace T. Cahill Auditorium, Town Hall • Starting Time: 7:30<sup>PM</sup>

#### PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

#### ANNOUNCEMENTS

- 068 15 Councilor Kokoros: Marge Crispin Center – Holiday Season Fundraising/Food Collections/Toy Drive
- 072 15 Councilor Kokoros: Braintree Christmas Party, December 10<sup>th</sup>

#### APPROVAL OF MINUTES

- November 10, 2015
- November 17, 2015

#### CORRESPONDENCE

- 076 15 Councilor Owens: The Gavin Foundation – Youth Support

#### COMMUNICATIONS AND REPORTS FROM THE MAYOR AND TOWN BOARDS

- 022 15 Councilor Ryan: DPW Snow & Ice Report de-briefing or take up any action relative thereto

#### OLD BUSINESS

- 15 040 Mayor: Tax Rate Classification Approval or take up any action relative thereto (PUBLIC HEARING)
- 15 041 Mayor: Request to Approve the FY 16 Capital Plan or take up any action relative thereto (PUBLIC HEARING)
- 15 042 Mayor: Request for Appropriation - Fiscal Year 2016 General Fund Capital Budget or take up any action relative thereto (PUBLIC HEARING)
- 15 043 Mayor: Request for Appropriation – Fiscal Year 2016 Enterprise Funds Capital Budget or take up any action relative thereto (PUBLIC HEARING)
- 15 044 Mayor: Request for Appropriation – FY 2016 Capital Budget - Other Available Funds or take up any action relative thereto (PUBLIC HEARING)
- 073 15 Councilor Mullaney: Travel Reimbursement Policy for Braintree Town Councilors or take up any action relative thereto

## **NEW BUSINESS**

None

### **Refer to Committee on Ways & Means**

- 15 045 Mayor: Prior Fiscal Year Unpaid Bill or take up any action relative thereto
- 15 046 Mayor: General Fund Free Cash and Retained Earnings Approval or take up any action relative thereto

**Topics the Chair does not reasonably anticipate will be discussed**

### **UPCOMING MEETINGS:**

Next Council Meeting - **TUESDAY, DECEMBER 15, 2015@ 7:30pm**

### **ADJOURNMENT**

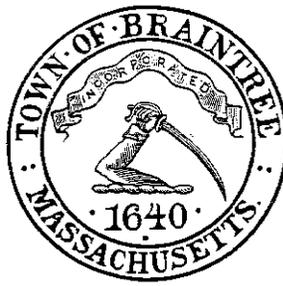
Thomas M. Bowes  
President  
District 3

Shannon L. Hume  
At Large

CHARLES B. Ryan  
At Large

CHARLES C. Kokoros  
District 1

JOHN C. MULLANEY  
District 2



Sean E. Powers  
Vice President  
At Large

Stephen C. O'Brien  
District 4

Michael J. Owens  
District 5

PAUL "DAN" CLIFFORD  
District 6

## OFFICE OF THE TOWN COUNCIL

# November 10, 2015

## MINUTES

A meeting of the Town Council was held in the Johnson Chambers, Braintree Town Hall, on Tuesday, November 10, 2015 beginning at 7:31p.m.

Council President Bowes was in the chair.

The Clerk of the Council conducted the roll call.

Present: Thomas Bowes, President  
Sean Powers, Vice President  
Paul Dan Clifford  
Shannon Hume  
Charles Kokoros  
John Mullaney  
Stephen C. O'Brien  
Michael Owens arrived @7:34pm  
Charles Ryan

Also Present: Ann Toland, Marge Crispin Center  
Pat Conrad, Marge Crispin Center

### APPROVAL OF MINUTES

- October 20, 2015

**Motion:** by Councilor Powers to Approve Minutes of October 20, 2015

**Second:** by Councilor Kokoros

**Vote:** For (9), Against (0), Absent (0), Abstain (0)

### CORRESPONDENCE

• 068 15 Councilor Kokoros: Marge Crispin Center – Holiday Season Fundraising/Food Collections  
Ann Toland and Pat Conrad from the Marge Crispin Center attended the meeting tonight and gave an update on their Program. Residents and families in need are required to fill out an application with the Marge Crispin Center. Priority goes to Braintree Residents. The age group with the most need for donated items is always 10 to 15 year olds. Suggestions would be sports balls, art kits, jewelry kits, movie passes, small denomination gift cards and even small clothing items. They have many volunteers. The Highway Department delivers to those who cannot get out themselves. There is also an Adopt-A-

Family Program. Anyone that would like to sign up, donate or help can reach out to the Marge Crispin Center.

At 8:20pm Councilor Owens left the Town Council Meeting to attend the Planning Board Meeting in Cahill Auditorium.

### **OLD BUSINESS**

NONE

### **NEW BUSINESS**

NONE

### **Refer to Committee on Ways & Means**

- 15 040 Mayor: Tax Rate Classification Approval or take up any action relative thereto  
**Motion:** by Councilor Powers to refer 15 040 to Committee on Ways & Means  
**Second:** by Councilor Kokoros  
**Vote:** For (8), Against (0), Absent (1-Owens), Abstain (0)
- 15 041 Mayor: Request to Approve the FY 16 Capital Plan or take up any action relative thereto  
**Motion:** by Councilor Powers to refer 15 041 to Committee on Ways & Means  
**Second:** by Councilor Kokoros  
**Vote:** For (8), Against (0), Absent (1-Owens), Abstain (0)

### **Refer to Committee on Ordinance & Rules**

- 14 022 Council President: Update of Chapter 5-565: Peddling & Solicitation (Former By-Law chapter 5.32) or take up any action relative thereto  
(revise “lanyard wording” per Public Safety Committee)  
**Motion:** by Councilor Powers to refer 14 022 to Committee on Ordinance & Rules  
**Second:** by Councilor Kokoros  
**Vote:** For (8), Against (0), Absent (1-Owens), Abstain (0)

**Topics the Chair does not reasonably anticipate will be discussed**

UPCOMING MEETINGS:

Next Council Meeting - **TUESDAY, NOVEMBER 17, 2015@ 7:30pm**

### **ADJOURNMENT**

It was unanimously voted to adjourn the meeting at 8:39p.m.

Respectfully submitted,

Susan M. Cimino

Clerk of the Council

## **Documents provided for Meeting**

- October 20, 2015 Council Meeting Minutes

Thomas M. Bowes  
President  
District 3

Shannon L. Hume  
At Large

CHARLES B. Ryan  
At Large

CHARLES C. Kokoros  
District 1

JOHN C. MULLANEY  
District 2



Sean E. Powers  
Vice President  
At Large

Stephen C. O'Brien  
District 4

Michael J. Owens  
District 5

PAUL "DAN" CLIFFORD  
District 6

## OFFICE OF THE TOWN COUNCIL

### November 17, 2015

## MINUTES

A meeting of the Town Council was held in the Cahill Auditorium, Braintree Town Hall, on Tuesday, November 17, 2015 beginning at 7:40p.m.

Council President Bowes was in the chair.

The Clerk of the Council conducted the roll call.

Present: Thomas Bowes, President  
Sean Powers, Vice President  
Charles Kokoros  
John Mullaney  
Stephen C. O'Brien  
Michael Owens  
Charles Ryan

Not Present: Paul Dan Clifford  
Shannon Hume

Also Present: BHS Boys Varsity Soccer Team  
Dance Team Seniors, Captains/Coaches  
Cheerleader Team Seniors, Captains/Coaches  
Football Team Seniors, Captains/Coaches

### APPROVAL OF MINUTES

- None

### ANNOUNCEMENTS

• 068 15 Councilor Kokoros: Marge Crispin Center – Holiday Season Fundraising/Food Collections  
Ann Toland and Pat Conrad from the Marge Crispin Center attended the meeting last week and gave an update on their Program. Residents and families in need are required to fill out an application with the Marge Crispin Center. Priority goes to Braintree Residents. The age group with the most need for donated items is always 10 to 15 year olds. Suggestions would be sports balls, art kits, jewelry kits, movie passes, small denomination gift cards and even small clothing items. They have many volunteers. The Highway Department delivers to those who cannot get out themselves. There is also an Adopt-A-

Family Program. Anyone that would like to sign up, donate or help can reach out to the Marge Crispin Center.

- 072 15 Councilor Kokoros: Braintree Christmas Party, December 10th
- 073 15 Council President: Recognition - BHS Boys Soccer Team
- 074 15 Council President: BHS Thanksgiving Rally

### **CORRESPONDENCE**

- 075 15 Councilor O'Brien: Seminar Update – What's New in Municipal Law

### **OLD BUSINESS**

NONE

### **NEW BUSINESS**

NONE

### **Refer to Committee on Ways & Means**

- 073 15 Councilor Mullaney: Travel Reimbursement Policy for Braintree Town Councilors or take up any action relative thereto
- 15 042 Mayor: Request for Appropriation - Fiscal Year 2016 General Fund Capital Budget or take up any action relative thereto
- 15 043 Mayor: Request for Appropriation – Fiscal Year 2016 Enterprise Funds Capital Budget or take up any action relative thereto
- 15 044 Mayor: Request for Appropriation – FY 2016 Capital Budget - Other Available Funds or take up any action relative thereto

**Motion:** by Councilor Powers to refer 073 15, 15 042, 15 043, 15 044 to Committee on Ways & Means

**Second:** by Councilor Ryan

**Vote:** For (7), Against (0), Absent (2-Clifford, Hume), Abstain (0)

**Topics the Chair does not reasonably anticipate will be discussed**

UPCOMING MEETINGS:

Next Council Meeting - **TUESDAY, DECEMBER 1, 2015@ 7:30pm**

### **ADJOURNMENT**

It was unanimously voted to adjourn the meeting at 8:25p.m.

Respectfully submitted,

Susan M. Cimino

Clerk of the Council

## **Documents provided for Meeting**

- 073 15 Councilor Mullaney: Travel Reimbursement Policy for Braintree Town Councilors
- 15 042 Mayor: Request for Appropriation - Fiscal Year 2016 General Fund Capital Budget
- 15 043 Mayor: Request for Appropriation – Fiscal Year 2016 Enterprise Funds Capital Budget
- 15 044 Mayor: Request for Appropriation – FY 2016 Capital Budget - Other Available Funds



Office of the Mayor  
One JFK Memorial Drive  
Braintree, Massachusetts 02184

Joseph C. Sullivan  
Mayor

781-794-8100

To: Thomas M. Bowes, Council President  
Susan M. Cimino, Clerk of the Council  
James M. Casey, Town Clerk

From: Joseph C. Sullivan, Mayor

Cc: Robert Cusack, Chairman of the Board of Assessors  
Edward Spellman, Director of Municipal Finance  
Michael Coughlin, Chief of Staff

Date: November 10, 2015

Re: Tax Rate Classification Motions

RECEIVED TOWN CLERK  
BRAintree, MA  
2015 NOV 12 AM 8:59

This memorandum provides motions for your consideration in determining the Town of Braintree's Fiscal Year 2016 Tax Rate. These motions, the tax classification shift, the small business exemption, the open space exemption and the residential exemption contribute to the final tax rate for the Town.

Under separate cover, dated November 10, 2015, I am forwarding a more detailed analysis to support the tax rate classification. It is my recommendation that the Town Council support these recommendations. Accordingly, your review and consideration of the following motions is requested.

1. Regarding the tax rate classification shift.

**MOTION:** Be it ordained that the Town of Braintree, through the Braintree Council, adopt the recommendation of the Mayor and the Board of Assessors to approve the Classification Tax Rate Shift of 175% to be applied to commercial, industrial and personal property.

2. Regarding the small business exemption.

**MOTION:** To approve the "Small Business Exemption" as recommended by the Mayor and the Board of Assessors in a memorandum to the Town Council dated November 10, 2015, and as filed with the Office of the Town Clerk.

3. Regarding the open space discount.

**MOTION:** To continue to adopt the recommendation of the Mayor and the Board of Assessors, as outlined in a memorandum to the Town Council dated November 11, 2015, and as filed with the Office of the Town Clerk, to decline the “Open Space” discount.

4. Regarding the residential exemption.

**MOTION:** To continue to adopt the recommendation of the Mayor and the Board of Assessors, as outlined in a memorandum dated November 11, 2015, and as filed with the Office of the Town Clerk, to decline the adoption of the “Residential Exemption.”



Office of the Mayor  
One JFK Memorial Drive  
Braintree, Massachusetts 02184

Joseph C. Sullivan  
Mayor

781-794-8100

To: Thomas Bowes, Council President  
Susan Cimino, Clerk of the Council  
James Casey, Town Clerk

From: Joseph C. Sullivan, Mayor

Cc: Edward Spellman, Director of Municipal Finance  
Michael Coughlin, Chief of Staff  
Robert Cusack, Chairman of the Board of Assessors

Date: November 10, 2015

Re: Recommendations for the FY 2016 Tax Rate

RECEIVED TOWN CLERK  
BRAintree, MA  
2015 NOV 12 AM 8:59

This memo will provide an explanation of the recommended tax rate for fiscal year 2016. The relevant spread sheets (attached), were prepared by Ed Spellman, Director of Municipal Finance and will explain the estimated residential and commercial tax rates and the projected impact on residential and commercial property owners.

**The Tax Classification "Shift"**

In accordance with MGL Chapter 40, Section 56, municipalities have the option of "shifting" an excess portion of the tax burden onto its commercial properties to alleviate some of the residential tax burden. The majority of municipalities in Massachusetts have a single unified tax rate for both residential and commercial properties. Braintree first adopted a shift in 1986.

The attached spread sheet shows the total value of properties by sorted by classification (residential, commercial industrial and personal) and the number of parcels in each class. A mean average value is derived by dividing the total value of each class by the number of parcels in each class. The chart also shows the impact of the 175% shift the town has adopted on the tax bills of property owners. With no rate shift, the average residential home valued at \$382,650 would pay a bill of \$5,365. Adopting a 175% shift yields a bill of \$4,201 on the same property. Therefore, adopting the shift reduces the average fiscal year 2016 single family residential tax bill by \$1,164.

Since the Town of Braintree chose to take advantage of "Chapter 3 of the Acts of 2004" which temporarily allowed an even higher shift onto commercial properties for the fiscal years 2004 through 2008, the highest allowable shift this year will again be 175%.

It is the recommendation of the Board of Assessors, my office and Municipal Finance Director Ed Spellman, that the Town of Braintree maintain the current residential shift to continue to provide a significant measure of property tax relief through tax classification to our residents.

Adoption of the shift will result in an estimated tax rate of \$10.98 per thousand dollars of residential value as compared to \$11.07 per thousand tax rate for last year. The mean average residential property value (derived by taking the total value of all residential property and dividing by the number of residential parcels) is approximately \$382,650 (up from \$364,642 last year). Applying the proposed tax rate of \$10.98 to this property value would yield an estimated annual tax bill of \$4,201. It should be noted that if Braintree did not use tax classification to provide residents relief, the single rate would be \$14.02. Last year's average residential bill was \$4,037. The projected average annual adjustment in residential tax bills will be approximately \$165.

### **Residential and Commercial Values**

There has been a market increase of 4.9% in all residential values this year in comparison with fiscal 2015. The mean average residential value has increased from \$364,642 to \$382,650. This includes all types of residential property. The average single-family home increased in value from \$378,082 to \$395,162 the previous fiscal year.

For the fourth consecutive year, commercial and industrial property experienced an increase in value (approximately 3%). The combined value of the commercial and industrial property classes increased by more than \$41 million. The projected commercial and industrial rate is \$24.65 down from \$24.95.

This change in value of different classes of property slightly increases the residential portion of the overall tax burden which in turn slightly decreases the favorable impact of the tax shift.

It is worth noting that since the inception of Braintree's new form of government, according to the Massachusetts Department of Revenue the average annual increase in single family property tax bills has been \$115.88. By comparison the average annual increase on the same class of property under the old form of government in the four years prior to the change was \$143.25.

### **Small Business Exemption**

The Board of Assessors, my office and Municipal Finance Director Ed Spellman request that you renew the adoption of the small business exemption. This exemption reduces the property tax burden for commercial properties employing less than ten people whose assessed value is less than \$1 million. Small businesses play an important role in our community and our economy as a whole.

### **Open Space Discount**

Municipalities are allowed to discount the value of properties classified as open space by 25 per cent of its value. The Town of Braintree has no property that falls under the open space classification, so the question of whether or not to adopt a discount is moot. However, as a formality it is requested that the Town Council formally vote to decline to adopt an open space discount.

### **Residential Exemption**

The Town may adopt a residential exemption for all residential properties that are the principal residence of the taxpayer. The exempted value may not exceed 20 percent of the average assessed value of all residential properties.

Adopting the residential exemption increases the residential tax rate. The amount of the tax levy paid on residential properties remains the same, but because of the exempted valuation, it is distributed over less assessed value. This would result in a reduction in the taxes paid by residents in low or moderate value homes and increased bills for owners of high value homes, rental properties or vacation homes.

The Assessors recommend not adopting this exemption. The residential exemption requires careful study prior to implementation. The impact of the increased residential rate, the appropriate percentage of value to be exempted and amount of relief it would actually provide to the average resident need to be clearly identified. The majority of communities that have adopted this exemption have high value vacation or rental properties that bear the additional tax burden. Such properties are not found in Braintree.

Moreover, the adoption of a residential exemption would create additional administrative burden. There are currently 11,987 residential parcels in the town. Each parcel would be subject to an eligibility review. The increased tax burden on higher value homes and rental properties would inevitably result in increased applications for abatements.

TOWN OF BRAINTREE  
PROJECTED TAX RATE

	<u>year</u>	<u>rate</u>	<u>res value</u>	<u>parcels</u>	<u>avg.</u>	<u>avg. tax</u>		
	2016	10.98	4,586,821,359	11,987	382,649.65	4,201.49	164.53	
							increase 2016 over 2015	104.08%
	2015	11.07	4,352,742,756	11,937	364,642.94	4,036.96	199.45	increase 2015 over 2014
								105.20%
	2014	11.42	3,983,279,285	11,858	335,914.93	3,837.52	146.50	increase 2014 over 2013
								103.97%
	2013	11.11	3,928,552,995	11,825	332,224.35	3,691.01	79.61	increase 2013 over 2012
								102.20%
	2012	10.45	4,069,650,840	11,776	345,588.56	3,611.40	134.70	increase 2012 over 2011
								103.87%
all class 1	2011	10.20	3,998,205,703	11,730	340,853.00	3,476.70	44.97	increase 2011 over 2010
								101.31%
	2010	9.68	4,151,406,685	11,710	354,518.08	3,431.73	216.26	increase 2010 over 2009
								106.73%
	2009	9.07	4,151,406,685	11,710	354,518.08	3,215.48	9.41	increase 2009 over 2008
								100.29%
	2008	8.67	4,318,764,753	11,679	369,788.92	3,206.07		
							eight year average	<u><u>103.46%</u></u>

CLASS	parcel FY 2016	value FY 2016	parcel FY 2015	value FY 2015	parcel FY 2014	value FY 2014	parcel FY 2013	value FY 2013
101	9035	3570288200	9035	3415974400	9032	3131748700	9021	3096492700
102	1744	486625400	1693	428718700	1608	386948700	1572	374964500
103	32	19154810	33	20499260	31	15441830	31	15118730
104	494	195054035	489	190015000	493	174400500	493	169248600
105	77	35564100	78	35176800	78	32062600	79	31548000
111-125	81	233070900	77	220674700	76	203010400	76	200471100
130-132,106	460	24599300	469	24825800	477	23764300	490	25031600
012-043	64	22464614	63	16858096	63	15902255	63	15677765
	<u>11,987</u>	<u>4,586,821,359</u>	<u>11,937</u>	<u>4,352,742,756</u>	<u>11,858</u>	<u>3,983,279,285</u>	<u>11,825</u>	<u>3,928,552,995</u>
non residential	1,804		1,923		1,873		1,819	
total parcels	13,791		13,860		13,731		13,644	
total percent over prior years value	69	105.38%	-	109.28%	-	101.39%		96.53%
rec 2015 increase - decrease over prior year		5.38%		9.28%		1.39%		-3.47%

TOWN OF BRAINTREE  
 FY 2015 TAX RATE IMPACT  
 AT VARIOUS SHIFTS 1.00, 1.25, 1.50, 1.75

Levy \$ 82,882,765.00

		1.75									
	Fiscal Year	Total Value	Parcels		Avg Value	Tax Rate	Taxes	tax \$ chg	tax % chg	value \$ chg	value % chg
Avg Residential	FY 2016	\$4,586,821,359		11987	\$382,649.65	\$10.98	\$ 4,201.49				
Avg Residential	FY 2015	\$4,352,742,756		11937	\$364,642.94	\$11.07	\$ 4,036.60	\$ 164.90	4.09%	\$18,007	4.94%
Avg Commercial	FY 2016	\$1,014,569,400		485	\$2,091,895.67	\$24.65	\$ 51,565.23				
Avg Commercial	FY 2015	\$981,596,400		496	\$1,979,025.00	\$24.95	\$ 49,376.67	\$ 2,188.55	4.43%	\$112,871	5.70%
Avg Industrial	FY 2016	\$198,798,500		135	\$1,472,581.48	\$24.65	\$ 36,299.13				
Avg Industrial	FY 2015	\$190,315,400		135	\$1,409,743.70	\$24.95	\$ 35,173.11	\$ 1,126.03	3.20%	\$62,838	4.46%
Avg C&I	FY 2016	\$1,213,367,900		620	\$1,957,045.00	\$24.65	\$ 48,241.16				
Avg C&I	FY 2015	\$1,171,911,800		631	\$1,857,229.48	\$24.95	\$ 46,337.88	\$ 1,903.28	4.11%	\$99,816	5.37%
		1.50									
	Fiscal Year	Total Value	Parcels		Avg Value	Tax Rate	Taxes	tax \$ chg	tax % chg	value \$ chg	value % chg
Avg Residential	FY 2016	\$4,586,821,359		11987	\$382,649.65	\$11.99	\$ 4,587.97				
Avg Residential	FY 2015	\$4,352,742,756		11937	\$364,642.94	\$11.07	\$ 4,036.60	\$ 551.37	13.66%	\$18,007	4.94%
Avg Commercial	FY 2016	\$1,014,569,400		485	\$2,091,895.67	\$21.13	\$ 44,201.76				
Avg Commercial	FY 2015	\$981,596,400		496	\$1,979,025.00	\$24.95	\$ 49,376.67	\$ (5,174.92)	-10.48%	\$112,871	5.70%
Avg Industrial	FY 2016	\$198,798,500		135	\$1,472,581.48	\$21.13	\$ 31,115.65				
Avg Industrial	FY 2015	\$190,315,400		135	\$1,409,743.70	\$24.95	\$ 35,173.11	\$ (4,057.46)	-11.54%	\$62,838	4.46%
Avg C&I	FY 2016	\$1,213,367,900		620	\$1,957,045.00	\$21.13	\$ 41,352.36				
Avg C&I	FY 2015	\$1,171,911,800		631	\$1,857,229.48	\$24.95	\$ 46,337.88	\$ (4,985.51)	-10.76%	\$99,816	5.37%
		\$41,456,100									
		1.25									
	Fiscal Year	Total Value	Parcels		Avg Value	Tax Rate	Taxes	tax \$ chg	tax % chg	value \$ chg	value % chg
Avg Residential	FY 2016	\$4,586,821,359		11987	\$382,649.65	\$13.01	\$ 4,978.27				
Avg Residential	FY 2015	\$4,352,742,756		11937	\$364,642.94	\$11.07	\$ 4,036.60	\$ 941.67	23.33%	\$18,007	4.94%
Avg Commercial	FY 2016	\$1,014,569,400		485	\$2,091,895.67	\$17.61	\$ 36,838.28				
Avg Commercial	FY 2015	\$981,596,400		496	\$1,979,025.00	\$24.95	\$ 49,376.67	\$ (12,538.39)	-25.39%	\$112,871	5.70%
Avg Industrial	FY 2016	\$198,798,500		135	\$1,472,581.48	\$17.61	\$ 25,932.16				

Avg Industrial	FY 2015	\$190,315,400	135	\$1,409,743.70	\$24.95	\$ 35,173.11	\$ (9,240.95)	<b>-26.27%</b>	\$62,838	4.46%
Avg C&I	FY 2016	\$1,213,367,900	620	\$1,957,045.00	\$17.61	\$ 34,463.56				
Avg C&I	FY 2015	\$1,171,911,800	631	\$1,857,229.48	\$24.95	\$ 46,337.88	\$ (11,874.31)	<b>-25.63%</b>	\$99,816	5.37%
	<b>Fiscal Year</b>	<b>Total Value</b>	<b>Parcels</b>	<b>Avg Value</b>	<b>Tax Rate</b>	<b>Taxes</b>	<b>tax \$ chg</b>	<b>tax % chg</b>	<b>value \$ chg</b>	<b>value % chg</b>
					<b>1.00</b>					
Avg Residential	FY 2016	\$4,586,821,359	11987	\$382,649.65	\$14.02	\$ 5,364.75				
Avg Residential	FY 2015	\$4,352,742,756	11937	\$364,642.94	\$11.07	\$ 4,036.60	\$ 1,328.15	<b>32.90%</b>	\$18,007	4.94%
Avg Commercial	FY 2016	\$1,014,569,400	485	\$2,091,895.67	\$14.02	\$ 29,328.38				
Avg Commercial	FY 2015	\$981,596,400	496	\$1,979,025.00	\$24.95	\$ 49,376.67	\$ (20,048.30)	<b>-40.60%</b>	\$112,871	5.70%
Avg Industrial	FY 2016	\$198,798,500	135	\$1,472,581.48	\$14.02	\$ 20,645.59				
Avg Industrial	FY 2015	\$190,315,400	135	\$1,409,743.70	\$24.95	\$ 35,173.11	\$ (14,527.51)	<b>-41.30%</b>	\$62,838	4.46%
Avg C&I	FY 2016	\$1,213,367,900	620	\$1,957,045.00	\$14.02	\$ 27,437.77				
Avg C&I	FY 2015	\$1,171,911,800	631	\$1,857,229.48	\$24.95	\$ 46,337.88	\$ (18,900.10)	<b>-40.79%</b>	\$99,816	5.37%

	<b>1.75 Tax Rates</b>		<b>1.50 Tax Rates</b>		<b>1.25 Tax Rates</b>		<b>1.00 Tax Rates</b>
Residential	\$10.98	Residential	\$11.99	Residential	\$13.01	Residential	\$14.02
Commercial	\$24.65	Commerical	\$21.13	Commercial	\$17.61	Commercial	\$14.02
Industrial	\$24.65	Industrial	\$21.13	Industrial	\$17.61	Industrial	\$14.02
Personal Property	\$24.53	Personal Property	\$21.03	Personal Property	\$17.52	Personal Property	\$14.02



# Office of the Mayor

One JFK Memorial Drive  
Braintree, Massachusetts 02184

Joseph C. Sullivan  
Mayor

781-794-8100

RECEIVED TOWN CLERK  
BRAINTREE, MA  
2015 NOV 12 PM 1:43

To: Thomas M. Bowes, President of the Council  
Sue Cimino, Clerk of the Council  
James Casey, Town Clerk

Cc: Edward Spellman, Director of Municipal Finance  
Michael Coughlin, Chief of Staff and Operations

From: Joseph C. Sullivan, Mayor *JCS*

Date: November 10, 2015

RE: Request to Approve FY 2016 Capital Plan – Capital Budget Supporting Information

I am pleased to forward funding requests for Fiscal Year 2016 Town of Braintree Capital Budget and the Five Year Capital Plan. I respectfully request your consideration and approval of the Capital Plan and the three (3) funding articles being forwarded under separate cover.

They are:

- Request to Approve the Town of Braintree’s Fiscal Year 2016 Capital Plan
- Request to Fund Fiscal Year 2016 Capital Budget – General Fund Bonding
- Request to Fund Fiscal Year 2016 Capital Budget – Enterprise Fund Bonding
- Request to Fund Fiscal Year 2016 Capital Budget – Free Cash and Other Available Funding

With your support, we have focused on addressing the long term capital needs of the community and our municipal buildings and departments. This FY 2016 Capital Plan seeks to improve the process through more detailed planning and to incrementally improve the Town’s infrastructure through capital investment. I take this opportunity to highlight certain aspects of our General Fund and Enterprise Fund Bonding as well as projects paid through other available funding.

## ROADS

Again this year we have proposed to spend \$3,000,000 for improvements and upgrades to Braintree’s roads, streets, curbs and sidewalks. This expenditure continues our ambitious program to address a long neglected but critical component of our infrastructure. Transportation improvements provide Braintree with a competitive edge when attracting commercial and residential development. It is also an important quality of life issue for all of our residents.

To accomplish this we have requested a bonding authorization of \$1,500,000 from the Town to match a projected equal amount of \$1,500,000 from the States Roads (Chapter 90) Program. The \$1,500,000 from the State is based upon our Legislature's and the Governor's commitment to cities and towns. We are in a position to continue this unique program and to build upon the progress we have made to repair and expand our roads, sidewalks, and curbing throughout Braintree.

### **WATER AND SEWER FUNDS**

To support our roads programs we must continue our aggressive program to upgrade the Town's aging water distribution system. This work is critical to keeping clean and healthy water flowing to all residents and businesses in Braintree. As in previous years we seek an appropriation of \$3,000,000 to be paid via the Town's Water Enterprise fund.

We also must continue to conduct sewer Inflow and Infiltration assessments. This program allows us to control costs and to identify wastewater system issues and rehabilitation projects. This year we will invest \$725,000 on I & I projects which will in turn reduce infiltration into our sewer system and create sewer related cost savings. These monies are available through the MWRA, 45% as a grant and 55% as a 5 year 0% interest loan.

We also seek funding to eliminate the Commerce Park Pump Station as it is an ineffective station within our system. Last years' funding to eliminate the Surry Lane pump station is now underway. Both of these projects will provide maintenance cost savings for years to come.

### **FIRE STATIONS**

We are pleased to announce the completion of the East Braintree Fire Station repairs and reconstruction. With your support we have transformed this tired and aging building into a vibrant and modern facility. We will schedule an open house to showcase these improvements for residents, employees, council members and community organizations. These renovations are a prime example of a well-planned and well executed capital funding project.

We have also taken steps to complete a phase one feasibility study for extensive renovations to the Braintree's Fire Headquarters building. With last years' capital funding we are now taking steps to select an Owners Project Manager to assist us in determining the full scope and costs of renovations. Our Fire Headquarters is 84 years old and we need to closely analyze the cost benefits of significant renovations. We will provide the Council with the necessary details and updates to assist us in determining the next best steps for this facility.

We are also funding changes to the dispatch center at Fire headquarters and funding to complete a roof project at the Highlands Station.

### **ELDER AFFAIRS**

As a result of last years' capital plan and your support we have recently broken ground for an addition to our Elder Affairs building. The Department of Elder Affairs in our Town is one of the busiest centers on the South Shore but the physical plant is just a little over 7,000 square feet and faces intense space limitations. We are very excited about this addition and we look forward to a busy construction season starting in the Spring.

**POLICE**

This years' capital budget addresses scheduled and necessary equipment replacement within the police department. Our police vehicles log considerable mileage and it is important that we surplus older and unreliable vehicles on a regular basis. This plan continues that effort.

Additionally, and as just one element to our community policing program, we look forward to introducing our newly constructed outdoor basketball court later this month.

It is also important to upgrade a certain percentage of police radio equipment each year to keep up with technology changes in the area of communications between police vehicles and headquarters. This years' plan continues that effort. We have requested funding for renovations to the animal control building. These renovations are long overdue.

**SCHOOLS**

This years' capital budget provides the largest level of funding in the history of the Braintree Public Schools. We continue to support funding for computer replacements and wireless technology in our classrooms, priority building projects, needed renovations at specific schools, multiple paving projects and targeted handicapped accessibility improvements. The \$300,000 request for computer technology upgrades will be used to compliment a valuable wireless technology grant awarded to the Town from the State Department of Education last year. We continue to make significant progress toward providing full access to the latest technology for all Braintree students.

**DEPARTMENT OF PUBLIC WORKS**

In addition to our 100 Roads Program and our Water/Sewer infrastructure improvements, we will also address certain building and facility deficiencies at various locations including the Highway Maintenance Building, and the Daugherty Gym. We also have important street sweeper vehicle replacements for Cemeteries and the Highway Division. We will add a significant piece of equipment, a trackless tractor with snow blower attachments, to help battle snow, ice and winter storms throughout town. Lastly, we look forward to starting the new calendar year with a new state of the art salt and shed storage shed.

**FINANCE**

I am pleased to identify two new initiatives for this year. We are taking steps to provide initial capital funding for projects related to handicapped access and compliance with the American with Disabilities Act. This funding coupled with a new part time ADA Coordinator position is meant to help ensure compliance in all areas of the ADA. This is a long term initiative and I welcome your support as we address this need. We will also take initial steps to address our overburdened paper files by accepting proposals for electronic imaging and archiving systems. This too is a multi-year effort and will affect all Departments.

**GOLF**

This marks our second year in which expenditures for capital equipment purchases and facility improvements to our municipal golf course will be funded through the Golf Enterprise Fund debt service. This is a financially appropriate and affordable step for the Golf Enterprise Fund. We will replace both an aging utility vehicle and a much needed triplex mower for golf course maintenance.

I welcome your review and request your approval of this years' capital plan and budget. This plan is affordable, doable and an important statement in implementing the capital needs of our community. Together we have made considerable progress and we can all point to the tangible benefits that result from such a comprehensive plan. With our AA+ bond rating and historic low interest rates we must continue to invest in our infrastructure and in Braintree.

I thank you for the partnership we have forged and welcome your review of our Fiscal Year 2016 Capital Program.

In concert with this information regarding the FY 2016 Capital Budget, your review and approval of the following order regarding the FY 2016 Capital Plan is requested.

**TOWN OF BRAINTREE, MASSACHUSETTS  
IN TOWN COUNCIL  
ORDERED:**

To approve the Fiscal Year 2016 Capital Plan as submitted.

**Town of Braintree**



**Joseph C. Sullivan  
Mayor**

**Capital Plan  
FY 2016**

**Michael T. Coughlin  
Chief of Staff and Operations**

**Edward J. Spellman  
Director of Municipal Finance**

**November, 2015**

**Town of Braintree**

**Capital Plan**

**Table of Contents**

	<b>Page</b>
<b>1. Introduction .....</b>	<b>3-4</b>
<b>2. FY 2016 Capital Plan Recommendation Summary and Funding .....</b>	<b>5-8</b>
<b>3. Recommendation Projects and Description .....</b>	<b>9-16</b>
<b>4. Capital Funding and Projected Debt Service Costs .....</b>	<b>17-18</b>
<b>5. General Fund Five Year Requests .....</b>	<b>G1-G4</b>
<b>6. Water Sewer Fund Five Year Requests .....</b>	<b>W/S1</b>
<b>7. Golf Fund Five Year Requests .....</b>	<b>GO-1</b>

**Town of Braintree  
Capital Plan  
INTRODUCTION**

**Policy Purpose**

The Town of Braintree, Massachusetts through the Mayor, as well as the Town Council and School Committee, are responsible for the accounting of all public funds and managing Town finances wisely. This responsibility includes the establishment of appropriate levels of reserves and planning for the adequate funding of the Town's infrastructure, needs and the services. The following establishes guidelines for the fiscal, economic and managerial stability of the Town.

**Policy Goals**

Financial policies are the statements of guidelines and goals that will inform and guide the financial management practices of the Town. They are based on the best practices of municipalities and are a cornerstone of sound financial management. The Town's policy goals are intended to:

- Promote long term financial stability by establishing clear and consistent guidelines;
- Maintain the highest credit and bond ratings possible;
- Provide a comprehensive overview of Town finances;
- Provide a framework for measuring the fiscal impact of government services against established benchmarks and indicators; and
- Review periodically to incorporate new developments

**Long Term Financial Planning**

The Town has adopted policies that support a financial planning and modeling process which assesses, on a multi-year basis, the long-term financial implications of current and proposed operating and capital budgets, budget policies and revenue forecasts. The long term financial plan informs both policy and operational awareness of existing or potential problems and allows for timely corrective measures.

The Town will develop and maintain a multi-year financial forecasting model, including projections of all revenues and expenditures for both operating costs and capital improvements. As part of the forecasting and review process, management will annually reassess the model's baseline assumptions. Elements of this assessment will include:

- A review of each major revenue source with respect to expected trends including potential sources of onetime revenues;
- The status of Payments in Lieu of Taxes (PILOT) agreements and their impact on the Town's finances;
- The identification of significant expenditure categories including analysis and evaluation of any unfunded future liabilities;
- An assessment of the Town's debt position and its projected borrowing capacity;

- A review of the long term capital plan and the early identification of large scale projects;
- A review of trends in the value of the Town's property and other socio-economic indicators; and
- An historic overview of fiscal trends.

### **Capital Improvement Program**

Braintree shall maintain a five-year Capital Improvement Program developed and annually updated by the Mayor. In accordance with the Town Charter, the Mayor shall present a capital plan annually to the Town Council for their approval that includes expenditures for new construction, improvements or renovations of existing Town buildings and infrastructure and for major purchases of equipment.

The Town shall fund capital projects, whenever appropriate, with available funds such as free cash, water and sewer revenue, Enterprise fund retained earnings and bond issues as allowed by State statute primarily Massachusetts General Law Chapter 44 s7 & s8 and with Community Preservation funds.

Capital projects will be prioritized with priority given to maintaining overall standards of safety, functionality and to protecting existing capital investments in infrastructure while incurring the lowest life-cycle cost.

It shall be the goal of the Town to get to an annual allocation of five (5) percent of the annual operating budget to its capital improvement plan. It is acknowledged that at the time of the adoption of this policy the town allocates approximately 3.9 percent of its most recent annual budget to capital improvements. The percentage will be gradually increased annually to meet the goal.

TOWN OF BRAINTREE  
CAPITAL PLAN FY 2016

		<u>project</u>	<u>dept. total</u>	<u>Sources of funding</u>		
				<u>bond</u>	<u>cash</u>	<u>other</u>
<b><u>GENERAL FUND</u></b>						
<b>Town Wide</b>						
	Building Capital Stabilization Fund	500,000			500,000	
	<b>SUB-TOTAL TOWN WIDE</b>		500,000			
<b>133 FINANCE</b>						
	ADA Compliance issues	50,000			50,000	
	Telephone Upgrade	50,000			50,000	
	Electronic Archiving System	<u>100,000</u>			100,000	
	<b>SUB-TOTAL FINANCE</b>		200,000			
<b>161 TOWN CLERK</b>						
	Electronic Archiving System	<u>-</u>				
	<b>SUB-TOTAL CLERK</b>		-			
<b>171 PLANNING AND DEVELOPMENT</b>						
	Town Green Universal access	<u>10,000</u>			10,000	
	<b>SUB-TOTAL PLANNING AND DEVELOPMENT</b>		10,000			
<b>210 POLICE</b>						
<b><u>BUILDING UPGRADES</u></b>						
	South Shore Plaza Substation Renovations	5,000			5,000	
	Animal Control Building Renovations	21,000			21,000	
	Emergency Operations Center	4,000			4,000	
	Electrical Upgrades	<u>5,000</u>			5,000	
	<b>TOTAL</b>		35,000			
<b><u>EQUIPMENT</u></b>						
	Handguns	<u>10,000</u>			10,000	
	<b>TOTAL</b>		10,000			
<b><u>MOTOR VEHICLES</u></b>						
	Marked Cruisers	135,000			135,000	
	Unmarked Cruisers	56,316			56,316	
	Motorcycles	<u>17,684</u>			17,684	
	<b>TOTAL</b>		209,000			
<b><u>DATA PROCESSING</u></b>						
	video management system	10,000			10,000	

TOWN OF BRAINTREE  
CAPITAL PLAN FY 2016

	<u>project</u>	<u>dept. total</u>	<u>Sources of funding</u>		
			<u>bond</u>	<u>cash</u>	<u>other</u>
Desktop Computers	6,000			6,000	
Laptop Computers for Cruisers	6,000			6,000	
Software Upgrades	8,000			8,000	
Security enhancements	5,000			5,000	
Network Server	5,000			5,000	
Network switches	<u>10,000</u>			10,000	
<b>TOTAL</b>		50,000			
<b><u>RADIO EQUIPMENT</u></b>					
Upgrade System Sites	12,000			12,000	
Portable Radios	<u>9,000</u>			9,000	
<b>TOTAL</b>		21,000			
<b>SUB-TOTAL POLICE</b>					
<b>220 FIRE</b>					
HQ Renovation					
Highlands Repairs	45,000		-	45,000	
Oil burner (HQ)	<u>30,000</u>		-	30,000	
<b>SUB-TOTAL FIRE</b>		75,000			
<b>241 MUNICIPAL LICENCE &amp; INSPECTIONS</b>					
Permit Software Program weights and measures	<u>30,000</u>			30,000	
<b>SUB-TOTAL MUNICIPAL LICENESE AND INPECTIONS</b>		30,000			
<b>300 SCHOOL</b>					
EMS Renovations MSBA +/- 48% reimbursement					
Liberty School Renovations MSBA +/- 48% reimbursement					
computer hardware replacement / upgrade network	300,000		300,000		
Ross parking lot and driveway	100,000		100,000		
New Boiler Highlands	65,000		45,000	20,000	
New modular office for Bus depot	90,000		90,000		
Floor replacement District wide	65,000		65,000		
Ceiling and lighting replacement district wide	40,000		40,000		
Paving district wide	<u>340,000</u>		340,000		
<b>SUB-TOTAL SCHOOL</b>		1,000,000			
<b>541 ELDER AFFAIRS</b>					
Building Extension/Renovate					

TOWN OF BRAINTREE  
CAPITAL PLAN FY 2016

	<u>project</u>	<u>dept. total</u>	<u>Sources of funding</u>		
			<u>bond</u>	<u>cash</u>	<u>other</u>
Parking Lot Expansion (added spaces)	35,000		-	35,000	
Bathroom Renovation (staff)	<u>5,000</u>			5,000	
<b>SUB-TOTAL ELDER AFFAIRS</b>		40,000			
<b>400 DPW</b>					
<b>ENGINEERING</b>					
100 Roads Project 3 (TOWN )	1,500,000		1,500,000		
100 Roads Project 3 (CHAPTER 90)	1,500,000			Chapter 90 State C	1,500,000 *
GPS replacement / addition	<u>30,000</u>		30,000		
<b>SUB-TOTAL ENGINEERING</b>		3,030,000			
<b>FACILITIES</b>					
Town Building Renovations - excludes #1 and #2 JFK Memorial Dr.	175,000		175,000		
Install AC in Cahill Auditorium	<u>100,000</u>		100,000		
<b>SUB-TOTAL FACILITIES</b>		275,000			
<b>CEMETERY &amp; GROUNDS MAINTENANCE</b>					
Sweeper replace smithco sweepstar	60,000		60,000		
Zero Turn Mower w/ bagger	<u>15,000</u>		15,000		
<b>SUB-TOTAL CEMETERY GROUNDS AND MAINTENCE</b>		75,000			
<b>HIGHWAY</b>					
Trackless Tractor w/2 Blower Attachments	180,000		180,000		
Street Sweeper	<u>200,000</u>		200,000		
<b>SUB-TOTAL HIGHWAY</b>		380,000			
<b>RECREATION</b>					
Town -wide field + fence repair and rehabilitation	<u>50,000</u>		50,000		
<b>SUB-TOTAL RECREATION</b>		50,000			
<b>610 Library</b>					
Children's Expansion	150,000		150,000		
Roof Top HVAC unit	75,000		75,000		
Building Repairs	25,000		25,000		
<b>SUB-TOTAL LIBRARY</b>		250,000			
<b>TOTAL GENERAL FUND RECOMMENDED</b>	<b>6,240,000</b>	<b>6,240,000</b>	<b>3,540,000</b>	<b>1,200,000</b>	<b>1,500,000 *</b>

\* Based of a \$300 million dollar Statewide program

TOWN OF BRAINTREE  
 CAPITAL PLAN FY 2016

	<u>project</u>	<u>dept. total</u>	<u>Sources of funding</u>		
			<u>bond</u>	<u>cash</u>	<u>other</u>
<b>ENTERPRISE FUNDS</b>					
<b>Water Sewer</b>					
Water Distribution System-(excludes Treatment Plant)	3,000,000		3,000,000		
Sewer Investigation and Rehabilitation Program	725,000		725,000		
Commerce Dr. Pump Stations (Removal)	800,000		800,000		
Wash water tank @ Treatment Plant	<u>200,000</u>		<u>200,000</u>		
<b>TOTAL WATER &amp; SEWER RRECOMMEDEDED</b>		<u><b>4,725,000</b></u>	<u><b>4,725,000</b></u>		
		-			
<b>Golf</b>					
Greens & Tee & Collar Triplex Mower	30,000		30,000		
Sand Trap Rake	22,000		22,000		
Golf Course Utility Vehicle	<u>25,000</u>		<u>25,000</u>		
<b>TOTAL GOLF RECOMMEDNEDED</b>		<u><b>77,000</b></u>	<u><b>77,000</b></u>		
		-			

**TOWN WIDE**

Building Capital Stabilization Fund \$ 500,000

The Town Council voted in December of 2013 to establish a Building Capital Stabilization Fund under MGL C40 s5. The purpose of the fund is to assist in the paying for the construction, additions and renovation costs for public buildings or debt service associated with the improvement to public buildings. The intent of the fund is to help pay for construction, additions and renovations costs of public buildings or debt service associated with the improvements for construction, additions and renovations of public buildings. This year we propose to place an additional 500,000 in to the fund from FY 2015 certified free cash.

**FINANCE**

ADA Compliance Issues \$ 50,000

The Town is in the process of hiring an ADA Coordinator who will be responsible for advising the Town on policy and procedures in conjunction with the Commission on Disabilities relating to ADA issues.

Telephone \$ 50,000

The current NEC phone and voicemail system at town Hall is on its last leg and close to 20 years old. The maintenance on it is costly and time consuming. Upgrading to a newer VoIP Phone is strongly recommended. With this upgrade come the benefits of quicker response when adds/moves/changes happen and better information regarding caller identification and time. The customers calling in will notice a much improved quality. Another feature is the ability to have voicemails sent to email. Some employees and/or councilors are not always at their desks to check on voicemails. With the new system if a voicemail comes in the employee is notified immediately on the phone and they can listen and respond to it from anywhere, improving productivity. This project will upgrade Town Hall, Police, Fire (3) locations, Library, Retirement, 85 Quincy Ave and Golf.

Electronic Archiving \$ 100,000

The Town is looking into a town wide department electronic archiving system. Record retention regulations require an enormous amount of space. This will begin a multi-year process to standardize the archiving system of all town records.

**PLANNING AND DEVELOPMENT**

Town Green Universal Access \$ 10,000

A conceptual design of a proposed landscape berm to be located between Town Hall and Old Thayer Library that includes ADA accessible walkways providing universal accessibility between the buildings (see attached). Funding would allow the conceptual design to be evaluated for development of plans and specifications that can be used to seeking future funding for construction under

the Community Preservation Fund for a portion of the project and potentially other grants from Mass Historical Commission for the remaining work.

**POLICE**

**Building Upgrades**

South Shore Plaza Substation Renovations \$ 5,000

The addition of a fingerprint computer and fiber cable, firearms lockers for officers dealing with detainees and lockers for the officers assigned to the Plaza.

Animal Control Building Renovation \$ 21,000

Replace the roof, kennels and fencing. The roof is over 20 years old and in dire need of replacement. The kennel area is over 30 years old. Fencing inside and out would be replaced as well. It will provide a better environment for the animal control officer and the citizens who come to pick up and adopt the dogs.

Emergency Operations Center \$ 4,000

Continued upgrades to the Emergency Operations Center at the police station. Upgrades include equipment and work stations operated by BELD and DPW staff during emergency operations.

Electrical Upgrades \$ 5,000

The continued upgrade of electrical panels at the police station is needed to meet the continuing increase in electrical demands of the dispatch area.

**Equipment**

Handguns \$ 10,000

The continued replacement of current handguns with Glock 22's

**Motor Vehicles**

Marked Cruisers \$ 135,000

The replacement of three marked front line cruisers

Unmarked Cruisers \$ 56,316  
The replacement of two unmarked cruisers for anti-crime and detectives

Motorcycle \$ 17,684  
The replacement of one 2002 Harley Davidson motorcycle

Data Processing

Video Management System \$ 10,000  
These funds would allow for the purchase of software and licenses to better manage the video camera system throughout the Town.

Desktop Computers \$ 6,000  
The continuing scheduled replacement of six (25%) of the desktop computers.

Cruiser Laptop Computers \$ 2,000  
The replacement of older laptops in the cruisers

Software Upgrades \$ 8,000  
The Pamet software upgrades (Office, Windows 7, and Operating Systems)

Security Enhancements \$ 5,000  
To add more doors to the Police badge / FOB security system and new cameras in the cell block areas

Network Server \$ 5,000  
This will provide replacement of the seven year old Pamet server.

Network Switches \$ 10,000  
The scheduled replacement of network switched by BELD IT.

Radio Equipment

Upgrade system Sites \$ 12,000  
Upgrade Voting, Comp, Transmitters and Receivers to digital and put up a second stand-alone digital repeater as a second channel also to move away from a vendor owned phone / data lines to a town owned microwave gateway.

Portable Radios \$ 9,000  
This provides for the upgrade and replacement of mobile radios at a rate of three units per year.

**FIRE**

Highland Station Repairs \$ 45,000  
To make necessary roof repairs/replacement and several interior and exterior doors need replacement

Oil Burner \$ 30,000  
The oil burner at Headquarters needs to be replaced because it is more than 25 years old and has required frequent maintenance.

**MUNICIPAL LICENSE AND INSPECTION**

Permit Software Weights and Measures program \$ 30,000  
The Weights & Measures Permit Software Program will complete the departments' online permitting system, as the Building Program has been in operation since of July 1, 2015, and the Health Program began on/about October 5, 2015.

**SCHOOL**

Computer hardware replacement / upgrade network \$ 300,000  
Replace and or purchase new technology for the school and staff.

Paving Ross school driveway and parking lot \$ 100,000  
Repaving Ross school driveway and parking lot area including reset curbing and entrance way sidewalk in front of the school

Replacement Highlands Boiler \$ 65,000  
Replace 60 year old boiler at Highlands school.

Transportation trailer \$ 90,000  
Replace the modular office trailer the at the transport depot. Place the new ADA compliant trailer on piers and block and level, complete the electric and utility tie in and place a skirt around the bottom of the unit.

Floor replacement district wide \$ 65,000  
Replace old asbestos floor tiles and carpeting with either new carpeting or vinyl tiles where it is determined to be in the most need

Ceiling and lighting replacement Districtwide \$ 40,000  
To continue to replace ceiling and lighting deemed most in need

Paving District Wide \$ 340,000  
Pavement needs to be redone at the High School, South Middle School, Liberty, Morrison and Ross Elementary

**ELDER AFFAIRS**

Parking lot expansion \$ 35,000  
To expand the existing parking lot for guests of the many well attended programs

Bathroom Renovation \$ 5,000  
To renovate the existing staff bathroom at the Elder Affairs building

**DPW**

**Engineering**

100 Roads Project Phase # 3 (Town) \$1,500,000

This is the Town portion of the FY 2017 Town roads program funded from bonding

100 Roads Project Phase # 3 (State) \$1,500,000

This is the State portion of the FY 2017 Town roads program funded from the state Chapter 90 grant program. This is based on a \$300 million dollar state wide appropriation for the Chapter 90 program.

GPS Replacement /Addition \$ 30,000

Request is made in order to enhance data collection by supplementing existing equipment with 2 newer more efficient models. Existing equipment will be retained as backup.

Facilities

Town Building Renovations \$ 175,000

Work includes DPW barn and Water Sewer building bathroom work, Roof work on the Recreation building at the DPW yard and heating work at 74 and 90 Pond Street.

Cahill Auditorium install Air Conditioning \$ 100,000

Estimate of costs related to providing central air conditioning for the auditorium.

Cemetery and Grounds Maintenance

Sweeper Replacement \$ 60,000

To replace the Smithco Sweepstar

Zero turn Mower and bagger \$ 15,000

Replacement of a 1998 Mower

Highway

Trackless Tractor w/2 Blower attachment \$ 180,000

To replace worn, obsolete equipment, expand service and safety this piece of equipment can be used as a snow blower, mower, sidewalk sweeper and brush cutter

Street Sweeper \$ 200,000

To replace 2008 Elgin sweeper used 8 months a year, 5 days a week. The average life of sweeper is 5 years

**Recreation**

Town Wide Field and fence Repair and rehab.       \$ 50,000

To begin a multi-year process of rehabilitation and repair to the town's many recreation fields and fences.

**LIBRARY**

Children's Room Expansion                               \$ 150,000

Expansion and reconfiguration of the Children's area to include interactive discovery space and space for increased technology

Roof top HVAC unit   \$ 75,000

To replace three aging roof top units that are 15 years old and experiencing more frequent breakdowns and higher unexpected repair and maintenance costs.

Building Repairs   \$ 25,000

For building repair costs including heating and cooling controls, lighting and roof work

**WATER**

Water Distribution System                               \$3,000,000

This is for non- treatment plant work as identified in the Town's 100 Roads Program water master plan. This work is designed to be done a year in advance of the final paving on the streets in order to avoid premature cutting of the roads identified in the Town's next phase of the 100 roads program.

Water Wash Tank   \$ 200,000

Replacement of the town's 300,000 gallon (Backwash) water tank. This is the tank that backwashes the filters used in the Water Treatment Plant. The tank has been leaking and has been spot welded for the past three years. The steel is paper thin and needs to be replaced.

**SEWER**

Inflow and Infiltration Rehabilitation Program      \$ 725,000

The program seeks to remove clean storm water Inflow and Infiltration (I+I) from the town's sewer system. Identifying and removing this from the sewer system reduces sewer treatment cost and reduces sewer system overflows. The town participates in the MWRA grant / loan program. They offer grants and also 5 year zero interest loans that allows the town to work to reduce the I+I and treatment costs.

Commerce Drive Pump Station                              \$ 850,000

This project will provide funding for constructing a gravity sewer to allow taking the station off line and the removal costs. This change will reduce energy and labor costs.

**GOLF**

Tri-Plex Mower    \$ 30,000

To replace a ten year old Mower used 3-5 days a week, 9 months a year. The machine is experiencing frequent breakdowns and has become unreliable.

Sand Trap Rake    \$ 22,000

To replace a fourteen year old Rake used 3-5 days a week, 9 months a year for sand traps and other projects. The machine is experiencing frequent breakdowns and has become unreliable.

Utility Vehicle    \$ 25,000

To replace a twelve year old vehicle used daily for maintenance and other projects. The machine is experiencing frequent breakdowns and has become unreliable.

**BONDED DEBT**

<u>ref. #</u>	<u>description</u>	<u>debt authorized</u>	<u>bonded debt</u>	<u>FY 2017 principal</u>	<u>FY 2017 interest (I)</u>	<u>FY 2017 total</u>	
<b><u>GENERAL FUND</u></b>							
13	Road Projects C44s7(5) FY 2016 Capital	Nov-15	1,500,000	100,000	45,000	145,000	15 C44 s7(5)
	Road Projects C44s7(6)	Nov-15	-	-	-	-	15 C44 s7(6)
	School computer hardware replacement and network upgrade	Nov-15	300,000	60,000	9,000	69,000	5 C44 s7(9)
	School Building Renovations districtwide,Highlands,Hollis, bus de	Nov-15	240,000	12,000	7,200	19,200	20 C44 s7(3a)
	School paving district wide	Nov-15	440,000	44,000	13,200	57,200	10 C44 s7(5)
	DPW Traffic Signal System Replacement + GPS replacement	Nov-15	30,000	6,000	900	6,900	5 C44 s7(9)
	DPW Building Repairs and Town Hall Air conditioning	Nov-15	275,000	13,750	8,250	22,000	20 C44 s7(3a)
	DPW Highway (1 )6 wheel trucks, (1)sweeper (1) small 6 wheel (1	Nov-15	75,000	15,000	2,250	17,250	5 C44 s7(9)
	DPW Veh Trackless Tractor + Blower, (1) 5-7 ton dump w/ plow ar	Nov-15	380,000	76,000	11,400	87,400	5 C44 s7(9)
	DPW Park and REC town wide filed and fence rehabilitation	Nov-15	50,000	10,000	1,500	11,500	5 C44 s7(9)
	Library Children's expansion and reconfiguration	Nov-15	250,000	12,500	7,500	20,000	20 C44 s7(3a)
	less FY 17 debt service reduction from FY 2016					(130,669)	
	<b>Total Bonded Debt</b>		<b><u>3,540,000</u></b>				
	<b>Total Projected General Fund Debt Service Increase</b>		-			<b><u>324,781</u></b>	
	(I) estimated interest rate 3.00%						

**BONDED DEBT**

<u>ref. #</u>	<u>description</u>	<u>debt authorized</u>	<u>bonded debt</u>	<u>FY 2017 principal</u>	<u>FY 2017 interest (I)</u>	<u>FY 2017 total</u>	
<b><u>WATER ENTERPRISE FUND</u></b>							
	Water System Improvements	12/1/2015	3,000,000	150,000	90,000	240,000	20 20 yr. level debt
	Water Wash Tank	12/1/2015	200,000	40,000	8,500	48,500	
	Projected FY 2017 net additional debt service					<u>288,500</u>	

**SEWER ENTERPRISE FUND**

MWRA Sewer Rehabilitation 725,000 two MWRA phases							
	Phase # 8 55% loan 143200 45% MWRA grant	5/21/2013	78,760	15,752	-	15,752	5 yr. zero interest
	Phase # 9 25% loan 725,000- 143200=581,800	2/5/2015	145,450	29,090	-	29,090	5 yr. zero interest
	Commerce Dr. Pump Stations (Removal)	12/1/2015	800,000	160,000	34,000	194,000	5 yr. level debt
	Projected FY 2017 net additional debt service					<u>238,842</u>	

	<u>Phase # 8</u>	<u>Phase # 9</u>	<u>total</u>
Grant	64,440	436,350	500,790
Loan	<u>78,760</u>	<u>145,450</u>	<u>224,210</u>
Total	143,200	581,800	725,000

**GOLF ENTERPRISE FUND**

	Greens & Tees & Collars Triplex Mower	12/1/2015	30,000	6,000	900	6,900	5 yr.
	Sand Trap Rake	12/1/2015	22,000	4,400	660	5,060	5 yr.
	Golf Course Utility Vehicle	12/1/2015	25,000	<u>5,000</u>	<u>750</u>	5,750	5 yr.
	Projected FY 2016 net additional debt service					<u>17,710</u>	

TOWN OF BRAINTREE CAPITAL PROGRAM fy 2016 - October 2015  
GENERAL FUND

	<u>Project / Item Description</u>	<u>New / Replace</u>	<u>Age of Replacement</u>	<u>ref.</u>	<u>Total Cost</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
<b>TOWN WIDE</b>	Capital Building Stabilization Fund	New			500,000	500,000				
	<b>SUB-TOTAL TOWN WIDE</b>				500,000	500,000				
<b>161 TOWN CLERK</b>	Electronic Archiving System	New			-					
	<b>SUB-TOTAL CLERK</b>				-					
<b>133 FINANCE</b>	ADA Compliance issues Telephone Upgrade	Replace	N/A		150,000 150,000	50,000 50,000	25,000 50,000	25,000 50,000	25,000	25,000
	<b>SUB-TOTAL FINANCE</b>				300,000	100,000	75,000	75,000	25,000	25,000
<b>171 PLANNING AND DEVELOPMENT</b>	Town Green Universal access Union School Building American Legion post 8b	New	N/A		10,000	10,000				
	<b>SUB-TOTAL PLANNING AND DEVELOPMENT</b>				10,000	10,000				
<b>210 POLICE</b>	<b>BUILDING UPGRADES</b>									
	South Shore Plaza Substation Renovations	Replace	1	36 YRS	5,000	5,000				
	Animal Control Building Renovations	Replace	2		21,000	21,000				
	Emergency Operations Center parking lot	New	3		20,000	4,000	4,000	4,000	4,000	4,000
	Electrical Upgrades	Replace	4	40 years	104,000	104,000				
	Fencing Motorized Gate	New	5		25,000	5,000	5,000	5,000	5,000	5,000
	Rear Roadway to Police Department	New	6	40 years	32,000	12,000	20,000			
		Replace			45,000		45,000			
	<b>TOTAL</b>				252,000	151,000	74,000	9,000	9,000	9,000
	<b>EQUIPMENT</b>									
	Handguns	Replace		8 YRS	30,000	10,000	10,000	10,000		
	<b>TOTAL</b>				30,000	10,000	10,000	10,000		
	<b>MOTOR VEHICLES</b>									
	Marked Cruisers	Replace	1	4 YRS	994,615	180,000	189,000	198,450	208,373	218,792
	Unmarked Cruisers	Replace	2	4YRS	170,000	32,000	32,000	32,000	37,000	37,000
	Motorcycles	Replace	3	15 YRS	131,246	35,368	22,244	23,357	24,525	25,752
	Prisoner Transport Wagon	Replace	4	12 YRS	67,000	67,000				
	<b>TOTAL</b>				1,362,861	314,368	243,244	253,807	269,898	281,544
	<b>DATA PROCESSING</b>									
	Telephone Upgrade	Replace	1	8 YRS	60,000	60,000				
	digital imaging		2		100,000	100,000				
	video management system		3		40,000	40,000				
	Desktop Computers	Replace	4	5YRS	30,000	6,000	6,000	6,000	6,000	6,000
	Laptop Computers for Cruisers	Replace	5	5YRS	30,000	6,000	6,000	6,000	6,000	6,000
	Software Upgrades	New	6		23,000	8,000		5,000	10,000	
	Security enhancements		7		15,000	5,000		5,000		5,000
	Network Server	Replace	8	6YRS	15,000	5,000				10,000
	Network switches	Replace	9	7YRS	30,000	10,000			10,000	10,000
	<b>TOTAL</b>				343,000	240,000	12,000	22,000	32,000	37,000
	<b>RADIO EQUIPMENT</b>									
	Upgrade System Sites	Replace	1		48,000	12,000	12,000	12,000	12,000	
	Mobile Radios	Replace	2	10YRS	69,000	9,000	15,000	15,000	15,000	15,000

TOWN OF BRAintree CAPITAL PROGRAM fy 2016 - October 2015  
GENERAL FUND

Project / Item Description	New / Replace	Age of Replacement	ref.	Total Cost	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Portable Radios	Replace	2		82,800	10,800	18,000	18,000	18,000	18,000
Batteries / Upgrades	Replace	2		54,000	6,000	12,000	12,000	12,000	12,000
<b>TOTAL</b>				<b>253,800</b>	<b>37,800</b>	<b>57,000</b>	<b>57,000</b>	<b>57,000</b>	<b>45,000</b>
<b>SUB-TOTAL POLICE</b>									
<b>220 FIRE</b>									
HQ Renovation	Renovation			-					
Dispatch Remodel				120,000	120,000				
Highlands Repairs				75,000	75,000				
Ladder Truck (HQ)	New	16 years		850,000	850,000				
Oil burner (HQ)	Replace	25 + years		30,000	30,000				
Car 2 (SUV)	New	4 years (80K miles)		50,000		50,000			
E-2 Typhoon	New	12 years		750,000		750,000			
E-4 Typhoon	New	9 years		750,000			750,000		
Water Rescue Craft	New	15 years		25,000		25,000			
Water Rescue Craft	CV	15 years		25,000			25,000		
l pads	New			25,000			25,000		
F-250 w/plow	New			40,000				40,000	
Gear	Replace			30,000	6,000	6,000	6,000	6,000	6,000
Spc.Ops Conversion				10,000					10,000
<b>SUB-TOTAL FIRE</b>				<b>2,780,000</b>	<b>1,081,000</b>	<b>831,000</b>	<b>806,000</b>	<b>46,000</b>	<b>16,000</b>
<b>241 MUNICIPAL LICENCE &amp; INSPECTIONS</b>									
Permit Software Program weights and measures	New			30,000	30,000				
Electronic Archiving System	New			100,000	100,000	100,000	100,000		
<b>SUB-TOTAL MUNICIPAL LICENESE AND INPECTIONS</b>				<b>330,000</b>	<b>130,000</b>	<b>100,000</b>	<b>100,000</b>		
<b>300 SCHOOL</b>									
EMS Renovations MSBA +/- 48% reimbursement	Renovation			-					
Liberty School Renovations MSBA +/- 48% reimbursement	Renovation			-					
computer hardware replacement / upgrade network				1,200,000	300,000	300,000	300,000	300,000	
Replace classroom furniture East	Replace	20 plus years		50,000		50,000			
Floor replacement Highlands				50,000		50,000			
Ceiling and lighting replacement Hollis				60,000		60,000			
Paving Ross school				100,000	100,000				
New Boiler Highlands				65,000	65,000				
New Modular office Bus Depot				90,000	90,000				
Bathroom renovation district wide	Renovation			300,000		100,000	100,000	100,000	
Floor replacement district wide	Renovation			365,000	65,000	100,000	100,000	100,000	
Ceiling and lighting replacement Districtwide	Renovation			310,000	40,000	90,000	90,000	90,000	
Paving district wide	Renovation			840,000	340,000	250,000	250,000		
Phone upgrade Colbert, Monatiquot, and HS	Replace	BELD required		-					
Renovate and upgrade classroom space in the high school	Renovation			570,000			160,000	410,000	
<b>SUB-TOTAL SCHOOL</b>				<b>4,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	
<b>541 ELDER AFFAIRS</b>									
Building Extension/Renovate	N			150,000	150,000				
Carpet Replacement	R			2,500	2,500				
Parking Lot Expansion (added spaces)	N			50,000	50,000	0			
Bathroom Renovation (staff)	R			2,500		2,500			
New Shed for Equipment Storage	N			5,000	5,000				
<b>SUB-TOTAL ELDER AFFAIRS</b>				<b>210,000</b>	<b>207,500</b>	<b>2,500</b>			
<b>400 DPW ENGINEERING</b>									
100 Roads Project 3 TOWN	Replace			3,000,000	1,500,000	1,500,000			

TOWN OF BRAINTREE CAPITAL PROGRAM fy 2016 - October 2015  
GENERAL FUND

Project / Item Description	New / Replace	Age of Replacement	ref.	Total Cost	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
100 Roads Project 3 CHAPTER 90	Replace			3,000,000	1,500,000	1,500,000			
100 Roads Project 4 TOWN	Replace			4,500,000			1,500,000	1,500,000	1,500,000
100 Roads Project 4 CHAPTER 90	Replace			4,500,000			1,500,000	1,500,000	1,500,000
Shaw Street Bridge				340,000		25,000	315,000		
Traffic Signal System Replacement	Replace			910,000	170,000	176,000	182,000	188,000	194,000
GPS replacement / addition	1 Replacement			30,000	30,000				
Drainage	Replace			750,000	150,000	150,000	150,000	150,000	150,000
<b>SUB-TOTAL ENGINEERING</b>				<b>17,030,000</b>	<b>3,350,000</b>	<b>3,351,000</b>	<b>3,647,000</b>	<b>3,338,000</b>	<b>3,344,000</b>
<b>FACILITIES</b>									
Town Building Renovations - excludes #1 and #2 JFK Memorial Dr.				700,000	175,000	175,000	175,000	175,000	
Upgrade A/C in Town Hall and install AC in Cahill Auditorium				600,000	600,000				
DPW Facility	Replacement			-	-	-	-	-	-
Truck with plow				100,000	50,000	50,000			
<b>SUB-TOTAL FACILITIES</b>				<b>1,400,000</b>	<b>825,000</b>	<b>225,000</b>	<b>175,000</b>	<b>175,000</b>	<b>-</b>
<b>CEMETERY &amp; GROUNDS MAINTENANCE</b>									
Trash Compactor	Replacement	17		140,000	140,000				
Compost Site Study - Relocate				500,000				500,000	
6 wheel 2 wheel drive trash truck./ trash recycling compactor	Replacement	9		110,000	110,000				
Sweeper replace smithco sweepstar	Replacement			60,000	60,000				
Small 6 - Wheel Truck w/ utility body and plow	Replacement	12		65,000	65,000				
Utility Body Truck with plow trailer	Replacement	16		55,000	55,000				
Zero Turn Mower w/ bagger	Replacement	Junk		15,000	15,000				
Chapel - Office and Bathroom	New			285,000	285,000				
Lawn Sweeper	Replacement	14		46,000	46,000				
Small Dump Truck w plow and rack body	Replacement	13		56,000	56,000				
AWD Dump Truck w/ utility body and plow	Replacement	17		45,000	45,000				
Small Tractor	Replacement	12		65,000	65,000				
Asphalt Roller	Replacement	9		15,000	15,000				
Backhoe / Loader	Replacement	11		175,000	175,000				
Fertilizer Spreader	Replacement	11		10,000		10,000			
Super Rake	Replacement	9		25,000		25,000			
Zero Turn Mower	Replacement	18		16,000		16,000			
Small 6 - Wheel Truck w/ dump body and plow	Replacement	10		75,000			75,000		
Landscape Trailer	Replacement	20		5,000			5,000		
Landscape Trailer	Replacement	20		5,000			5,000		
Lawn Mower (Large)	Replacement	7		100,000			100,000		
Lawn Mower (Large)	Replacement	7		100,000			100,000		
Zero Turn Mower w/ bagger	Replacement	8		17,000			17,000		
Zero Turn Mower w/ bagger	Replacement	Poor / Junk		17,000			17,000		
<b>SUB-TOTAL CEMETERY GROUNDS AND MAINTENANCE</b>				<b>2,002,000</b>	<b>1,132,000</b>	<b>51,000</b>	<b>319,000</b>	<b>500,000</b>	<b>-</b>
<b>HIGHWAY</b>									
Building Foundation for donated BELD building	New			500,000	500,000				
Trackless Tractor w/2 Blower Attachments	Replacement			180,000	180,000				
Street Sweeper	Replacement	6		400,000	200,000	200,000			
Snow Blower Attachment to Loader	New			170,000	170,000				
Trash Compactor	New			110,000	110,000				
Stainless Sanders (2)	Replacement			26,000	26,000				
Roller and Trailer				25,000	25,000				
Front-End Loader w/Plow & 2 Buckets	Replacement	19		495,000	265,000	230,000			
4x4 pickup truck ( superintendent)	Replacement	18		35,000	35,000				
4x4 pickup truck ( asst. superintendent )	Replacement	18		35,000	35,000				
clear span poly wall building for storage of seasonal equipment		16		48,000	48,000				
5-7 Ton Dump Truck w/ plow and sander	Replacement	24		185,000	185,000				
Wood Chipper	Replacement	26		175,000		175,000			
5-7 Ton Dump Truck w/ plow and sander	Replacement	20		170,000	170,000				

TOWN OF BRAINTREE CAPITAL PROGRAM fy 2016 - October 2015  
GENERAL FUND

<u>Project / Item Description</u>	<u>New / Replace</u>	<u>Age of Replacement</u>	<u>ref.</u>	<u>Total Cost</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>
5-7 Town Dump Truck w/ plow and sander	Replacement	20		170,000		170,000			
Skid Steer	Replacement	25		80,000	80,000				
2-7 ton dump truck w/ plow and sander	Replacement	17		190,000		190,000			
<b>SUB-TOTAL HIGHWAY</b>				<b>2,994,000</b>	<b>2,029,000</b>	<b>965,000</b>			
<b>RECREATION</b>									
outdoor court equipment replacement	Replace			20,000	5,000		7,500		7,500
outdoor tennis courts and basketball court facilities repairs	Replace			225,000		75,000		150,000	
Town-wide field repair and rehabilitation	Replace			1,000,000	100,000	225,000	225,000	225,000	225,000
Town-wide fence repair and rehabilitation	Replace			1,000,000	100,000	225,000	225,000	225,000	225,000
Braintree high school security shutters press box windows	Replace			30,000	30,000				
Braintree high school new lighting	Replace			800,000	800,000				
<b>SUB-TOTAL RECREATION</b>				<b>3,075,000</b>	<b>1,035,000</b>	<b>525,000</b>	<b>457,500</b>	<b>600,000</b>	<b>457,500</b>
<b>610 LIBRARY</b>									
Children's Expansion	Replacement	20 years		150,000	150,000				
Roof Top HVAC unit	Replacement	18 years		75,000	75,000				
Heating and Cooling Controls	Replacement	18 years		25,000	25,000				
Roof replacement	Replacement	18 years		20,000	20,000				
Security system	Replacement	18 years		6,000	6,000				
Computer replacement-ongoing	Replacement	10-5 years		30,000		10,000	10,000	10,000	
Lighting	Replacement	18 years		7,000		7,000			
Building Replacement Roof Replacement	Replace			105,000		105,000			
<b>SUB-TOTAL LIBRARY</b>				<b>418,000</b>	<b>276,000</b>	<b>122,000</b>	<b>10,000</b>	<b>10,000</b>	
<b>TOTAL GENERAL FUND REQUESTS</b>				<b>37,290,661</b>	<b>12,428,668</b>	<b>7,643,744</b>	<b>6,941,307</b>	<b>6,061,898</b>	<b>4,215,044</b>
<b>SUB-TOTAL TOWN WIDE</b>				<b>500,000</b>	<b>500,000</b>				
<b>SUB-TOTAL CLERK</b>									
<b>SUB-TOTAL FINANCE</b>				<b>300,000</b>	<b>100,000</b>	<b>75,000</b>	<b>75,000</b>	<b>25,000</b>	<b>25,000</b>
<b>SUB-TOTAL PLANNING AND DEVELOPMENT</b>				<b>10,000</b>	<b>10,000</b>				
<b>SUB-TOTAL POLICE</b>				<b>2,241,661</b>	<b>753,168</b>	<b>396,244</b>	<b>351,807</b>	<b>367,898</b>	<b>372,544</b>
<b>SUB-TOTAL FIRE</b>				<b>2,780,000</b>	<b>1,081,000</b>	<b>831,000</b>	<b>806,000</b>	<b>46,000</b>	<b>16,000</b>
<b>SUB-TOTAL MUNICIPAL LICNESE AND INPECTIONS</b>				<b>330,000</b>	<b>130,000</b>	<b>100,000</b>	<b>100,000</b>		
<b>SUB-TOTAL SCHOOL</b>				<b>4,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	
<b>SUB-TOTAL ELDER AFFAIRS</b>				<b>210,000</b>	<b>207,500</b>	<b>2,500</b>			
<b>SUB-TOTAL DPW</b>				<b>26,501,000</b>	<b>8,371,000</b>	<b>5,117,000</b>	<b>4,598,500</b>	<b>4,613,000</b>	<b>3,801,500</b>
<b>SUB-TOTAL LIBRARY</b>				<b>418,000</b>	<b>276,000</b>	<b>122,000</b>	<b>10,000</b>	<b>10,000</b>	
				<b>37,290,661</b>	<b>12,428,668</b>	<b>7,643,744</b>	<b>6,941,307</b>	<b>6,061,898</b>	<b>4,215,044</b>

DPW CAPITAL PROGRAM - FY'16

11/16/2015

Project / Item Description	New / Replace	Age of Replace	<u>ref.</u>	Total Cost	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Water Distribution System - 100 Roads Program . (excludes Treatment Plant)			W-1	15,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Sewer Investigation and Rehabilitation Program - MWRA Financial Assistance			W-2	3,560,000	725,000	710,000	750,000	675,000	700,000
Drainage Construction Projects NPDES phase 2 stormwater permit compliance				750,000	150,000	150,000	150,000	150,000	150,000
Surry Lane Pump Stations (Removal)			W-3	-					
Commerce Dr. Pump Stations (Removal)			W-3	800,000	800,000				
Howard St. Pump Station (Upgrade Pumps)			W-4	800,000	800,000				
Brookside Pump Station (Upgrade Pumps)			W-4	800,000	800,000				
Emergency Diesel pump ( Mobile)			W-5	71,660	71,660				
Vactor Truck	Replacement	17	W-6	350,000				350,000	
Utility Truck	Replacement	10	W-7	200,000	100,000	100,000			
PC 78 Kamatsu Mini Excavator	Replacement	11	W-8	90,000			90,000		
Wash water tank @ Treatment Plant	Replacements	50	W-9	700,000	350,000	350,000			
<b>WATER &amp; SEWER TOTAL</b>				<b>23,121,660</b>	<b>6,796,660</b>	<b>4,310,000</b>	<b>3,990,000</b>	<b>4,175,000</b>	<b>3,850,000</b>

DPW GOLF FUND CAPITAL PROGRAM - FY'15

11/16/2015

Project / Item Description	New / Replace	Age of Replacement	ref.	Total Cost	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
<b>GOLF</b>									
Greens & Tee & Collar Triplex Mower	Replacement	8 years & 10 years	GO-8	95,000	30,000		30,000		35,000
Sand Trap Rake	Replacement	14 years	GO-6	22,000	22,000				
Golf Course Utility Vehicle	Replacement	12 years	GO-7	55,000	25,000				30,000
8th Green Reconstruction	Replacement	40 years	GO-9	70,000	70,000				
Leaf and Debris Sweeper	Replacement		GO-10	37,000		37,000			
Rough & Surrounds Mower	Replacement	6 years	GO-11	42,000			42,000		
Parking Lot Repaving	Replacement	20 years	GO-13	150,000				150,000	
<b>GOLF TOTAL</b>				<b>471,000</b>	<b>147,000</b>	<b>37,000</b>	<b>72,000</b>	<b>150,000</b>	<b>65,000</b>



#15-042

Revised 11/23/15

Office of the Mayor  
One JFK Memorial Drive  
Braintree, Massachusetts 02184

Joseph C. Sullivan  
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council  
Susan Cimino, Clerk of the Council  
James Casey, Town Clerk

Cc: Edward Spellman, Director of Municipal Finance  
Michael Coughlin, Chief of Staff and Operations

From: Joseph C. Sullivan, Mayor *JCS*

Date: November 23, 2015 (Revised from November 10, 2015)

Re: Request for Appropriation - Fiscal Year 2016 General Fund Capital Budget

This is the revised General fund bonding article the two changes are underlined.

In conjunction with the submission of our FY 2016 Capital Plan we present for your approval the following General Fund Bonding Capital Article for funding. Specific details of these projects can be found in the accompanying Town of Braintree Fiscal Year 2016 Capital Plan.

These projects represent our ongoing efforts to identify and address capital and infrastructure needs both in our community and in our buildings and operations. These investments are our priorities within the context of a five year capital plan and fund projects and equipment we have identified as critical needs. As you know the debt service for these expenditures is to be paid over future years and given our current financial strength they are deemed affordable.

Accordingly, your review and approval of the following motions is requested:

RECEIVED TOWN CLERK  
BRAINTREE, MA  
2015 NOV 24 PM 12:14

**TOWN OF BRAINTREE, MASSACHUSETTS  
IN TOWN COUNCIL  
ORDERED:**

That the Town of Braintree appropriates the sum of Three Million Five Hundred –Forty Thousand Dollars (\$3,540,000) to pay costs of the following capital projects:

<u>PROJECT</u>	<u>AMOUNT</u>	<u>AUTHORIZATION</u>
Roadway Resurfacing	\$1,500,000	Ch. 44, s. 7(6)
School Data Processing Improvements	\$300,000	Ch. 44, s 7(28)/7(29)
School Building Renovations	\$240,000	Ch. 44, s 7(3A)
School Paving Resurfacing	\$440,000	Ch. 44, s. 7(6)
DPW GPS Replacement	\$ 30,000	Ch. 44, s 7(9)
DPW Facilities (Town) Building repairs	\$ 275,000	Ch. 44, s 7(3A)
DPW Cemetery Sweeper and Mower	\$ 75,000	Ch. 44, s 7(9)
DPW Highway Equip. Tractor & Sweeper	\$380,000	Ch. 44, s 7(9)
DPW Recreation Field and Fence repair	\$ 50,000	Ch. 44, s 7(25)
Library Building Renovations	\$250,000	Ch. 44, s 7(3A)

and for the payment of all other costs incidental and related thereto; that the amounts indicated above for each project are estimates and that the Mayor may allocate more funds to any one or more of such projects, and less to others, so long as, in the judgment of the Mayor, each of the projects described above can be completed within the total appropriation made by this Order; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to the authorizing statutes described above, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

As this request involves a loan authorization, advertising and a public hearing is required under Sections 2-9 and 6-7 of the Town Charter.



Office of the Mayor  
One JFK Memorial Drive  
Braintree, Massachusetts 02184

Joseph C. Sullivan  
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council  
Susan Cimino, Clerk of the Council  
James Casey, Town Clerk

Cc: Edward Spellman, Director of Municipal Finance  
Michael Coughlin, Chief of Staff and Operations

From: Joseph C. Sullivan, Mayor *JCS*

Date: November 10, 2015

Re: Request for Appropriation - Fiscal Year 2016 General Fund Capital Budget

RECEIVED TOWN CLERK  
BRAINTREE, MA  
2015 NOV 12 PM 1:43

In conjunction with the submission of our FY 2016 Capital Plan we present for your approval the following General Fund Bonding Capital Article for funding. Specific details of these projects can be found in the accompanying Town of Braintree Fiscal Year 2016 Capital Plan.

These projects represent our ongoing efforts to identify and address capital and infrastructure needs both in our community and in our buildings and operations. These investments are our priorities within the context of a five year capital plan and fund projects and equipment we have identified as critical needs. As you know the debt service for these expenditures is to be paid over future years and given our current financial strength they are deemed affordable.

Accordingly, your review and approval of the following motions is requested:

**TOWN OF BRAINTREE, MASSACHUSETTS  
IN TOWN COUNCIL  
ORDERED:**

That the Town of Braintree appropriates the sum of Three Million Five Hundred –Forty Thousand Dollars (\$3,540,000) to pay costs of the following capital projects:

<u>PROJECT</u>	<u>AMOUNT</u>	<u>AUTHORIZATION</u>
Roadway Resurfacing	\$1,500,000	Ch. 44, s. 7(6)
School Data Processing Improvements	\$400,000	Ch. 44, s 7(28)/7(29)

School Building Renovations	\$240,000	Ch. 44, s 7(3A)
School Paving Resurfacing	\$340,000	Ch. 44, s. 7(6)
DPW GPS Replacement	\$ 30,000	Ch. 44, s 7(9)
DPW Facilities (Town) Building repairs	\$ 275,000	Ch. 44, s 7(3A)
DPW Cemetery Sweeper and Mower	\$ 75,000	Ch. 44, s 7(9)
DPW Highway Equip. Tractor & Sweeper	\$380,000	Ch. 44, s 7(9)
DPW Recreation Field and Fence repair	\$ 50,000	Ch. 44, s 7(25)
Library Building Renovations	\$250,000	Ch. 44, s 7(3A)

and for the payment of all other costs incidental and related thereto; that the amounts indicated above for each project are estimates and that the Mayor may allocate more funds to any one or more of such projects, and less to others, so long as, in the judgment of the Mayor, each of the projects described above can be completed within the total appropriation made by this Order; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to the authorizing statutes described above, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

As this request involves a loan authorization, advertising and a public hearing is required under Sections 2-9 and 6-7 of the Town Charter.



# Office of the Mayor

One JFK Memorial Drive  
Braintree, Massachusetts 02184

Joseph C. Sullivan  
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council  
Sue Cimino, Clerk of the Council  
James Casey, Town Clerk

Cc: Edward Spellman, Director of Municipal Finance  
Michael Coughlin, Chief of Staff and Director of Operations

From: Joseph C. Sullivan, Mayor (JCS)

Date: November 10, 2015

Re: Request for Appropriation – Fiscal Year 2016 Enterprise Funds Capital Budget

RECEIVED TOWN CLERK  
BRAINTREE, MA  
2015 NOV 12 PM 1:42

In conjunction with the Town of Braintree's FY 2016 Capital Plan and Budget we present for your approval the following four (4) Enterprise Fund Capital Articles, one for water, two for sewer and one for golf, all to be funded from issuing bonds. The debt service is to be paid over future years, the work and improvements done will benefit enterprise funds for a number of years.

- 1) The \$3,000,000 borrowing is for Town-wide water distribution flow system improvements
- 2) MWRA Sewer Infiltration and Inflow grant loan authorization Phase 10
- 3) Commence Drive Sewer Pump Station removal
- 4) Several priority golf projects

Accordingly, your review and approval of the following orders is requested.

TOWN OF BRAINTREE, MASSACHUSETTS  
IN TOWN COUNCIL

**ORDERED:**

That the Town of Braintree appropriates the sum of Three Million Dollars (\$3,000,000) to pay costs of Town-wide water distribution system improvements, and for the payment of all other costs incidental and related thereto and that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44, Section 8 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

TOWN OF BRAINTREE, MASSACHUSETTS  
IN TOWN COUNCIL

**ORDERED:**

That the Town of Braintree appropriates the sum of One Million Five Hundred Twenty Thousand Dollars (\$1,520,000) to pay costs of wastewater system rehabilitation projects, and for the payment of all other costs incidental and related thereto and that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(1) of the General Laws, or pursuant to any other enabling authority and to issue bonds or notes of the Town therefor.

TOWN OF BRAINTREE, MASSACHUSETTS  
IN TOWN COUNCIL

**ORDERED:**

That the Town of Braintree appropriates the sum of One Million Dollars (\$1,000,000) to pay costs of the following capital projects:

<u>Project</u>	<u>Amount</u>	<u>Authorizing Statute</u>
Commerce Drive Pump Station	\$800,000	Ch 44, s 7(34)
Treatment Plant Wash Water Tank	\$200,000	Ch 44 s 8 (4)

and for the payment of all other costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to the authorizing statutes described above, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

TOWN OF BRAINTREE, MASSACHUSETTS  
IN TOWN COUNCIL

**ORDERED:**

That the Town of Braintree appropriates the sum of Seventy Seven Thousand Dollars (\$ 77,000) to pay costs of the following capital projects:

<u>Project</u>	<u>Amount</u>	<u>Authorizing Statute</u>
Triplex Mower	\$ 30,000	Ch 44, s 7(9)
Sand Trap Rake	\$ 22,000	Ch 44, s 7(9)
Utility Vehicle	\$ 25,000	Ch 44, s 7(9)

and for the payment of all other costs incidental and related thereto; that the amounts indicated above for each project are estimates and that the Mayor may allocate more funds to any one or more of such projects, and less to others, so long as, in the judgment of the Mayor, each of the projects described above can be completed within the total appropriation made by this Order; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to the authorizing statutes described above, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

As this request involves a loan authorization, advertising and a public hearing is required under Sections 2-9 and 6-7 of the Town Charter.



Office of the Mayor  
One JFK Memorial Drive  
Braintree, Massachusetts 02184

Joseph C. Sullivan  
Mayor

781-794-8100

To: Thomas M. Bowes, President of the Council  
Susan Cimino, Clerk of the Council  
James Casey, Town Clerk

From: Joseph C. Sullivan, Mayor *JCS*

Cc: Edward Spellman, Director of Municipal Finance  
Michael Coughlin, Chief of Staff and Director of Operations

Date: November 10, 2015

RE: Request for Appropriation – FY 2016 Capital Budget - Other Available Funds

RECEIVED TOWN CLERK  
BRAintree, MA  
2015 NOV 12 PM 1:42

In conjunction with the FY 2016 Capital Budget we present for your approval the following capital items to be funded from transfers from Free Cash and other available funds. Details of the projects can be found in the accompanying 2016 Capital Plan. We take steps to analyze and identify the most effective means to finance the priority needs of our capital budget. Utilization of these funds for these capital needs is affordable and financially sound.

Accordingly, your review and approval of the following motions is requested:

1) Finance Department

**MOTION:** That the sum of \$50,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of updating ADA compliance issues.

2) Finance Department

**MOTION:** That the sum of \$50,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of updating Town Telephone system.

3) Finance Department

**MOTION:** That the sum of \$100,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of electronic archiving and digital imaging of Town Department's files and records.

4) Planning and Development Department

**MOTION:** That the sum of \$10,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of Town Green Universal Access.

5) Police Department

**MOTION:** That the sum of \$35,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purposes of various building upgrades.

6) Police Department

**MOTION:** That the sum of \$10,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of purchasing equipment handguns.

7) Police Department

**MOTION:** That the sum of \$209,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purposes of purchasing three replacement marked police cruiser, two unmarked police cruisers and a motorcycle.

8) Police Department

**MOTION:** That the sum of \$50,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of purchasing various data processing equipment.

9) Police Department

**MOTION:** That the sum of \$21,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of purchasing various radio equipment.

10) Fire Department

**MOTION:** That the sum of \$75,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of various building repairs and renovations.

11) Municipal License and Inspections Department

**MOTION:** That the sum of \$30,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of purchasing a permit software program to connect the weights and measures to the automated permitting program.

12) School Department

**MOTION:** That the sum of \$20,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purpose of replacing the boiler at the Highlands School.

13) Department of Elder Affairs

**MOTION:** That the sum of \$40,000 be transferred from Fiscal Year 2015 Certified Free Cash for the purposes of parking lot expansion and renovating a bathroom.

Since this request involves the appropriation of funds within the Fiscal Year 2016 budget, advertising and a public hearing is required under Sections 2-9 and 6-7 of the Town Charter.



**TOWN OF BRAintree**  
DEPARTMENT OF MUNICIPAL FINANCE  
One JFK Memorial Drive  
Braintree, Massachusetts 02184  
Tel: 781-794-8035 Fax: 781-794-8181

Edward J. Spellman, Jr.  
Director of Finance

Joseph C. Sullivan  
Mayor

To: Thomas M. Bowes, President of the Council  
Susan Cimino, Clerk of the Council  
James Casey, Town Clerk

From: Edward Spellman, Director of Municipal Finance

Cc: Joseph C. Sullivan, Mayor  
Michael Coughlin, Chief of Staff and Operations

Date: November 23, 2015

RE: Prior Fiscal Year Unpaid Bill

We have been notified that the Town of Wellesley has submitted a reimbursement request for a non-contributory pension survivor benefit for one of their retirees who worked a portion of his carrier for the Town of Braintree. This pension benefit is allocated to the communities according to amount of time worked in each community. The Town of Braintree is responsible for 25.3% of this retiree's pension benefit or \$2,823.58 annually.

The Town's current contributory retirement system was created on 1/4/1937, while the non-contributory system is effective for employees hired before that date. The town currently has two remaining non-contributory pensioners. The non-contributory retirement line item appears in the Human Resources Department Employee Benefits program.

The retirement systems fiscal year is the calendar year, January 1st to December 31st. Generally these invoices are sent in to communities late December or January but this was not done last January and the funds were closed out at the end of the fiscal year. There were funds available to pay this bill if submitted to us in a timely manner. Accordingly we are requesting your approval of the attached motion to pay this unpaid bill.

RECEIVED TOWN CLERK  
BRAintree, MA  
2015 NOV 23 AM 10:28

Pursuant to G.L. c. 44, §64, this vote requires a **two-thirds** vote of the Town Council. If approved, the appropriate motion for the Council is as follows:

**MOTION:** That the sum of \$2,823.58 be re-appropriated from the fiscal year 2016 Finance Department Administration Program 01, 9c Cut Reserve line item account 01-133-01-5207, for the purpose of paying an unpaid bill to Town of Wellesley, incurred prior to July 1, 2015 but not in excess of the fiscal year 2015 appropriation.

Please be advised that this re-appropriation order is subject to the advertising provisions of Section 2-9 of the Charter.

TOWN OF WELLESLEY MASSACHUSETTS



**CONTRIBUTORY**

TOWN HALL • 525 WASHINGTON STREET •

**RETIREMENT SYSTEM**

WELLESLEY, MA 02482-5992

RETIREMENT BOARD

DAVID N. KORNWITZ, CHAIRMAN  
TIMOTHY BARROS, VICE CHAIRMAN  
SHERYL STROTHER  
CHARLIE CAHILL  
MICHAEL LEACH

FACSIMILE: (781) 239-1043  
TELEPHONE: (781) 431-1019 EXT. 2216

LYNN WHYNOT  
RETIREMENT ADMINISTRATOR

September 30, 2014

Town of Braintree  
Retirement Board  
1 J.F.K. Memorial Drive  
Braintree, MA 02184

Dear Sir/Madam:

In accordance with the provisions of Section 59(A) of Chapter 32 of the General Laws, reimbursement is requested for payments made during 2014 to the beneficiary of Carl Olson Jr who was a veteran who had service with your municipality.

Non-Contributory Retirement System

Name	%	Reimbursable Amount
-----	-----	-----
Eleanor Olson, survivor	25.30	\$2,823.58

Please make a check for \$2,823.58 payable to the Town Treasurer, Town of Wellesley, and mail it to the Town Hall, 525 Washington St., Wellesley, MA 02482.

Sincerely,

Lynn Whynot  
Retirement Administrator

## **TRAVEL REIMBURSEMENT POLICY FOR BRAINTREE TOWN COUNCILORS**

### **TOWN BYLAWS**

Section 2-4 (b) Expenses – Subject to appropriation and to prior authorization by the town council, the town council shall be entitled to reimbursement of their actual and necessary expenses incurred in the performance of their duties.

This Bylaw requires “prior authorization” by the Braintree Town Council for any expenses incurred by a Braintree Town Councilor.

Being aware of the fact that the Councilors regularly tour around the area they represent and being aware that few if any Councilors ever ask for reimbursement, I am proposing the following policy to be approved by the Braintree Town Council. This policy is not a change in the Charter but instead provides a preapproval of travel and other Council expenditures without the requirement of regular votes for each and every expenditure by a Councilor.

### **MOTION TO IMPLEMENT TRAVEL POLICY**

Braintree Town Councilors are encouraged to tour the area they represent as Councilors. In accordance with the Bylaws, they are entitled to be reimbursed for any expenses incurred as a Councilor. This policy will be considered “a prior authorization” by the Braintree Town Council that allows the reimbursement of all mileage traveled by a Councilor doing business as a Councilor. Reimbursement will be at a rate of \$.55 per mile which is in accordance with the present federal tax regulations. The Policy also includes any other expenditures including mailings to constituents regarding issues affecting the Braintree community. Such reimbursement should be submitted in writing to the Clerk of the Council on a monthly basis and will be reviewed and approved by the President of the Braintree Town Council. This “prior authorization” will be limited to \$2,500 for each Braintree Town Councilor and will not need an additional vote by the Braintree Town Council. Should a Councilor exceed this amount, they will still be able to submit a request to the full Braintree Town Council for approval.

## Chapter 2.300

### TOWN COUNCIL

**2.300.010. Composition of Council and term.**

**2.300.020. Compensation.**

**2.300.030. Powers, in general.**

**2.300.040. Meetings of Town Council.**

**2.300.050. Ejection of persons behaving in disorderly manner.**

**[HISTORY: Adopted by the Town Council of the Town of Braintree 5-18-2010 by Ord. No. 09-053. Amendments noted where applicable.]**

#### GENERAL REFERENCES

**Charter provisions — See Charter Art. 2.**

---

**2.300.010. Composition of Council and term.**

(See Charter Section 2-1.) The Town Council is comprised of nine members, three of whom are members, known as Councilors-at-Large, who are nominated and elected by and from the voters at large. The six remaining members, known as District Councilors, are nominated and elected from each of the six districts into which the Town is divided, in accordance with Section 7-5 of the Charter. The term of office for all Town Councilors shall be two years, beginning on the first business day of January.

**2.300.020. Compensation.**

The Town Council shall receive an annual salary, which shall be paid in monthly installments. The annual salaries are as follows:

- A. Councilors: \$5,000.
- B. President of the Council: \$7,500.
- C. Expenses as described in Section 2-4 of the Town Charter.

**2.300.030. Powers, in general.**

- A. The legislative powers of the Town are vested in the Town Council. The Town Council shall exercise its legislative powers in the manner determined by the Town Council, unless some other provision is made by a General Law, Town ordinance, or by the Charter.
- B. The Town Council may adopt ordinances which originate with the Mayor on any subject relating to the affairs of the Town. The Town Council may adopt ordinances which originate with it or are filed on petition of voters as provided in Section 7-7 of the

absence or disability of the council president during the current term of office. The powers of an acting council president shall be limited to only those powers of the office indispensably essential to the performance of the duties of the office during the period of temporary absence or disability.

### SECTION 2-3: PROHIBITIONS

(a) Holding Other Town Office or Position - No member of the town council shall hold any other town office or town employment for which a salary or other emolument is payable from the town treasury. No former member of the town council shall hold any compensated appointed town office or appointed town employment until 1 year after the date on which the former member's service on the town council has terminated.

(b) Interference with Administration - Except for the purpose of inquiries and investigations under section 2-7, the town council and its members shall deal with the officers and employees serving under the mayor, solely through the mayor, and neither the town council nor any member of the town council shall give orders or directions to any such officer or employee, either publicly or privately.

### SECTION 2-4: COMPENSATION, EXPENSES

(a) Salary - The members of the town council shall receive such salary for their services as may from time to time be set by ordinance. No ordinance increasing the salary of town councilors shall be effective unless it shall have been adopted during the first 18 months of the term for which town councilors are elected and unless it provides that the salary increase is to take effect upon the organization of the town government following the next municipal election.

(b) Expenses - Subject to appropriation and to prior authorization by the town council, the town council members shall be entitled to reimbursement of their actual and necessary expenses incurred in the performance of their duties.

### SECTION 2-5: GENERAL POWERS

Except as otherwise provided by general law or by this charter, all powers of the town shall be vested in the town council which shall provide for their exercise and for the performance of all duties and obligations imposed upon the town by law.

### SECTION 2-6: EXERCISE OF POWERS; QUORUM; RULES

(a) Exercise of Powers - Except as otherwise provided by general law or by this charter, the legislative powers of the town council may be exercised in a manner determined by it.

(b) Quorum - The presence of a majority of members shall constitute a quorum for the transaction of business, but a smaller number may meet and adjourn from time to time. Except as