

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 -

**November 17, 2015** • Horace T. Cahill Auditorium, Town Hall • Starting Time: 7:30<sub>PM</sub>

#### PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

#### ANNOUNCEMENTS

- 068 15 Councilor Kokoros: Marge Crispin Center – Holiday Season Fundraising/Food Collections
- 072 15 Councilor Kokoros: Braintree Christmas Party, December 10<sup>th</sup>
- 073 15 Council President: Recognition - BHS Boys Soccer Team
- 074 15 Council President: BHS Thanksgiving Rally

#### APPROVAL OF MINUTES

- None

#### 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

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

**UPCOMING MEETINGS:**

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

Committee on Ways & Means - **TUESDAY, DECEMBER 1, 2015 @ 6:00pm**

**ADJOURNMENT**



<sup>6</sup>th Annual  
**Braintree  
 Christmas Party**



*Please Join:*

**Mayor Joseph C. Sullivan**

**State Representative Mark J. Cusack**

**The Braintree Town Council**

**The School Committee**

**The Braintree Electric Light Commissioners**

**Brewster Ambulance**  
**The Marge Crispin Center**

*for the*

**Annual Braintree Toy Drive**

*to benefit the Children of Braintree*

*In Memory of: Reverend Robert Ripley*

**Thursday, December <sup>10</sup>11, 201<sup>5</sup>4 – 6:00 pm**

**GRANITE GRILL**

703 Granite Street | Braintree | 781-848-4500

**ADMISSION: Unwrapped Toy**

*Appetizers and Cash Bar*

Sean Powers 781-727-9408

Town Clerk's Office 781-794-8240

Chuck Kokoros 781-706-0683

Town Council Office 781-794-8152

*<https://www.facebook.com/events/518901874943706/>*  
~~[braintreechristmasparty@gmail.com](mailto:braintreechristmasparty@gmail.com)~~

## 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.**

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**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



# 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.



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.



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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.



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Mayor

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To: Thomas M. Bowes, President of the Council  
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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.